



DIVERSITY, EQUALITY & INCLUSION SCHEME

2026 Progress Update

2025 - 2028

Ref	Strategic Action	Timescale	Progress Update January 2026
<b><i>1. Make our services more accessible to disabled customers</i></b>			
DE1-A	Continue to develop communications channels where necessary to enable customers to contact us in ways that are accessible to them.	Ongoing throughout 2025-2028	Ongoing workstream over the period – we'll provide updates when applicable.
DE1-B	Publicise the opportunity to receive information in accessible formats for customers.	Ongoing throughout 2025-2028	SYPA newsletters all reference the availability of accessible formats. Accessibility statement included on the SYPA website, setting out the availability of other formats (braille, audio, etc.).
DE1-C	Accessibility audit of website to be undertaken.	March 2026	Accessibility audit has been undertaken, which the IT team is assessing. This will lead to the production of guidelines for updating the website on an ongoing basis.
DE1-D	Ensure public areas of our office at Oakwell House are accessible to disabled customers.	Ongoing throughout 2025-2028	Initially completed in 2022 – but this is regularly reviewed.
DE1-E	Ensure when we use other venues for events that these are fully accessible.	As required.	This is a consideration when selecting venues for all SYPA events.
DE1-F	Ensure disabled customers are fully aware of our disability access initiatives and how to request or participate in these if needed.	March 2028	Covered under DE1-B. Accessibility statement considered compliant but will need re-testing before March 2028. On track.
<b><i>2. Through engagement with scheme members and employers, promote equality and inclusion, and help bring people from different backgrounds together</i></b>			
DE2-A	Identify whether any group with protected characteristics is underrepresented in the membership of the Pension Fund when compared to their representation within the employer's workforce.	April 2026	Behind schedule due to work pressures. Proposing that timescale is deferred to September 2026. First stage will be asking the question of Employers in our March newsletter.

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DE2-B	Identify potential causes of any underrepresentation and design and implement a communications strategy to address it.	September 2026	<p>SYPA will be running an International Women's Day session for members in March 2026, exploring the gender pay and pensions gap and the related impact of the menopause.</p> <p>We are targeting the summer 2026 launch of a TikTok channel to engage younger members.</p> <p>Sharia Law &amp; The LGPS article included in Active &amp; Deferred newsletter Nov 2024</p> <p>We have targeted members who have opted out with an article on re-joining the scheme – Deferred Newsletter 2024.</p>
DE2-C	Establish an internal group to ensure all accessibility issues are considered and improved or changes implemented on a regular basis. To include representatives from Customer Services, Communications, ICT and Operations. Meetings to be held every 6 months.	September 2025	Behind schedule due to work pressures. A working group for "Member Booklet/Factsheet/Website update and redesign" has now been established, however. First meeting took place in January 2026.
<b><i>3. Ensure decision-making in the Authority is informed by a robust and clear impact assessment of how people with protected characteristics will be affected, taking action to reduce any inequalities where appropriate.</i></b>			
DE3-A	Develop an Equality Impact Assessment (EIA) process for all new or revised policies or services. This should enable robust, timely and proportionate EIAs to be developed and reported to decision-makers.	December 2025 <b>Revised to June 2026</b>	Work has progressed on developing a process for completing Impact Assessment, but this still requires further work and consultation which has meant we did not achieve the December 2025 deadline. Given the importance of this piece of work and the consultation still required, a revised deadline of June 2026 is proposed.

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DE3-B	Provide appropriate employees with the necessary training and support to undertake the EIA process.	March 2026 <b>Revised to Sept 2026</b>	Revised date of September 2026 to align with the timescales of item DE3-A.
DE3-C	Provide elected members with appropriate training and awareness in all matters pertaining to diversity, equality and inclusion to ensure robust decision making.	June 2026 <b>Revised to Sept 2026</b>	Revised date of September 2026 to align with the timescales of item DE3-A and DE3-B.
<b>4. Ensure the diversity of our workforce reflects that of the customers we serve.</b>			
DE4-A	Continue to monitor and report on workforce diversity, including annual reporting & identify areas of under-representation and develop plans to address these. (Part of the People Strategy).	March 2027	On track. Equality information now captured during induction process for all new starters. Next DEI survey to be carried out in 2026/27.
DE4-B	Provide Recruitment and Selection, including Unconscious Bias, training to all recruiting managers.	June 2025	Complete. This will now be an ongoing item.

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DE4-C	Include above training in induction process for all newly appointed managers.	December 2025	<p>Complete.</p> <ul style="list-style-type: none"> <li>• Unconscious Bias training undertaken by all Managers during 2025.</li> <li>• Recruitment and Selection training was undertaken for new recruiting managers in March and September 2025.</li> <li>• Since October 2024, a legislative change has put a direct responsibility on employers to prevent harassment in the workplace, with particular emphasis on sexual harassment. A training video has been produced, reinforcing the role SMT, managers and employees have. This was issued as a mandatory training requirement in February 2025.</li> <li>• The work on embedding Recruitment &amp; Selection and Unconscious Bias training into induction for all newly appointed managers will form part of work on the wider Learning &amp; Development strategy over 2026/27.</li> </ul>
<b>5. Ensure the workforce culture, environment, policies, and practices are safe, accessible, and inclusive for people with protected characteristics.</b>			
DE5-A	Consult with employees to better understand their experience of working for the Authority.	March 2026	<p>Completed.</p> <p>Employee engagement survey conducted in September 2025 with additional questions on inclusivity and ability to express authentic self. Results communicated, with actions to be confirmed and taken forward in 2026. Following a suggestion from an employee, an action was taken in January 2026 to add personal pronouns in email signatures.</p>
DE5-B	Establish a Working Group which reflects the workforce to champion DEI issues within SYPAs.	December 2025	This has not been completed due to workload pressures on AD – Investment Strategy and small HR team in 2025 from corporate priorities of investment

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		<b>Revised to September 2026</b>	strategy review and HR system project. Revised target date of September 2026 now set as more realistically achievable and plans being put in place to source some external support with this.
DE5-C	Ensure all employees are fully aware of expectations with regards equality and diversity and how to report any concerns, through induction and training programmes and that these issues are reflected in the appraisal process.	Ongoing throughout 2025-2028	<p>Mandatory training in DEI refreshed and updated as part of Corporate Training in 2024/25. DEI Awareness is incorporated as part of the induction process undertaken by all new employees.</p> <p>Mandatory refresher training will be scheduled for every 2 years going forwards.</p>
<b>6. Identify and reduce, where statistically possible, any pay gaps that exist associated with gender, disability or ethnicity.</b>			
DE6-A	Monitor and report on the gender pay gap annually.	Annually in 2025 - 2028	Gender Pay gap reported in the Authority's annual report each year – most recent was the 2024/25 annual report.
DE6-B	Explore the possibility of introducing statistical measures in relation to disability and ethnicity in the context of our small size.	March 2027	On track. Targeted this action for completion during 2026/27.
DE6-C	Deliver group coaching programme for female employees once every two years.	June 2026	The RiSE group coaching programme is being delivered for 10 female participants during Jan-March 2026. An agreement is in place with the provider to deliver this again for the Authority in January – March 2028.

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