

The Music Works

Equality, inclusion and diversity policy

The Music Works is committed to a policy of equal opportunity and diversity in all areas of its work. We want to ensure equality of opportunity and embrace and champion the artistic and creative strengths that diversity provides. This extends to our participants, audiences, the communities we work with, artists we support, our staff and trustees.

Our aim is that the work we create and the teams we work with to create it, are truly representative of society, and that individuals feel valued and empowered when they work with us.

We will strive continually to recognise and enable the access needs different individuals may have and monitor our progress to ensure that we treat people equally and do not tolerate any form of discrimination on the grounds of gender, gender reassignment, marital or maternal status, family situation, ethnicity, nationality or national origin, social background, disability, sexual orientation, religion or age.

Through our Equality Action Plan we have identified targets and areas of work to address barriers to engagement and create diverse representation and ownership from diverse communities throughout our work. This covers:

Programming: Diverse musical programme content that reflects contemporary England and in particular Gloucestershire communities

Participation: Diverse practitioners representing our diverse participants, access and inclusion at the heart of all participation work, including being young-people-led in all of our practice

Audiences: Diversification of audiences: through programme content - programming of diverse artists and relevant topics, and local outreach and community engagement

Management and recruitment: Management of the organisation: ensuring diverse governance, staff team and recruitment procedures underpinned by equality

The aim of the Equality Action Plan is to ensure that:

- No member of staff, board, volunteer, freelancer, audience member or participant is subject to unfair or unlawful discrimination

- Our staff and board members are aware of the historical, cultural, and social barriers experienced by many individuals and groups, understand the forms and effects of discrimination, the value of promoting diversity within the company and their role and responsibilities regarding these
- The places, physical, online and in print, where we engage with our audiences are accessible for those with disabilities and additional needs
- Marketing strategies are devised to attract new audiences and participants to make it possible for *all* young members of the community, but particularly those living in challenging circumstances, have full access to our work.
- We represent and reflect artistically, administratively and in all areas of our activity, the cultural diversity – which includes disability culture – of the communities we work with.

This policy will be monitored and will be reviewed annually or more frequently where needed in response to changes in equalities law, or areas of need identified by staff.

The Music Works Equality and Diversity Action Plan 2019-2020.

Key aims of the Action Plan.

- To support and make real, the aspirations of The Music Works equality and diversity policy.
- To develop a whole organisation approach to equality and diversity.
- To review and update the action plan annually.

Key Area	Requirement	Action required	Deadline	Progress	Person responsible for key area.
1. The Music Works demonstrates a clear commitment to equality and diversity.	Set responsibility for equality at the highest level in the organisation both in terms of staff, freelance staff and Board members.	Responsibility for equality on CEO and SMT JDs.	Jun 2019	Complete	Head of Ops
		Appoint a lead officer for equality on TMW Board	July 2019		Board
	Deliver briefing to engage senior staff and Board members on equality and its relevance to increasing participation in music. Communicate position publicly.	Staff/Board training on equality and diversity to be arranged.	End Dec 2019		SMT
		Annual staff training to be developed as part of the staff training programme.	End March 2020		
		Update policy on TMW website.	May 2019		Complete
2. TMW has an up to date policy for equality (and	Review equality and diversity policy	Review policy.	Apr 19	Complete	SMT

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diversity) that has been communicated to staff, freelance staff and board members		Sign off by Board.	July 19		CEO
	Staff training on policy (as above)				
3. Ensure TMW is aware of its current profile and position in terms of equality and diversity.	Conduct an annual survey of staff and Board	Issue survey and analyse results.	Oct 2019		SMT/Board
		Feed results into staff and Board recruitment strategies.	Jan 2020		CEO/SMT
	Present and summarise the findings of the profile audit in an accessible format and communicate to Board and staff		May 2020		SMT
4. Evidence of pro-actively engaging diverse groups in work.	TMW actively seeks to engage a diverse range of people.	Quarterly analysis of demographic make-up of participants and audience.	Ongoing		SMT
		Targeted outreach with under-represented groups e.g. working with local partners, targeted marketing.	Ongoing		Head of marketing/ Creative Directors

Key Area	Requirement	Action required	Deadline	Progress	Person responsible for key area.
		To monitor and evaluate the impact of these programmes.	Ongoing		Head of marketing/ Creative Directors