



Purpose	Equality, Diversity & Inclusion Sub-Group
Date/Time	20/1/2021, 4:30-6pm
Attendees	Helen Adams, Rob Sage, Lorraine Mulvaney, Bethan Davies, Tim Hardy Lenik, Rachel Brenton, Tom Cole
Apologies	N/A
Secretariat	Rob Sage & Tom Cole

Key Points/Decisions

- Introductions and Welcomes to RB and TC
- All the actions from the previous meeting were confirmed as completed
- The group discussed EqIA and the need to develop good practice and ensure as often as possible EqIA to be used on all policies and initiatives. Making sure they are done, even if formal documentation & process isn't fully developed is important.
- RS & THL discussions regarding Peer Reviews of EqIA's identified the need for a colleague to become an internal independent 'go to' person
- BD had identified a number of days that related to the priority protected characteristics to be shared with RS. Shortlist to be produced and linked in with other activity planned across the organisation.
- RS & TC to cross-reference with UKA dates/initiatives and annual schedule, group discussed the need to identify initiatives with impact outside of wider initiatives with UKA
- All Home Nations initiatives will contribute to and be included in UKA quarterly news bulletin/newsletter focused on ED&I
- Group discussed and agreed that Inclusive champions focused on the priority areas for WA was a good idea
- Support for Clubs to ensure the first experience of new members builds an 'emotional contract' with the club is key – link to Club Development Framework being developed by TC discussed.
- RS presented update on Equality Standard Submission and presented the early stages of the Prezi presentation
- Discussion around data gathering on the selected priority protected characteristics to support and inform the Equality Standard Submission/Presentation

Actions	Owner	Due Date
1. BD to send dates of identified annual days to RS & TC	BD	22/1/21
2. RS/TC to develop an annual schedule of equality events	RS & TC	31/1/21
3. RS to share Prezi and ESS with the group for feedback at next meeting	RS	Next meeting
4. RS to identify date for possible mock review panel presentation	RS	12/2/21
5. Next meeting date TBC – invite to be sent	TC	12/2/21



Risks

Risks identified	Level	Mitigations
1. Organisation misses deadline for Intermediate level re-submission in Feb 2021	Impact = 2 Probability = 1 2	ESG to meet more regularly in short term. internal capacity for this work is now in place, probability of this happening reduced to 1.