



GET ACTIVE, HAVE FUN, PLAY BOWLS

Bowls Development Alliance Inclusion Advisory Group

Terms of Reference

Introduction:

The Bowls Development Alliance along with their partners are committed to ensuring there is diversity and equality throughout their organisations and the sport of bowls and that no individuals receive less favourable treatment on the grounds of their age, race, disability, religion, socio-economic status, sexual orientation or gender identity and expression. The sport aims to make a welcoming environment for all, ensuring that it is truly accessible to everyone.

Purpose:

The Inclusion Group has been formed to provide expert advice and guidance on the future development, implementation, and evaluation of a new and improved equality, diversity, and inclusion strategy for the sport of bowls. Working in cooperation with Bowls England (BE) the English Indoor Bowling Association (EIBA) British Crown Green Bowling Association (BCGBA) and Disability Bowls England (DBE), a group of expert representatives, including those with lived experiences of protected characteristics will act as a check and balance for our plan, reviewing content and offering direction.

Role:

- Be responsible for ensuring the development of the sports Inclusion agenda.
- Promote, champion, and encourage diversity, inclusion, and equality in bowls.
- Advise and make recommendations on appropriate initiatives and activities that will help the sport achieve its aims.
- Positively challenge the sports commitment to equality, diversity, and inclusion, celebrating that commitment and addressing obstacles to its implementation.
- To improve the representation and image of bowls as a sport for all and ensure inclusion is embedded throughout the sport.
- To act as a forum for staff and volunteers in issues relating to diversity and inclusion.

Responsibilities:

- Provide advice and guidance on organisational approaches to embedding inclusion.
- Develop and agree a programme of work and an annual action plan, monitoring and reporting on progress against the plan.
- Assist the BDA and NGBs in the effective integration of equality, diversity and inclusion policies, procedures, and programmes.
- Provide support to the BDA's Executive in delivering specific programmes to raise awareness of inclusion.
- Advise on equality and diversity-related issues, including those faced by underrepresented and marginalised communities.
- Review data (qualitative and quantitative) and reports to monitor the BDA's performance against its strategic objectives, KPIs and plans.



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Membership:

Membership of the Inclusion Advisory Group is on a voluntary basis and is open to all those with an interest in / or experience of equality, diversity, and inclusion. Membership of the Group is at the discretion of the BDA and will be reviewed annually by the Board.

Membership is subject to three conditions:

- To work co-operatively and constructively as part of a team.
- A willingness/commitment to set aside the time necessary to attend meetings.
- A commitment to abide by the agreed Code of Conduct.

Meetings:

Meetings of the Inclusion Group shall be held once every two months in the first 12 months. Dates of meetings will be agreed in advance for the year. The role is voluntary but travel and other reasonable expenses will be reimbursed.

The Group may ask any other officials of the organisation or key partners to attend to assist it with its discussions on any matter.

Recommendations rather than decisions are made by the Group and as such there are no guidelines on voting.

Notices of meetings shall contain information relating to venue, time, date, and agenda. All papers shall be circulated at least one week before the date of the meeting. Matters and resolution that require action or discussion at the BDA Board shall be submitted 2 weeks prior to the Board meeting.

Reporting:

The Inclusion Advisory Group will report to the BDA Board via the Chair who is a BDA Non-Executive Director. Copies of minutes / actions will be circulated to the BDA Board, Executive leadership team, the NGBs and key partners.

Review:

The Inclusion Advisory Group shall engage in a reflective, self-evaluation process to improve its effectiveness on an annual basis.

The Terms of Reference shall be reviewed every year or as otherwise directed by the BDA Board.

Terms of Reference Name	Inclusion Advisory Group
Date last reviewed	TBC
Approved by	BDA Board
Next Review	TBC