



Active Sussex Diversity Action Plan

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Purpose

The purpose of the Active Sussex Diversity Plan is to enable the Trust to make a step-change in its thinking towards diversity within the sport and physical activity landscape and internally as an organisation. As a result of this Active Sussex wants its Board and Staff team to reflect the population they serve and to ensure the Trust considers all aspects of Sussex society in its decision making processes.

Background

In June 2017 County Sports Partnerships were tasked by Sport England to identify actions for implementation to ensure they met Tier 3 of the Code of Governance for Sport and ensures the highest standards of governance. Whilst Active Sussex achieved the Equality Standard in Sport (Foundation Level) and maintained this since 2013, the Code of Governance for Sport requires additional standards that Active Sussex need to meet. As a result, a Diversity Action Plan has been developed.

Objectives

1. Active Sussex will recruit and retain a diverse Board that has 30% representation from each gender as a minimum (Code of Governance for Sport 2.1a & 2.2)
2. Active Sussex is able to demonstrate a strong and public commitment to achieving greater diversity that includes but not limited to BAME, disability, LGB&T and socio-economic (Code of Governance for Sport 2.1b)
3. Active Sussex will provide leadership and clarity behind its decision making to foster diversity through published information on the organisational website including annual updates including but not limited to BAME, disability, LGB&T and socio-economic (Code of Governance for Sport 2.3)

Implementation

The Active Sussex Diversity Action Plan will be reviewed and updated annually and agreed by the Active Sussex Board at the first scheduled meeting of each year.

1. Recruitment			
Priorities	Actions	Person(s) Responsible	Completion Date
<p>Active Sussex will recruit and retain a diverse Board that has 30% representation from each gender as a minimum (Code of Governance for Sport 2.1a & 2.2)</p> <p>Active Sussex is able to demonstrate a strong and public commitment to achieving greater diversity that includes but not limited to BAME, disability, LGB&T and socio-economic (Code of Governance for Sport 2.1b)</p>	<p>Diversity Action Plan</p> <p>1.1 An insight driven Diversity Action Plan to reviewed and updated annually and agreed by the Active Sussex Board</p> <p>1.2 Active Sussex Board to adopt a minimum of 30% gender diversity target with identified actions to address this target included within the Diversity Action Plan.</p> <p>1.3 Initial phase of recruitment for new Trustees in February/March 2018 to address the 30% gender diversity target agreed by the Board</p> <p>1.4 Active Sussex to seek guidance from appropriate external bodies as to how it can achieve diversity within its leadership</p> <p>1.5 Active Sussex to retain an excellent and diverse Board by identifying and implementing interventions that align to individual Trustee’s needs and aspirations</p>	<p>1.1 HRNC/AS/ GF-G</p> <p>1.2 Board</p> <p>1.3 Board</p> <p>1.4 SM</p> <p>1.5 HRNC/GF-G</p>	<p>1.1 Completed</p> <p>1.2 Completed</p> <p>1.3 Completed</p> <p>1.4 tbc</p> <p>1.5 tbc</p>
	<p>Policies and Procedures</p> <p>1.6 Recruitment policies and procedures to be created for independent Executive Directors that is approved by the Active Sussex Board and reviewed on an annual basis</p>	<p>1.6 HRNC/GF-G</p>	<p>1.6 9.02.18</p>
	<p>Communications</p> <p>1.7 Active Sussex to identify partners and networks through a Stakeholder Engagement Plan to help increase engagement with a diverse range of candidates</p> <p>1.8 Active Sussex to have a clear plan of advertisement for Trustee recruitment. This will be achieved by advertising more widely and in publications/places with a diverse readership and demographic in order to attract a diverse range of candidates to address gaps in diversity, skills and knowledge on the Active Sussex Board</p> <p>1.9 A clear and strong public statement committed to equality and diversity to be drafted, approved by Board and uploaded to the Active Sussex website</p>	<p>1.7 SM/AS/GF-G/JA</p> <p>1.8 SC</p> <p>1.9 AS/SC</p>	<p>1.7 09.03.18</p> <p>1.8 09.03.18</p> <p>1.9 31.01.18</p>
	<p>Monitoring and Evaluation</p> <p>1.10 Annual Equality Audit of Trustees and Staff to be reviewed by the HR & Nominations Committee and recommendations identified to inform future recruitment in relation to diversity targets</p> <p>1.11 Recruitment reach in relation to greater diversity to be monitored and evaluated against equal opportunity standards. This will be collated via a confidential non-compulsory equal opportunities monitoring form and reviewed in an aggregated report with recommendations identified to inform future recruitment by the HR & Nominations Committee</p>	<p>1.10 AS</p> <p>1.11 GF-G/AS</p>	<p>1.10 03.07.18</p> <p>1.11 03.07.18</p>

2. Engagement			
Priorities	Actions	Person(s) Responsible	Completion Date
<p>Active Sussex is able to demonstrate a strong and public commitment to achieving greater diversity that includes but not limited to BAME, disability, LGB&T and socio-economic (<i>Code of Governance for Sport 2.1b</i>)</p> <p>Active Sussex will provide leadership and clarity to behind its decision making to foster diversity through published information on the organisational website including annual updates including but not limited to BAME, disability, LGB&T and socio-economic (<i>Code of Governance for Sport 2.3</i>)</p>	<p>Advocacy, Influence and Linkage</p> <p>2.1 Active Sussex to advocate, influence and provide linkage to a wider number of partners and networks as identified in the Stakeholder Engagement Strategy to address diversity challenges in relation to sport and physical inactivity across Sussex</p> <p>2.2 Active Sussex to advocate the need for greater diversity across the sport and physical landscape across Sussex within the emerging Active Sussex Strategy</p> <p>2.3 Active Sussex to influence strategic partners through 1-2-1 meeting and networks to embed diversity outcomes within localised strategies or development plans</p> <p>2.4 Active Sussex Board to appoint an equity and diversity champion to advocate and influence diversity decision making at a strategic level both internally and externally</p>	<p>2.1 AS/SC</p> <p>2.2 SM</p> <p>2.3 SM/AS/GF-G/JA/NC</p> <p>2.4 SM</p>	<p>2.1 Completed</p> <p>2.2 03.07.18</p> <p>2.3 Ongoing</p> <p>2.4 03.07.18</p>
	<p>Granular Understanding of People and Place</p> <p>2.5 Active Sussex to understand the attitudes and behaviours of diverse populations that influence interventions delivered by partners and networks to address physical inactivity across Sussex</p> <p>2.6 Active Sussex to undertake an annual Equality Audit of Trustees and Staff that aligns to equal opportunity standards to help provide clarity in decision making in relation to achieving diversity targets across the organisation</p>	<p>2.5 SM/AS/GF-G/JA/SC</p> <p>2.6 AS</p>	<p>2.5 01.10.18</p> <p>2.6 01.05.18</p>
	<p>Communications</p> <p>2.7 Active Sussex to publicise the aggregated results of the annual Equality Audit on the Active Sussex website</p> <p>2.8 Active Sussex to publicise the Diversity Action Plan on the Active Sussex website to provide clarity behind decision making in fostering diversity</p> <p>2.9 Active Sussex to advocate and promote diversity and inclusion campaigns at a local level, such as This Girl Can, to engage with a more diverse demographic and encourage physical activity</p> <p>2.10 Active Sussex to include the approach to engaging a more diverse range of partners and networks within the Active Sussex Communications Strategy</p> <p>2.11 Active Sussex to publicise the Active Sussex Annual Report on the website</p>	<p>2.7 AS/SC</p> <p>2.8 AS/SC</p> <p>2.9 SC/GF-G/AS</p> <p>2.10 SC</p> <p>2.11 SC</p>	<p>2.7 31.07.18</p> <p>2.8 30.04.18</p> <p>2.9 Ongoing</p> <p>2.10 01.07.18</p> <p>2.11 01.09.18</p>
	<p>Monitoring and Evaluation</p> <p>2.12 Active Sussex Board to be provided with a quarterly update at Board meetings in relation to the Diversity Action Plan</p> <p>2.13 Active Sussex Annual Report to include the impact of the Diversity Action Plan following its implementation</p>	<p>2.12 AS</p> <p>2.13 SC</p>	<p>2.12 Quarterly</p> <p>2.13 01.09.18</p>

3 Developing Talent From Within			
Priorities	Actions	Person(s) Responsible	Completion Date
<p>Active Sussex is able to demonstrate a strong and public commitment to achieving greater diversity that includes but not limited to BAME, disability, LGB&T and socio-economic (Code of Governance for Sport 2.1b)</p> <p>Active Sussex will recruit and retain a diverse Board that has 30% representation from each gender as a minimum (Code of Governance for Sport G 2.1a & 2.2)</p>	<p>Training and Development</p> <p>3.1 Active Sussex to conduct a Staff Development Review (SDR) with all staff on an annual basis. Where identified formal or informal training will be provided for staff in relation to equality and diversity</p> <p>3.2 Active Sussex to offer training to Trustees to raise awareness of equality and diversity</p> <p>3.3 Active Sussex to schedule scenario based learning with Staff and Trustees in relation to achieving a greater diversity both internally and externally. This would act as a Community of Practice to sharing learning in order to make well informed decisions</p> <p>3.4 Active Sussex to identify leadership or relationship management training where identified for relevant staff members to enable the opportunity to influence internal and external decisions in relation to diversity</p> <p>3.5 Active Sussex Board and Staff to be encouraged to engage with diverse groups to understand attitudes and behaviours towards physical activity or leadership (i.e. local forums to understand participant and workforce attitudes and behaviours in identified wards)</p> <p>3.6 Active Sussex to identify interventions or processes that align to individual Trustee’s needs and aspirations, such as a Training Needs Analysis, to support the retention of an excellent and diverse Board</p> <p>3.7 Active Sussex Board equality and diversity champion to provide mentoring support to relevant staff members</p>	<p>3.1 SM/GF-G/AS/JA</p> <p>3.2 GF-G/AS</p> <p>3.3 SM/AS</p> <p>3.4 GF-G</p> <p>3.5 SM/GF-G/AS/JA</p> <p>3.6 SM/GF-G</p> <p>3.7 tbc</p>	<p>3.1 01.05.18</p> <p>3.2 01.05.18</p> <p>3.3 16.10.18</p> <p>3.4 01.05.18</p> <p>3.5 Ongoing</p> <p>3.6 03.07.18</p> <p>3.7 Ongoing</p>
	<p>Monitoring and Evaluation</p> <p>3.8 Active Sussex Quarterly Reports completed by staff members ahead of a Board meetings to include an update on diversity and training completed</p> <p>3.9 Active Sussex Board to be provided with a quarterly update at Board meetings in relation to the Diversity Action Plan which will include any development training taken place</p>	<p>3.8 All</p> <p>3.9 AS</p>	<p>3.8 Quarterly</p> <p>3.9 Quarterly</p>