



# 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 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, 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 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 Core Artists, 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 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 quarterly by the Board of Trustees, assessing the implementation of the actions and how they work in practice.

*To be reviewed April 2023*

# UNLIMITED THEATRE EQUALITY ACTION PLAN 2022 – 2023

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:**

CE – Chief Executive  
EP – Executive Producer  
GM – General Manager  
AP – Assistant Producer

CAs – Core Artists  
MA – Marketing Associate  
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></p> <p><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>		
Deliver at least 3 Space Shed touring shows in under-served areas of Leeds	<b>EP</b>	November 2022

ACTION	LEAD	TARGET DATE
Present interviews with scientists through the UNSA programme with at least 50% identifying as female. Also aiming for 30% of the global majority and representation of disabled people	CE	November 2022
Adapt UNSA activity based on evaluation data and findings - increasing relevance to local Leeds audiences	GM	April 2023
Continue to create opportunities for up to 3 early-stage creative practitioners of the global majority as part of <i>Ancient Futures</i> creation	CE / EP	March 2023
Develop Deaf and disabled representation of freelance workforce with opportunities for work for at least two practitioners who identify as a Deaf or disabled person	CE / EP	March 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	GM	Ongoing
Complete annual staff reviews, updating development plans and wellness action plans for each individual	CE / EP / C	Ongoing
Continue development of new induction process for and in discussion with new and existing staff, freelancers and Trustees	GM	Ongoing
Extend retainer agreements with diverse team of Core Artists for 2022/23	CE	April 2022

ACTION	LEAD	TARGET DATE
Update Core Artist development plans, identifying mentoring and training needs	CE	May 2022
Engage with the Inc Arts Unlock anti-racism toolkit, using this to assist in future target setting	All	April 2022
Actively seek and offer regular training 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 the people we wish to serve.</b>		
Develop at least two audience development plans for new Core Artist projects to engage with new global majority audiences	EP / CAs / MA	March 2023
Begin Lauren Nicole Whitter's Anansi Spider Story workshops specifically for women of the global majority	EP / CAs	March 2023
40% of Space Shed touring to locations within the 3rd to most deprived deciles (according to Index of Multiple Deprivation data)	EP	March 2023
Where data is available, 20% of Space Shed audiences identified as people of the global majority	EP	March 2023

ACTION	LEAD	TARGET DATE
Where data is available, 20% of Space Shed audiences identified as being from lower socio-economic backgrounds	EP	March 2023
Using explorative work completed in 2021/22 on evaluative methods, establish consistent systems for monitoring and analysing live and digital audiences	EP	March 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
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
<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>		
Establish new set of diversity and inclusion values in partner contracts	EP	May 2022

ACTION	LEAD	TARGET DATE
Establish Unlimited's own Anti-Racist Touring Rider - and integrate as part of future contracting with venues/partners	EP	Ongoing
Consult with Stage Sight, Upswing Aerial, local community organisations in Leeds to develop diverse creative talent, develop new audiences - in underserved areas from lower socio-economic backgrounds	EP	March 2023
Establish data sharing agreements with all partners	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	GM / B	March 2023
Explore potential for partnering with local Leeds educational institute to offer a rolling Trustee opportunity for a young person - focussing on those from a lower socio-economic background	GM / B	March 2023
Assess viability for a shared Trustee opportunity for a young disabled artist, in partnership with DaDaFest	CE / B	March 2023

<b>ACTION</b>	<b>LEAD</b>	<b>TARGET DATE</b>
Offer training and development opportunities to the Board, placing emphasis on further understanding of and commitment to equality	<b>GM / B</b>	March 2023
Continue to engage the Board in diversity and inclusion through standing agenda items and focussed discussions	<b>CE / C</b>	Ongoing