

Cerebral Palsy Sport



Diversity Action Plan 2017- 2019

About Us

Cerebral Palsy Sport is the country's leading national disability sports charity supporting people with cerebral palsy to reach their life potential through sport and putting people with cerebral palsy and their families at the heart of everything we do.

The charity is dedicated to giving children, young people and adults with cerebral palsy meaningful opportunities to experience the physical, social and emotional wellbeing benefits that can be enjoyed through playing sport and other recreational activities. Through the power of sport and recreation we raise hopes and aspirations by supporting people to overcome the challenges of their physical disability and take a more active role in their local community.

Every year we positively impact on the lives of more than 4,000 people and families affected by cerebral palsy by enabling them to play, participate and enjoy new sporting opportunities. We have been an independent charity since 2001 and we provide a range of inclusive and adapted sporting opportunities to children and young people with cerebral palsy and other physical disabilities.

We provide local, regional and national opportunities for children to play, participate and enjoy sport.

Our Vision

Our **vision** is to support people with cerebral palsy to reach their life potential through sport and active recreation.

Our Mission

Our **mission** is to improve quality of life for people with cerebral palsy and other physical disabilities through sport, physical activity and active recreation.

Our Values

1. **Respectful** - To respect yourself and others at all times and treat others with dignity.
2. **Equality** – Treat everyone equally, with fairness, parity and without discrimination, prejudice and bias.
3. **Understanding** – To listen and respond positively to our members, partners and supporters.
4. **Caring** – Showing care and consideration to everyone
5. **Inspiration** – To act as a positive role model for others.
6. **Integrity** – To act at all times with integrity, honesty and sincerity.

Message from Our Chair

Commitment Statement from Chair of Cerebral Palsy Sport

The board of Cerebral Palsy Sport is fully committed to Equality and Diversity in all aspects of the organisation. As the first disabled Chair of the Board, I am passionate about ensuring that we embrace equality and celebrate diversity. We strive to have a broad mix of skills, experience and backgrounds on our Board of Trustees, as we understand the positive impact that diversity has upon our effectiveness.

The Board has a commitment in our proposed new Articles that at least 10% of the board shall be made up of people with a disability; 25% of the Board's membership shall be made up of independent persons (as defined by Sport England) and 25% of the Board is made up of women or men, as the case may be.

We are committed to implementing an open and wide-ranging recruitment process for both employees and Board members, in order to attract the widest possible range of applicants when positions are available. The Board actively consider diversity when recruiting new members.

The management team are focused on achieving the objectives in our 2017-2020 Strategy which include creating more opportunities for people with Cerebral Palsy to reach "... more women and girls, ethnic minorities, volunteers, coaches and the Education Sector."

The Board and Management, as well as our team members are fully committed to this Diversity Action Plan and to promoting our Equality and Diversity Policy in all of our activities.



Aideen Blackborough

Chair of Cerebral Palsy Sport

<h2>Recruitment</h2> <p>How the organisation will attract an increasingly diverse range of candidates</p>		Code for Sports Governance					
		Adopt a target of, and take all appropriate actions to encourage, a minimum of 30% of each gender on its board	Demonstrate a strong and public commitment to progressing towards gender parity and greater diversity generally on its board	Demonstrate a strong and public commitment to progressing towards achieving greater diversity generally (including but not limited to BAME, disability, LGBT and socio-economic)	Each organisation shall identify proportionate and appropriate actions to be taken to support and/or maintain (as appropriate) the diversity targets set out in Reg 2.1	The board shall ensure that the organisation prepared and publish on its website information (approved by the Board) about its work to foster all aspects of diversity with its leadership and decision making)	The board shall ensure the organisation prepared and publishes on its website information (approved by the Board) including an annual update on progress against actions identified in Reg 2.2
<p>Objective: Embed good diversity and inclusion practice into our recruitment activities and decision making processes</p>				✓	✓		
Priorities	Actions	Person(s) Responsible			Completion Date		
<p>Short Term:</p>	<p>The Board Recruitment Procedures ensure that all positions are widely advertised. This includes all adverts placed online, with partners, on our website and on social media to seek to reach as many people as possible.</p>	CEO / Chair			Ongoing		
<p>Short Term</p>	<p>All recruitment processes for paid team members and volunteers are underpinned by diversity monitoring and collation of data.</p>	Sports Development and Fundraising Teams			Already in place and ongoing		
<p>Medium Term</p>	<p>Board Skills Matrix & Equality Monitoring. This is an annual audit to monitor the diversity of the Board and the results have an impact upon the appointment of independent non-executive directors.</p>	Chair / Board			Annual Autumn process / ongoing		

Medium Term	Management Skills Matrix Audit – Management Team to complete Skills Matrix in order to identify gaps in skills and to help inform future recruitment decisions.	CEO / Sports Development Manager	By 30 th April 2018
Medium Term	At least 25% of Board members to have a disability and 25% shall be independent. To proactively recruit as diverse a Board as possible to reflect our beneficiary audience and membership.	Chair / Board	By end of 2018
Long Term	Continually review Diversity outcomes and create a new Action plan to accompany new Strategy in 2021	Chair / CEO / Board/ Team	December 2020

<h2>Engagement</h2> <p>Ensuring that your organisation’s commitment to diversity is communicated through internal practices and externally</p>	Code for Sports Governance					
	<p>Adopt a target of, and take all appropriate actions to encourage, a minimum of 30% of each gender on its board</p>	<p>Demonstrate a strong and public commitment to progressing towards gender parity and greater diversity generally on its board</p>	<p>Demonstrate a strong and public commitment to progressing towards achieving greater diversity generally (including but not limited to BAME, disability, LGBT+ and socio-economic)</p>	<p>Each organisation shall identify proportionate and appropriate actions to be taken to support and/or maintain (as appropriate) the diversity targets set out in Reg 2.1</p>	<p>The board shall ensure that the organisation prepared and publish on its website information (approved by the Board) about its work to foster all aspects of diversity with its leadership and decision making)</p>	<p>The board shall ensure the organisation prepared and publishes on its website information (approved by the Board) including an annual update on progress against actions identified in Reg 2.2</p>
<p>Objective: Communicate our commitment to diversity in all business areas, both internally and externally.</p>						
Priorities	Actions	Person(s) Responsible			Completion Date	
Short Term:	All staff and board members to receive Equality and Diversity Training, which includes being familiarised with this Action plan and Our Equality Policy	CEO / Chair			August 2018	

Short Term:	To publish diversity details of team members and Non-Executive Directors in our Annual Report and on our website.	Trustees / CEO	June 2018
Medium Term	All volunteers and Ambassadors to receive Equality and Diversity Training.	Diversity Champion	Include in 2019 Service Delivery Plan
Medium Term:	To ensure that our commitment to Diversity is clearly demonstrated on our website, with the publication of our Equality Policy and relevant diversity statistics on a governance page.	Chair and Diversity Champion	Include in 2019 Service Delivery Plan
Medium Term	To continue to collect Diversity statistics of our membership and users for inclusion in our Annual Report.	Sports Development Team / Administration	Include in 2019 Service Delivery Plan
Medium Term	To set targets for the improvement of Diversity across membership e.g. if we identify an area where we're weak, set a target to improve? For the board, this might be ethnic minorities and gender equality	Administration / Sport development	Include in 2019 Service Delivery Plan
Medium Term	To establish a Diversity and Equality working group to monitor and implement action plan and ensure E&D training is given and updated for all staff, Board Members, Volunteers and Ambassadors.	Diversity Champion / Board	June 2019
Long Term	To ensure that our commitment to Diversity is adequately reflected in our 2021-2025 Strategy.	CEO, Chair, Board	December 2020

<h2>Training for the Future</h2> <p>A focus on developing a strong internal pipeline of diverse talent to populate decision making and other structures.</p>		Code for Sports Governance				
		<p>The board shall ensure the organisation prepared and publishes on its website information (approved by the Board) including an annual update on progress against actions identified in Reg 2.2</p>	<p>The board shall ensure that the organisation prepared and publish on its website information (approved by the Board) about its work to foster all aspects of diversity with its leadership and decision making)</p>	<p>Each organisation shall identify proportionate and appropriate actions to be taken to support and/or maintain (as appropriate) the diversity targets set out in Reg 2.1</p>	<p>Demonstrate a strong and public commitment to progressing towards achieving greater diversity generally (including but not limited to BAME, disability, LGBT and socio-economic)</p>	<p>Demonstrate a strong and public commitment to progressing towards parity and greater diversity generally on its board</p>
Objective: Engage, utilise and recognise diverse talents and skills across the organisation						
Priorities	Actions	Person(s) Responsible	Completion Date			
Short Term	All team members to undertake Equality and Diversity Training and new members of staff to receive as part of induction process	CEO / Diversity Champion	Ongoing			
Medium Term:	Encouraging team members to attend board meetings and sub-committees as and when appropriate, to feel comfortable contributing and helping to make decisions.	CEO / Sports Development Manager/ Chair	Ongoing			
Medium Term	E&D training and development to be discussed at staff appraisals	CEO / Sports Development Manager	Ongoing			
Long Term:	New Board members to receive Equality and Diversity Training with the first six month of joining the Board and update training for all board members is calendarised.	Chair	For each Trustees recruitment process from 2018 to 2020 and ongoing.			

Key Questions

How does this feed into our broader governance plan?

- Reports on the progress of the Diversity Plan to be presented within the Service Delivery Plan Reports to Board and an annual report to the Governance Compliance and Human Resources Sub Committee.

Who are the key people responsible for the delivery of this plan?

- Chair
- Board Diversity Champion
- Chief Executive
- Trustees of the Charity
- Operational Team Members

How will we measure overall success?

- Bi-monthly traffic light reports within the SDP on progress
- Annual report to the governance Compliance and Human Resources sub Committee.

How does your Diversity Action Plan (DAP) cross-reference other parts of the code or other relevant equality or diversity monitoring standards/framework?

- Cerebral Palsy Sport views this as central to the work of the charity and its values and mission to put people with cerebral palsy at the heart of everything we do.
- We will seek to provide the most appropriate way of monitoring and reporting. This Diversity and Inclusion Action Plan will be reviewed on a regular basis by inclusion into our Service Delivery Plan reports to Board and an overall annual report.