

The EDI Strategy and Advisory group (hereafter 'the committee') shall be an operational committee of Table Tennis England ('TTE'), responsible to the Director of Development

Purpose

The purpose of the committee shall be to provide advice and guidance on all diversity, inclusion and equality matters. It will promote and address inclusion and diversity within Table Tennis by engaging and networking across all communities to positively influence the Level the Table strategy. The committee will discuss issues and formulate solutions, share ideas and good practice to help Table Tennis England reduce the inequality gaps that exist within the sport.

Composition

The Chair of the committee shall be an appointed role.

The Members of the committee shall be in an advisory role to support the equality, diversity and inclusion of Table Tennis England.

There will be 6-10 members, including a minimum of one representative from each of British Para TT, Board, National Council and the Members Advisory Group.

A minimum of 40% of group members will not be TTE staff or Board members

All members of the committee whose appointed role is not representative in nature shall fulfil their position in furtherance of the general objectives of the committee.

All members of the committee shall be current Table Tennis England members. A member of the committee whose Table Tennis England membership has lapsed shall no longer be a member of the committee.

All members of the committee shall adhere to the Nolan principals of Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership.

There are currently three subgroups (Disability focus group, Women and Girls focus group and Ethnically diverse communities focus group), the Chair of each will sit on the EDI Strategy group. The members of the sub committees will be appointed in consultation with the EDI Strategy group and the Director of Development.

The member of staff responsible for the operational delivery of the officiating strategy will sit on the EDI Strategy group.

Appointments

The Chair shall be appointed by the Board for a tenure of 2 years.

Non staff members shall be appointed by the Chair of the EDI Strategy group, with approval from the Director of Development for a tenure of 2 years. Staff roles that will be included on the group will include the SLT lead for Diversity and Inclusion, the Diversity and Inclusion Lead and the Women and Girls Lead.

All members including the Chair may serve for a maximum of tenure of 4 consecutive terms, unless exceptionally agreed by Board. All members including the Chair will be eligible for reappointment after a 2-year break.

Including the Chair, no less than 50% of members at any time shall be identified via open advertisement.

Table Tennis England may take positive action in the form of proportionate measures to encourage or train people from under-represented groups to apply for volunteer roles, overcome a perceived disadvantage or meet specific needs based on a protected characteristic.

A register shall be maintained by Table Tennis England detailing committee members, tenure, appointment process and other relevant information.

Meetings

The committee shall meet at least twice a year, either virtually or physically

The quorum of the meeting shall be 50%+1, which at least 40% of should be non TTE staff or Board members.

Minutes of each meeting shall be produced and maintained and sent to all committee members, and the Director of Development.

Committee members shall be entitled to claim from Table Tennis England such out of pocket expenses as are legitimately incurred in furtherance of agreed committee business, in line with the Table Tennis England volunteer expenses policy.

Responsibilities

1. To support the regular review and delivery of the Table Tennis England Level the Table (EDI) strategy
2. To be advocates for equality, diversity and inclusion in their respective positions across the organisation, e.g. Board, MAG, Staff etc
3. To Identify key equality issues, legislation and support the delivery of solutions
4. To support the development, review and monitoring of the Level the Table (EDI) strategy

5. To liaise, listen and encourage input from the subgroups, taking the relevant steps and actions
6. Provide advice and guidance on organisational approaches to embedding equality, diversity and inclusion
7. Advise on equality and diversity-related issues, including those faced by underrepresented and marginalised communities.
8. Support and review the effective integration of equality, diversity and inclusion procedures, policies and programmes.

Reporting

The committee shall report via the Director of Development who shall be responsible for relaying items of note within the Table Tennis England governance and staff structures, and/ or progressing process and policy considerations as required.

These Terms of Reference will be reviewed biennially.