Millbrook Parish Council (MPC)
Equal Opportunities Policy

1. Introduction

The aim of this policy is to communicate the commitment of the Parish Council, its members and staff to the promotion of equality and diversity in relation to operation of Millbrook Parish Council (MPC)

2. Legal Position

Under Section 4 of the Equality Act 2010, it is unlawful to discriminate against any individual on the grounds of; (see endnote [1])

- Gender, including gender reassignment.
- Marital or civil partnership status
- Having or not having dependents
- Religious belief or political opinion
- Race [including colour, nationality, ethnic or national origins]
- Disability
- Sexual orientation
- Age

MPC is opposed to all forms of unlawful and unfair discrimination. All people and employees will be treated fairly and will not be discriminated against on any of the above grounds.

Section 149 of the Equality Act 2010 states a public authority must, in the exercise of its functions, have due regard to the need to.

(a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act.

(b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it.

(c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

[1] These types of discrimination are known as *'protected characterises'.*

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3. Our commitment

MPC's intention is to be an effective Equal Opportunities organisation. This means it will do everything in its power to ensure that everyone has equal access, and is treated with respect, in relation to employment opportunities, to its services and to all its activities.

As an Employer

All employees are required to treat one another with mutual respect. Actions, behaviour and attitudes should consistently demonstrate respect for the dignity and worth of an individual, irrespective of the position they have within the organisation.

MPC is making every effort to create a workplace where individuals are valued, listened to and treated with respect.

MPC maintains a work environment that seeks out and values the insight, experience, contribution and full participation of all staff.

Harassment and discrimination in any form is unacceptable behaviour and offenders will be subject to disciplinary action.

As a Service Provider

- .MPC will strive to ensure that all services provided by, or on behalf of, the Council are made accessible to all individuals and groups equally and without discrimination.

- All service users will be treated with respect. Actions, behaviour and attitudes should consistently demonstrate respect for the dignity and worth of an individual.

- MPC will, wherever appropriate, work in partnership with other agencies in the area, including the County and Parish & Town Councils, voluntary groups and community organisations to promote equal opportunities.

- MPC will ensure that all contractors directly supplying goods and services or executing works for, or on behalf of, the Council comply with this Council's stated policy on equal opportunities.

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4. The Policy in Action

As an Employer

Millbrook Parish Council aims to achieve the policy by:-

- ensuring its employees are made aware of their rights and responsibilities to each other, the customer and the organisation regarding equal opportunities issues.
- providing a way in which individuals can communicate any concerns via competent named personnel.
- treating any unacceptable behaviour seriously.
- ensuring all Managers realise they have a key role in implementing this policy and are expected to take personal responsibility in ensuring its success.
- providing awareness training for all employees and Councillors, ensuring opportunities to develop relevant competencies are available to implement the policy.
- meeting the commitments and living the aims of being a "Positive about Discrimination" employer.

As a Service Provider

Millbrook Parish Council aims to achieve its policy by:-

- providing training for all staff in equal opportunities awareness and customer care, emphasising equality of treatment in service delivery.
- ensuring that no member of the public is disadvantaged, or treated less favourably than others, in terms of access to Council services. Where the Council's practice, policy or procedures are found to make access impossible or unreasonably difficult, we will take such steps as are reasonable in the circumstances to change these practices, policies or procedures.
- ensuring that, wherever practical, all public buildings and premises owned or managed by the Council are accessible to all. Where this is impractical in the short-term, we will provide reasonable alternative methods of access so that no member of the public is disadvantaged by physical barriers.
- recognising the importance of communication in attaining equity and quality services which are responsive to the needs of all local people, for example through the provision of information in large print and on audio tape on request.
- complying with all relevant legislation relating to discrimination and equity.

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5. Role of Councillors and Employees

All Councillors and employees are responsible for implementing the Council's Equal Opportunities Policy. It is important that all individuals who are employed by the Council appreciate that they have a responsibility and a role to play in the provision of equal opportunities.

6. Monitoring of Equal Opportunities

- the Council's Staffing Committee will have responsibility for the implementation and monitoring of the policy as it applies to Millbrook Parish Council as an employer, involving staff as appropriate in the monitoring process.

- complaints from staff about discrimination or unfair treatment will be dealt with as laid down in the Council's Grievance Procedures.

- complaints from members of the public about discrimination or unfair treatment will be dealt with through the Council's Complaints Procedure.

Date	Minute	Notes
15/09/2026	76.3	Policy reaffirmed – no amendments.
17/07/2025	57.3	Policy reaffirmed – no amendments.
18/07/2023	56.3	Policy approved
28/06/2022	27c	Policy reaffirmed
28/06/2022	27c	Policy reaffirmed
15/09/2020	155b	The Chair noted the following amendments to the existing policy, which was adopted in 2017: (i) The monitoring section refers to a personnel committee. These needs amending to 'staffing' committee. (ii) Reference to the 'properties' committee needs removing. The Chair proposed, subject to the above amendments, the Council confirms the continuation of the Equal Opportunities policy. The motion was seconded by Cllr Wood and unanimously agreed by all councillors present in the meeting. The Chair recommended as the policy states the Council aim to "providing training for all staff in equal opportunities awareness and customer care" that the Council investigates training**.**
21/11/2017	8d	Adopted

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