

Minutes of Diversity, Inclusion and Equality Committee (DIEC) Meeting
held on Wednesday 30th October 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: Progress checked during the meeting.

3.1) Disability Access Scoping Exercise

The following action points were progress checked:-

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. Action ongoing and carried forward.

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.

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). Action completed and closed.

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

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. Following discussion, it was agreed that all clubs should be encouraged to produce and publish on their website an accessibility statement and that in the case of those clubs participating in the Yorkshire League, this should be part of future entry requirements. Action closed and replaced with the following actions.

AP2 – Accessibility Statements - RK to include a model Accessibility Statement in the planned future communication with clubs regarding the findings of the Disability Access Scoping Exercise.

AP3 – Accessibility Statements – Discussion to take place with the YLC at the planned meeting on 26/11/24 regarding the requirement for clubs to produce and publish on their website an accessibility statement being made part of future YL entry requirements.

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. RK had engaged with the individual for whom the reasonable adjustment was raised but due to the difficulties they had encountered getting accessibility information from clubs they had not yet played at any other clubs. Action completed and closed.

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. Action ongoing and carried forward.

AP4 – 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.

Other key points of discussion:-

The planned meeting between the YLC and the DIEC on 26/11/24 was discussed and the following actions were agreed:-

AP5 – Planned meeting between the YLC and the DIEC on 26/11/24 – RJ to ask MJ to share the results of their consultation ahead of the meeting.

AP6 – Planned meeting between the YLC and the DIEC on 26/11/24 – RK to share with MJ the results of the Disability Scoping Exercise ahead of the meeting.

AP7 – Planned meeting between the YLC and the DIEC on 26/11/24 – RK to engage with MJ to agree an agenda ahead of the meeting.

AP8 – Planned meeting between the YLC and the DIEC on 26/11/24 – VJ to do a note for RM covering the potential risk that the YCBA carry in this area as the organiser of the YL.

AP9 – Planned meeting between the YLC and the DIEC on 26/11/24 – DIEC to make it clear to the YLC the importance of them having a written record of their thought process regarding the request for reasonable adjustment.

The findings of the Disability Scoping Exercise were discussed and the following action was agreed:-

AP10 – Disability Access Scoping Exercise – RM to arrange a further meeting with the Senior Diversity Officer at Leeds City Council, Geoffrey Turnbull to discuss the results of our Disability Access scoping exercise and other matters.

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

The following action point was progress checked:-

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. Action ongoing and carried forward.

AP11 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 specifically focused Face-to-Face meeting which is scheduled for 02/12/24.

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 progress checked:-

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. Action ongoing and carried forward.

AP12 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 to be progressed via a specifically focused Face-to-Face meeting which is scheduled for 02/12/24.

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

The following action points were progress checked:-

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. RK had spoken with David Guild who confirmed that all YCBA Management Board Members and other key stakeholders attended externally delivered Diversity, Inclusion & Equality Training in late 2023. Action completed and closed.

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. Action completed and closed.

Following further discussion the following action points was agreed:-

AP13 Diversity, Inclusion & Equality Training for DIEC Members and other stakeholders VJ with the support of RK to look to source or develop a more targeted Diversity, Inclusion & Equality Training package which can be delivered to key stakeholders in YCBA affiliated clubs in 2025.

AP14 Diversity, Inclusion & Equality Training for DIEC Members and other stakeholders RK to make enquiries at York Bridge Club to see if they have had any training which might support the sourcing or development of a more targeted Diversity, Inclusion & Equality Training package which can be delivered to key stakeholders in YCBA affiliated clubs in 2025.

4) Review and update of action plan

The following action points were progress checked:-

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

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

The following action points was agreed:-

AP15 Review and update of action plan – RK to update the Action Plan and circulate it to YCBA Board Members with an update from the DIEC ahead of the YCBA Management Board Meeting on 14/11/24.

AP16 DIEC Page on the YCBA website – RJ to engage with Jim Edwards to create a DIEC Page on the YCBA website which will include relevant information and resources.

5) Review of any other diversity issues: No matters raised or discussed.

6) Any other business: No matters raised or discussed.

7) Date of next meeting: Monday, 2nd December at 10.00 at Wetherby Bridge Club.