



**Armitage with Handsacre
Parish Council**

Equal Opportunities Policy

Date created	Date adopted	Date last reviewed	Next review date
November 2024	December 2024	N/A	September 2025

1. Policy

The Parish Council is committed to promoting equality and diversity, providing an inclusive and supportive environment for all. In the implementation of this policy, the council will:-

- Ensure that people are treated solely on the basis of their abilities and potential, regardless of race, colour, nationality, ethnic origin, religious or political belief or affiliation, trade union membership, age, gender, gender reassignment, marital status, sexual orientation, disability, socio-economic background, or any other appropriate distinction
- Promote diversity and equality for all staff and value the contributions made by individuals and groups of people from diverse cultural, ethnic, socio-economic and distinctive backgrounds
- Promote and sustain an inclusive and supportive work environment which affirms the equal and fair treatment of individuals in fulfilling their potential and does not afford unfair privilege to an individual or group
- Treat part time staff fairly and equally
- Challenge inequality and less favourable treatment wherever practicable
- Promote greater participation of under-represented groups of staff by encouraging positive action to address inequality
- Promote an environment free of harassment and bullying on any grounds in relation to all staff.

2. Responsibility for Implementation

The parish council has ultimate responsibility for the effective implementation of the policy. The policy will be reviewed at least every two years, to ensure it remains commensurate with the law and best practice. The parish clerk will oversee implementation of this policy

The Employment Committee is responsible for monitoring the implementation of all equal opportunities policies and procedures and reporting on the progress made in achieving equalities targets to the Full Council. The clerk has overall delegated responsibility for co-ordinating the day to day operation of the policies and procedures

3. Responsibility and Liability

All members of staff remain personally responsible for ensuring that they act within the law. The Clerk is responsible for ensuring that all staff perform their duties in a lawful manner and that proper training and support is provided accordingly. In certain circumstances the Council could be vicariously liable for actions carried out by staff purportedly in the Council's name. Any member of staff may be personally liable if, whilst on Council business and despite guidance and training from the Council, they behave illegally.

4. Related Policies

All Council policies and procedures will be reviewed to ensure that they comply with this Equal Opportunities and Diversity Policy

5. Action Planning

The Clerk will monitor the implementation of the policy

5.1 Staff recruitment and selection procedures

Recruitment and selection procedures will be reviewed and updated in the light of emerging equalities legislation and applied when drafting job descriptions and person specifications.

5.2 Training

All employees and councillors undertaking recruitment and selection will be trained in equality issues. Equality and diversity training will be included in induction sessions and induction packs for all newly appointed staff

6. Complaints

Any member of staff may pursue a grievance relating to their employment via the Grievance Procedure. Staff who experience bullying or harassment should follow the procedure outline in the Grievance Policy and Complaints Policy

Equality Aims

- **Gender**
- **Age**
- **Sexual Orientation**
- **Disability**
- **Race/Ethnic Origin**
- **Religion**