

**DOCUMENT**

Title: **Equality Policy - Dyfed Golfing Union**

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**Equality Policy**

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## **Equality Policy**

### **1. Statement**

- 1.1. The **Dyfed Golfing Union (DGU)** in compliance with the Equality Act 2010 and all other legal obligations, are committed to promoting equal opportunities and are resolute in their determination to pursue respective equality of status to all, including members, associate members, visitors, guests, volunteers, staff members and potential staff members, officers, consultants, agents and service providers.
- 1.2. We will endeavour to ensure that every person, including as identified above, regardless of age, disability, gender, gender reassignment, marriage and civil partnership, race, religion or belief, sex or sexual orientation, or pregnancy and maternity (protected characteristics) has a genuine opportunity to participate to their full potential at all levels and in all roles within the **DGU**.

### **2. Equality Policy**

- 2.1. In accordance with the Equality Statement agreed by the **DGU**, the officers of the DGU has produced this Equality Policy. This policy shall be subject to regular review, and at least annually and shall remain effective during this period. This policy is non-contractual and does not create any contractual obligations and we may amend it at any time. Recommendations for change should be reported to the **DGU Secretary**.
- 2.2. A copy of this policy is available to all its members, visitors, guests and associate members. Its content will be covered in all induction programmes carried out or organised by the DGU for all such persons.
- 2.3. The policy will be available on the DGU website. [www.dyfedgolf.co.uk](http://www.dyfedgolf.co.uk)
- 2.4. All members, associate members, visitors, guests, volunteers, officers, and service providers have responsibilities to respect, act in accordance with and thereby support and promote the spirit and intentions of this policy.

### **3. Membership**

- 3.1. The **DGU** will ensure that each application for membership will be determined in accordance with the **DGU** Statement on Equal Opportunities.

3.2. All subscriptions fees will be equal for all categories save where the **DGU** has decided the need for positive action measures and has agreed to offer financial incentives to:

3.2.1. [alleviate disadvantage experienced by people who share a protected characteristic as identified above;]

3.2.2. [junior members for the duration of the specified membership status;]

3.2.3. [encourage increased levels of membership to a pre-determined number within specific categories, which may include, for example, certain age groups or other selected under-represented groups.]

3.3. Such incentives shall only apply for the agreed duration of the specific recruitment drive initiative or until the requisite number of vacancies has been filled or, in the case of juniors, until such time as the member no longer qualifies under the age requirements of the junior section.

**4. Membership Rights**

4.1. All material prepared, produced and distributed by, or on behalf of the **DGU** will endeavour to promote a clear image of diversity within the County.

4.2. Clear guidance and communication will be given to all members or individuals either governing or working for the County on its commitment to equality and fairness through the appropriate mediums.

4.3. All participants at the County, in whatever capacity shall receive fair and equitable treatment in all aspects of their membership.

4.4. All bye-laws introduced by the County shall reflect fair and equitable treatment in respect of the County's practices policies and procedures they are designed to address.

**5. Officers of the County**

***Responsibilities***

- 5.1. The **DGU committee** is responsible for ensuring that the County operates in accordance with the Memorandum of Association, the Constitution and the Rules and Bye Laws as written and updated from time to time and in conformity with the Equality Act 2010 or any legal obligations.
- 5.2. Any member who meets the criteria for election to the committee shall be encouraged to allow themselves to be nominated.

***[County President/Captain/Chair]***

- 5.3. In accordance with the Constitution there shall be a **President/Captain/Chair** who shall be selected in accordance with the procedure as identified in the Constitution.
- 5.4. The **President/Captain/Chair** shall remain in office for a period of 2 years during which time they will officiate at those other functions where attendance and/or responsibility has not been previously agreed to be within the scope of the office of either of the two section captains.
- 5.5. The **President/Captain/Chair** may delegate responsibility to either or both of the section captains at their discretion.
- 5.6. In the event that the **President/Captain/Chair** is unable to fulfil their duties at a particular event, the responsibility to attend on their behalf shall be agreed between the DGU Officers.

**6. Rules and Bye Laws**

The terms and conditions of membership and playing rights do not affect the R&A Rules of Golf relating to Etiquette nor the general Rules and Bye Laws of the County.

**7. Compliance Committee**

- 7.1. Representatives from the **DGU** will be selected to form a Compliance Committee to ensure that the requirements of the Equality Act, related legal obligations and the terms of this Equality Statement and Policy are being adhered to and to monitor and evaluate the interpretation of these documents.
- 7.2. The **Chair** will review the Compliance Committee reports on an **[annual]** basis, to establish progress against aims and ensure this Equality Statement and Policy remain appropriate and effective.

- 7.3. The Compliance Committee shall report directly to the **DGU committee** whom shall have overall responsibility for ensuring adherence to the Equality Act, related legal obligations and the terms of this Equality Statement and Policy.
- 7.4. Selection to the Compliance Committee shall be in accordance with the Constitution.
- 7.5. The Compliance Committee will review process and operation to consider the level of compliance in relation to the legislation.
- 7.6. The Compliance Committee should identify areas and processes for change where necessary and make reasonable adjustments to this Equality Statement and Policy as required.
- 7.7. The Compliance Committee should record their reasonable conclusions and track progress to completion of any changes that they recommend.

## 8. Complaints

- 8.1. The **chair** has overall responsibility to the **DGU committee** for ensuring that the requirements of this document are implemented.
- 8.2. Any complaint or grievance will be dealt with via the appropriate policy and procedures, for example, the DGU's Disciplinary or Grievance policy.
- 8.3. Allegations of discriminatory or inequitable behaviour emanating from the actions of an employee of the County will be investigated in accordance with the appropriate policy and procedures, for example, the County's Disciplinary or Grievance or Anti-Harassment and Bullying Policy.
- 8.4. Allegations of discriminatory or inequitable behaviour emanating from the actions of a member towards a fellow member or committee official, will be investigated within the Complaints Procedure applying to a Breach of the DGU Equality Policy. If an incident involving a member of the DGU is alleged to have occurred involving or potentially involving the conduct of a member at another golf club and reported to the County in accordance with that county policies, the member shall be subject to a Disciplinary Hearing.
- 8.5. Allegations of discriminatory or inequitable behaviour emanating from the actions of a visitor to the county who is a member of a golf club affiliated to the English, Scottish or Welsh Golf Unions towards a fellow member, associate member, visitor, guest, volunteer, staff member or potential staff member, officer, consultant, agent or service provider will be initially investigated by the Chair of the DGU. If the evidence leads the chair to conclude that a breach of the County Equality Policy has likely occurred, the evidence should be passed to the home club of the alleged offender to be further investigated and dealt with in accordance with their Disciplinary Procedures. If the home club declines to investigate the allegation, the county may refer the

incident to the relevant Home Golf Union for action under their Disciplinary Policy and Procedures. If such a situation occurs and the allegation is proven, the county, in addition to any sanction imposed at that hearing, will exercise their own prerogative in respect of initiating an appropriate action and which will be limited to the authority of the DGU, against the alleged offender on behalf of the County.

- 8.6. Allegations of discriminatory and inequitable behaviour emanating from the actions of a visitor to the county who is not a member of a golf club affiliated to any of the Home Unions towards a member, fellow member, associate member, visitor, guest, volunteer, staff member or potential staff member, officer, consultant, agent or service provider will be initially investigated by the Chair of the County. If the evidence leads the Chair to conclude that a breach of the County Equality Policy has likely occurred, the evidence should be passed to the appropriate authorities for action under the Equality Laws and to the relevant Home Union for action under their Disciplinary Policy and Procedures. If such a situation occurs and the allegation is proven, the county, in addition to any sanction imposed at that hearing, will exercise their own prerogative in respect of initiating an action against the alleged offender banning them from the county for a period of time to be agreed. In the event that an allegation is proven the county (cognisant of Human Rights Law) will use its best endeavours to notify other clubs of the outcome and of the name of the offender.
- 8.7. In all cases the alleged offender will be invited to attend the Disciplinary Hearing. If this invitation is declined then the hearing shall proceed in their absence.
- 8.8. If any dispute arises in connection with this policy, the parties will attempt to settle it by mediation in accordance with the procedures of an organisation such as Sport Wales or the National Golf Club's Advisory Association (NGCAA). Unless otherwise agreed between the parties, the mediator will be nominated by the Chair of the NGCAA. To initiate the mediation a party must give notice in writing ('ADR notice') to the other party(ies) to the dispute requesting a mediation. A copy of the request should be sent to the NGCAA. The mediation will start not later than 56 days after the date of the ADR notice. The commencement of mediation will not prevent the party(ies) commencing or continuing court proceedings/an arbitration.

## 9. **Discipline**

In accordance with the County Code of Conduct, Disciplinary and Grievance Policy and Procedures, any reports of alleged breaches of our Equality Policy will be investigated and appropriate disciplinary action will be taken, based on the outcome of the investigation.