

## **Newton Poppleford and Harpford Parish Council Equal Opportunities Policy**

**Adopted by Council on 27<sup>th</sup> March 2017 (minute entry 230)**

Newton Poppleford and Harpford Parish Council is committed to providing the highest quality of provision and service and recognises that the implementation of an effective Equal opportunities Policy is an integral part of such an approach.

Newton Poppleford and Harpford Parish Council, as a corporate body, has responsibilities as an employer, a service provider and a public authority. We aim to ensure that no Newton Poppleford and Harpford Parish Councillor, employee, volunteer, organization, job applicant or individual to whom we provide services, will be discriminated against by the Council on any unfair grounds whatsoever.

The purpose of this policy is to provide equal opportunities to all, irrespective of their gender, race, ethnic origin, disability, age, nationality, national origin, sexual orientation, religion, marital status or social class. Newton Poppleford and Harpford Parish Council opposes all forms of unlawful and unfair discrimination whether it be direct or indirect discrimination, victimisation or harassment on the grounds of any of the protected characteristics defined in the Equality Act 2010 (Regulations 2011).

All employees of Newton Poppleford and Harpford Parish Council will be treated fairly and equally. Selection for employment, promotion, training, remuneration or any other benefit will be on the basis of aptitude and ability. All employees will be helped and encouraged to develop their full potential and the talents to maximise the efficiency of the organisation.

### **COMMITMENT TO POLICY**

Newton Poppleford and Harpford Parish Council supports the principles and practices of equal opportunity and recognises that it is the duty of all councillors and employees to accept their personal responsibility for fostering a fully integrated community at work by adhering to the principles of equal opportunity legislation and maintaining racial harmony.

Newton Poppleford and Harpford Parish Council will actively promote equal opportunities throughout the organisation through the application of policies which will ensure that individuals receive treatment that is fair and equitable and consistent with their relevant aptitudes, potential, skills, experiences and abilities. The Parish Clerk will seek to ensure that all comply with these principles.

Newton Poppleford and Harpford Parish Council will ensure that individuals are recruited and selected, promoted and trained on objective criteria having regard to the relevant aptitudes, potential, skills, experiences and abilities. In particular, no applicant will be placed at a disadvantage by requirements or conditions which are not necessary to the performance of the job or which constitute indirect unfair discrimination.

Reasonable adjustments will be taken where a disabled person is put in a detrimental position and such reasonable adjustments remove the detriment.

Sexual and racial harassment are regarded as unlawful discrimination and additionally may also be subject to criminal proceedings. All such cases will be dealt with under the appropriate Grievance and Disciplinary Procedure.

Newton Poppleford and Harpford Parish Council recognises that the detriment a disabled person endures as a consequence of their disability can, in many instances, be removed by the adoption of reasonable adjustments. The Council is committed to ensure that such adjustments will be effected where reasonably practicable and where the detriment is substantial.

## TRAINING AND ADVERTISING

Newton Poppleford and Harpford Parish Council will train, develop and promote on the basis of merit and ability only. When vacancies are advertised the Parish Council will continue to ensure that such advertising, both in placement and content, is compatible with the terms of this Policy. In practical terms this means that the wording of advertisements will be carefully scrutinised to ensure that any hidden discrimination is avoided or that sexually, racially or disability loaded wording is avoided.

Advertisements will be placed on the parish notice board and on the website of the Newton Poppleford and Harpford Council, DALC Website and in the local press so that as wide a readership as possible has access to the vacancies.

## COMMUNICATION

The principles in this Policy will be brought to the attention of all councillors and staff.

All are encouraged to bring to the attention of the Parish Clerk any act of discrimination they observe.

Any councillors and employees who are newly disabled are encouraged to bring this to the attention of the Clerk to enable a review of their treatment to be made. This review will include an assessment of physical features and arrangements to ensure that these do not place the disabled person at a substantial disadvantage. Where they do, then adjustments will be effected where reasonable to do so.

## MONITORING

The effectiveness of the Equal Opportunities Policy will be monitored and reviewed on an annual basis by the Policy and Personnel Committee

## THE LAW

The policy will be implemented within the framework of the relevant legislation, which includes:

- Equality Act 2010 and subsequent updates

**Adopted by the Newton Poppleford and Harpford Parish Council :** 27<sup>th</sup> March 2017

**Review:** **May 2018**