



EQUAL OPPORTUNITY POLICY

Adopted May 2016

Statement of Policy

It is the policy of Rooksdown Parish Council, in all its activities:

- To extend equal treatment to all employees, potential employees and members of the public regardless of their sex, marital status, religion, race, age or ethnic origin.
- To comply with the letter and spirit of the Sex Discrimination Act 1976 as amended from time to time.
- To have regard to the recommendations contained in practice and as far as reasonably practicable to comply with these.
- To keep practices under review, through the normal channels, in order to ensure continuing compliance with this policy by councillors and employees.

The policy is intended to ensure, in particular, that:

- No applicant or employee receives less favourable treatment on grounds of sex, marital status, religion, race, age or ethnic origin grounds.
- No applicant or employee is placed at a disadvantage by requirements or conditions, which have a disproportionately adverse effect on his/her racial group which are not justified on other grounds.
- Where permissible under the legislation and where practicable employees of an underrepresented sex or racial group are given training or encouragement to achieve equal opportunity.

Implementation

The primary responsibility for the provision of equal opportunities rests with those members of the Rooksdown Parish Council in control of day to day activities. Specific responsibilities are as follows:

- Each Councillor is responsible for ensuring that positive practices are followed;
- that no discrimination occurs;
- That Councillors and employees receive appropriate training and direction having regard to legislation and codes of practice;
- That employees are made aware of this policy and that practices are kept under review.
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The Clerk to Rooksdown Parish Council is responsible for

- Informing the Parish Council on the availability of the appropriate education,
- Advice and guidance on the requirements of the policy and the legislation, and for ensuring that personnel practices (including recruitment, advertisements, promotion etc.)
- Comply as far as practicable with relevant Codes of Practice.
- For monitoring compliance through means most appropriate to local circumstances.

Any employee may pursue an individual complaint or grievance concerned with the policy through the normal grievance procedures. Special arrangements ought not to be required in this respect.

Communications

In order to enlist the co-operation and support of all employees' consultation and communication should take place concerning the policy and measures to ensure equal opportunity. This policy will be made available to each employee.

NOTES:

1. This policy does not apply to any separate arrangements for men and women in connection with death and retirement – example: pension and retirement age, and with pregnancy and maternity, nor where membership of a particular sex is a genuine occupational qualification under the relevant statutes.
2. In a few instances the recommendations go beyond what will normally be necessary or practicable to ensure compliance with this policy.