

Walcott Parish Council

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Chairman: Pauline Porter Clerk: D Revell

Equal Opportunities Policy

1. Policy Statement

Walcott Parish Council is committed to promoting equality, diversity, and inclusion in all aspects of employment and service delivery. The Council aims to ensure that no individual is treated less favourably on the grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation, or any other characteristic protected by law.

2. Scope

This policy applies to all employees, councillors, volunteers, contractors, and job applicants of Walcott Parish Council.

3. Principles

- All staff and applicants will be treated fairly and with respect
- Opportunities will be based on merit and business needs
- Discrimination, harassment, and victimisation will not be tolerated
- The Council will comply with relevant legislation, including the Equality Act 2010
- Positive action will be encouraged to promote equality and diversity

4. Responsibilities

4.1 Council Responsibilities

- Ensure policies, practices, and procedures promote equality and fairness
- Monitor and review employment practices to prevent discrimination
- Provide training and guidance on equality and diversity

4.2 Proper Officer / Clerk Responsibilities

- Implement and communicate this policy to staff and volunteers
- Monitor compliance and report issues to the Council
- Address breaches promptly and appropriately

4.3 Employee Responsibilities

- Treat colleagues, councillors, residents, and contractors with respect and fairness
- Avoid discriminatory language or behaviour
- Report any incidents of discrimination, harassment, or victimisation

5. Recruitment and Selection

- Recruitment processes will be fair, transparent, and based on merit
- Job descriptions and person specifications will be non-discriminatory
- Selection decisions will be made objectively against agreed criteria

6. Training and Development

- All employees will have equal access to training and development opportunities
- Training needs will be identified based on role requirements and potential

7. Bullying and Harassment

- Any form of bullying or harassment is unacceptable
- Employees may raise complaints under the Council's Grievance Policy
- Appropriate disciplinary action will be taken where breaches occur

8. Monitoring and Review

- The Council will monitor equality and diversity outcomes and take action to address imbalances
- This policy will be reviewed periodically to ensure compliance and effectiveness

9. Confidentiality

All reports and complaints under this policy will be handled confidentially and sensitively.

Adopted by Walcott Parish Council on: _____

Review Date: _____

Signed (Chair): _____