

Active Cheshire Equality & Diversity Action Plan 2018

This Plan will be reviewed and progressed each quarter under the scrutiny of the Governance Subgroup and discussed and approved within the regular full Board agenda. A detailed review will be undertaken annually and progress against objectives will be published.

Equality & Diversity Objectives	Protected Characteristic	Objective / General Duty	Responsibility	Target outcome	Timeline	Review Date
Review and update the following areas for equality and diversity: <ul style="list-style-type: none"> • Strategic planning • Recruitment and selection • Inducting, retaining and developing staff • Commissioning contract/T&Cs 	All Supporting mainstreaming and equality-proofing of Active Cheshire as an employer, service provider and commissioner of services	Advance equality and diversity of opportunity Eliminate discrimination and promote E & D	CEO Board of Trustees	Full compliance with E&D policy and adoption/integration of 'best practice' approach Advocacy of E&D and guarantee of compliance through M&E of any funded contracts	On-going January – June 2018	Oct 2018
Refresh E & D survey of staff and Board of Trustees and publish	All	E & D Profile Promotion	CEO Board of Trustees	Improve understanding and awareness of current E & D issues and any gaps to target future recruitment	January 2018	January 2019
Whole staff induction/refresh E&D training for staff /Board to ensure that revised policy is operationalised	All	Advance equality and diversity Eliminate discrimination. Teaching & Learning	CEO Board of Trustees and all staff	Increased understanding and commitment to E&D policy. Adoption of 'holistic' approach to E & D across whole organisation.	Jan – April 2018	Jan 2019
Develop / Provide E & D online course for Board of Trustees to ensure whole team understanding.	All	Advance equality & diversity and of opportunity Teaching & Learning	CEO Board of Trustees	Assurance that E&D is operationalised within plans, governance, administrative and service delivery arrangements.	Jan – April 2018	Jan 2019
E & D Impact Assessment Policies, practices and procedures. Ensure Active Cheshire approach reflects but pro-actively goes beyond simple E & D duty/compliance.	All	Equality-proof governance, operation & service	CEO Board of Trustees	Increased understanding of areas requiring action/improvement and legal compliance. Whilst engendering a 'beyond audit/compliance' approach	March – June 2018	2020

Review 'Comms' strategy Website//social media 'Hard copy' literature	All	Equality-proof marketing, promotion and 'Comms' operation/service	CEO Board of Trustees	Increased understanding of areas requiring action/improvement. 'Visualisation' of E & D. Ensure Active Cheshire image visually represents the equality spectrum.	Jan – April 2018	Jan 2019
Survey/profile service users; beneficiaries & partner organisations	All	Use of audit to capture profile of all parties associated with Active Cheshire activities. Inform developments and address impact assessment issues.	CEO Board of Trustees	Increased transparency and understanding of various perspectives. (Involve representative sample in development of E & D measures being progressed. Provide opportunity for consultation and 'focus group' to inform process, share experience and support development of initiatives.	April-July 2018	July 2019
Review E & D complaints procedure	All	Ensure complaints procedures are sensitive to (and reflect) issues encountered by individuals/groups across the E & D spectrum.	CEO Board of Trustees	Ensures compliance with the law and greater understanding within the organisation	Jan – April 2018	2020
E&D training for stakeholders/providers/grant recipients	All	General organisational and legal requirement.	CEO Board of Trustees	Ensures promotion of good practice within stakeholder community Ensures compliance through any funded contracts	April-July 2018	Jan 2019
Establish budget-line to progress activities outlined in this workplan and to address 'gaps' in E & D arrangements/provision.	All	Ensure appropriate level of funding, due diligence and fiscal probity as initiatives are progressed.	CEO Board of Trustees	Appropriate resources are provided and E & D issues have equity with other organisational priorities.	Ongoing Jan 2018	June & December 2018

The development and promotion of the Active Cheshire Equality, Diversity and Inclusion Workplan will allow the organisation to realise its aspiration to be recognised as a champion of equality and diversity (both internally and externally) across the charity, sport, health and well-being sectors, working collaboratively with partners, service users and beneficiaries to realise our objectives.

This action plan represents Active Cheshire's strategic objectives in progressing the equality, diversity and inclusion agenda in the workplace, community and across our wider areas of operation. It will be supported with appropriate resources, training, leadership, management and governance at all levels to ensure Active Cheshire is both an equal opportunities employer and inclusive service provider. This workplan is intended to demonstrate and evidence that the organisation endeavours to proactively go 'beyond audit and legal compliance'.

This document is presented in the context that it complies with the 'best practice' approach to equality, diversity and inclusion. However, it is considered a 'live' document and will regularly monitored to ensure it complies with any future changes in legislation or case law. Any amendments will, where appropriate, be made to consolidate this workplan and the associated Active Cheshire Equality and Diversity Policy.

* This document has been developed with reference to guidance available from a variety of organisations including:

Equality and Human Rights Commission (EHRC) www.equalityhumanrights.com

Advisory, Conciliation and Arbitration Service (ACAS) www.acas.org.uk

National Council for Voluntary Organisations (NCVO) <https://knowhownonprofit.org/tools-resources/hr-policies/equal-opportunities>