

# **Covenham Parish Council**

## **Equal Opportunities Policy**

Covenham Parish Council recognises that everyone has a contribution to make to our society and a right to equal opportunity.

No job applicant or employee, Member, supplier of services or any organisation or individual to which we provide services will be discriminated against by us on the grounds of:

Gender

Race

Disability

Sexual orientation

Religion or belief

Age

We aim to promote equal opportunities and eliminate discrimination and harassment through the following:

- opposing all forms of unlawful and unfair discrimination
- treating all Members and staff fairly and with respect
- advertising all vacancies internally and externally simultaneously and including a statement on equal opportunities
- selecting for employment solely on the basis of aptitude and ability and recording reasons for selection or rejection of candidates
- helping and encouraging all Members and staff to develop their full potential and fully utilising the talents and resources of individuals so as to maximise the effectiveness of the organisation
- ensuring that all Members and staff are aware of their legal and moral obligation not to discriminate and to report incidents of discrimination against any individual or group.

## **Our commitment**

- To create an environment in which individual differences and the contributions of all our Members staff and beneficiaries are recognised and valued.
- To recognise that every Member, staff member and beneficiary is entitled to be part of an environment that promotes dignity and respect to all.
- To ensure that no form of intimidation, bullying or harassment be tolerated.
- To make training available to all Members and staff, as required.
- To understand that equality is good management practice and makes sound sense.

Breaches of our Equal Opportunities Policy will be regarded as misconduct and could lead to disciplinary proceedings or membership disqualification.

This policy is supported by all Parish Council Members and staff. All new Members of the Parish Council and staff will be made aware of its existence and reminded they must conform with it at all times.

This policy will be reviewed and amended as required by the Parish Council on an annual basis.

*This policy was approved by the Parish Council on 23<sup>rd</sup> January 2018*