



UNLIMITED THEATRE EQUALITY POLICY

This Policy and the attached Action Plan seek to explain and demonstrate the ways in which Unlimited Theatre (trading name of No Size Fits All Productions Ltd) will continue to meet and exceed our duties under the Equality Act and take steps to recognise and remove barriers which people from all backgrounds may face in accessing and engaging with our work.

Context

Our Vision

To inspire audiences to change the world (for the better).

Our Mission

To do this by:

- Telling inspiring stories and creating unique, participatory experiences
- Dissolving boundaries between art and science
- Increasing accessibility of art and science by sharing our stories across multiple platforms and contexts with audiences throughout the UK and internationally

Our Values

- Empathy, generosity and collaboration in partnerships
- Rigour, curiosity and optimism in processes
- Innovation, adventure and brilliance in presentations

Policy

This Policy should be read in conjunction with:

- our Equality Action Plan detailing future actions
- our Business Plan which includes greater detail on how we will promote diversity and achieve our aims
- Our Dignity at Work Policy which outlines definitions of bullying, harassment and unwanted sexual behaviour, with approaches and procedures for addressing these
- Our Disciplinary and Grievance Procedure which clearly outlines the necessary steps in reporting a grievance and the company's disciplinary schedule
- Our Mental Health and Wellbeing Policy outlining our approach to creating a safe, supportive and open environment for our workforce

1. Our Equality Statement

Unlimited Theatre recognises that providing equality of opportunity for all should be at the heart of our work. We also recognise that we live in an unequal society that is rife with systemic racism¹, that women, disabled people and the LGBTQ+ community are

¹ Eliane Thoma-Stemmet – Varsity – 12 June 2020
<https://www.varsity.co.uk/opinion/19419>

routinely discriminated against²; that nearly half of the world's net wealth belongs to just 1% of the world's population³; and in which climate change (disproportionately caused by more 'developed' countries) exacerbates that inequality causing already disadvantaged groups even greater suffering⁴. In this global context, we work to ensure that our creative practice and organisational culture genuinely enshrines our commitments to promoting equality and, in microcosm, models positive actions and behaviours that can be taken into all other areas of our staff and employees lives.

We commit to:

- creating, monitoring and adhering to policies and actions to ensure that our partners, potential employees and the people we serve are not discriminated against on the basis of protected characteristics set out in the Equality Act 2010
- proactively encouraging equality and diversity in the workplace
- regularly and rigorously reviewing our practices and processes (with external consultation where required), working towards our ambition to become an actively anti-racist organisation
- developing company processes to encourage open discussion on diversity and inclusion, regularly giving the people we work with the opportunity to share their preferences, clarify their needs, make requests and build wellness plans from the beginning of their experience with the company
- creating a working environment free of bullying, harassment, victimisation and unlawful discrimination, promoting dignity and respect for all, and where individual differences and the contributions of all staff are recognised and valued
- actively seeking to remove barriers, create opportunities and promote engagement, learning and understanding among our workforce, audiences, partners, Trustees and other stakeholders that we serve
- ensuring our workforce are aware of their rights and responsibilities under the Policy, including how they conduct themselves to help the organisation provide equal opportunities, and understanding that they, as well as their employer, can be held liable for acts of bullying, harassment, victimisation and unlawful discrimination

Unlimited's Board of Trustees fully supports this statement and recognises its responsibility in developing, implementing and monitoring the Policy and Action Plan.

2. Aims & Objectives

We are passionate about promoting equality and diversity among our workforce and eliminating unlawful discrimination. Our aim is for everyone who Unlimited works with and serves to be truly representative of all sections of society and for every person to feel valued, respected and able to be their best.

This Policy works to:

- a. Eliminate unlawful discrimination in relation to the following protected characteristics outlined in the Equality Act 2010: age, disability, gender

² The Office of the Hugh Commissioner for Human Rights "A special focus on discrimination"

<https://www.ohchr.org/EN/Issues/Discrimination/Pages/discrimination.aspx>

³ <https://inequality.org/facts/global-inequality/#global-wealth-inequality>

⁴ Global warming has increased global economic inequality – Noah S. Diffenbaugh and Marshall Burke <https://www.pnas.org/content/116/20/9808>

reassignment, marriage and civil partnership, pregnancy and maternity, race (including colour, nationality, and ethnic or national origin), religion or belief, sex or sexual orientation.

- b. oppose and avoid all forms of unlawful discrimination, including but not limited to, pay and benefits, terms and conditions of employment, dealing with grievances and discipline, dismissal, redundancy, leave for parents and carers, requests for flexible working, selection for employment, governance positions, promotion, training or other developmental opportunities
- c. provide equality, fairness and respect for all in our workforce (whether temporary, freelance, volunteers, part-time, or full-time), our Trustees, partners and audiences
- d. recognise and value wider social diversity, and the values and needs of individuals, regardless of whether they belong to a particular section of society or group covered by legislation

The following objectives have been set to support Unlimited Theatre's commitments:

Creative Activity

To create and develop stories enriched through collaboration with a broad range of individuals and organisations who bring diverse skills, backgrounds and lived experiences to each process.

Workforce and Organisational Development

Continue to build a workforce which reflects the people we serve and develop the organisational culture to encourage discussion, understanding and increased ambition in equal practices.

Audiences and Participants

Through a carefully planned programme of activity, address barriers and biases existing in society and engage with audiences and participants who reflect the diversity of the stories we tell and the people we wish to serve.

Partnerships and Collaborations

Ensure Unlimited's values and commitments are not comprised, but instead mutually agreed and enshrined throughout partnership and collaboration processes with other individuals and organisations.

Governance

Develop and maintain a Board of Trustees, representative of the communities we serve, which meaningfully engages and guides Unlimited in embedding equal and inclusive practices beyond the requirements of the law.

3. Implementing the Policy and Action Plan

The General Manager of Unlimited Theatre, with contribution and guidance from the Board of Trustees, is responsible for updating, developing and monitoring the Policy and Action Plan. The Artistic Director and Chief Executive, Executive Producer and Assistant Producer will assist the General Manager with development and implementation. All workforce and partners will be required to promote diversity and equality of opportunity as part of their terms of engagement or agreement with Unlimited Theatre.

The accompanying Action Plan has been created in support of Unlimited Theatre exceeding its duties and encompassing inclusivity and diversity in all we do.

As a foundation to our Action Plan, we recognise the following as our baseline responsibilities:

- Take seriously all complaints of bullying, harassment, victimisation and unlawful discrimination by fellow employees, trustees, customers, suppliers, visitors, the public and any others in the course of the organisation's work activities (such acts will be dealt with as per our Dignity at Work Policy).
- Make opportunities for training, development and progress available to all staff and Trustees, who will be helped and encouraged to develop their full potential, so their talents and resources can be fully utilised to maximise the effectiveness of the organisation
- Review employment practices and procedures when necessary to ensure fairness, and also update them and the Policy to take account of changes in the law. Job contracts will comply with best practice provisions, including the offer of flexible working patterns, and copies of the Equality, Dignity at Work, Disciplinary and Grievance, Health and Safety, and Mental Health policies will be made available to all workers upon starting with us.
- Ensure decisions concerning staff are based on merit (apart from in any necessary and limited exemptions and exceptions allowed under the Equality Act)
- Monitor the make-up of the workforce regarding information such as age, gender identity, ethnic background, sexual orientation, disability and socio-economic background in encouraging equality and diversity, and in meeting the aims and objectives of this Policy
- To encourage and give power to those we work with to challenge and report cases of unlawful discrimination, following the steps laid out in the company's Disciplinary and Grievance Procedure.

This Policy and the Action Plan will be reviewed annually. Progress against the Action Plan will be monitored quarterly by the Board of Trustees, assessing the implementation of the actions and how they work in practice.

To be reviewed April 2022.

UNLIMITED THEATRE EQUALITY ACTION PLAN 2021 – 2022

This Equality Action Plan will be reviewed annually. The actions are built into wider Business Plan objectives and progress is monitored on a quarterly basis by the Board of Trustees. The timescale for project-specific actions will alter dependent on lockdown restrictions and pace of industry recovery.

Key:

AD – Artistic Director and Chief Executive
EP – Executive Producer
GM – General Manager
AP – Assistant Producer

MA – Marketing Associate
C – Chair of Trustees
B – Board of Trustees

ACTION	LEAD	TARGET DATE	FURTHER INFORMATION
CREATIVE ACTIVITY, WORKFORCE AND ORGANISATIONAL DEVELOPMENT			
<p>To create and develop a programme enriched through collaboration with a broad range of individuals and organisations who bring diverse skills, backgrounds and lived experiences to each process.</p> <p>Continue to build a workforce which reflects the people we serve and develop the organisational culture to encourage discussion, understanding and increased ambition in equal practices.</p>			
<p>Live & Digital: Present interviews with scientists through the UNSA programme with at least 50% identifying as female. Also analyse representation of disabled people and people of ethnic minority heritage for future benchmarking.</p>	<p>EP</p>	<p>December 2021</p>	

ACTION	LEAD	TARGET DATE	FURTHER INFORMATION
Create opportunities for up to 3 early-stage creative practitioners of colour as part of <i>Space to Fly</i> creation	EP	March 2022	
Recruit for new associate artist role aimed at early/mid-career Black artists and analyse success of the recruitment process	AD	June 2021	
Discontinue use of acronym 'BAME' in company messaging, documents and conversations, and that its use outside of Unlimited is challenged by our workforce	All	Ongoing	<i>"The acronym continues to reduce the identities of victims of white supremacy to a single, three to four-letter abbreviation whilst remaining divorced from the long history of racial subjugation."</i> Rayvenn Shaleigha D'Clark quoted in The Lancet
All workforce to be made aware of the new Equality Policy and Action Plan	GM	May 2021	
Create a new induction process for new staff, freelancers and Board members that includes a clear description of our anti-racist values and expectations for behaviour	GM	April 2021	The induction process will provide the opportunity for each worker to self-identify, state access requirements or special requests and provide insight unique to their situation and working practices
Ensure existing staff, freelancers and Board members are re-inducted using the new process (see action above)	GM / EP	May 2021	Part of our "restarting culture"

ACTION	LEAD	TARGET DATE	FURTHER INFORMATION
Complete annual staff reviews, creating updated development plans and wellness action plans for each staff member	GM	May 2021	
Collect monitoring data and analyse representation of the workforce annually	GM	Ongoing	This information will be used for internal analysis as well as for reporting to ACE
Actively seek and offer regular training opportunities to further the organisation and individual worker understanding and ambition for equality	GM / AD	Ongoing	
AUDIENCES AND PARTICIPANTS			
Through a carefully planned programme of activity, address barriers and biases existing in society and engage with audiences and participants who reflect the diversity of the stories we tell and the people we wish to serve.			
Take the Space Shed to at least 2 tour locations identified as underserved areas in Leeds	EP	August 2021	
Ensure all UNSA online content continues to be free to access	EP / AD	Ongoing	
Ensure at least half of the Space Shed tour events each year are free entry to the public	EP	March 2022	

ACTION	LEAD	TARGET DATE	FURTHER INFORMATION
Host accessible free online sharings during R&D for <i>Space to Fly</i>	AD	March 2022	
Work with NPO group to revise and develop a new model/best practice for audience monitoring and evaluation within outdoor/festival settings	GM	December 2021	
Review <i>TASC</i> resources and explore altering content to suit busy, low engagement families identified within new audience profiles	AD	October 2021	
Increase awareness of news and stories representing women and people of colour working in STEM through UNSA channels	MA	March 2022	
Ensure captioning is available on all video broadcasts and material	AD	Ongoing	
Make transcriptions of all <i>Live from The Space Shed</i> podcast episodes available on Unlimited websites	AP	Ongoing	
Ensure all Unlimited websites meet 'Level AA' compliance with regards to WCAG 2.0	GM	Ongoing	

ACTION	LEAD	TARGET DATE	FURTHER INFORMATION
PARTNERSHIPS AND COLLABORATIONS			
Ensure Unlimited's values and commitments are not comprised, but instead mutually agreed and enshrined throughout partnership and collaboration processes with other individuals and organisations			
Develop and trial new diversity and inclusion charter in partner contracts	EP	November 2021	
Develop at least one new partnership with another organisation who shares Unlimited's goals in developing diverse talent	EP	March 2022	
Challenge and do not accept the usage of the acronym 'BAME' by partners and stakeholders	All	Ongoing	
When co-curating programmes with partners, ensure a gender balance with at least 50% of artists identifying as female. Also analyse representation of disabled people and people of ethnic minority heritage for future benchmarking	EP / AD	Ongoing	
Establish data sharing agreements with all partners	EP	Ongoing	

ACTION	LEAD	TARGET DATE	FURTHER INFORMATION
GOVERNANCE			
Develop and maintain a Board of Trustees, representative of all sections of society, which meaningfully engages and guides Unlimited in embedding equal and inclusive practices beyond the requirements of the law			
Complete annual update of the Board audit to determine gaps and recruitment focus	B	Ongoing	
Continue to engage the Board in diversity and inclusion through standing agenda items and focussed discussions	AD / C	Ongoing	
Organise disability awareness training with Trustee Nickie Miles-Wildin	B	December 2021	
Collect annual monitoring data on the Board and analyse gaps in representation	GM / B	March 2022	
Offer training and development opportunities to the Board to further understanding and commitment to equality and diversity	GM / B	Ongoing	