



London Youth Games Foundation Equality & Diversity Action Plan (2018-2021)



1. Introduction

1.1 London Youth Games was started in 1977 as part of the celebrations around Her Majesty The Queen's Silver Jubilee. Our mission is to inspire and enable every young Londoner to find their best. Reducing barriers and making a difference in the city through high quality competitive sport and physical activity.

1.2 We bring together young people from every borough in London to gain experience of pushing themselves to achieve more through competition and challenge, representing their borough and local community, and volunteering, in a fun, supportive and inclusive environment.

1.3 Our approach is shaped by our core values of Togetherness, Inclusion and Passion.

2. Equality and Diversity for London Youth Games

2.1 London is one of the most diverse cities in the world, which is one of the things which make the city great. Too often, though, it is a city where equality and inclusion do not go hand in hand with this diversity. At LYG we believe that we should reflect the diversity of London and actively promote integration and inclusion for all London's communities, for those with and without a disability, and for people from every background, religion, gender, ethnicity and sexual orientation.

2.2 We believe that this approach to inclusion is one which should be at the very heart of absolutely everything we do. We want everyone who comes into contact with LYG and its work, no matter how immediately or tangentially, to feel welcomed into the LYG family. All staff and trustees of the organisation are fully committed to living, driving and championing this approach, and we expect and encourage all volunteers, partners, participants and spectators to respect it too.

3. Statement of equality

3.1 The London Youth Games Board of Trustees has adopted the following statement:

"The London Youth Games Foundation is here to inspire and enable every young Londoner to find their best. We strongly believe that part of being your best includes taking part in a fair, open and inclusive way, respecting the diversity which makes London such a great city. We also know that, if we are to inspire others to find their best, we need to be at ours all the time. As an organisation, we are committed to ensuring that we live the values we want to encourage in our participants and, as a board, we are committed to ensuring we reflect London too – we will work towards a gender balance on the board and greater diversity generally, including but not limited to Black and Minority Ethnic and disability membership.



We believe that we have a duty to ensure that our events and activities are for ALL young Londoners.

We will also promote and champion this approach in the way in which we recruit, employ and manage all staff, trustees and volunteers, ensuring that we foster a culture of inclusion and respect for all individuals in everything we do. In particular, we will ensure that:

- no employee, job applicant or person involved in or wanting to be involved in our programmes is unfairly discriminated against either directly or indirectly, on any grounds – including age, gender, gender reassignment, sexual orientation, marriage and civil partnership, disability, ethnicity, pregnancy and maternity, religion or belief (Protected Characteristics outlined within the Equality Act 2010);
- we collect such data, on a voluntary basis, as is appropriate to enable us to assess the make-up of our organisation and our participants and, again where appropriate, to develop positive action programmes that target any under-represented groups to ensure representation which is reflective of the diversity of London; and
- as part of the Board’s overall commitment to increasing diversity and moving towards gender parity in its membership, we will ensure that there will be at least 30% female members.”

4. Purpose of this action plan

4.1 The LYG Equality and Diversity Action Plan sets out the specific actions we will take towards delivering our commitment to achieve greater diversity, both within our Board of Trustees and in the senior management and leadership of the organisation.

4.2 The Plan includes both those areas where we currently achieve or exceed the expectations within the Code for Sports Governance and the actions required to maintain that position, and areas of equality and diversity where more is required to achieve our collective aspirations.

5. Scope of this action plan

5.1 The action plan is written on the basis of a more detailed first year (2018) and then an outline of medium term actions for 2019-21.

5.2 The UK Code for Sports Governance requires that the LYG Board publish both the actions within this plan and an annual update of progress against those actions. The plan as a whole will be reviewed annually through scrutiny at the Audit Committee and then by the full Board.

Equality and Diversity Action Plan 2018-21

| 1. Trustee Diversity | | | | |
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| Code of Governance expectation | | Adopt a target of, and take all appropriate actions to encourage, a minimum of 30% of each gender on the LYG board. | | |
| LYG's position statement (November 2018) | | The LYG Board currently has 11 trustees of whom 4 (36%) are female. | | |
| Action 2018-19 Games Year | Success Measures | Responsibility | Action 2019-21 | Success measures |
| 1.Ensure that trustee recruitment for 4 borough new Board Members delivers a positive gender balance that maintains or grows the percentage of female trustees, subject to the right skills mix. | 1a) Gender mix of applications received. 1b) Gender mix of those shortlisted for interview. 1c) Moving towards a minimum of 50% of trustees being female. | Jonathan Hughes & Nominations Committee/Recruitment Panel | Conduct Board Equality Audit every 2 years. Ensure that future trustee recruitment at least maintains the gender balance on the LYG Board. | Board Equality Audit conducted and results published. Minimum of 50% of trustees are female. |
| Code of Governance expectation | | Demonstrate a strong and public commitment to progressing towards gender parity and greater diversity generally on its board. | | |

| LYG's position statement (November 2018) | | Fewer than half of the LYG board are female. One Board member is from a BAME background. None of the Board Members have declared a disability. One Board Member has declared themselves LGBTQ+ | | |
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| Action 2018 | Success Measure | Responsibility | Action 2018-21 | Success measure |
| 1. Trustee Diversity | | | | |
| 2. Ensure that advertisements for new trustees to join the Board from end 2018 are targeted effectively to reach potential applicants from BAME, disabled or LGBTQ+ backgrounds. | 2a) Number of applications from candidates from BAME, disabled, LGBTQ+ backgrounds. 2b) Number of candidates from different backgrounds interviewed. 2c) Number of new trustees from BAME, disabled or LGBTQ+ backgrounds appointed. | Jonathan Hughes & Nominations Committee/Recruitment Panel | Ensure that recruitment process for new trustees is targeted effectively to reach diverse applicants from different backgrounds. Draw upon specialist external expertise where appropriate e.g. Sporting Equals, Women in Sport | Number of applications from candidates from BAME, disabled, LGBTQ+ backgrounds. Number of candidates from different backgrounds interviewed. Number of new trustees from BAME, disabled or LGBTQ+ backgrounds appointed. |
| 3. Review the role of Board Members in terms of equality through discussions about this plan and reinforce or update Board role descriptions (By March 2018) | 3a) Board Equality/Diversity roles clear. 3b) Greater Board understanding of equality and diversity | Jonathan Hughes/Mark Campbell | Include questions on equality and diversity in the annual review of the Board to gauge progress. | Board annual review shows year-on-year progress in understanding of equality and diversity within LYG. |

| 2. Diversity across LYG staff and contractors | | | | |
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| Code of Governance expectation | | Demonstrate a strong and public commitment to progressing towards achieving greater diversity generally (including but not limited to BAME, disability, LGBTQ+ and lower socio-economic groups) | | |
| LYG's position statement (November 2018) | | LYG has published a statement of equality on its website. We currently have 78% of staff who are female and 11% from a BME background. We have set up an internal group to champion work on diversity and equality and will continue to monitor and report against progress. | | |
| Action 2018-19 Games Year | Success Measure | Responsibility | Action 2019-21 | Success measure |
| <p>1. Ensure that when LYG is recruiting new staff or contractors that advertisements and any recruitment agencies used are targeted at achieving diversity in the range of applications received.</p> <p>Ensure use of the LYG equality statement within job descriptions and advertisements.</p> | <p>1a) Number of applications from candidates from BAME, disabled, LGBTQ+ and lower socio-economic backgrounds.</p> <p>1b) Number of candidates from different backgrounds interviewed.</p> <p>1c) Number of new staff/contractors from BAME, disabled, LGBTQ+ and lower socio-economic backgrounds appointed.</p> | Jonathan Hughes | <p>Ensure that when SLYG is recruiting new staff or contractors that advertisements and any recruitment agencies used are targeted at achieving diversity in the range of applications received.</p> | <p>Number of applications from candidates from BAME, disabled, LGBTQ+ and lower socio-economic backgrounds.</p> <p>Number of candidates from different backgrounds interviewed.</p> <p>Number of new staff/contractors from BAME, disabled, LGBTQ+ or lower socio-economic backgrounds appointed.</p> |



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| <p>2. Deliver Equality and Diversity training to LYG team to raise awareness of LYG's commitments and explore actions required (during 2018-19 Games Year)</p> | <p>2a) Number of staff trained in Equality and Diversity.</p> | <p>Vicky Griffiths</p> | <p>Understand staff learning needs around equality and diversity and develop training that meets the needs of individuals and roles across the business.</p> | <p>Learning needs analysis completed. Programme of learning/training that meets needs over next 3 years.</p> |
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| 2. Diversity across LYG staff and contractors | | | | |
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| 3. Establish an internal group to champion equality and provide support, check and challenge for developing equality and diversity. (By December 2018) | 3a) Internal group in place with initial action plan developed. | Vicky Griffiths | Internal group to oversee Equality Impact Assessments in key areas of the organisation and the development of training/learning around equality and diversity within LYG. | EIAs to be completed as necessary and actions identified/followed through on. |
| 4. Audit LYG's policies and procedures to ensure compliance with standards for prohibited conduct. Create an action plan for any necessary changes. (During Games Year 2018-19) | 4a) Audit of policies and procedures completed. 4b) Action Plan in place if required. | Vicky Griffiths | Update policies to ensure compliance with the duties in the Equality Act. | All relevant policies updated and part of a system of rolling updating going forward. |

| 3. Public Commitments to Equality and Diversity | | | | |
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| Code of Governance expectation | | The board shall ensure that the organisation prepares and publishes on its website information (approved by the Board) about its work to foster all aspects of diversity with its leadership and decision making. | | |
| LYG's position statement (November 2018) | | No information other than this plan on work to foster diversity within leadership and decision-making is currently published but will be as soon as reviewed and agreed. | | |
| Action 2018-19 Games Year | Success Measure | Responsibility | Action 2019-21 | Success measure |
| 1. Report on work to foster aspects of diversity to go to Audit Committee at the start of 2019 and to the first Board meeting after that. | 1a) Report reviewed and approved by Audit Committee and Board. | Jonathan Hughes | Annual report on work to foster aspects of diversity to be reviewed and approved by Audit Committee and Board. | Report reviewed and approved. |
| Code of Governance expectation | | The board shall ensure the organisation prepares and publishes on its website information (approved by the Board) including an annual update on progress against actions identified in Req. 2.2 of the Code for Sports Governance | | |
| LYG's position statement (November 2018) | | No information on actions to deliver equality and diversity are currently published but will publish a first annual report at the conclusion of the 2018-19 Games Year. | | |
| Action 2018-19 Games Year | Success Measure | Responsibility | Action 2019-21 | Success measure |
| 2. Publish action plan on Equality and Diversity on the Governance area of the LYG website. | 2a) Action plan published on website. | Jonathan Hughes | Review and update plan annually and publish on website. | Updated action plan published. |