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| **Disability Sport Wales** |  | **DSW Master Portrait white RGB.jpg** |
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| **Equality Action Plan 2016** |
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| **Diversity Objective** | **Equity Outcome** | **Equity Aim** | **Action** | **Staff** | **Measurable** | **Progress** | **Key dates** |
| DO1DO2DO3DO4DO5DO6 | To better provide the opportunity for the recruitment of staff and board members from Black, Asian and Ethnic Minority (BAME) Communities | Promote new job roles within environments and resources which are engaged with by members of BAME communities. | Target publications, groups, or organisations who have high representation of people from EMC’s within their audience and always include those organisations on the circulation list for the advertising of new roles within DSW | BSM | Increased number of expressions of interest from people from EMCs regarding DSW opportunities | * DSW recently recruited new Board members and the following positive action was taken:
	+ Proactive approach to individuals who link in to BAME communities
	+ Initial Equality Impact Assessment completed on all procedures and paperwork associated with recruitment of board members
	+ Advertising the opportunity with organisations working with BAME communities
 | **Completion:**Ongoing**Review:**Annual |
| DO6 | Identify board members with required skill sets and contact leaders from BAME communities to seek expressions of interest | Take positive action in utilising existing and new networks (through Sport Wales and abcd Cymru) to identify individuals with appropriate skill sets who additionally understand BAME Communities to be considered for Board positions | ED | Higher representation of individuals who have the skills, knowledge and competencies on the DSW Board to advise, support, and challenge DSW in better serving disabled people from BAME communities. | * Positive action was taken to recruit a board member with knowledge and experience of BAME communities
* There is an open position on the Board for someone with skills, knowledge and experience of engaging and working with BAME communities
 | **Completion:**Ongoing**Review:**Annual |
| Review (with advice from Sporting Equals) the Skills, Knowledge and Competencies (SKC’s) currently used for Board to determine whether there are any hidden barriers to people from BAME communities. | ED | Amendments to SKC’s which are used when recruiting new Board members **OR** confirmation that the existing SKC’s are appropriate | * Skills, Knowledge and Competencies for Board Members were reviewed using and initial Equality Impact Assessment (iEIA)
* All new DSW roles will be subject to an iEIA (and full Equality Impact Assessment (fEIA) if required)
* SKC template was sent on to Sporting Equals for comments regarding subconscious bias, and appropriateness
 | **Completion:**Sept 2015**Review:**Annual |
| DO2DO3DO4DO5DO6 | To seek to further engage with people from BAME communities, and promote opportunities for sport participation and competition as well as be involved with coaching, volunteering or officiating roles. | Identify and address potential barriers to disabled and non-disabled people from BAME communities in becoming involved with **participatory** AND **non-participatory** roles within Disability Sport Wales | Represent Disability Sport Wales on the Sport Wales Ethnic Minority Communities working group | PartM | Presence on the Steering Group | * PartM to contact Tom Overton (SW) to identify desire to get involved with the SW Ethnic Minority working group
 | **Completion:**June 2016**Review:**Annual  |
| PartM | Provision of feedback through staff meetings and in Board reports |
| Ensure that all direction provided within all DSW generated support materials (for all programmes) are inclusive and reflective of disabled and non-disabled (where appropriate) people from BAME communities. | IM | All images included in all DSW materials reflect diverse BAME communities |  | **Completion:**Ongoing**Review:**Annual |
| IM | Terminology used is appropriate and does not suggest any specific groups are ‘not welcome’ within DSW | * Consult with key partners regarding language and phraseology (Sporting Equals)
 | **Completion:**Ongoing**Review:**Annual |
| IMAMTO | Generation or provision of specific support sheets relating to BAME communities if necessary | * Link with key partners to create support sheets for coaches
* AM and TO to take positive action to provide specific (disability) sport sessions within areas where there is high representation of people from BAME communities
 | **Completion:**July 2016**Review:**Annual |

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| **Diversity Objective** | **Equity Outcome** | **Equity Aim** | **Action** | **Staff** | **Measurable** | **Progress** | **Key dates** |
| DO2DO5DO6 | To seek to further engage with people from BAME communities, and promote opportunities for sport participation and competition as well as be involved with coaching, volunteering or officiating roles (*continued*) | Identify and address potential barriers to disabled and non-disabled people from BAME communities in becoming involved with **participatory** AND **non-participatory** roles within Disability Sport Wales (*continued*) | Represent Disability Sport Wales on the Sport Wales Equality Group, and feed back to DSW | IM | Presence on the Sport Wales Equality group | * IM sits on the SW Equality Group
 | **Completion:**Started**Review:**Annual  |
| IM | Provide feedback into Sport Wales processes, practice and policy consultation | * Feedback provided as appropriate
 | **Completion:**Ongoing**Review:**Annual |
| IM | Feed back to DSW through staff meetings and Board reports. | * Report regarding progress is provided within all staff meetings and included within IM Board papers
 | **Completion:**Ongoing**Review:**Annual  |
| DO2DO3DO4DO5DO6 | Ensure all DSW Development Officers (DSWDOs) consider the removal of potential barriers to participation within their LA’s through the provision of training at National Conference. | PartM | Include an awareness/policy workshop for DSWDO’s at the National Conference in October 2016 | * PartM to liaise with the IM regarding the provision of an appropriate training workshop regarding the intersectionality of BAME communities and disabled people
 | **Completion:**Oct 2016**Review:**Oct 2016 |
| DO2DO4DO6 | Identify additional partners to go to for advice regarding BAME communities  | BSM | Creation of a ‘database’ which identifies Equity Partners contact details and areas of specialist advice | * Completed and included within the Guidance to Equality Impact Assessments
 | **Completion:**June 2016**Review:**6 monthly |
| DO2DO3DO4DO5DO6 | Identify appropriate awareness training opportunities regarding BAME communities for coaches, volunteers, tutors, and consultants. | IM | Delivery of 2 workshops on BAME awareness, one targeting coaches and volunteers, the other targeting tutors and consultants. | * IM to liaise with AM/TO and PerfM to provide a session on including disabled people from BAME communities within their sessions (WS1)
* IM to provide a session at the next Tutor Conference (and invite consultants) regarding delivering to diverse communities (particularly focusing disabled people from BAME communities) (WS2)
 | **Completion:**WS1 – Nov 2016WS2 – Oct 2016**Review:**Nov 2016 |
| PerfM |
| AM/TO |
| DO4DO5DO6 | Provide some materials in languages other than English and Welsh | IM | Evidence of some resources available either on request, or posted on the DSW websites in other languages reflective of the BAME communities in Wales. | * Create some resources and posters in languages other than English and Welsh (to particularly target specific BAME communities)
 | **Completion:**Ongoing**Review:**Annual |
| IM | Provision of materials in Easy Read format | * Information is produced in Easy Read format in conjunction with Learning Disability Wales
* IFO has done Easy Read training
 | **Completion:**Ongoing**Review:**Annual |
| DO4DO5DO6 | To further consider practice, procedures and policy which may actively encourage people with a Religion, belief or faith other than Christianity to be involved in the organisation (Board and Staff; as well the extended membership) | To better understand potential barriers to participation and involvement which may be linked to Religion, faith or belief other than Christianity | Seek formal advice from ‘Sports Chaplaincy’ regarding the hidden and explicit barriers relating to Religion, faith and belief linked to existing practice, procedure and policy. | ED | Amendments to procedures and policy to eliminate hidden barriers linked to Religion, faith or belief other than Christianity. | * Sports Chaplaincy work closely with DSW and the athletes and coached
 | **Completion:**Ongoing**Review:**Annual |
| IM |
| DO2DO6 | Identify additional partners to go to for advice regarding Religion, faith or belief other than Christianity  | BSM | Creation of a ‘database’ which identifies Equity Partners contact details and areas of specialist advice | * Completed and included within the Guidance to Equality Impact Assessments
 | **Completion:**June 2016**Review:**6 monthly |
| DO2DO4DO5DO6 | Provide formal training for Board and Staff team regarding awareness linked to Religion-faith-belief-sport nexus. | ED | Provision of Awareness training to Board, Staff and other identified teams within the organisation (*See ETNA (2013)*) | * Provide a specific session to raise awareness of religion, faith or belief other than Christianity and how to ensure that everyone is supported in terms of their belief
 | **Completion:**Dec 2016**Review:**Dec 2016 |
| IM |

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| **Diversity Objective** | **Equity Outcome** | **Equity Aim** | **Action** | **Staff** | **Measurable** | **Progress** | **Key dates** |
| DO3DO4DO5DO6 | To ensure all groups who share protected characteristics are proactively and consciously considered when creating policy | To complete initial (and full if necessary) Equality Impact Assessments on all existing and future DSW Policy | Undertake Initial (and full where appropriate) Equality Impact Assessment for all existing and future DSW Policy | All | Initial (and full where appropriate) Equality Impact Assessments of all existing and future DSW Policy | * The DSW Staff Handbook has just been reviewed from a legal perspective by Dolmans, and all DSW staff are responsible for leading iEIA’s (or a fEIA) on specific policies assigned to them.
* Equity Policy has been iEIA’d and is now included in the Staff Handbook
* Recruitment Policy has been iEIA’d and is not included within the Staff Handbook
* Diversity Strategy has been iEIA’d
 | **Completion:**July 2016**Review:**(Depends on Policy – See Matrix) |
| Inclusive policies which celebrate and reflect the diversity of (potential) employees, and the conditions under-which they work, and the policies the follow |
| To complete initial (and full if necessary) Equality Impact Assessments on all existing and future DSW Programmes and projects | Undertake Initial (and full where appropriate) Equality Impact Assessment for all existing and future DSW Programmes and projects | All | Initial (and full where appropriate) Equality Impact Assessments of all existing and future DSW programmes and projects | * Academy programme has been iEIA’d
* GOGA projects are all in the process of being iEIA’d
 | **Completion:**Ongoing**Review:**Annual and as part of project planning |
| The delivery of programmes and projects which are inclusive, and reflect the diversity of disabled communities across Wales. |
| DO4DO5DO6 | To ensure that DSW are recognised and known as an organisation which is proactive about, and sets best practice objectives around diversity and equity | To ensure that communication with the membership regarding diversity and equity is effective and efficient | Create a well-populated Diversity and Equity section on the DSW website **NOT** linked to a specific work area. | IMAll | Well used Diversity and Equity area of the DSW website | * DSW home splash page has been amended to include a clear Diversity and Equity area.
* Sections are being populated
 | **Completion:**July 2016**Review:**6 monthly |
| Presence of Diversity and Equity information within all areas of the DSW website |
| Effective and appropriately formatted communication regarding progress and outcomes associated with Diversity and Equity. | All | Regular email and newsletter communication with the membership regarding progress and outcomes associated with Diversity and Equity | * Diversity and Equity outcomes have been included in DSW newsletters
* Emails to be sent to all members with the Executive Summary of the Equality Monitoring data (anonymised and generalised) attached
 | **Completion:**Ongoing**Review:**6 monthly |
| DO4DO5DO6 | To ensure that disabled people who share multiple protected characteristics are represented within a Nation of people hooked on sport for life, and in the creation of a Nation of champions. | To support the Welsh sporting landscape to reflect disabled communities within their workforce, ‘playing’ and competitive groups | To provide an appropriate range of resources which will support and challenge the sector to deliver a sporting Wales which is inclusive of diverse communities of disabled people | IMPartMED | Resources which support and challenge NGBs to deliver inclusively | * insport NGB, insport Development and insport Club are available within Wales and supported by DSW (and NGBs)
 | **Completion:**Ongoing**Review:**Monthly |
| Resources which support and challenge LA’s (or RSAs) to deliver inclusively |
| Resources which support and challenge clubs to deliver inclusively |
| Resources which support and challenge coaches and volunteers to deliver inclusively | * Training and other resources (information sheets) which support and challenge coaches to deliver to diverse communities of disabled people
 | **Completion:**Ongoing**Review:**Annual |
| Resources which raise the awareness of disabled athletes/participants about the opportunities available to them  | * Advertising and marketing which highlights and illustrates the diverse communities of disabled people within (disability) sport
* Provision of alternative formats of physical activity (including sport) as defined and requested by diverse communities
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| To provide specific projects which take positive action to include disabled people who are members of multiple groups who share protected characteristics | All | Completion of the Poverty and Disability project (Denbighshire) | * Stakeholder group has met several times
* Illuminate Grant has been successfully applied for in conjunction with Glyndwr University
 | **Completion:**Dec 2016**Review:**Annual |
| GOGA projects (Wrexham, Pembrokeshire, and RCT) | * Spirit of 2012 funding has been granted
* Working groups in each area are being established
 | **Completion:**Mar 2020**Review:**6 monthly |