



## Protocol on Management of EDI Requirements

This Protocol has been approved by the Club's Management Committee with recognition that it will require continuous scrutiny and resultant changes with the benefit of practical experience.

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*Message from Martin Pluck, Club Chair*

Dear Member,

Attached is an important protocol that your Management Committee has approved on EDI ('Equality, Diversity and Inclusivity'). In putting this protocol together, we are fortunate to have three excellent advisors who help shape and conduct our EDI capability. The following is a summary of the key issues that have and will continue to be addressed:

- The EDI requirements, including the ECB Anti- Discrimination Code 2022 and Guidance, comprise a plethora of rules and regulations that cricket clubs must address. EDI compliance is a legal requirement.
- This protocol is not about rules and regulations but the procedures your club adopts to manage these and the ongoing and demanding future changes that are bound to arise.
- These procedures consider circumstances that may arise should the standards of anyone fall below expectations.
- The protocol represents a process where the club will build on existing procedures which, together with some additional measures, are suitable to manage our EDI responsibilities.
- The identification and notification of a broader range of people (called 'Participants', **Appendix A**) associated with the club who must comply with EDI.
- A new communications policy addresses online safety issues which are particularly relevant to the wellbeing of our young members (see Communications Policy **Including Online Safety**, Appendix B)
- The need to appoint a Data Protection Officer.

All club participants should be aware of these requirements, their responsibilities and the need to set good examples. In this connection I am mindful that some members may require help, recognising that sometimes the line between perpetrator and victim might be a thin one.

Please contact your Safeguarding Officer, Niru Williams or me if you require any further information. The door is always open

Regards, Martin Pluck, Club Chair

# EDI Protocol

## Introduction to EDI

1. In December 2022 the England and Wales Cricket Board (“ECB” – cricket’s ruling body), published the rules and regulations for affiliated recreational cricket clubs which are to be implemented from the 2023 summer season. The regulations cover the management of all of the rules and regulations relating to cricket (see 4 below). This protocol emphasises that relatively few additional changes to Wanstead & Snaresbrook CC’s (“The Club” or “Wanstead CC”) existing management procedures are necessary to address the management of Equality, Diversity and Inclusivity (“EDI”) responsibilities. These arise under the Equality Act 2010 framework legislation, which has or may be expected to be enacted. EDI is the focus of this protocol which has been **approved by The Club’s Management Committee**. It is to be given wide circulation to club members and other “participants” referred to below. Detailed supporting papers will be available from The Club’s website ([www.wansteadcricketclub.co.uk](http://www.wansteadcricketclub.co.uk))
2. The regulatory environment for cricket clubs is increasingly demanding. In addition to EDI and the established safeguarding requirements, the ECB is seeking to improve behaviour, with prescribed penalties for a range of ‘category level’ offences and a process of hearings and appeals. “Wanstead CC” plays more matches than most senior recreational cricket clubs. This and its wide range of community activities makes The Club particularly vulnerable if it fails to meet its obligations. Bad publicity, whether or not justified, can result in collateral damage and lead to a club losing sponsors as well as grant funding and the ability to attract and retain members.

## Who is Subject to These Requirements?

3. All “Participants”, which includes The Club, its members, players, employees, committee members and other officers, volunteers, contractors and other defined individuals or categories of people involved in club activities, are bound by these requirements. It will be necessary to review and continuously monitor at three monthly intervals a list of “Participants” and inform them of their EDI obligations in relation to The Club (see list, Appendix A).

## Rules and Regulations

4. There are a plethora of rules and regulations, including guidelines or provisional rules subject to trialling. The Club recognises the considerable challenge this presents to the ECB and County Boards and expresses its intention to adopt all such regulation in good faith to the extent that it is practicable and relates to The Club. The rules and regulations cover the following categories, but with many areas of overlap.
  - Generic (core cricket) requirements.
  - Safeguarding.
  - EDI (Equality, Diversity and Inclusivity).
5. Key EDI regulatory requirements issued so far include the following:
  - The ECB Anti-Discrimination Code 2022 ([ECB Anti-Discrimination Code 2022](#)) outlines the cricket environment in England and Wales under the 2010 legislation in which no individual, group or organisation should experience discrimination on the basis of the Protected Characteristics (see paragraph 17 below)

- The ECB Anti-Discrimination Code Guidance Notes March 2022 ([ECB Anti-Discrimination Code Guidance – March 2022](#)), which covers both the first-class game and senior recreational clubs like Wanstead CC. In identifying the Participants who are subject to the legislation and the nature of behaviour which can lead to a breach, it is emphasised that breaches can include “not only discriminatory actions and /or words but also making omissions and/or failing to act as required”. The code emphasises the need for robust procedures to manage these important legal requirements.
6. Wanstead CC has robust procedures in place to manage core cricket requirements and safeguarding. This protocol builds on these procedures, recognising the need for additional measures described in this protocol and a more formal policy (**Communications Policy, including Online Safety** – Appendix B). A key objective of this new policy is to observe The Club’s requirements on the timing and release of information. This involves informing club members and club participants that where EDI related events arise or are suspected they should take all reasonable steps to manage the release of information in accordance with The Club’s requirements, which are designed to avoid premature/inaccurate and/or speculative comment, and where it is necessary to release information such as in witness statements, for example, to be vigilant in avoiding potentially misleading and inappropriate reporting.
  7. Managing the release and content of information in relation to potentially sensitive EDI issues has a twofold purpose:
    - (i) to provide instruction on policy issues that the ECB has indicated are a potential concern, for example live streaming and match reporting
    - (ii) in relation to other particularly sensitive EDI related topics; namely, the need to provide an appropriate communication environment. The new **Communications Policy, including Online Safety**, designed for this purpose, therefore includes additional content to the ‘Tool Kit’ requirements in our current [Safeguarding Policy](#). The Club welcomes comment on these initiatives, recognising the potential need for amendments with the benefit of experience. An agenda of matters under consideration is identified under **Progress Report on EDI Related Work in Progress** in Appendix C. It is intended to retain this Appendix to monitor the effectiveness of the new policy, record suggested improvements and to use it as a reporting template for The Club’s Management Committee.

## Management Processes

8. This protocol identifies The Club’s tried and tested procedures, which have evolved over time to meet both generic and safeguarding requirements. These procedures are regarded as ‘robust’ and, subject to the adoption of some additional measures identified in this protocol, they are regarded as suitable to also manage The Club’s EDI obligations. They recognise the need to identify, recruit and develop volunteer capability with a particularly high level of specialist skills in a climate that promotes high awareness of regulatory compliance. Membership, particularly for very young families, is built on trust reinforced by sustaining a club ethos which seeks to set the best standards for its members. A six-step approach involves:
  - Transparency.
  - Focus on volunteer appointments and training.
  - Acceptance that club officers and volunteers at all levels in the organisation are bound to require both initial and ongoing training.

- Sound teamwork and succession planning.
  - Reliable and respected disciplinary procedures.
  - Comprehensive and regular member/ participant communications.
9. Existing procedures expected to play an important EDI role include codes of conduct, whistleblowing, internal audit of social media and the identification of information in The Club's website.

## **Responsibility**

10. The Club's Management Committee ("MC") is responsible for the management of procedures and regulations relating to its cricket and other community activities. In so doing it places responsibility on a sub-committee, the Volunteer Steering Group ("VSG") for the design of policies and compliance procedures. The VSG is well placed to carry out this role. It is responsible for The Club's HR resource and strategic planning and as such it plays an important role in evaluating and matching volunteer requirements with recruitment and appropriate training.
11. The VSG Chair or an agreed deputy chairs VSG meetings, membership of which includes the following:
- Volunteer Coordinating Officer.
  - Club's Safeguarding Officer.
  - Player Conduct Forum (a small advisory group reporting to the club's Chair with the remit to focus on maintaining high levels of conduct).
  - Hon Club Secretary.
  - Other members who may be seconded.

Managing EDI related requirements demands particular knowledge, and The Club is fortunate to have three experienced EDI advisors whose task is to draw attention to the evolving nature of EDI awareness, practice and its scope, to advise on specific policy and procedures and to recommend appropriate training and communication platforms.

12. Meetings of the VSG to consider rules and regulations are called when required; there are no fixed dates or timetable. Much of the communication between members, including advisors, is and will continue to be through ad hoc meetings involving the chair. While 'providing an advisory role', it is a Club requirement that the external advisors will be entitled to request a full meeting of, or contact with, the Management Committee to consider any EDI issue, should any advisor determine that this would be in The Club's best interests.
13. The VSG addresses the management of compliance responsibilities at two levels, reflecting The Club's established procedures:
- Policy, Processes and Reports
  - Hearings and Appeals, to the extent they may be required

## **Policy, Processes, Reports and Volunteer Appointments**

14. The Safeguarding Officer has the primary responsibility to ensure that safeguarding responsibilities are appropriately met and that suitable support from the Safeguarding team (the

safeguarding eyes and ears) is in place. [It is to be noted that the Safeguarding Officer's prescribed responsibilities include specific training, close contact with, and the passing of confidential information to, the County Safeguarding Officer. This role results, in some defined circumstances, in the reporting to, and passing of cases for, processing by the Essex County Safeguarding Officer]. The Safeguarding Officer is responsible for providing reports to the Management Committee at its quarterly meetings, a standing agenda item, and also the right to request an urgent meeting at any time.

15. The Player Conduct Forum, formed to review player conduct, does not have any jurisdiction over league/match decisions, but it is nevertheless entitled to confront players about their behaviour. For some punishments, it might impose additional bans on club player's participation. The Club's Cricket Secretary and Chair, who chairs the Player Conduct Forum, will be required to keep the MC informed of any major issues. The Forum includes three members with considerable umpiring experience.
16. The Safeguarding Officer will also be required to prepare a report on EDI and related Publicity at each quarterly MC meeting, such report to include a list of items requiring consideration by the MC and progress in addressing them (see **Progress Report on EDI Related Work in Progress** in Appendix C). This report should be considered with the advisors beforehand and a copy sent to them.
17. In its ongoing role of volunteer recruitment, especially in relation to club officers, the VSG will continue to seek recruitment of the most suitable candidates. In so doing it will be mindful of the potentially large pool of potential volunteers across the nine EDI protected characteristics; Age, Disability, Gender Reassignment, Marriage and Civil Partnerships, Pregnancy and Maternity, Race, Religion and/or belief, Sex or Sexual Orientation. This focus is designed to nurture the club ethos, which reflects the diversity of the communities of participants The Club serves, aiming to be a place where people can be free to be themselves, irrespective of their identity or background. Refer to **Communications Policy, including Online Safety** in Appendix B for further information.

### **Hearings and Appeal Process**

18. It is not envisaged that The Club will need to appoint an EDI Officer, but it is recognised that it might be asked to advise and/or attend or organise a hearing or appeal in relation to an EDI matter. The scope of this role will be largely influenced by circumstances and the League or competition administrators, particularly in respect of County competitions. In such circumstances, which often require a quick response, The VSG would normally seek to establish a review panel of members with appropriate experience, including at least one of The Club's EDI advisors. When forming a hearing panel regard must also be given to appropriate appeal procedures which may be required.
19. The VSG secretary is required to keep records of key documentation and minutes considered by the VSG, including matters relating to disputes, hearings and appeals irrespective of who is in charge of the process.

### **Club Membership Implies a Duty of Care**

20. There are two important duties of care in respect of individual club membership and the integrity of all members who can be collectively described as "The Club". First, with so many rules and regulations suitable training and information must be available and communicated to members. Secondly, where the behaviour of a particular member(s) falls short of the standards necessary

to safeguard the integrity of the member(s) or club, a disciplinary measure may need to be put in place to address the shortcoming. Wherever possible, the procedures should provide an environment which encourages improved behaviour.

## **Appendix A**

### **Approved List of The Participants Who Are Subject to Club's EDI Requirements**

The Club (cricket and football), its members, players, employees, committee members and other officers, volunteers, contractors, who must be informed and given a copy (abridged version) of this protocol. The best method of communication is through inclusion of EDI requirements in the Code of Conduct and specific reference to EDI. For employees, contractors, an abridged version of the code will be necessary.

The following are regarded by the club as subject to its EDI Requirements. They must be informed and sent a copy (abridged version) of this protocol.

#### **Participants**

Have all members been informed (including juniors school year 7 and older)?

*Note: a reasonable way to inform participants is through an appropriate statement in the Code of Conduct statements sent to all Participants*

#### **Family/guardians of junior members**

*Note: all junior members who attend primary school, up to and including school year 6, will not be formally informed, but the parents/guardians of all juniors will be notified.*

#### **Volunteers**

#### **EDI Advisors**

#### **Employees, including temporary<sup>1</sup>**

#### **Contractors who visit club premises regularly or for lengthy period<sup>1</sup>**

#### **Club Sponsors and Advertisers<sup>1</sup>**

#### **Family members and guests of players**

#### **Visiting players, officials and their guests/ supporters**

#### **Other spectators**

#### **Main community partners, i.e. Play Group, Fringe, main facility hirers (football for example)**

<sup>1</sup>*There is no need to change contracts as long as informed in writing.*



## Appendix B

### Communications Policy, including Online Safety

#### Regulatory Road Map

1. Wanstead & Snaresbrook CC (“The Club”) is required to address a plethora of rules, regulations and practice notes which continue to evolve. They focus on three defined areas that have considerable overlap:
  - (i) ‘generic’ for cricket and football
  - (ii) ‘safeguarding’
  - (iii) related ‘EDI’ (Equality, Diversity and Inclusivity). Links to the specific requirements and good practice are contained in two documents available on The Club’s website:
    - a. [“Safeguarding Policy”](#)
    - b. [“EDI Protocol”](#) (this document)

Both documents identify the club’s key responsibilities and provide links to more detail required by the ruling bodies for cricket and football.

*(These are accessible via the relevant menu links on the left-hand side of the club’s website, [www.wansteadcricketclub.co.uk](http://www.wansteadcricketclub.co.uk)).*

2. The benefits from societal changes largely influenced by new technologies are frequently publicised. Recognising their popularity with many members, particularly, but not limited to, younger members, The Club wishes to remain progressive, recognising that used responsibly they can provide a powerful communication tool with members and other participants involved with cricket and football. Such use must always be in a manner that reduces the risk of abuse and the widely reported dangers arising from emotional harm. Mindful of this unwelcome risk, The Club’s Safeguarding Policy has existing requirements for an audit of social media use, the provision of a facility for members to confidentially talk about concerns and a whistleblowing facility.
3. The high-level concern which could be enhanced by EDI, has led The Club to conclude that a more focussed Communications Policy, including steps to reduce and manage Online Safety, is required. This policy will be adopted at the same time that The Club issues its EDI protocol. In so doing it is intended that content and its effectiveness will be subject to continuous review by the Club’s Management Committee (“MC”) and that comments will be welcome from members and other interested sources, including the cricket and football regulatory authorities.

#### Definition of Online Safety

4. These are the precautions The Club takes to reduce emotional risk with resulting safety and health concerns from internet use, live streaming, match reporting, media and club communications, mobile phones, video, webcam and text, social media, photography and other communication platforms, such as press coverage and WhatsApp. An important consideration is that the club is not obliged to adopt every available method of communication and it may choose not to do so if the assessed risk is too high to safely manage Online Safety.

## Responsibility

5. The MC has approved this policy following guidance from internal and external advisors, with a request that it is given high profile communication. In so doing consideration will be given to including a reference to EDI in the members' and family codes of conduct and to issue a separate Code of Conduct to non-member Participants (referred to in paragraph 7 and Appendix A).

## Scope

For more detail refer to ECB link [ECB Live Streaming Guidance – September 2021](#)) and the ECB Anti-Discrimination Code ([ECB Anti-Discrimination Code 2022](#)) and the ECB Anti-Discrimination Code Guidance Notes ([Anti-Discrimination Code Guidance Notes – March 2022](#))

6. The Club is responsible for the identification and continual review of 'Participants', who are subject to these requirements. The list (see Appendix A) comprises members, volunteers, EDI advisors, employees (including temporary employees), contractors who visit club premises regularly or for lengthy periods, club sponsors and advertisers, family members and guests of players, visiting players, officials and their guests and supporters, other spectators, the main community partners and the parents of junior members, staff and match guests.
7. Breaches under this policy may arise if a participant fails to act when they become aware of or have reason to believe that a breach has arisen. Examples of policy breaches are identified below:
  - A Participant makes inappropriate comments in or entries on a platform that focuses on the club or persons who have connections with The Club. This is irrespective of who 'owns' or who set up the site
  - A Participant is involved in or fails to intervene if the following prohibited activities are allowed to proceed without attempts to intervene:
    - > video recording and the taking of photographs in dressing rooms.
    - > mobile phones which may have cameras are not turned off in dressing rooms. It is strongly recommended that such mobile phones are not brought into dressing rooms.
  - Where an adult volunteer wants to contact a junior member under the age of eighteen the communication should be made to the child's parent. There are some practical issues that may require a different approach, for example where a child communicates directly with an adult volunteer or where the parent or carer cannot be contacted and, in some instances, where a blanket communication is required. In these circumstances it is essential that another adult volunteer is always copied into the correspondence
  - Volunteers must not engage in private communications with children as this could be deemed as grooming. It is important to separate social media platforms between those designed for club communications and for adult contact, where distribution can be restricted to a few close recipients. This might facilitate a more relaxed climate as The Club's policy is not intended to prohibit banter that may be conducted by members through official club social media/WhatsApp outlets, but extreme care should be exercised to prevent misunderstandings and unintended offence. Attention is drawn to the many publicly expressed concerns about distinguishing between the fine line of banter and homophobic behaviour.

8. The policy permits a range of activities, subject to The Club taking appropriate safeguards. These include the following:
- Live streaming of matches, subject to parental permission of juniors in both teams under the age of 16. (Under no circumstances should live streaming include commentary or written captions other than the 'standard packaged' statistics. Authorized volunteers must be suitably trained and made fully aware of the obligations imposed by this policy.
  - The taking of photographs for appropriate use in newspapers, clubhouse displays, website reports and the use of video recordings for coaching are appropriate. If parents do not want their children to participate in authorised video recordings or photographs, they must inform The Head of Junior Cricket or team manager or football equivalent and take responsibility for personally supervising the exclusion of their child(ren). The Club is required to make appropriate arrangements for the secure and confidential retention of pictures and video recordings and related coaching assessments. Such video recordings, which are the property of The Club, are subject to Data Protection legislation but they may be used for in-house training purposes, and sometimes with parental permission for PR purposes. Otherwise they will be restricted to players and their families and relevant coaches.
  - To reduce potential misunderstanding, wherever practical English should be the only language of communication during matches and coaching sessions. For the avoidance of doubt The Club recognises and supports the use of other languages outside formal matches and coaching sessions.

### **EDI Related Events/Concerns**

9. There are potentially important requirements to be observed if an EDI related event/concern arises under which the conduct of a member(s) or player or official including those from another club or guest is questioned. In these circumstances any club member or other club participant concerned must be given every opportunity to explain their case and to be heard, during which time information regarding the event must be treated as confidential and only communicated on a 'need to know' basis. Under no circumstances should the event be discussed with colleagues or anyone else not involved or unaware of the event or outside the club, either verbally or in written form (including social media sharing/retweeting with The Club's or participant's own SM facility). Wherever possible the communication of information should be restricted and regarded as 'classified'. It is preferable that issues relating to potential EDI complaints are not openly discussed during a match but taken up subsequently as an 'off-field' event. The following process is envisaged:
- Immediately after the match The Club's captain or acting captain should be consulted and the situation discussed with all club players, club officials and club participants who witnessed the event.
  - The Club's Safeguarding Officer and Club Chair must be immediately informed of the event. Witness statements from club members and club participants are obtained.
  - The Club should arrive at a preliminary view as to the nature and severity of the event and the 'next steps', which are likely to involve consultation with County or the League, who will determine whether further witness statements are required from opposition players, umpires and/or officials and whether, and if so, a hearing is required and who should carry out these tasks.
  - If a conclusion is reached that a disciplinary hearing is necessary, any club member or club participant subject to potential disciplinary action must be informed by The Club

and that person should be encouraged to submit their own response independent from The Club. There may be instances where The Club may not feel able to accept a member's/participant's conduct, and it may also be necessary for The Club to take advice on sensitive issues such as whether the member/participant should be suspended ahead of a disciplinary enquiry.

10. For completeness, good practice should involve the following:

- Compliance with relevant legislation.
- Ensuring that volunteers managing The Club's online presence are competent to do so.
- Ensuring that social media accounts are password-protected and that at least two volunteers should have access to each account and password.
- Making sure all social media accounts are monitored by a designated person approved by the MC.
- Making certain inappropriate posts are removed with an explanation of 'why'.
- Ensuring that social media pages/groups (e.g. Facebook pages/groups) used to communicate with children are a reputable organisation, community or sports group and not a personal contact.
- Respecting the requirement that personal details such as a child's home address, school details, telephone number or email must not be posted on social media platforms, photographs and websites.
- Understanding that volunteers must not 'befriend' or 'follow' children from personal accounts on social media.
- Informing club members and club participants that where EDI related events arise or are suspected, they should to take all reasonable steps to manage the release of information in accordance with The Club's requirements, and where it is necessary to release information (in witness statements, for example) to be vigilant in avoiding potentially misleading and inappropriate publicity.

11. The recent introduction by The Club of a weekly match report summary of adult cricket match results has been well received, a big success. It is hoped that this might also be extended to include junior results. With the growing use of live streaming and potential video/podcast post-match interviews, increased utilisation of modern communication systems can be expected and should be encouraged in a progressive cricket club with the potential to keep members informed, increase the number of sponsorships and improve PR capability generally.

12. Encouraging as this development is, it also presents concerns, both from an EDI and Online Safety (paragraph 2) perspective. What might seem a factual comment about an umpiring decision if carelessly worded might be interpreted as a possible breach under the Anti-Discrimination Code. An apparently factual comment like "we lost the match because we dropped an easy catch in the last over" could potentially be very upsetting for the player involved. We must communicate with caution.

13. An important feature of match reporting is a requirement that it is given good exposure on the club's website and given wide coverage to players, club officials and spectators. If a player or club member is unhappy about an umpiring decision or the conduct of the opposition, there are normally avenues available to make formal complaints should the standard of conduct fall below acceptable standards. Our Match Reporting and Publicity capability should not be used as a

medium to express anger. To do so is invariably not in anyone's interests. It is therefore important to carefully control the release of information. Where in doubt, please speak to the club's Chair, Martin Pluck

14. Members, particularly team captains, and all club participants should be made aware of the requirement to report with caution. For written material The Club's Communications Officer or Communications Team have the task of editing potentially sensitive 'copy' before release.
15. Members who are likely to be asked to make presentations and/or speeches will be given guidance on safe and effective 'public talking', a process that has been in place for some time.

FOR THE AVOIDANCE OF DOUBT any proposed communication on important and sensitive topics first must be communicated within The Club and not become the subject of casual social media or other written communication, loose talk, or gossip.

Details of communication procedures, which may not require formal approval of the Management Committee, will be attached to this **Communications Policy, including Online Safety**. The first entry relates to guidelines for the wording of match reports.

***Policy approved by MC March 2023***

## Communication Guidelines

### 1. Match Reporting Procedure

*(Acceptable language in black, unacceptable, and so to be avoided, in red)*

We lost the match because their umpire gave him out

The match could have gone either way

LBW, it would not have hit a third set

We lost one or two wickets cheaply

He was given out caught behind but the way he behaved he obviously did not think he was out

He was caught behind

The pitch looked as if it had not been properly cut. The umpires were c\*a\*

Batting conditions were difficult

John dropped a vital catch; he should have caught it and we would have won as we were winning the match

The result turned on some close moments, but we all played very well, a good team performance, well done everyone

Their Asian umpire had a good match

Some excellent umpiring

Their tactics were to take their time, so we batted in the dark

Losing the toss made it difficult for us

XX CC are cheats

Don't go there

*(other communications procedures to follow in due course)*

## Appendix C

### Status Report on EDI Related Work in Progress

(for discussion at quarterly Management Committee meetings or more frequently if necessary)

| Outline of Work in Progress   | Status, when expected to be completed   | Club member responsible                                   |
|---|---|---|
| Approval of EDI Protocol, in place for 2023 season, including approval or clearance by Essex CC.                                  | Draft circulated to MC members, expected approval at February 2023 meeting.<br>Arfan Akram included on distribution list.<br>County happy to review post release. | Len Enoch/Jon Gritten<br>Arfan Akram/Len Enoch            |
| Approve list of 'Participants' subject to EDI requirements and continuous review (three monthly).                                 | Draft List in Appendix A has been circulated to MC, expected approval May 23.   | Len Enoch/Martin Pluck                                    |
| Update to include EDI requirements in Codes of Conduct.   | To be done, target by third week in April   | Len Enoch/Jon Gritten                                     |
| Prepare abridged version of protocol.   | To be done by third week in April   | Len Enoch/Jon Gritten                                     |
| Agree Online Safety and Communications Policy, including match reporting, live streaming.   | Appendix B draft, need to have in place by third week in April.<br>The draft has been shown to Essex CC who will comment later.                                   | Len Enoch/<br>Sumbul Siddiqui/MC<br>Arfan Akram/Len Enoch |
| Formal Appointment of Data Protection Officer.  | ASAP – VSG to advertise   | Len Enoch/<br>Matloob Piracha                             |
| Agree internal audit extension, audit programme and formal reports to be acknowledge by MC and published on web.                  | June 2023   | Matloob Piracha/Len Enoch/<br>Sohail Ahmed                |
| Iterative web tidying up and cross referencing.   | June 2023   | Len Enoch/Nigel Hutchings/<br>Niru Williams               |
| Arrange EDI training course (mandatory attendance for MC, other senior officials, captains, coaches). Other participants optional | Announce times/details of webinar at AGM on 31st March 2023.  | Len Enoch/Arfan Akram/<br>Maryam Mir                      |