

Active Devon

Equality Policy

Version 6 | October 2022

Policy Version/Date	Summary of Changes	Contact	Review Date
March 2013	Policy adopted	A Sloper	March 2015
March 2015	No Changes	H Colston	March 2016
October 2016	5.b) Hyperlink Updated 8.b) Added EINA example c) Contact details updated	H Colston	March 2017
July 2017	Added: Foreword para 3;3. D) & e); 7.e) To better reflect commitment to diversity in Governance	M Evans	March 2018
August 2020	Refreshed Branding and added up to date links.	C. Beney	August 2021
September 2021	No Changes	C.Beney	August 2022
October 2022	Added reference to strategy, lead officer details, amendments to policy. Added reporting procedure page and national signposting	J. Wood	October 2023

NB: Active Devon is hosted by Devon County Council and therefore fully adopts the majority of their policies. Links to relevant Devon County Council documents are referenced and linked to within this document.

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If you would like this document in a different format such as large print, Braille, tape or in a different language, please contact Active Devon.

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This document is also available in electronic form on the Active Devon website.

Foreword	3
Policy	
Policy Statements	4-7
Procedures	
Responding to Concerns / Recording an Incident	8
Escalating Concerns	8
Whistleblowing	8
Supporting Organisations / Declaration	9

Foreword from Active Devon Board

Physical activity and sport help to bring people and communities together and can be an instrument for change and inclusion. Active Devon recognises the power and influence of physical activity and sport to change lives for the better.

Everyone should have access to the potential benefits of physical activity and sport, which is why equality, diversity, inclusion and widening access are of critical importance for Active Devon.

Active Devon aims to increase and widen participation for everyone in physical activity and sport. Active Devon is also fully committed to promoting diversity in its Board Membership and Leadership.

Whilst we must ensure that the Board and Leadership is fully equipped with the skills, knowledge and experience required we are committed to maintaining gender parity on the Board and achieving greater diversity of contribution into our decision making.

Active Devon's Equality Policy represents our commitment to implement The Equality Standard: A Framework for Sport and equality legislation and provides the minimum standards which can be expected from Active Devon.

Jim Nye Active Devon Chair

(On behalf of the Active Devon Board)

Policy

1 Equality in physical activity and sport is about:

- a) Fairness, equality of access, recognising inequalities and taking steps to address them.
- b) Breaking down barriers in physical activity and sport to ensure equal access to all members of society whatever their age, disability, gender, ethnic origin, sexual orientation, religion or belief, social background, gender reassignment, political opinion, marital/civil partnership status and dependants, pregnancy or maternity. These are referred to as protected characteristics.
- c) Making sure that everyone has the opportunity to realise their talent and fulfil their potential.
- d) Using the power of physical activity and sport to engage, unite, motivate and empower people, promote social inclusion and community cohesion and improve health.
- e) Every individual's responsibility to challenge discrimination and promote inclusion, and to protect individuals and groups who share protected characteristics which are outlined in paragraph 1b from harassment and discrimination, whether direct or indirect.

2. Putting it into Practice

- a) The Active Devon Board is ultimately responsible for the implementation of this policy. However, achievement of its objectives will rely on the work and commitment of Active Devon's staff, partners, and stakeholders and successful collaboration with local, regional and national organisations.
- b) It is the responsibility of the Active Devon Board, Management and staff to challenge unfair discrimination and promote inclusion. This includes creating an environment where individuals are supported, encouraged and equipped to do so.
- c) The Equality Standard: A Framework for Sport <http://equalityinsport.org/> has been developed to reflect current legislation, including the Equality Act 2010.
- d) The Public Sector Equality Duty, Section 149 of the Equality Act 2010, requires public bodies to consider all individuals when carrying out their day to day work, when shaping policies, delivering services and in dealing with their own employees. Public bodies should pay due regard to eliminating discrimination, advancing equality of opportunity and fostering good relations between individuals and communities who may have protected characteristics and those who do not.

3 Active Devon's Equality Objectives

Our strategy, Devon Moving Together, makes a firm commitment to 'challenge inequality and to champion equality, diversity and inclusion'. It also includes a long term aim for 'movement to contribute to reduced societal inequalities'. The objectives of this equality policy are:

- a) To break down barriers and widen access to physical activity and sport in order to increase participation by individuals and groups with protected characteristics.
- b) To ensure that equality and inclusion underpin all policies and operations of Active Devon.
- c) To ensure that opportunities to promote equality and inclusion are maximised when influencing other organisations and individuals.
- d) To maintain gender parity on the Board by ensuring that at least 30% of Board Members are male and at least 30% female.
- e) To agree and implement actions aimed at achieving greater diversity in our Board Membership, organisational leadership and decision making.
- f) To use the Equality Standard for Sport as the framework for achieving equality and inclusion, breaking down barriers and widening access.
- g) To ensure full compliance with all relevant equal opportunities legislation.

4. Management practice

- a) All Active Devon staff and Board Members have a responsibility for promoting equality and for the implementation of this policy. Training and ongoing support will be provided where required to equip them to do so effectively.
- b) Active Devon will work with key equality partners to develop standards, programmes and initiatives to implement this policy. The key standard will be the Equality Standard for Sport.
- c) Active Devon will monitor the progress of the implementation of this policy using the Equality Standard for Sport.

5. Employment

- a) Active Devon is committed to equal opportunities within employment and is only interested in a person's ability to do the job. Active Devon values diversity and one of its main aims as an employer is to ensure that everyone seeking a job or promotion within the organisation has an equal chance of success.

b) Active Devon's host agency is Devon County Council (DCC). Thus Active Devon will operate to DCC's policies in respect of recruitment and employment. DCC achieved Level 3 of the Local Government Equality Standard in October 2008. As an employer the authority is recognised as having a national standard in place for equality with policies to protect employee rights and a fair and equal pay structure for all employees. Devon County Council has signed up to the Joint Declaration for Equality in Summer 2012 which demonstrates its commitment to the achievement of equality and fairness for all people in the county, and is inviting organisations within the area to sign up. <https://www.devon.gov.uk/equality/our-vision/devon-joint-declaration-for-equality>

c) Active Devon will ensure that recruitment and selection is open and equitable, and will endeavour to ensure that its workforce is representative of the communities it serves.

d) Active Devon will ensure fair treatment for all colleagues.

e) Active Devon will ensure that equality, fairness and inclusion underpin the learning and development of colleagues.

6. Service and programmes

a) Active Devon will ensure that equality and inclusion underpin the planning and delivery of all its services.

b) In its work with other organisations Active Devon will promote equality and inclusion by prioritising projects or programmes which enhance, promote or facilitate better access and equality of opportunity.

7. Communication

a) Active Devon will publicly promote the importance of equality in physical activity and sport and our commitment to it.

b) Active Devon will promote the importance of equality in physical activity and sport amongst our stakeholders.

c) Active Devon will work with its partners and the local media to promote positive role models and images across all priority groups.

d) Active Devon will ensure that this equality policy and the organisation's commitment to it is communicated to all Active Devon staff, supported projects, and partners.

e) Active Devon will publish, on an annual basis, information about the actions and progress it makes to achieve greater diversity in our Board Membership, organisational leadership and decision making.

f) Active Devon will ensure that information it provides is available in appropriate and accessible formats.

8. Implementing the equality policy

a) This policy is the foundation of Active Devon's commitment to equality and inclusion, and will be implemented through the Active Devon Delivery Plan.

b) The equality impact of Active Devon's policies and programmes will be monitored and reviewed as an integral part of its policy development and annual programme planning processes e.g. through the use of Equality Impact Needs Assessment (EINA) tools.

Procedures

Everyone has the legal right to complain in good faith about discrimination without being victimised. This means people should be able to raise concerns, or support others in raising concerns, without feeling awkward, threatened or isolated.

Discrimination can include harassment, not being able to access a service or information, or being treated less favourably or unfavourably because of a protected characteristic

These procedures are to help support and guide Active Devon staff with all discriminatory related concerns or queries. All procedures and forms will follow the same procedures as the current safeguarding policy.

Responding to Concerns / Recording an Incident

- Anyone receiving an allegation / concern of discrimination should immediately contact the Lead EDI Officer. The Lead EDI Officer will then complete the Incident Report Form with you
- If the Lead EDI Officer is unavailable, please contact the Lead Safeguarding officer or one of the Deputy Safeguarding Officers, who will support you and take on the responsibility of logging the incident with you
- If in the rare instance that none of the relevant officers are available, complete the Incident Report Form accurately, legibly and in as much detail as possible and then contact the relevant supporting national organisations listed on page 9.

Escalating Concerns

If you feel that a potential incident, disclosure or case has not been dealt with appropriately, please speak to a member of the Active Devon Senior Leadership Team in the first instance.

Whistleblowing

Should you become aware of an allegation against a colleague regarding an incident of discrimination taking place, or having taken place, it is vital that the following procedures are followed:

- Record exactly what the person has said to you. As soon as possible after the incident, complete the Incident Report Form accurately, legibly and in as much detail as possible. Stick to the facts and do not give your opinions
- Inform the Lead EDI Officer as soon as possible, so that the participant can be protected and you can gain some support for yourself in what could be a difficult situation

If the allegations or concerns involve the Lead EDI Officer, please contact the Lead Safeguarding Officer or a Deputy Safeguarding Officers or a member of the Active Devon Senior Leadership Team.

National organisations offering advice and support

Name	Website	Tel no	Details
Equality Advisor Service (EASS)	https://www.equalityadvisoryservice.com/app/home	0808 800 0082	Provides support and advice for all protected characteristics
ACAS	https://www.acas.org.uk/discrimination-bullying-and-harassment	0300 123 1100	Advice and support on discrimination in the workplace
Citizens Advice	https://www.citizensadvice.org.uk/law-and-courts/discrimination/protected-characteristics/	0800 144 8848	Advice on discrimination
Equality and Human Rights	https://www.equalityhumanrights.com/en	0808 800 0082	Advice and Guidance on rights

Declaration

I have read and fully understood the Active Devon Equality Policy Statement and I hereby declare that I will carry out my role in line with it.

Signature _____

Print Name: _____ Date: _____