

**Equality –**  
asking the right  
questions  
**a guide for change**



## What is the purpose of this guide?

**The purpose of this guide is to help people working in sport in Wales to ask the right questions about equality when considering any plan, project, policy or intervention; for the purpose of this document these are collectively called a plan.**

It will support you to:

- Ensure that you have fully considered how different people will benefit, or not, from their plan
- Check and challenge the planning process
- Check and challenge the organisation's commitment to equality
- Ensure that equality is evident in any plan

It provides:

- An understanding of why equality is important to Sport Wales
- A framework for asking the right questions about equality
- A checklist to provide an overview of the issues

## Who is it aimed at?

It can be used by anyone supporting an organisation, preparing a plan or who is delivering a sporting activity to ensure equality is fully considered.

## The importance of equality

Sport Wales has a duty, as a public sector organisation to eliminate discrimination and advance equality of opportunity as well as to foster good relations between people from different communities.

Our aim is to fully mainstream equality and diversity within the work, policy and planning of both Sport Wales and our partners.

To support the sectors vision for sport in Wales, to UNITE A PROUD SPORTING NATION, where EVERY CHILD is HOOKED ON SPORT FOR LIFE and Wales is a NATION OF CHAMPIONS, and to meet our aim as detailed above, Sport Wales has identified the following priority areas:

- Women and girls
- Disabled people
- Ethnic minority communities
- Young people living in poverty

In addition Sport Wales has a duty to ensure that the Welsh language is a key consideration.

## Three-stage model

We have developed a three-stage model that provides you with a framework to determine the right questions to ask about equality. The questions can be asked at any stage of the life cycle of a plan and we would recommend asking them two or three times during this.

The three-stage model shows the principles we have adopted about asking equality questions and explains the outcome that we are trying to find out at each stage. Each stage has one opening question followed by a series of follow up questions; you would choose which ones to ask depending on what answers/responses you have had to the previous questions.

1

– **Stage 1** is about the people and their attitude to equality; it explores their philosophy and their principles.

2

– **Stage 2** is about the plan and about different groups of people and their particular circumstances.

3

– **Stage 3** is about how you continuously improve and measure your progress.

# Three-stage model for asking equality questions

## The importance of equality in your organisation

### 1 Exploring attitude to equality and cultural change

- identify the attitude to and importance of equality in the organisation
- recognise the key stakeholders in equality
- state the process to develop a plan
- recognise how the organisation raises awareness of equality
- state how representative key decision-making groups are in the organisation

## Embedding equality in your planning

### 2 Exploring how equality is/has been considered

- state how an evidence-based approach has been used to inform priorities
- identify positive action and outcomes for priority groups
- explore how the organisation has consulted with different groups
- identify positive or negative impact on priority groups
- identify what partners you have/are working with

## Moving forward

### 3 Identifying change and measuring progress

- outcomes of equality health checks are actioned
- system to monitor equality outcomes are in place
- outcomes are reported at the highest level in the organisation
- there is a culture of continuous improvement
- new and innovative partnerships and opportunities are identified

## Stage 1 questions

### The importance of equality in your organisation

- What are the organisation's vision and strategic aims? How does equality fit within these?
- What are the organisation's values?
- What is the organisation's commitment and vision for equality?
- Who leads on equality in the organisation? How proactive are they?
- Who are the key influencers with regards to equality in your organisation?
- What are the stages in the planning process and who is responsible for each one?
- How diverse are your key decision-making groups (e.g. Board, planning boards, appointment panels etc.)?
- How is information about equality shared by the organisation?
- What equality training plan do you have? How are training needs assessed?

## Stage 2 questions

### Embedding equality in your plan

- What are the organisation's priority groups and what is the rationale for this?
- What equality organisations have you consulted with about the plan and how did you do this?
- What positive action will you implement and what impact will it have?
- How will your positive action remove barriers to participation by priority groups?
- What changes will you make to the plan due to any potential negative impact on any other equality groups?
- What equality organisations and other key partners will you work with to deliver the plan?

## Stage 3 questions

## Moving forward

- What is the process for undertaking equality health checks? How do you use the information provided by the health check?
- What system do you have in place to monitor equality outcomes?
- Where are equality outcomes reported in your organisation and where are they published?
- What do you have in place that promotes a culture of continuous improvement?
- How do you identify new and innovative partnerships and opportunities?

### Further information

We recognise that embedding quality in an organisation is an on-going process – cultural change takes time and we need to ensure that people working in sport in Wales are supported on this journey. As a result we have produced a suite of resources to help you:

- Equality – asking the right questions, a guide for change
- Equality – asking the right questions, a guide to good practice
- Equality – asking the right questions, a health check

In addition we have a range of supporting document and other resources that are available on our website.

For further information please contact [info@sportwales.org.uk](mailto:info@sportwales.org.uk)