

# TRANSFORM

## EQUALITY & INCLUSION POLICY

### OUR AIMS

Transform seeks to embrace and promote equality and inclusion as fundamental to its core ethos and activities. Our ultimate aim is to create bold, brave, vivid and socially-conscious experiences that reflect the world we live in today. The company will take an equity-centred and inclusive approach in the way we engage with, support and collaborate with creative people, artists and team members.

As an international festival and company, Transform commits to centring and reflecting the voices and experiences of a diverse range of people locally and globally. We aim to take an intersectional approach when developing our company and our programme, with consideration of 'protected characteristics' such as age, gender, race, disability, sexual orientation and considering marginalised positions and their barriers. Transform will hold itself accountable for representation within the organisation, our partnerships, collaborations and programme and seek to redress imbalances of power and representation across our work. Transform is committed to supporting and amplifying artists and creatives from diverse backgrounds; including those who are ethnically and culturally diverse and who experience racism, who are LGBTQI+ and gender diverse, and who identify as disabled or neuro-diverse.

We will work to create the conditions where artists and creative people feel fully supported to explore their agency and take creative risks. We are dedicated to creating a 'brave space' where creatives and audiences can explore urgent topics and critique injustice, and will scrutinise our work through an equity and social-justice focused lens. We are committed to addressing entrenched and historical injustices within the arts and broader society that prevent creatives from realising their potential and permit audiences from participating fully in cultural experiences.

### PROMOTING EQUALITY AND INCLUSION

Transform will embrace and promote equality and inclusion across our work as follows:

#### Organisation

- We will recognise imbalances of representation within the organisation, through scrutinising organisational data and reflecting on the make-up of our team and trustees. We will determine actions regarding recruitment and succession planning to ensure our team feels representative of the communities we work with
- We will champion inclusive recruitment practises. This will include ensuring that team and trustee positions are advertised in multiple ways including beyond mainstream platforms. We will communicate advertisements accessibly and ensure interview panels are diverse. We will ensure access and financial provision for candidates
- The [Social Model of Disability](#) will inform our organisational work and procedures.
- We will lead by example and develop a care-led organisational culture. This will include ensuring team members industry standard pay, offering flexible working hours and working base, and operating a time off in -lieu policy. The company will also work towards establishing a counselling support offer for team and trustees, to also be extended to artists and collaborators
- We will develop an ethical framework around data capture, scrutinising the data of collaborators and audiences to inform shifts and changes to approaches and practise

#### Programme & Co-Creation

- Transform will ensure our commissioning and producing processes actively support and amplify diverse artists, with consideration of intersectional characteristics. We will develop and present a programme that feels reflective of the world today in terms of representation, and which has a robust social agenda

# TRANSFORM

- We will ensure artists and creative people working with Transform feel valued and supported to realise their potential and can create on their own terms. We will ensure industry standard and timely pay and proactive support for access requirements.
- Transform will ensure that co-created projects and initiatives reach a broad spectrum of the community, through inclusive recruitment approaches. We will build flexible access provision and support workers into projects.

## **Communications & Audience Access**

- Transform will work to connect with those who might not otherwise engage with performance as a result of financial or wider societal barriers. We will develop affordable and inclusive ticketing models and robust engagement campaigns
- We will ensure open and transparent communications with audiences regarding the nature of performances. Where appropriate, we will offer physical space or otherwise for audiences to decompress following performances. Where productions include particularly challenging subject matter or material, appropriate support or sign-posting to support will be arranged
- We will ensure access provision across our programme including BSL, captioned and relaxed performances

## **DISCRIMINATION**

Transform recognises that many people in our society experience discrimination. Discrimination means acting unfairly against a group or individual through for example exclusion, verbal comment, denigration, harassment, victimisation, a failure to appreciate needs or the assumption of such needs without consultation, unconscious bias, micro-aggressions, and other forms of oppression. All forms of discrimination are unacceptable, regardless of whether there was any intention to discriminate or not. If any team member or collaborator of the company experiences any form of discrimination or micro-aggression, we encourage the matter to be raised. In addition to a Listening Model approach where anybody accessing Transform's work can engage in a conversation about our practise, Transform operates a formal complaints procedure where a complaint can be made in writing to the Creative Director, Chair, or Deputy Chair\*.

## **ACCOUNTABILITY**

The team and board of Transform has responsibility for the effective operation of this policy. Artists, partners and collaborators are also invited to play an active role in upholding the values and principles of this policy.

Transform has established the following mechanisms to ensure the company holds itself accountable for this policy and its practise:

### **Accountability Practise Group**

The company has established an Accountability Practise Group, made up of representatives from the Transform team and board. The Accountability Practise Group meets quarterly to reflect upon, consider and scrutinise the company's practices and approaches during the last quarter and previous year in relation to equality, inclusion and representation. Particular strategic objectives and focuses of the Accountability Practise Group currently include Transform's anti-racist practice, the company's approach to and support for trans rights, the company's strategic objectives in regards to access and disability justice, and the company's approach to environmentally sustainable practices in relation to the global climate emergency. The Accountability Practise Group are also a point of contact with Transform's team, collaborators, partners and wider community as part of the companies Listening Model. The Accountability Group makes recommendations to the Transform board in respect of reviewing and making changes to company practises and policies.

### **Listening Model**

Transform has established a Listening Model, where we make ourselves available for listening and conversation with our wider community. Anybody working with Transform or accessing Transform's work can offer feedback, make a suggestion, raise an issue, question or provocation. We want to challenge ourselves, and actively listen and understand how we can evolve our practices for the

# TRANSFORM

better. To participate, please contact the Producer (Creative People) Lily Lavorato who will explain the process in more detail including options around anonymity, and set up a conversation with someone from the Accountability Practise Group. This process is separate to Transform's evaluation model for festivals and projects, and distinct to the company's formal complaints procedure (where a formal complaint can be made in writing to the Creative Director, Chair or Deputy Chair). It is designed to ensure we are available and accountable to our community in an ongoing way, which can in turn help shape and inform our ongoing work.

## **MONITORING & REVIEW**

This policy will be monitored and reviewed annually, and equality and inclusion will be a standing item on the agenda at an annual away day. Transform will also identify actions and continued strategic focuses in relation to the policy annually, as the company sets its focuses and agenda for the year. The company commits to seeking out specialists and training to support the development of the policy and our wider practise whenever required. This policy is designed to complement and enhance other relevant policies and actions, including our anti-racism practice.

This policy is fully supported by the Board of Transform Theatre Projects.

Creative Director, Amy Letman – [amy@transformfestival.org](mailto:amy@transformfestival.org)

Producer (Creative People), Lily Lavorato – [lily@transformfestival.org](mailto:lily@transformfestival.org)

Chair, Jane Bhoyroo – [jane.bhoyroo@yorkshire-sculpture.org](mailto:jane.bhoyroo@yorkshire-sculpture.org)

Vice Chair, Ben Walmsley – [B.Walmsley@leeds.ac.uk](mailto:B.Walmsley@leeds.ac.uk)

***NEXT REVIEW DUE: OCTOBER 2022***