



# Equity Policy

## **triathlonscotland Equity Policy**

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## Introduction

**triathlon**scotland are committed to implementing the Equity Standard for sport as part of a pilot project of 12 sport-governing bodies supported by sportscotland.

This demonstrates our wish to widen access to triathlon and multi-sport beyond our current demographic.

We wish to better reflect the wider population and our communities in our membership, participants, coaches, officials, volunteers, staff and supporters. This will allow them the positive experience of triathlon and multi-sport, which we enjoy.

## Background

The equity standard document was prepared jointly by UK sport, **sportscotland**, Sport England, the Sports Council for Wales and the Sports Council for Northern Ireland in October 2004. It provides a framework for sports organisations and governing bodies to help them plan and work towards equity.

(Online access at [www.sportscotland.org.uk/ethics](http://www.sportscotland.org.uk/ethics))

By progressing through the different levels of the standard organisations develop their culture and services ensuring due regard to equity.

It is important to emphasise that rather than just equal numbers (equality), equity encompasses principles of justice, fairness, inclusion and respect. Equity in its full sense is about ensuring that all individuals have equal opportunities to take part in sport if they so choose. Barriers that stand in the way of under-represented groups are to be identified and eliminated.

No one should be excluded or discriminated against on the grounds of gender, race, disability, age, political or religious belief, sexual orientation, marital status, pregnancy, gender reassignment or social background.

**triathlon**scotland are in the process of preparing a portfolio of evidence for submission to the foundation level of the equity standard. Our longer-term goal remains the stepwise achievement of the different levels of the standard by continuous improvement, performance assessment, procedures and action development.

Although each of the home nations triathlon governing bodies will submit independently we will work to ensure coherence across areas of commonality within the sport.

## Benefits of implementing the standard

Successful progress through the levels of the Equity Standard will bring many benefits

- Identifies under-represented groups, barriers to their participation and enables triathlonscotland to target new audiences.
- Increased no. of participants, members, officials, volunteers, staff, coaches and spectators involved in triathlon and multi-sport.

- Fulfilling the funding criteria of some existing sources of finance (which require knowledge of the profile of service users and progress to widen this demographic).
- Future requirement of sportscotland funding (will require evidence of reaching equity and action in key areas).
- A larger participant base aids talent identification, nurturing and world-class performance from greater numbers involved in triathlon and multi-sport in Scotland.
- Greater participant numbers and higher performance levels in turn raise the media profile of triathlon and our appeal to potential sponsors.
- Forms part of a wider welfare and ethics framework; fulfilling obligations to social justice, moral principles, values and norms and ensures that sport is fun and fair to all.
- Helps **triathlon**scotland to fulfil our current and future legal obligations.
- Contributes to the general health and well being of participants.
- Leads to improved governance and supports democratic action.
- Affords development opportunities by improving our membership awareness and monitoring.
- Provides a platform for tackling image myths surrounding triathlon and multi-sport e.g. elitist/expensive, too physically demanding for most.
- Raises awareness of equity and ethics in all volunteers and staff, ensuring understanding of- and commitment to- equity.
- Enhances the knowledge and skills base of volunteers and staff.
- Provides a pathway of guidance and support through the process of reaching equity.

## Policy

**triathlon**scotland as the governing body for triathlon and multi-sport in Scotland are working towards implementing the Equity Standard.

**triathlon**scotland consider discrimination unacceptable.

We will not tolerate discrimination on the grounds of gender, race, disability, age, religious or political belief, sexual orientation, marital status, pregnancy, gender reassignment or social background.

We will therefore,

Commit to ensuring that no individual including members, officials, coaches, volunteers, staff, athletes or supporters are discriminated against on these grounds.

Comply with our legal and moral obligations to eliminate discrimination and improve equity in triathlon.

Investigate through our disciplinary process (see section 2 of staff handbook and **triathlon**scotland member's handbook; Articles of association, sections 63 and Elite athlete disciplinary procedures section 20.1) complaints of discrimination or misconduct. Where these are upheld we will impose appropriate sanctions including expulsion and referral to other agencies where appropriate.

Develop and deliver policies, procedures and actions with regard to equity and equal opportunities.

Recognise and encourage diversity, inclusion and respect in our volunteers and staff ensuring that we are equitable in our work with them. Our recruitment policy (section 1 staff handbook) will be subject to regular review to ensure regard to equity.

Increase the proportion of participants from under-represented groups throughout triathlon, by positive action; as athletes, members, officials, coaches, volunteers, staff and the executive board.

Encourage and support affiliated clubs, event organisers, members, officials, coaches, volunteers and staff to take positive action towards achieving equity in their roles and areas of operation.

## Welfare and ethics framework

Equity and the Equity Standard implementation is one part of our wider welfare framework and is not therefore the sum total of our ethical terms of reference.

Reaching equity alone will not guarantee equality of numbers participating or involved in triathlon and multi sport. (Reliant as this is on individual's choice to engage with opportunities offered).

In implementing the Equity Standard we will ensure that diversity and inclusion are encouraged; that our policies, procedures and actions and those of affiliated clubs, volunteers, officials, coaches and staff give due regard to equity.

This interlinks with our focus in other areas of welfare and development such as child and vulnerable adult protection, anti-doping and our modern sport objectives.

Equity; working towards diversity and inclusion in triathlon.

This policy and the supporting athlete welfare services business plan for 05/06 complement each other in working towards 2 aims,

Increasing equity, diversity, inclusion and removing discrimination from within triathlon.

Encouraging and supporting affiliated clubs, event organisers, individuals- including members, participants, officials, coaches, volunteers and staff to challenge discrimination and increase inclusion and diversity in their areas of operation / roles- promoting equity for under- represented groups.

While any type of discrimination can be considered a priority area for action, in promoting equity to under represented groups we will take our lead from examination of our current profile, sportscotland and Scottish Executive priorities.

Our initial focus will centre on; young athletes, gender, disability and race.

Delivery of foundation level outcomes will be evidenced by key performance indicators (listed in the Athlete Welfare Services business plan).

Although primarily the remit of the director of Athlete welfare, progression through the levels of the Equity Standard will require considerable corporate action over the coming months and years.

The commitment of all key volunteers, staff and budget in contributing to work towards achievement of the Equity standard will permeate individual objectives and plans. Greater understanding and awareness of equity will become central to the work of the **triathlon**scotland.

### **Monitoring, review and revising**

We will set measurable, realistic goals towards our aspirations ensuring that the Director of Athlete welfare, executive board, key volunteers and staff are accountable for the implementation of the framework.

**triathlon**scotland will work in partnership with statutory and voluntary bodies, enlisting their expertise as appropriate.

We will build networks and communicate with key partners in sport generally and within triathlon specifically.

We will raise understanding and awareness through Club Welfare Officers, officials, coaches, event organisers and staff training and information.

By improving monitoring and review structures we will inform future actions.

Annual review of our profile and progress will take place in September, (an action plan will be formed at this time for the following year), this schedule will allow for executive and membership assent to any necessary important change in line with our AGM timelines.

## **Glossary**

### **Community**

A group of people with shared interests, locally an / or nationally.

### **Disability**

Defined under the disability Discrimination Act as a 'physical or mental impairment that has a substantial and long-term effect on a person's ability to carry out daily activities.

### **Disability-Social Model**

Disability is a condition imposed on disabled people by society and created by prejudice, fear, myths and ignorance. It limits opportunities for employment, education, financial independence and full social interaction.

### **Disadvantage**

Unfavourable circumstances or the disproportionate deprivation of access to resources without reason.

### **Discrimination**

Any action taken on the basis of prejudice that results in unfair or unjust treatment of another person.

### **Direct Discrimination**

Treating one person less favourably than another in similar circumstances, e.g. Sex discrimination may be obvious by the traditional stereotypes of "men's" and "women's" jobs, less pay for similar work or work of equal value. Women are frequently the target of discriminatory practices; In a sporting context an example would be a race organiser offering less prize money for a winning performance.

### **Indirect Discrimination**

Imposing requirements or conditions, which superficially apply to all but in practice can only be met by certain sections of the population. Such requirements or conditions are lawful only if they can be objectively justified.

### **Diversity**

Respecting and celebrating individual and community differences.

### **Equal opportunities**

Within an employment context; treating people as individuals and providing them with employment opportunities on the basis of their skills, talents and qualifications. Ensuring no disadvantage or access is denied on the grounds of their age, disability, ethnicity, sex or sexual orientation.

### **Equality**

The state of being equal-treating individuals equally, which is not the same as treating them identically. The need for equality may require disproportionate effort or action to ensure it is achieved.

### **Equity**

Put simply; 'fairness'; the process of allocating (or re-allocating) resources and entitlements, including power, fairly and without discrimination. It includes fairness of opportunity and upholding of individual human rights through social justice.

## **Empowerment**

A learning organisation is one that provides the skills, competencies and information to enable individuals to learn and develop their potential, benefiting both the individual and the sport.

## **Ethics**

The systematic application of moral rules, principles values and norms.

Ethnic minority communities

This term is often used to distinguish between white people and Black or Ethnic minority communities.

## **Harassment**

Discrimination that may lead to a breach of statute as it constitutes activity that can be detrimental to members of one particular race or sex. Harassment can be defined as an action or comment that causes persistent offence to a person or group. An example of racial harassment would be racially motivated behaviour that causes distress or discomfort to people from ethnic minorities.

## **Positive action**

Measures or initiatives intended to redress the effects of past discrimination. For example positive action measures are frequently used to encourage applications from an under-represented group in an organisation or to introduce training where there is under-representation of a particular group within the organisation. Positive action can be taken to redress a balance within the bounds of appropriate legislation. Examples within our sport might include financial support of women's only events or subsidising female applicants fees for coaching courses.

## **Prejudice**

Negative, irrational feelings, attitudes and opinions that people have about others. It suggests pre-judging or forming an opinion about other people without any prior knowledge of them.

## **Racism**

The total effect of racial disadvantage and discrimination, caused deliberately or inadvertently by individuals, groups or organisations.

## **Sexism**

Systematic discrimination against one sex (usually by the other).

## **Sexual orientation**

An awareness of expressions, actions, declarations, attitudes or behaviours linked to an awareness of their own or others sexual identity. These include lesbians and gay men, bisexual women and men, heterosexual women and men and transsexual people.

## **Social inclusion**

A process for tackling the needs for communities who are (or have been) excluded from services or opportunities the majority have access to. Social inclusion often describes places where there are excluded communities or where there is a need for action to bring opportunities to excluded people. This is often used in the context of opportunities in housing, education, economic prosperity, health, employment, community safety, crime reduction and in community facilities (arts, sport, culture, community venues and services and transport).

**Stereotyping**

Labelling people on the basis of their membership of a visibly distinct group or developing a standardised image of a person or group. Assumptions are made that they will share traits considered characteristic of that group.

## Appendix 1

### Strategic Objectives; Athlete Welfare Services 05-06

Aim: To commit **triathlonscotland** to equity and identify what we need to achieve it.

| Area                      | KPI                             | Current Position   | Action   | Target Date                     |
|---------------------------|---------------------------------|--|--|---------------------------------|
| Equity Standard for Sport | Achieve Foundation Level Status | <p>Benchmarking via 1st comprehensive club and individual member questionnaires</p> <p>Audit of staff, non-executive officers and executive board.</p> <p>Coaching database being established.</p> <p>No central database of volunteers.</p> <p>No links with organisations representing disability sport, women's/girl's sport or other minority groups.</p> <p>No equity policy.</p> | <p>Compile data and examine profile.</p> <p>Compile data and examine profile.</p> <p>Establish a database of volunteers.</p> <p>Establish contacts with Scottish Disability Sport and related organisations and seek their advice and support on achieving equity in our profile.</p> <p>Develop, consult on, integrate (to welfare policy) and publicise an equity policy for <b>triathlonscotland</b>.</p> | Foundation status by April '06. |

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|  | Set a target date for submission of evidence for Preliminary level of the Equity standard. | Establishing areas of commonality with other triathlon NGBs in the UK. | Consult with VAGA Associates/<br><b>sportscotland</b> and other home countries welfare sections/officers. | Preliminary level submission date set by Oct '06 |
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## Strategic Objectives; Athlete Welfare Services 05-06

Aim: To develop the welfare network of **triathlonscotland**.

| Area                                | KPI   | Current position  | Action   | Target Date   |
|-------------------------------------|---|---|--|---|
| Club Welfare Officers-<br>appointed | 100% of affiliated clubs<br>to have a welfare officer   | Majority have allocated<br>someone to this role<br>(21/33).<br><br>Some clubs in need off<br>development<br>assistance.   | Work with clubs to<br>promote welfare and<br>develop role.<br><br>Refer identified clubs to<br>development officer and<br>create and action plan for<br>clubs.   | Oct 06.<br><br>Dec 05.  |
| Training and support for<br>CWOs    | Deliver GPCP<br>sportscoach uk<br>workshop to CWOs<br>(70% attendance)<br><br>CPD for Director of<br>Welfare, further<br>qualifications.<br><br>Establish e-group of<br>CWOs.<br><br>Monthly newsletter to<br>CWOs. | No training via<br><b>triathlonscotland</b> as yet.<br><br>Director of Welfare has<br>GPCP tutor qualification.<br><br>No established network<br>of CWOs.<br><br>No formal<br>communication with<br>CWOs. | Establish timetable of<br>training dates.<br>Deliver training at<br>regional venues.<br><br>Seeking opportunity for<br>2nd level child protection<br>training<br>(next round Spring 06).<br><br>Compile email addresses<br>from database<br>information.<br><br>Distribute by electronic or<br>paper format to CWOs<br>and relevant<br><b>triathlonscotland</b> staff. | Dec 05.<br><br>Oct 06.<br><br>Have dates for training<br>by May 06.<br><br>End Oct 05.<br><br>End Oct 05. |

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|  |  | Newly established database of CWOs   |  | Ongoing  |
| Disclosure Scotland screening for triathlon. | All new appointees screened prior to commencing a childcare role.<br><br>75% of all deferred screening completed.<br><br>3 yearly re-screening of all childcare positions. | Updated policy completed to identify roles and responsibilities under PoCSA legislation.<br><br>Recently appointed staff assumed roles after checks complete. 2 'deferred' staff screened.<br>CRBS registration application being processed.<br><br>2 signatories for Disclosure Scotland route.<br><br>Coaches database under development. No database of data controllers, race organisers, other club personnel with childcare roles. | Maintain and update.<br><br>Policy distribution and implementation. Support and advice on appointments available for clubs.<br><br>Identify, prioritise and process staff & volunteers in childcare roles.<br><br>Add additional signatory for CRBS checks (development officer).<br><br>Establish database of all individuals operating in childcare roles, record dates of all DS checks and introduce rolling programme of re-screening . | End Oct 05.<br><br>End Oct 05.<br><br>Oct 06.<br><br>Application requested 12.10.06<br><br>Dec 05-ongoing. |
| Policy and Procedures                        | Policy annual review.  | Recent update included   | Further legislation on   | Jun 06.  |

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|                               |   | <p>major legislative change.</p> <p>No previous formal consultation performed.<br/>No previous invited feedback.</p> <p>No previous formal review of incidents, accidents or reports.</p> | <p>Vulnerable Adults anticipated in changes made recently. Expert advice from children1st/sportscotland officer will be sought.</p> <p>Feedback from affiliated clubs, CWOs and members sought prior to next review.</p> <p>Collate incident, accident and other welfare reports.<br/>Code reports (anonymised) and consider in review.</p> | <p>May 06.</p> <p>Jun 05-May 06.</p> <p>May 06.</p> |
| Race Organiser's (U18s) guide | Develop an abbreviated policy document and procedures forms for race organisers | <p>Updated policy contains new procedures forms e.g. photo/film consent.</p> <p>Demand from Race organisers for shorter version of whole policy to support their events.</p>              | <p>Develop race organiser's pack in conjunction with Directors of Domestic and Championship events.</p> <p>Ensure fit with current Race Organiser's information.</p>  | Apr 06  |

## Appendix 2

### Legislative framework

Legislation to prevent discrimination and promote equity has been developing for many years. Although a range of acts are in force covering different groups they have come into force at different times and not all groups are covered by anti-discrimination legislation.

Equal opportunities legislative power is reserved by the Westminster parliament, although the Scottish Executive and public authorities retain duties to promote equal opportunities.

Relevant Acts of parliament to **triathlon**scotland in all or part of its role as employer and the sport's governing body are as follows;

#### **The Equal Pay Act 1970**

Gives an individual the right to equal pay and benefits of the opposite sex where they are in similar or equivalent employment, or deemed to be engaged in work of equal value.

#### **The Sex Discrimination Act 1975 (as amended 1986, 1999 and 2005)**

These acts apply to women and men of any age and children and make discrimination unlawful in employment, vocational training, education, the provision and sale of goods, facilities and services and premises. The sex discrimination act prohibits direct and indirect discrimination and victimisation. Case law has established that harassment / sexual harassment and discrimination because a woman is pregnant or on maternity leave are unlawful. It is unlawful to discriminate on the grounds that a person is married or (from 2005) a civil partner.

In areas of employment and vocational training they prohibit discrimination against those under going gender re-assignment (1999 amendment) these regulations do not extend to education or the provision of housing, goods and services.

#### **The Race Relations Act 1976 (and amendment act 2000)**

Makes it unlawful to discriminate against anyone on the basis of race, colour, nationality (including citizenship), or ethnic or national origin. The regulations apply to jobs, training, housing, education, and the provision of goods, services and facilities.

#### **The Disability Discrimination Act 1995 (and amendment 2005)**

Prohibits discrimination against disabled people in employment, education, transport and access to goods and services, the management and buying or renting of land or property. It is unlawful for organisations or service providers to treat disabled people less favourably than others for a reason related to their disability. It requires service providers to make reasonable adjustments to physical features of premises to remove barriers to disabled people accessing their services.

It introduces a duty on public bodies to positively promote equality of opportunity for disabled people, covering the functions of all public authorities, not just services and extends to larger private member's clubs (i.e. those with a membership of over 25).

#### **European Union Employment Directive (2000)**

Prohibits discrimination on the grounds of sexual orientation, religion or belief, age, disability or sexual orientation in employment or vocational training.

### **European Union Race Directive (2000)**

Covers the areas of employment, training, the provision of goods and services including housing, education and social protection, prohibiting discrimination on grounds of race.

### **The Employment Equality (Religion or Belief) Regulations 2003**

Outlaws discrimination (direct or indirect, harassment and victimisation) in employment or vocational training on the grounds of religion, religious or other philosophical belief. Regulations do not apply in the areas of provision of goods and services.

### **The Employment Equality (Sexual Orientation) Regulations 2003**

Similar to the above act in area of application and prohibit discrimination in any form on the grounds of sexual orientation. They apply to discrimination on the grounds of orientation towards persons of the same sex (lesbians and gays) opposite sex (heterosexuals) and the same and opposite sex (bisexuals).

All of these contribute towards the responsibilities of employers and public bodies. Some other acts do not apply in full to **triathlonscotland** as a voluntary organisation (rather than a public body) but their ethos is appropriate to equitable practice.

### **The Human Rights Act 1998**

Applies to public bodies (not defined) but modernises relationships between people and the State. Has had a significant impact on the law and public life. It embeds values for fairness, respect for human dignity and inclusiveness. It makes it unlawful for any public body to act in a way incompatible with the Convention on human rights.

### **The Scotland Act 1998**

Defines “equal opportunities” as “the prevention, elimination or regulation of discrimination between persons on the grounds of sex or marital status, on racial grounds or on grounds of disability, age, sexual orientation, language or social origin, or of other personal attributes including beliefs or opinions such as religious beliefs or political opinions.”

### **The Civil Partnership Act 2004**

This act enables a legally recognised relationship, of parallel seriousness to marriage between two persons over 16 years of age who are of the same or opposite sex not in existing legal partnership or married or prohibited by degrees of relationship. In addition to the impact on the Sex Discrimination Act as referenced above **triathlonscotland** aim to create a new category of membership (2007) to allow 2 adults at the same address, whether married, in civil partnership, common law or cohabiters or otherwise to benefit from discounted membership on this basis.

### **The Gender Recognition Act 2004**

Provides a legal mechanism whereby transsexual people or those who have completed gender reassignment can apply for legal recognition in their acquired gender. The act provides for the establishment of a panel of legal and medical members who will determine on applications for gender recognition certificates from transsexual people. They must be satisfied that the individual has, or has had, gender dysphoria and has lived in the acquired gender throughout the preceding 2 years. **triathlonscotland** will abide by attendant obligations as an employer, equitable organisation and issue guidance on competitive rules (elite and age group) in line with International Olympic Committee, International Triathlon Union, and British Triathlon policy.