



Equality, Diversity and Inclusivity Policy

Policy Statement

Phoenix Arts Space's work is underpinned by the belief that the diversity and intersectionality of people from varied backgrounds, cultures, lifestyles and thinking is critical for the sustainable future of humankind. We encourage and value diversity and we recognise that talent and potential are distributed across the population and are often unequally recognised due to structural inequalities. Not only are there moral and social reasons for promoting equality and inclusivity, it is in the best interest of this organisation to recruit, contract, commission, involve and develop the best people for our jobs and projects from as wide and diverse a pool of talent as possible, to ensure our work is relevant to more people and reflects our mission to work towards positive social change. Phoenix Arts Space supports the principle of equality in employment and governance, and also seeks to champion diversity and inclusivity across our commissioning process, partnerships and audiences as part of our organisational ethos.

Phoenix Arts Space recognises that many people in our society experience discrimination. All forms of discrimination are unacceptable, regardless of whether there was any intention to discriminate or not.

Our Equality, Diversity and Inclusivity policy commits us to:

- Understanding and valuing diversity and intersectionality to enable fair and full participation in our work and activities
- Ensuring there is no unjustified discrimination in our recruitment, selection, performance management and other processes
- Ensuring action that promotes equality; this includes progressing diversity action plans and addressing structural inequalities through our programme
- Treating individuals with whom we work with fairness, dignity and respect and in accordance with our Dignity at Work Policy
- Actively working towards removing barriers and redressing imbalances caused by inequality and unjustified discrimination

Phoenix Arts Space will reflect and use Arts Council England's Creative Case for Diversity advice to continue its monitoring and continuation for delivering work by diverse artists to more diverse audiences. The Director of Phoenix Arts Space and the Board of Trustees are responsible for ensuring organisational compliance with this policy and for its implementation, monitoring and review. This policy will be implemented through our

Equality, Diversity and Inclusivity Action Plan. All Phoenix Arts Space staff will receive an induction to this policy, along with EDI training from external trainers. The organisation's commitments in this policy will be shared with any partners and all employees; and expectations of the commitment from them as Phoenix Arts Space Staff or Volunteers will be explained. The policy and the performance of the action plan will be reviewed by the Directors every 6 months and on an annual basis by the Board of Trustees.

Scope - Who does the policy apply to?

This policy covers discrimination on the basis of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion and/or belief, sex or sexual orientation as set out in the Equality Act (2010) — referred to as Protected Characteristic Groups (PCGs). We also wish to include non-discrimination on the grounds socio-economic background, nationality, cultural background, social class, neuro-diversity and employment status. Our approach goes beyond compliance and we are committed to Equality, Diversity and Inclusion because we believe it is the right thing to do and good for our business. This policy applies to all people working with Phoenix Arts Space in whatever capacity (employee, artist, volunteer (including trustees), student, freelancer, agency worker or contractor). Throughout this document, for ease and simplicity, these people will be referred to as Phoenix Arts Space Staff and Volunteers. Staff and Volunteers of Phoenix Arts Space are required to act to ensure that this policy is effective in ensuring equal opportunities and in preventing discrimination. Our Equality Policy applies to performance management, succession planning and development opportunities. All staff should be encouraged to consider how equality, diversity and inclusion can add value to their work and have a related deliverable and/or development objective.

Staffing, Recruitment and Governance

Phoenix Arts Space aims to create an organisational culture that respects and values each others' differences, that promotes dignity, equality and diversity, and that encourages individuals to develop and maximise their true potential. All staff must adhere to the Equality Act 2010. We aim to remove barriers, not discriminate, and mitigate against bias that prevents individuals or groups from realising their potential and contributing fully to our organisation's performance and to develop an organisational culture that positively values and promotes diversity. Phoenix Arts Space will challenge discrimination in its own policies. It aims to provide equality and fairness for all job applicants, employees whether part-time, full-time, fixed term or temporary, contracted artists and other specialists, collaborators, volunteers or Board of Trustees members, irrespective of gender, marital status, race, ethnic origin, nationality, religion, belief or non-belief, disability, sexual orientation, gender reassignment, age or socio-economic background. We recognise that discrimination is unacceptable. Breaches of the policy will lead to investigation and may lead to disciplinary proceedings and, if appropriate, disciplinary action. The aim of the policy is to ensure no job applicant, employee or worker is discriminated against either directly or indirectly on the grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion and/or belief, sex or sexual orientation as set out in the Equality Act (2010). We also wish to include non-discrimination on the grounds socio-economic background, nationality, cultural

background, social class, neuro-diversity and employment status. Job descriptions will be revised to ensure that they are in line with our equal opportunities policy. We constantly adapt and shape our approach to the advertising of vacancies and not confine our recruitment to areas or media sources which provide for only, or mainly, applicants of a particular group.

Our recruitment commitments:

- All applicants who apply for jobs with us will receive fair treatment and will be considered solely on their ability to do the job.
- We will nurture an inclusive working environment in which no employee or worker feels under threat or intimidated.
- All employees involved in the recruitment process will periodically update their non-discriminatory recruitment awareness to ensure that they are related to the job requirements and do not unlawfully discriminate.
- Short listing, interviewing and selection decisions will be carried out by more than one person in order to mitigate against bias.
- We will not disqualify any applicant because he/she is unable to complete an application form unassisted unless personal completion of the form is a valid test of the standard of English required for the safe and effective performance of the job.

Complaints Procedure

Complaints related to Equality, Diversity and Inclusion should be reported to The Director, who must report any such complaint to the Board of Trustees. If the complaint is about the Director, this should be made through the Chair of the Board of Trustees. All incidents of direct discrimination are disciplinary offences and will be dealt with under the Disciplinary Procedure. Incidents of indirect discrimination will be investigated to determine whether they should be dealt with under the Disciplinary Procedure. Any member of staff found to be in breach of this policy will be counselled on their actions and will be subject to disciplinary action in line with the Standard Terms of Employment. Any member of any Committee or working group found to be in breach of this policy will be counselled on their actions and may, where necessary, be asked to leave Phoenix Arts Space.

Artistic and audience development

Employees and Trustees of Phoenix Arts Space are required to act to ensure that this policy is effective in ensuring equal opportunities and in preventing discrimination. Phoenix Arts Space reflects and uses Arts Council England's guidance on the Creative Case for Diversity to continue its monitoring and continuation for delivering work by artists from diverse backgrounds to more diverse audiences. Phoenix Arts Space does not see growing our diversity and inclusivity as a series of targets - instead, we address diversity and inclusivity as a core part of our cultural ethos to improve the way we work, support and include new audiences and the artists we work with.

Phoenix Arts Space is committed to increasing access to its programmes. Our Learning & Community Engagement work directly, and through partnership relationships, with our local communities to encourage participation in our programmes and visits to our exhibitions. Our Exhibitions, Development and Studios Teams have developed core

partnerships with other organisations working directly with those who have experienced, or continue to experience, structural inequality. Working in tandem with our Marketing Team we endeavour to ensure that all public facing programmes are inclusive and accessible. All of our exhibitions and events are free to attend, or we ensure that any ticketed events are affordable to those on no or low wages. As part of ethos, our work connects with individuals and communities from all sections of society through carefully considered programmes. We endeavour to meet any access requirements where possible.

We recognise that our studios are not accessible for wheelchair users, and those with limited mobility. We are actively looking at ways to improve physical access, through planning for a major capital funding programme. We know that studio provision regionally is limited.

Anti-Racism

"It is not enough to say we are not racist we have to become intentionally anti-racist (an action)". (Angela Y. Davis)

Phoenix Arts Space is committed to anti-racism, in our working practices, our programme, our policies and our organisational ethos. Through our work, we are committed to exposing structural inequalities, systemic oppression and opposing racial prejudice in all its forms.

Phoenix Arts Space believes in the potential of artists and cultural organisations to be active agents of change, and in actively working towards this, we aim to ensure that intersectional voices and perspectives inform all aspects of our work. We acknowledge that challenging systemic racism is an ongoing process which involves listening, learning and dismantling. We will continue to challenge ourselves as staff and Trustees to understand and correct any inequities we may discover within our organisation and the work that we produce.

With thanks and recognition of Arts Catalyst for initiating the original document on which this has been based.