



Equal Opportunities Policy

Adopted by: King's Cliffe Parish Council

Review Date: Annually or sooner if legislation changes

1. Policy Statement

King's Cliffe Parish Council is committed to promoting equality, diversity, and inclusion in everything it does. The Council believes everyone should be treated fairly, with dignity and respect, regardless of their background or personal characteristics.

The Council aims to provide an environment that is welcoming, inclusive and free from discrimination, harassment, bullying and victimisation.

This policy applies to:

- Councillors
- Employees
- Volunteers
- Contractors
- Job applicants
- Members of the public engaging with the Council

The Council will comply with all relevant equality legislation, including the **Equality Act 2010**.

2. Purpose

The purpose of this policy is to:

- Promote equality of opportunity.
- Eliminate unlawful discrimination.
- Foster good relations between different groups within the community.
- Ensure fair access to Council services.
- Encourage a culture of dignity, respect and inclusion.

3. Protected Characteristics

Under the Equality Act 2010, the Council will not discriminate on the grounds of:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race (including colour, nationality and ethnic origin)
- Religion or belief
- Sex
- Sexual orientation

4. Scope

This policy applies to all Council activities including:

- Recruitment and employment
- Selection of contractors
- Delivery of services
- Public meetings
- Community engagement
- Training opportunities
- Volunteering
- Procurement processes

5. Principles

King's Cliffe Parish Council will:

- Treat everyone fairly and consistently.
- Make decisions based on merit and objective criteria.
- Provide equal access to services where reasonably practicable.
- Encourage participation from all sections of the community.
- Consider accessibility when organising meetings and events.
- Make reasonable adjustments for disabled people where required.
- Challenge discrimination whenever it occurs.
- Promote respectful behaviour.

6. Recruitment and Employment

The Council is committed to fair employment practices by:

- Recruiting solely on ability, qualifications and suitability.
- Advertising vacancies openly whenever appropriate.
- Using objective selection criteria.
- Providing equal access to training and development.
- Offering reasonable adjustments during recruitment and employment.
- Ensuring pay and employment conditions are applied fairly.

No applicant or employee will receive less favourable treatment because of a protected characteristic.

7. Councillors

Councillors are expected to:

- Treat everyone with courtesy and respect.
- Promote equality in Council decision-making.
- Consider the impact of decisions on different groups.
- Challenge discriminatory behaviour.
- Comply with the Members' Code of Conduct.

8. Service Delivery

The Council aims to ensure that:

- Services are accessible wherever reasonably practicable.
- Information is presented clearly.
- Meetings are conducted in an inclusive manner.

- Community consultation seeks views from a wide range of residents.
 - Public facilities managed by the Council are available fairly to everyone.
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9. Harassment and Bullying

The Council has a zero-tolerance approach to:

- Harassment
- Bullying
- Intimidation
- Victimisation
- Hate incidents
- Offensive language or behaviour

Complaints will be investigated promptly and dealt with appropriately.

10. Reasonable Adjustments

The Council recognises its duty to make reasonable adjustments for disabled people.

Examples may include:

- Providing accessible meeting venues.
 - Supplying documents in alternative formats where practicable.
 - Allowing assistance or support at meetings.
 - Considering communication needs.
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11. Responsibilities

The Parish Council

The Council is responsible for:

- Promoting equality.
- Reviewing this policy regularly.
- Ensuring fair decision-making.
- Providing an inclusive environment.

Councillors

Councillors must:

- Lead by example.
- Treat others fairly.
- Follow this policy.
- Challenge discrimination.

Employees and Volunteers

Employees and volunteers must:

- Respect colleagues and members of the public.
 - Report discrimination.
 - Support inclusive working practices.
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12. Complaints

Anyone who believes they have experienced discrimination in relation to Council business may make a complaint using the Council's Complaints Procedure.

Complaints will be:

- Taken seriously.
- Investigated fairly.
- Handled confidentially where appropriate.

- Resolved as quickly as reasonably possible.
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13. Monitoring

The Council will:

- Review this policy annually.
 - Consider equality implications when developing policies.
 - Learn from complaints and feedback.
 - Update procedures to reflect changes in legislation and best practice.
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14. Related Policies

This policy should be read alongside the Council's:

- Code of Conduct
 - Complaints Policy
 - Grievance Policy
 - Disciplinary Policy
 - Health and Safety Policy
 - Data Protection Policy
 - Dignity at Work Policy
 - Recruitment Policy (where applicable)
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15. Review

This policy will be reviewed annually or sooner if:

- Legislation changes.
 - National guidance is updated.
 - The Council identifies improvements following review or complaints.
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Adoption

This Equal Opportunities Policy was adopted by **King's Cliffe Parish Council** on:

Date: 9th July 2026

Minute Reference: 26/113