



# 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 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 we live in a society and a culture in which inequality and prejudice is a common lived experience for many people. We are fiercely committed to promoting and creating equality and fairness and to reflecting the diversity of our society in our staff, freelancers, Board, artistic output and the audiences we reach. Unlimited is an actively anti-racist organisation (more information on our anti-racist work can be found [HERE](#)) and we welcome, respect and value all people from all backgrounds irrespective of their gender, sex, sexuality, race, heritage, skin colour, disability, religion or anything else that mainstream society considers 'different'. We support and celebrate 'difference' and we expect all our employees, freelancers and Trustees to join us in promoting these values; to treat each other with sincere respect; to support and take care with each other; to be

mindful of personal experiences and circumstance and, further, to bring attention to, report or call out behaviour that is hurtful, degrading or disrespectful in any way - no matter how 'small' or unintentional those instances may be.

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

This Policy works to:

- a. Eliminate discrimination in relation to socio-economic background and the following protected characteristics outlined in the Equality Act 2010: age, disability (including symptoms of menopause), gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including colour, nationality, and ethnic or national origin), religion or belief, sex and 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:

### **Artistic Programme**

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 accurately represent the local populations we 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 Executive Director 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 Core Artists, Chief Executive, Executive Producer and Assistant Producer will assist the Executive Director 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 all company policies, including

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 representation 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 by the Board of Trustees, assessing the implementation of the actions and how they work in practice.

*To be reviewed April 2024*

# UNLIMITED THEATRE EQUALITY ACTION PLAN 2023 – 2024

This Equality Action Plan will be monitored by the Board of Trustees and reviewed annually. We operate a lithe and responsive project model and therefore the timescale for project targets is flexible.

**Key:**

CE – Chief Executive  
ED – Executive Director  
EP – Executive Producer  
AP – Assistant Producer

CAs – Core Artists  
DCM – Digital Communications Manager  
C – Chair of Trustees  
B – Board of Trustees

| ACTION  | LEAD           | TARGET DATE |
|---|----------------|-------------|
| <b>ARTISTIC PROGRAMME, WORKFORCE AND ORGANISATIONAL DEVELOPMENT</b>   |                |             |
| <p><b>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.</b><br/> <b>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.</b></p> |                |             |
| At least 50% global majority representation within the <i>Ancient Futures</i> team  | <b>CE/EP</b>   | June 2023   |
| Create opportunities for up to 3 early-stage creative practitioners of the global majority as part of <i>Ancient Futures</i> creation   | <b>CE / EP</b> | June 2023   |

| ACTION   | LEAD     | TARGET DATE    |
|--|----------|----------------|
| Create opportunities for the Core Artist team with diverse lived experience to contribute to the 25 <sup>th</sup> Celebration plans and further their work outside Unlimited   | CE       | September 2023 |
| Collect annual monitoring data on protected characteristics and socio-economic background of Unlimited's workforce, analysing representation and setting responsive targets for the following year   | ED       | Ongoing        |
| Complete annual staff reviews, updating development plans and wellness action plans for each individual  | CE / C   | Ongoing        |
| Continue development of new induction process for and in discussion with new and existing staff, freelancers and Trustees  | ED       | Ongoing        |
| Continue engagement with the Inc Arts Unlock anti-racism toolkit, ensuring agreed targets are all met and upheld   | All      | Ongoing        |
| Continue to engage with opportunities to further the organisation and individual worker understanding and ambition for equality  | All      | Ongoing        |
| <b>AUDIENCES AND PARTICIPANTS</b>  |          |                |
| <b>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 accurately represent the local populations we serve.</b> |          |                |
| Implement audience development plan for engaging with new global majority audiences through <i>Ancient Futures</i>   | EP / DCM | October 2023   |

| ACTION  | LEAD     | TARGET DATE  |
|---|----------|--------------|
| Deliver at least 3 <i>Ancient Futures</i> performances that are free to access for audiences  | EP       | October 2023 |
| Deliver activity in at least 1 Arts Council England Priority Place  | EP       | October 2023 |
| Aim for +25% global majority representation in <i>Ancient Futures</i> audiences   | EP / DCM | October 2023 |
| Ensure all UNSA online content continues to be free to access   | CE       | Ongoing      |
| Ensure captioning is available on all video broadcasts and material   | AD       | Ongoing      |
| Ensure all Unlimited websites meet 'Level AA' compliance with regards to WCAG 2.0   | ED       | Ongoing      |
| <b>PARTNERSHIPS AND COLLABORATIONS</b>  |          |              |
| <b>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</b> |          |              |
| Embed new set of diversity and inclusion values and adapted Anti-Racist Touring Rider into partner contracts  | EP       | April 2023   |

| ACTION  | LEAD    | TARGET DATE    |
|---|---------|----------------|
| Collaborate with local community organisations in Leeds to support <i>Ancient Futures</i> engagement with those in underserved areas and from lower socio-economic backgrounds  | EP      | September 2023 |
| Establish data sharing agreements with all partners   | EP      | Ongoing        |
| Refuse partnerships or funding support from organisations whose practices harm marginalised people  | CE / EP | Ongoing        |
| <b>GOVERNANCE</b>   |         |                |
| <b>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</b> |         |                |
| Collect annual monitoring data on the Board and analyse gaps in representation with regards to protected characteristics and socio-economic background  | ED / B  | June 2023      |
| Establish and implement Trustee development priorities with regards to representation and skill to best guide and implement the agreed Legacy Model   | CE / B  | December 2023  |
| Continue to engage the Board's understanding of and commitment to diversity and inclusion through standing agenda items, focussed discussions and training opportunities  | CE / B  | Ongoing        |