

## Minutes of Diversity, Inclusion and Equality Committee (DIEC) Meeting

held on Tuesday 17<sup>th</sup> September 2024

**1) Attendees / Apologies:** In attendance - Ron Millet (Chair), Robin Jepson, Vanessa Jervis and Ruth Kerr (Minutes). Apologies - None (all Committee Members present).

### 2) Actions from previous meeting:

*AP1 – Request for reasonable adjustment – RK to draft a letter to be sent to all YCBA affiliated clubs to advise all clubs regarding their legal responsibilities in relation to making reasonable adjustments both within their own clubs and when playing in the Yorkshire League. Action completed – Following engagement with the Yorkshire League Committee (YLC) and the DIEC, the letter was sent to all YCBA affiliated clubs on 01/09/24.*

*AP2 - Request for reasonable adjustment – RJ to draft a letter of response from the YLC to the club regarding the request for reasonable adjustment detailing what action had already taken place and future planned action. Action completed – Following engagement with the Yorkshire League Committee (YLC) and the DIEC, the letter of response was sent to the club on 03/09/24.*

*AP3 - Request for reasonable adjustment – RJ to arrange a meeting between the YLC and the DIEC to discuss the request for reasonable adjustment and future joint working. Action completed – A very constructive meeting was held on 27/08/24 to discuss the request for reasonable adjustment and future joint working. A further meeting is scheduled for 26/11/24 to discuss next steps following the finalisation of the DIEC's Disability Access Scoping Exercise and the YLC's consultation with clubs regarding the practical implications of the proposal that in certain circumstances the venue of matches might be changed to facilitate participation by players with disabilities.*

*AP4 - Diversity Statement - VJ to send a copy of Wetherby Bridge Club's draft Diversity Statement to the DIEC. Action completed – VJ sent a copy of Wetherby Bridge Club's draft Diversity Statement to the DIEC on 13/08/24.*

*AP5 – DIEC Action Plan – RK to update the Action Plan to enable it to be presented to the next Board meeting of the YCBA which is on 14 August 2024. Action completed – The updated Action Plan was presented to the YCBA Management Board on 14/08/24.*

*AP6 – Extract from EBU White Book regarding Disability – RJ to engage with Jim Edwards, James Carpenter and Barrie Partridge regarding highlighting this information in future Tournament Director courses arranged by the YCBA. Action completed – Engagement took place via email (04/09/24 – 07/09/24) and a commitment was made to highlight this information in future Tournament Director courses arranged by the YCBA.*

*AP7 – Extract from EBU White Book regarding Disability – RK to include this information in the planned future communication with clubs regarding the findings of the Disability Access Scoping Exercise. Action ongoing and carried forward – To be completed as part of the conclusion of the Disability Access Scoping Exercise (see Item 3.1 below).*

***AP1 – Extract from EBU White Book regarding Disability – RK to include this information in the planned future communication with clubs regarding the findings of the Disability Access Scoping Exercise.***

### 3.1) Disability Access Scoping Exercise

The findings of the templates received to date were discussed.

It was noted that there had been a good response to the exercise and that the findings to date were overall more positive than had perhaps been expected. It was also noted that since the start of the exercise some clubs had already improved their accessibility information on their websites.

The following action points were agreed:-

***AP2 – Disability Access Scoping Exercise - RK to carry out a phone round of clubs that have not yet responded to try to get as full a response as possible (requesting assistance from other DIEC members if required).***

***AP3 – Disability Access Scoping Exercise - RK to include an explanation of the Red/Amber/Green ratings used in the disability templates summary document.***

***AP4 – Disability Access Scoping Exercise - RK to collate and reformat the information provided on the templates to produce a more accessible document for use by clubs.***

***AP5 – Disability Access Scoping Exercise - RK to engage with the individual for whom the reasonable adjustment request was raised to try to establish whether the reported findings from clubs match their lived experience.***

***AP6 – Disability Access Scoping Exercise - RJ to engage with BridgeWebs with a view to including a section in the "Where & When Information Section" for accessibility arrangements for disabled people.***

### 3.2) Development of a YCBA Diversity Inclusion and Equality / Equal Opportunities Policy

The attached discussion document was considered and the following action points agreed:-



3.2 EDI Policy  
Document Discussio

***AP7 Development of a YCBA Diversity Inclusion and Equality / Equal Opportunities Policy - RM and VJ to take the lead on the development of a YCBA Diversity Inclusion and Equality / Equal Opportunities Policy to be progressed via a Face-to-Face meeting specifically focused on this matter.***

### 3.3) Development of a model Diversity Inclusion and Equality / Equal Opportunities Policy for Clubs

To be progressed alongside 3.2 above.

### 3.4) Review of YCBA processes for diversity in 2024

The following action point was agreed:-

***AP7 Review of YCBA processes for diversity in 2024 – RK and RJ to take the lead on the development of a mechanism to facilitate this piece of work.***

### **3.5) Diversity, Inclusion & Equality Training for DIEC Members and other stakeholders**

It was noted that most of the YCBA Management Board had undertaken a training workshop, EDI: Beyond Ticking the Box, facilitated by Community First Yorkshire.

The following action points were agreed:-

***AP8 Diversity, Inclusion & Equality Training for DIEC Members and other stakeholders – RK to ask David Guild and Lesley Millet for a list of who did attend the course to enable this information to be capture in the DIEC Action Plan and Next Steps considered.***

***AP9 Diversity, Inclusion & Equality Training for DIEC Members and other stakeholders – RK to forward the training materials from EDI: Beyond Ticking the Box training workshop to VJ***

### **3.6) Safeguarding**

The attached papers previously circulated by Michael Jackson were discussed.



3.6a

Safeguarding.docx



3.6b CHESS LEAGUE

2024-2025 ENTRY FC

It was noted that a similar mechanism could be used to support the roll-out of YCBA DIEC policies. It was agreed that this idea be revisited where appropriate in the future.

### **3.7) Promotion of Bridge Amongst Underrepresented Groups**

It was agreed that this should be driven by the Business Development Committee with assistance from the DIEC.

## **4) Review and update of action plan**

It was noted that much of the action plan had already been discussed under earlier agenda items. It was recognised that the action plan needs to be expanded further to reflect other aspects of diversity.

The following action points were agreed:-

***AP10 Review and update of action plan – RK to add to the DIEC Standing Agenda “Review of any other current diversity issues”.***

***AP11 Review and update of action plan – RK to update the Action Plan and circulate it to DIEC Members***

**5) Any other business:** No matters raised or discussed.

**6) Date of next meeting:** **Wednesday, 30<sup>th</sup> October at 10.00hrs (via Zoom).**

**Subsequent Face-to-Face Meeting** - It was also agreed that a Face-to-Face Meeting also be held which would have, as its focus the development of a YCBA Diversity Inclusion and Equality / Equal Opportunities Policy.