



WALBERTON PARISH COUNCIL

Equal Opportunities Policy

Adopted on 19 September 2018

Introduction

Walberton Parish Council is committed to the values of equality and diversity. We believe that equal opportunities are essential to the values that lie at the heart of the organisation and, as such, should extend to the employment of our staff and work with our electors, contractors and partners. This policy will be available on the council's website or from the Clerk.

Aim

The council's aim in implementing this Equality Opportunity Policy is to:

- develop and strengthen practices that value and empower individuals, through listening, consulting, providing support and promoting equality to eliminate discrimination.
- provide equal opportunities for all staff, electors and contractors.
- attract and retain high quality staff whose diversity and talents are valued and appreciated.
- promote increased participation and involvement by individuals from a wide variety of backgrounds and under-represented groups.

Application

This policy will come into force when adopted by resolution at a Full Council meeting and will be reviewed bi-annually.

Management

The council will endeavour to:

- develop and strengthen practices that value and empower individuals, through listening, consulting, providing support and promoting equality to eliminate discrimination.
- ensure every aspect of its governance and operation is free from unfair discrimination and will promote equality of opportunity both internally and in our work externally.
- fully support the right of all people to be treated with dignity and respect at work and be committed to promoting a working environment free from all forms of harassment and bullying, and agree that appropriate steps should be taken to achieve this.
- monitor and review the implementation of the policy to measure its effectiveness.

- To monitor the implementation of this policy in how it relates to staffing issues and in the recruitment and retention of staff or volunteers.
- comply with all current and future legislation referring to equality or diversity and promote good practice in all aspects of the organisation.

Responsibilities

- The council takes responsibility for monitoring, implementation and reviewing its effectiveness.
- The Clerk / RFO has overall delegated responsibility for co-ordinating the day-to-day management of the policy and the development, maintenance, and monitoring of supporting procedures.
- The Clerk / RFO will report to the Council.
- The council will monitor the effectiveness of the policy in terms of non-discriminatory recruitment and selection procedures.
- All councillors and staff are required to read and understand their responsibilities under this policy.

Complaints

Anyone who believes they have not been treated fairly and in accordance with the Equality of Opportunity Policy may complain by following the appropriate complaints procedure. Any breaches will be dealt with through the Council's complaints procedure.

Review history	Date
Draft policy presented to Full Council	19 September 2017
Adopted by Full Council	19 September 2017
Date of first review	19 September 2018
Date of last review	8 September 2022
Date of next review	23 September 2024
May 2025 Review process amended – Policy sent to Data Projection Officer and reviewed. This review will be carried out on an annual basis by both the Data Protection Officer and the Parish Council. The Parish Council will review this policy through Finance and Legal Committee – reference minute 15. FC/296/25	