

2020-2023

Equality, Diversity & Inclusion Plan



Llenyddiaeth
Cymru
Literature
Wales



Participants at a Bardd Plant Cymru Workshop, 2019.

Background & Context

At **Literature Wales**, we are committed to developing literature as an art-form that is representative and accessible for everyone in Wales, regardless of their background. Striving for better equality, diversity and inclusion is essential for the literature sector to thrive and be meaningful to all. This belief is reflected in our mission and sits at the core of our activity programme.

Our Mission

We will inspire communities, develop writers and celebrate the literary culture of Wales by:

- **increasing the accessibility and impact of creative writing for participants in Wales**
- **enabling early career writers to engage with opportunities to hone and diversify their skills**
- **strengthening the range, reach and reputation of Wales' writers.**

This will deliver a Wales where literature empowers, improves and brightens lives.

Our Values

Our values underpin and guide our work. Everyone involved with Literature Wales – our Directors, staff members, partners and volunteers – will respect and observe the following principles:

- **Creativity**
Everyone has a right to be creative and be part of Wales' vibrant culture
- **Language**
Respecting and nurturing the languages of Wales
- **Equality**
Equality is fundamental to freedom of expression
- **Representation**
Giving voice to the under-represented
- **Advocacy**
Promoting and campaigning for the benefits of publicly funded literary arts in Wales
- **Partnership**
Working with others to achieve more
- **Dynamic**
Embracing change, continuing to learn and being adaptable
- **Legacy**
Inspiring long-term meaningful change



Background & Context

Overall, the literature and publishing sector in Wales and the UK remains unrepresentative. *Reflecting Realities*, a study into representation in children's literature in the UK, found that only 7% of children's books published over the last 3 years (2017, 2018, 2019) feature characters from a Black, Asian or minority ethnic background, and only 5% of children's books had an ethnic minority main character. Similarly, Arts Council of Wales' 2018-2023 Corporate Plan, *For the Benefit of All* outlines that the number of disabled people working in Arts Portfolio Wales funded organisations is just 2% of the workforce, while the corresponding figure for people from a Black, Asian or minority ethnic background is 3% (Arts Council of Wales, 2018). And in 2020, Literature Wales published a statement following the announcement of an all-white shortlist for Wales Book of the Year, noting our disappointment and aspiration to make changes, and to be an organisation that drives a national literary culture which represents the diversity of contemporary Wales.

Multiple barriers to literary engagement and a professional writing career remain for people from some demographic backgrounds, including limited access to transport, professional networks, industry knowledge, limited representation in published work, lack of confidence and too few opportunities which are accessible and inclusive.

This is why we have introduced this **Equality, Diversity and Inclusion (EDI) Plan**. This plan is in line with our **Strategic Plan 2019 – 2022**, as well as our **Welsh Language Development Plan** and **Equal Opportunities HR Policy** (see Appendix 1). We take seriously our central role as Wales' leading literature development agency, as an investor in others and as an advocate for all writers from Wales.

Our EDI Action Plan is aimed at guiding our own activities, as well as those organised by others with our funding and support. The EDI Action Plan is further informed by regular consultation with the sector, critical friends and stakeholders, as well as a regular review of current activity. It also considers the broader legislative context, specifically the *Equality Act of 2010* and the *Welsh Language Act of 1993* (see Appendix 1).



Definitions

Equality

In essence, equality means treating everyone fairly. But this does not mean that everyone should be treated exactly the same – some people already have considerable advantage in being able to buy tickets, travel to literature events and enjoy physical and attitudinal access and welcome. Our aim is to identify and address existing barriers to inclusion for our workforce, clients, audiences and participants. As a result of this, we will be able to design bespoke project delivery models that every individual can access. Equality is about opening doors previously held shut.

Diversity

Diversity is a term used to describe the fact that everyone is different and that these differences, and protected characteristics in particular, should be respected, recognised and valued. A diverse workforce will bring a wealth of knowledge from lived experiences to better serve our diverse audiences. A diverse literature scene in Wales will ensure that the voices of all our communities are represented and heard, inspiring the next generations of writers and audiences.

Inclusion

By inclusion we mean a welcoming and kind approach to bringing a diverse range of people together within the arts and literature sector – whether as writers, audiences, literature professionals, producers, staff, readers or participants – regardless of their background. We are a national company with inclusive values, and we welcome everyone in Wales to engage with us and our work.

Scope

This action plan applies to all of Literature Wales' employees and Directors and forms the foundations for planning and delivering our strategic priorities, from devising working practices, making funding decisions to developing activities. This EDI Plan also applies to our partners and those individuals and organisations we fund and invest in, and those who represent Literature Wales, including individual writers, literature organisations, community workshops deliverers or contractors. We are asking all our funded partners to champion the principles of this EDI Plan and to work with us to help deliver and further advance the targets through their work. We will also continue to act on evaluation results, feedback and wider sector developments to continuously inform and develop this plan.



The Detail

Why Representation & Equality of Opportunity in Literature Matters

Literature is deeply rooted in the notion of freedom of expression. However, true freedom requires equality of opportunity and fair representation, and when that isn't happening, the loss is not only felt on an individual level. Representation of the diversity of Wales within literary work and our artists is crucial for the future of our literature, our society, economy, and culture – and the well-being of everyone. It makes the most of the potential talent found in Wales and it optimises the impact of the many outcomes literature can generate, including increased ability to empathise, reduced loneliness and higher levels of self-awareness, sense of identity and self-worth.

When people don't see themselves in what they read they are far less likely to pursue other works or see value in creative writing. When they do not see themselves represented by and within the organisations offering creative opportunities, they are far less likely to engage and apply.

Wales' writers should comprise of a range of ages, socio-economic backgrounds, ethnicities, genders, religions and languages and not be typified by a certain demographic profile. This isn't about excluding anyone; it's about creating equal and fair access to artistic innovation and professional development.

This aligns with the Well-being of Future Generations Act (2015) (see Appendix 1) and we are committed to deploying culture as a sustainable development principle, helping to reduce persistent problems such as poverty, health inequalities and climate change. Our organisational outcomes, as outlined in our Strategic Plan 2019-2022 (See Appendix 1), all contribute to achieving the seven well-being goals in the Act.

Links to our Strategic Plan 2019-2022

Based on our understanding of the power of literature to improve and transform lives, and the need to focus our activities where they have the greatest impact, we have identified Representation & Equality as one of three of our Tactical Priorities which will crosscut all Activity Pillars. This is not a type of activity but a thematic priority which will feature in everything we deliver, and in our partnership and facilitation work.

- Representation & Equality: By ensuring representative inclusion throughout our activity and internal structures, we will provide platforms for, and encourage, under-represented literary voices: creating a national literary culture which represents a modern Wales (For more information, see Appendix 1).

Which Protected Target Client Characteristics (TCCs) do we focus on?

Through this EDI Plan, we will specifically target, and where necessary prioritise, the following characteristics:

Individuals from Black, Asian and minority ethnic backgrounds

Individuals on low incomes

Individuals with disabilities or illnesses (mental and physical)

We have chosen these groups of individuals as they are currently under-represented in Wales' Literary Culture, they will benefit from the power of literature to change lives, and they fit most strongly with our values.

In addition, we will actively work towards Welsh Government's **Cymraeg 2050** strategy (see Appendix 1) to achieve a million Welsh speakers by 2050. Further details can be found in Literature Wales' **Promoting the Welsh Language Plan** (see Appendix 1).

Our EDI Framework

We have set ourselves the following targets, informed by census data for Wales (see Appendix 1), across all of our activity:

Our Targets	10%	7%	20%
Our Target Client Characteristics	Individuals with disabilities or illnesses (mental or physical)	Individuals from Black, Asian and Minority Ethnic Backgrounds	Individuals on low incomes

For all of the above, this percentage applies, per financial year, to:

Target 1:	% of creative participants and audiences in participation projects directly delivered or supported by Literature Wales
Target 2:	% of writers and/or workshop facilitators who deliver a project directly delivered or supported by Literature Wales
Target 3:	% of established writers that engage in a project directly delivered or supported by Literature Wales
Target 4:	% of audiences in our professional development activities (e.g. training and events)
Target 5:	% of our employees, volunteers, and Directors and of those that we support and partner with

Equality, Diversity & Inclusion Framework Overview

We have established three main Equality, Diversity and Inclusion outcomes that allow us to focus on a specific element of each of our Activity Pillars.

Activity Pillar	EDI Focus	EDI Outcome	EDI Methodology
Participation	Increasing access and maximising impact	We will ensure wider engagement and better accessibility for creative writing activities, and aim to maximise impact of activity	We will do this by using accessible platforms and partners to reach more participants at the right time, and develop meaningful relationships with groups to ensure long-term impact.
Writer Development	Professional development opportunities and funding for writers	We will develop a broader range of writers through intense training schemes and long-term investment	We will do this by offering targeted professional development and funding opportunities for writers from a diverse range of backgrounds.
Wales' Literary Culture	Representation	We will ensure better diversity and representation in Wales' Literary Culture	We will do this by ensuring writers from diverse backgrounds are championed and platformed in high-profile opportunities wherever possible.

In addition, we will actively work towards Welsh Government's **Cymraeg 2050 Strategy** (see Appendix 1) to achieve a million Welsh speakers by 2050 and aim for **30% individuals across all of our activity who identify as Welsh speakers**. Further details can be found in Literature Wales' **Promoting the Welsh Language Plan** (see Appendix 1). We will also actively work with other literature and publishing organisations to ensure better overall representation in the literature sector, e.g. with Books Council of Wales as well as publishers, periodicals and booksellers.

Increasing Access

EDI Outcome 1:

We will ensure wider engagement, better accessibility and more impact for creative writing activities.

We will do this by using accessible platforms and partners to reach more participants at the right time, and develop meaningful relationships with groups to ensure long-term impact.

Everyone should be able to participate in all forms of the literary arts, but not everyone has access to the same opportunities. We recognise that we do not live in a completely equal and fair society and that many people in Wales miss out and are marginalised. That is why we are prioritising working with communities where we can make the biggest difference to people's lives.

We will directly engage with under-represented individuals and communities across a range of cultural experiences and literary genres to ensure a variety of individuals can engage and experiment with literature. We will also aim to engage and upskill more facilitators and workshop leaders with lived experience reflecting the individuals and communities they will work with to inspire and encourage participation.

Within our workshops, community events and activities we will direct participants representing our targeted characteristics who have creative potential to opportunities within our writer development activity, so that we can talent scout individuals who could benefit from our investment.

Working in partnership with organisations who have expertise in working with specific individuals and communities is key to this outcome, and similar partnership work has been extremely successful in the past.

How will we achieve this?

We will:

- Set targets for our participation projects and events and monitor and evaluate these on a frequent basis.
- Continue to research and reflect on the current need and demand to develop bespoke activity accordingly.
- Work in partnership with others in the literature sector to make the most of opportunities.
- Access creative participants through partnerships with other organisations, including local and national charities, ensuring the longevity of projects e.g. by handing over successful pilot projects to partner organisations and communities.
- Collaborate with writers, activists and experts from under-represented communities to ensure our projects are best suited for the clients they are being developed for.
- Train more writers in how to deliver literature in participatory settings, including training on safeguarding and sharing best practice.
- Offer paid shadowing opportunities to new facilitators to learn from their peers so that we widen the pool of deliverers.
- Organise more activity on digital platforms, or offer travel/access bursaries.
- Work closely with other colleagues and stakeholders to share best practice, toolkits and resources, whilst actively seeking advice from specialised partners (e.g. Disability Arts Cymru).
- Require robust EDI monitoring data from all partner organisations we work with.
- Continue to offer funded call out opportunities for writers and facilitators leading to the creation of new creative projects to engage participants.
- Consider how to deliver suitable activity for children and young people from under-represented backgrounds, both within and out of schools, including platforming diverse facilitators and literary champions (e.g. laureates) to inspire through being role models.

Transparency & Measuring Progress

- Regularly carry out M&E analysis, with monthly internal reports and quarterly published reports
- Communicate impact by regularly sharing case studies that demonstrate good practice and learning.
- Implement Communications and Marketing plans to communicate impact at the highest level and regularly use case studies for advocacy.

Additional Action

- Actively seek expert advice from specialised partners (e.g. Mind, Disability Arts Cymru, NSPCC, Royal College of Psychiatrists, local venues, third sector charities).
- Implement and share learning outcomes from taking part in Jerwood Creative Bursaries Scheme.

Inspiring some of our most marginalised individuals and communities through active participation in literature

Funding Opportunities

EDI Outcome 2:

We will develop a broader range of writers.

We will do this by offering targeted professional development and funding opportunities for writers from diverse backgrounds.

We are actively looking for and nurturing a broader range of writers from a variety of backgrounds to diversify Literature Wales' artistic provision. This is being done through new procurement principles which guides the distribution of our writer fees expenditure in a fairer way as well as developing opportunities and activities aimed specifically for writers who identify with our Target Client Characteristics. We are prioritising support for early career writers, investing at the right time to maximise artistic and professional development, encouraging new writers to develop confidence in their own abilities and skills. We want to see writers producing significant new work which is excellent, innovative, radical and representative of contemporary Wales. This also includes encouraging established writers to take creative risks and experiment with new styles and platforms.

We are committed to ensuring that EDI lies at the heart of all our funding streams and we will continue to ringfence funding and professional development opportunities specifically for people with identified key target client characteristics.

Our funding opportunities are widely advertised and we actively seek applications from a wide range of backgrounds. We strive to simplify the application process as much as possible and offer support and help to those who need it wherever possible. We ensure that our decision panels are diverse, clearly communicate outcomes, provide fair feedback and are committed to maximum transparency when it comes to funding decisions.

Grants and awards are closely monitored and evaluated and we continuously adapt and change our funding schemes to make sure that we achieve our EDI objectives.

How will we achieve this?

We will:

- Invest in projects and opportunities aimed directly at writers who identify with our Target Client Characteristics to achieve better representation in our literary culture.
- Identify targets within our funding schemes and ringfence opportunities where appropriate.
- Openly recruit and appoint diverse assessment panels to make funding decisions.
- Ensure all staff and panel members who are involved in decision-making have undergone Unconscious Bias training.
- Offer regular paid consultation opportunities for our under-represented writers to help us develop our schemes and to make sure our offers and support are meaningful.
- Ensure that the guidelines and callouts for our schemes are written in clear and accessible language.
- Require EDI data collection for all funding recipients and supported projects.
- Ensure all staff are actively and consciously engaging with a diverse range of individuals.
- Ensure that our training opportunities and events provide a safe and welcoming space for under-represented writers, e.g. by commissioning a broad range of tutors at Tŷ Newydd, and a diverse range of speakers at events.
- Publish our EDI aims and targets for specific schemes so that expectations and requirements are clear, including measures of assessment against these aims, where relevant to funding criteria.

Transparency & Measuring Progress

- We will publish our funding decisions, and analysis against our EDI aims, including comparisons from the previous financial years.
- Regularly carry out monitoring and evaluation analysis, with monthly internal reports and quarterly published reports.
- Communicate impact by regularly sharing case studies that demonstrate good practice and learning.

Additional Action

- Encourage partnership working with organisations that have a specific equality focus, e.g. Disability Arts Cymru.
- Ensure that we communicate impact and celebrate EDI achievements across all our funding streams and awards.

Representation

EDI Outcome 3:

We will ensure better diversity and representation in Wales' Literary Culture.

We will do this by ensuring writers from diverse backgrounds are championed and platformed in high-profile opportunities wherever possible.

We believe that the staff working within the arts sector in Wales must be diverse if it is to be truly inclusive and we have a responsibility to support and facilitate this. We acknowledge that representation must be supported by opportunity and are committed to a diverse workforce and Management Board that reflects the people of Wales. Therefore, we will recruit to meet our representation targets for our staff and Management Board.

Working with partners, we will do more to foster representative diversity within the literature sector. We will increase the provision of skills development opportunities for individuals from under-represented backgrounds to reach their full potential. Wales' writers should comprise a range of ages, socio-economic backgrounds, ethnicities, genders, regions and languages and not be typified by certain limited demographic profiles. This isn't about excluding anyone. It is about creating equal and fair access to artistic innovation and professional development. We will champion and platform Wales' best writers and appoint ambassadorial roles with careful consideration of the need to better reflect the people of Wales.

How will we achieve this?

- In line with the Weston Jerwood Creative Bursaries recommendations, we have assessed our recruitment procedures and have made them more accessible and removed barriers to engagement.
- Publish job opportunities, and callouts for ambassadorial roles, widely and actively encourage applications from people with diverse backgrounds.
- Recognise the value of considering potential (as well as experience) and apply this principle wherever possible.
- Follow our Procurement Policy to ensure maximum transparency and fairness of opportunities.
- Actively diversify staff and Board membership wherever possible.
- Work with partners who have a diverse workforce and seek to inspire others to diversify theirs.
- Continue to ensure that our talented writers from under-represented backgrounds are championed, elevated and platformed. Ensure that our role models (e.g. laureates) represent writers from all backgrounds.
- Work with partners in the literature sector to reach our common goal of a more representative and inclusive literature and publishing sector in Wales.
- Review current projects that do not deliver well on this aim, e.g. the Wales Book of the Year Award, and consider radical changes.

Transparency & Measuring Progress

- We assess our recruitment and appointment decisions against our EDI priority areas.
- We regularly carry out monitoring and evaluation analysis, with monthly internal reports and quarterly published reports.
- We clearly communicate appointments and recruitment decisions.

Additional Action

- Encourage partnership working with organisations that have expertise in diverse recruitment.
- Continued staff training and learning, e.g. unconscious bias training.
- Ensuring that we communicate impact and celebrate EDI across our workforce and ambassadorial roles.

Supporting Methodologies

We will implement our EDI actions through the following methods:

Direct and Joint Partnership Delivery

Following our Delivery Model, we will prioritise the most effective ways of reaching our EDI goals through both directly running activities and working in partnership. Where we have worked in partnership with, or facilitated others to deliver activity, both sides have seen significant benefits. We have reached previously un-accessed creative participants and writers, and our partners have discovered new expertise and ways of working. These collaborative delivery methods generate sustainable and often deeper impact. By handing over the role of programming to writers working in communities, or arts administrators working in unique settings, we provide opportunities for others to develop activity which best fits specific needs. In turn, we upskill and enrich these practitioners through training and exposure to new experiences, which then enables us to focus on closer evaluation of our work. This includes analysing what works and what doesn't, trialling new delivery methods and using this process of reflective learning to shape and structure our future activity.

Funding Schemes and Awards

All our funding schemes will follow our EDI targets, ring-fencing funding where necessary and through developing new, bespoke funding schemes, such as the Platforming Under-represented Writers scheme, and our Lottery funded Professional Development Programme for Writers of Colour. With projects such as Writers on Tour funding for event organisers, we will set out contractual requirements and will require evidence such as diversity monitoring data. Assistance and guidance will be offered (see Sector Facilitation below).

Stakeholder Facilitation and Internal Training

We are committed to sharing good practice, advice and our experience in delivering these EDI objectives with the arts sector in Wales and will collaborate with Arts Portfolio Wales organisations (APWs) as well as others to improve EDI in the arts. Ongoing staff training throughout the organisation – from operational to delivery – will focus on unconscious bias and inclusivity within all areas of our work.





Operational Projects

Literature Wales' operational projects are designed to ensure that the EDI targets are met and that progress is monitored on an ongoing basis, including:

- **Seeking out Diverse Applications**

We will build stronger relationships with other organisations, networks and companies that have specialism, expertise and access to our TCCs.

- **Monitoring Equality & Diversity**

We will aim to ask every stakeholder that directly engages with us to complete a Equality and Diversity monitoring form which will allow us to analyse who we are working with, and who is under-represented amongst our stakeholders.

- **Talent Scouting System**

A talent scouting system will operate where individuals demonstrating excellence are encouraged to apply for future opportunities to develop professionally and creatively.

- **Diversify Staff & Governance**

Applying learning from our involvement with the Weston Jerwood Creative Bursaries Scheme which support arts organisations to expand their approach to diverse recruitment and talent development, together with executive training in inclusive recruitment and unconscious bias, and we will tailor our job advertisements to increase our perceived accessibility.

- **Communicating Impact: Tell our Story**

We will better utilise the growing body of evaluation data, extracting personal and individual stories which most clearly demonstrate Literature Wales' impact, compiling case studies and developing infographics. These will be sensitively communicated to tell our clients' stories, and in turn, our story.

Review

This action plan and progress against targets will be presented to the Literature Wales Management Board for discussion and review on an annual basis.

We welcome contributions from the public and from the arts sector. They may be sent to:

Literature Wales

Glyn Jones Centre, Wales Millennium Centre
Bute Place
Cardiff
CF10 5AL

post@literaturewales.org

Appendix 1

The following reports will provide further legislative and policy context to this document and are referenced above:

- [The Equality Act \(2010\)](#)
- [Welsh Language Measure \(2011\)](#)
- [The Well-being of Future Generations Act \(2015\)](#)
- [Arts Council of Wales Annual Equality Report](#)
- [Cymraeg 2050: A Million Welsh Speakers](#)
- [2011 Census: Population and Household Estimates for Wales, March 2011](#)

The following Literature Wales documents and policies will provide further context and information to this document and are referenced above.

- [Literature Wales' Strategic Plan 2019 – 2022](#)
- [Literature Wales' Promoting the Welsh Language Plan](#)
- [Literature Wales' Equal Opportunities Policy](#)
- [Literature Wales' Procurement Policy](#)
- [Literature Wales' Accessibility Plan](#)

All policies are available upon request.

