

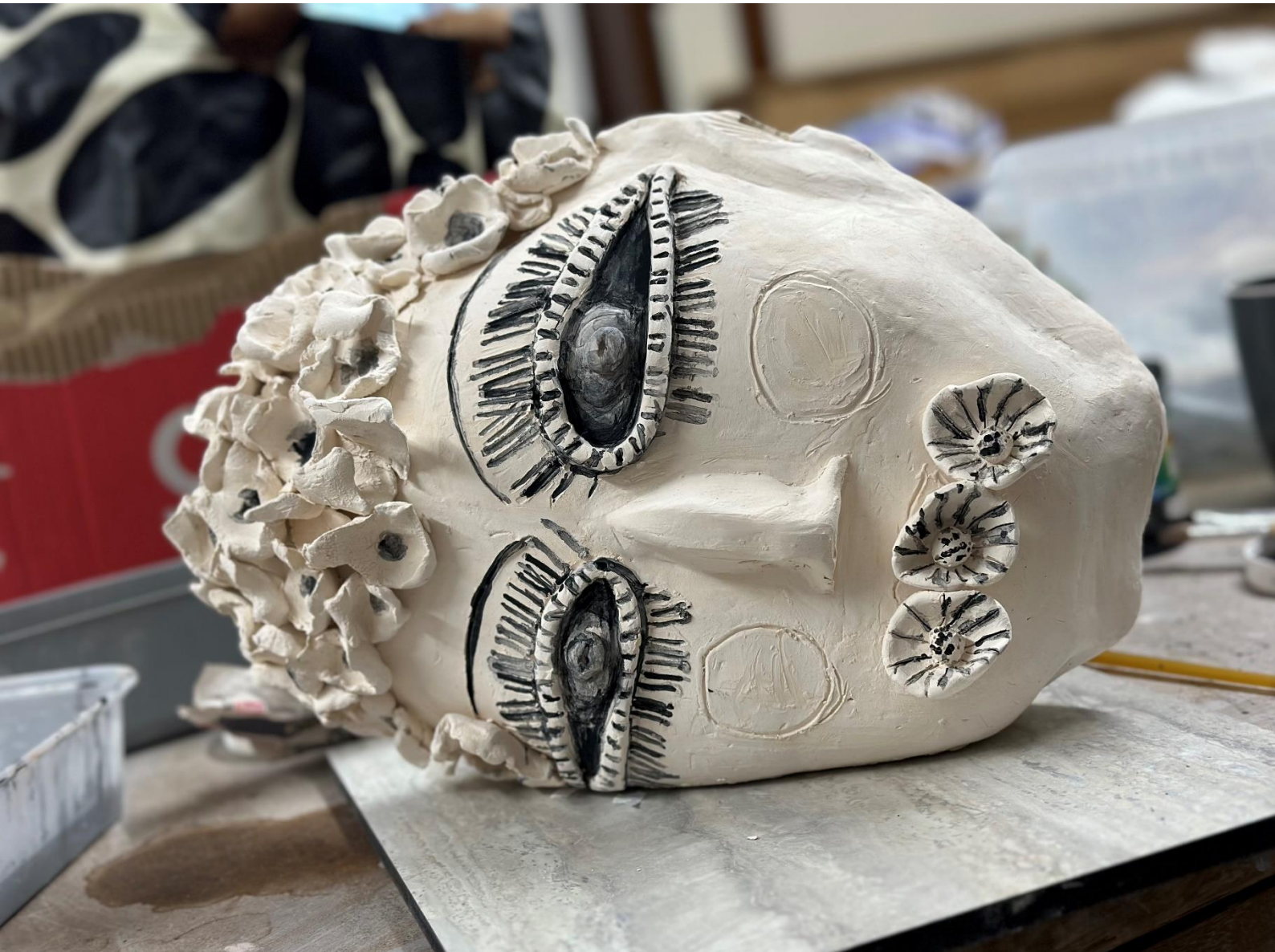


Equalities, Diversity, & Inclusion Action Plan Strategic Plan 2025-2028

Reviewed: April 2024

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Introduction

This Equality, Diversity, and Inclusion (EDI) Action Plan was compiled with the active involvement and care of the newly formed EDI working group. This group is a cross section of team members including staff, artists, volunteers, members of our local community, Trustees, and stakeholders. The group represent the diverse lived experiences of some of the protected characteristics and how they intersect with one another in the context of life in rural Fife. We are proud that our community driven ethos is evident in the development of this plan. Everyone who participated committed to being an ongoing and active member of the EDI working group. This group will research, monitor, and evaluate this evolving action plan and crucially, hold one another accountable in the delivery of the actions. The EDI Action Plan is an honest record of actions and targets that intend to make the art centre and our community an equitable, welcoming, and representative place. The Working Group welcomes new members, especially as we become a more representative organisation and we are proactively identifying people within our community who are interested in participating. In addition, we welcome observers and advisors who may represent one or more of the protected characteristics and that lived experience, their time may be volunteered or remunerated. All working group members are able to access support for attendance, including financial.



Creativity, Community, & Inclusivity

Working within the context of North East Fife we have designed projects that explore themes and issues pertaining to some protected characteristics and the needs of our community. Below are some examples of that activity.

Makers Club

The Makers Club programme has four groups, Queer Makers, Young Queer Makers, Care Makers, and Young Care Makers. The programme was piloted in 2022 led by artist Ruby Pester. Supported in its pilot year by Rural & Islands Communities Ideas into Action Fund it was in response to requests from the community for more support for unpaid carers and LGBTQIA+ people. Fife has a higher proportion of unpaid carers compared to the Scotland average and LGBTQIA+ people struggle to find in-person safe meet ups, the primary place for rural LGBTQIA+ people to access support is online. These are some of the reasons our programme is focused on these communities. Now in its first year and supported by Creative Scotland's Participatory Arts and Mental Health Fund and encompassing feedback from pilot participants the programme has grown to include invited artists from across the UK.

Each club has is partnered with local and/or national organisation or community groups. Ruby also invites collaborating artists who have lived experiences that resonate with the participants.

- Queer Makers Club works with Community in Cupar's LGBTQIA+ café
- Young Queer Makers Club works with the secondary schools (Madras College and Bell Baxter School) LGBT+ clubs and LGBT Youth Scotland.
- Care Makers Club is partnered with Fife Carers.
- Young Care Makers Club is partnered with Fife Young Carers.

Participating artists include Nadia Rossi (Pester & Rossi), Leo Valanti, Ardis Önnerrfors, and Max Alexander (Play Radical), Lewis Prosser, and Rumpus Room.

All participants are offered support to attend. This includes travel, vouchers for food/services, (a delicious) lunch, hot drinks, and childcare. We do our very best to ensure we're making it as easy as possible for people to attend.

On the Table

This is our annual community meal. It was conceived in response to a request from local people for there to be more 'free at the point of access' activities at the centre, suitable for the whole family. What started as a harvest meal, has evolved into an annual summer gathering where project participants can share their work with the broader community and prepare and share a meal. For example, in 2023 Alternative (art) School participants shared their photography and Care Makers Club displayed the ceramics they'd made. This event is free. Instead of ticket income, we ask people to contribute something

to the table. Contributions have included home baked desserts, tablecloths, crockery, ingredients to cook with, and flowers for the table. Participants are supported to attend with travel, assistance staff, childcare, interpreters, and other needs catered for. Everyone, of all ages, gets involved with setting the table, making the food, and cleaning up after – it is only possible with the efforts of everyone involved.

Living Table

Our first artist residency with Désirée Coral Guerra brought the Living Table to life, a project that invited people to share food and conversations about it from field to plate. Living Table introduced communities to indigenous practices of food growing and asked us to consider the context and provenance of food, recipes, and traditions. It introduced ideas of decolonisation, especially from Désirée's perspective as a Latinx woman. Désirée invited academics, artists, gardeners, and food producers from Newport-on-Tay to Chicago, Spain to London, to present a provocation or idea which we would then discuss while making a meal collectively. Living Table was inspired by the life that grows around a table: from the life of insects that pollinate crops to the cultural and political life made manifest in recipes, traditions, and dinner table habits; from micro-organisms to human-migration.

Gair Dunlop, Saorise Amira Amis, Amanda Thompson, and Irene Aldazabal participating in Living Table: Flora, preparing a meal together.



Benchmarking & Data Collection

Staff, Board, & Volunteers

Forgan Arts Centre is managed by a small team of employed staff (5.5FTE) and broader group of self-employed artists and arts workers. The team is led by the centre's Director who is in turn supported by the Board of Trustees. The organisation is further supported, especially with respect to the grounds and natural environment, by volunteers.

In 2023 we issued our first annual team survey to collect anonymised data about identity, culture, and background. This information is used to assess the diversity of our team and the accessibility of work at the centre. Extracts from 2023's survey are below:

Who	45% of respondents are self-employed, 35% are employed, and 20% are volunteers.
Age	60% are between the ages 25-44, 30% are 45-64, 5% over 65, and 5% between 16-24.
Gender	65% are women, 20% non-binary, and 15% men
Sexual orientation	35% are heterosexual, 35% are bi/pansexual, 5% gay and 5% lesbian, with 10% preferring not to say
Disabled, Deaf, or long-term health condition	70% are non-disabled, 20% are disabled, Deaf or have a long-term health condition, 10% prefer not to say. Of our core staff team, over 50% are disabled or have a long-term health condition.
Disabled, Deaf, or long-term health condition	Of those who selected yes/prefer not to say, 10% have a visual impairment, 10% have a mental health condition, 20% have another long-term condition, and 60% prefer not to say
Caring responsibilities	20% of people are primary carer of a child, 10% are carers of disabled children and 5% are carer for an older person.

This data demonstrates some of the needs of the staff and we have taken various measures to support them. This has included:

- Flexible work arrangements for 40% of staff, no request has been denied.
- Enhanced leave for all staff, including the newly introduced carers leave, annual leave, parental leave and compassionate leave.
- Childcare support

We undertake staff reviews where we're able to talk about access needs, this might mean reasonable adjustments to work, role, office space, or requests for training or support. We will continue with this process to ensure recruitment, employment and engagement of team members remains accessible and not ableist.

Visitors, participants, and students

Currently, we only formally collect postcode data from visitors, participants, or students at Forgan Arts Centre. We have not designed the process for collecting further identity or cultural data yet. We intend to do this and will co-design our approach with our community in 2024/25, and pilot it in 2025/26. Feedback from artists and arts workers designing and delivering projects for specific community groups and vulnerable people noted a discomfort with sharing such person details. Therefore, we need to undertake further research into appropriate methods of data collection. In addition, we are keen to make sure data we collect is meaningful and useful. We want information that will inform our processes and aid us in making changes that improve equity of access to the centre, our operations, programme, and community.

Our primary method of data collection from participants is through film, interviews, and informal conversation. This information is further enriched by analysing project access budgets. We will further develop our data collection and analytical processes in cooperation with our strategic partner Tialt, building this in to our community consultation processes.

- Please find the Equalities Monitoring template at the end of this document.

Feedback process designed by Pester&Rossi during On the Table in 2023.



SWOT Analysis

Strengths	Weaknesses
<p>Programme:</p> <ul style="list-style-type: none"> - The Sentient Garden, our new guiding concept, focuses on three protected characteristics making EDI central to all we do. - Broad range of activities appealing to all ages and abilities. - Targeted projects offer holistic support where individual access needs can be addressed. - Consistent attendance and engagement in events, activities, recruitment, opportunities. <p>Place:</p> <ul style="list-style-type: none"> - Accessible building due to its previous use as a care home. - Welcoming environment due to the domestic aesthetic. - The estate's size means there is always a peaceful and quiet spot or someone to chat with over a coffee. - A welcoming community with a vibrant community eager to connect. - Excellent proximity to universities. <p>People:</p> <ul style="list-style-type: none"> - Volunteer are committed and have requested increased engagement, activities and offer of their time and energy. - A committed Board representing local people and membership. - DJCAD graduates are eager to engage and we are forging new relationships with their undergrad and masters course leaders and students. 	<p>Programme:</p> <ul style="list-style-type: none"> - Lack of focused communications strategy. - There are challenging barriers to access, some within and others beyond our control esp. travel. - Some tools/machinery is inaccessible, especially for disabled students. <p>Place:</p> <ul style="list-style-type: none"> - Chronic lack of affordable, accessible, reliable, and regular public transport. - Newport village is hilly and inaccessible. - There isn't a diversity of affordable shops, services, or activities. - The building is accessible, however separates level and staired access. - Our position at the edge of the village means public transport links are not easily accessible. - Our gardens and woodland don't have consistent accessible paths. - Fife is not networked in terms of EDI activity, i.e. organisations are working individually and not as a collective <p>People:</p> <ul style="list-style-type: none"> - Board and team are not representative of race, ethnicity, religion, and sex/gender. - We don't have rigorous data collection methods for visitors and participants. - Lack of consistent identity data. - EDI working group are not representative of race and ethnicity. - There isn't a consistent training programme regarding EDI.
Opportunities	Threats
<p>Programme:</p> <ul style="list-style-type: none"> - The Sentient Garden provides the knowledge, resource, and time to focus our attention on EDI. - We have excellent professional facilities and the ability to invest in them further. 	<p>Programme:</p> <ul style="list-style-type: none"> - The Sentient Garden is dependent on securing funding. - There may be resistance from the team to the changes and influences of The Sentient Garden.

- Our activities appeal to a cross section of the community, there are multiple pathways to our activities.
- Our size and scale of operations means we can be responsive in our programming.
- Having piloted a number of projects for specific communities, we have some feedback and data that is proving to be a rich resource for future planning.

Place:

- We are working with architects who are committed and understand our commitment to EDI and access.
- Newport-on-Tay is a connected community who have demonstrated a commitment to working together for the betterment of all residents.
- There are existing organisations, like Fife Centre for Equalities with whom we could partner.

People:

- The Sentient Garden means bringing on new staff who have demonstrable experience in EDI.
- Staff have a some experience working with marginalised communities, especially disabled young people, and are keen to increase this experience.
- Staff are committed to providing everyone with a warm welcome and make time in their daily schedules to spend time with our community.
- The volunteers are keen to be embedding in the organisation and we are regularly asked for more formal volunteering/placement opportunities.
- Fife is home to qualified and experienced artists and makers who are interested in EDI.

Place:

- The SIMD is a popular tool used to assess deprivation; however, it does not work for rural communities and creates an unbalanced view of need.
- Some of our EDI aims and the themes of The Sentient Garden may not be welcome in some community members.
- As a membership organisation, we may struggle to have a unanimous voice, especially regarding divisive or challenging issues.
- Building partnerships to tackle Fife wide issues such as transport will be challenging and resource heavy.

People:

- Our Board and team are not diverse nor representative of all protected characteristics or lived experiences we intend to support and welcome.
- We may struggle to engage producers or artists-in-residence with the requisite skills and knowledge to embed The Sentient Garden.

Themes

Our approach to EDI is to place it at the centre of our activity, not the edges. To do this, we undertook a broad community consultation and reviewed local and global strategic assessments. This process yielded a framework which embodies our EDI and environmental aims and responds to community need. The Sentient Garden framework will affect every part of the organisation, programme, operations, and team, as well as our community and for the period 2025-2028 will focus on one protected characteristic per year pertinent to our community. Using social permaculture, we will explore the three protected characteristics which are **age**, **sex**, and **race**.

Using the practice of social permaculture, we have looked to the natural environment for processes that embody the protected characteristics, age, sex, and race, and observed their positive effects. This generative research process has inspired the following themes.

Talking Forests (age): *Inspired by the mycorrhizal networks ancient trees use to care for saplings, nurture mutually beneficial intergenerational relationships.*

In our community consultation, age was brought up repeatedly. Responses broadly requested more activities for older people recognising that the building's previous use as a care home, meant it could easily cater for the access needs of that group. In almost equal weight there were requests for activities for children, toddlers, babies, and young people. We are experiencing a global aging population, with Fife's aging faster than the Scottish average. The opportunity to respond meaningfully through artist-led activities will resonate with local people and utilise the opportunities identified in the SWOT analysis, such as the buildings history and heritage.

Ecology of Migration (race): *Replicating the diversity of flourishing ecosystems in our communities to build resilience in a changing climate.*

Our open access events programme has diversified and in turn, as have our participants. We have welcomed families from Ukraine and people who have experience crossing borders which has been an enriching and enlightening process. However, it has raised some challenging conversations and ideas. We have identified an opportunity with our community, to explore how diverse communities are resilient. Our proximity to three excellent universities has meant academics and artists from all over the world have migrated to Newport, and we will exploit this strength as we, through artist led activity, explore the benefits of a diverse community.

Queering Nature (sex): *Explore queerness in nature to broaden our understanding of the naturally diverse ways of being in the world.*

Our consultation and work with schools evidenced a concern and fear of the erosion of traditional binaries in sex and gender. Similarly, there were comments made in the consultation that evidenced both an interest in and misunderstanding of identity, sex, and gender. It is likely that this theme will

expand to include the protected characteristics of sexual orientation and gender reassignment.

Kingspark (SEN) School Partnership

In addition to exploring EDI aims through the Sentient Garden, we are undertaking a long-term project with Kingspark SEN School in Dundee which services Tayside, Angus and Fife. This relationship began when a member of the EDI Working Group, who is also a staff member, commented that no activity at Forgan Arts Centre would ever be truly accessible for her children, both of whom are disabled and non-verbal. This initiated a period of research into what changes we could make to ensure the centre and our programme is accessible as possible. This embryonic project is still in a gentle and slow 'getting to know you' phase. What we have discovered is a mutually beneficial opportunity, with our need to improve access, and the school's interest in professionalising their art and craft processes. In 2024/5, we will share our individual aims and co-create a brief for a commission to further develop the partnership. This will be followed by investment in the idea and a co-design project that meets both partner's needs.

Artist Niall Moorjani performing to children and their families at Samhain, one of our Seasonal Festival Day curated by Two of Cups, a.k.a. Saorise Amira Amis and Laura McSorley.



Categories

The Sentient Garden means age, race, and sex will be our central focus across place, programme, and people. Alongside these areas of special focus, we will continue working to identify and dissolve barriers to all protected characteristics. Activity in the action plan is subdivided into six categories. These categories were agreed by the EDI working group as areas where we will have the most impact.

Programme

1. Developing Practice

Our facilities and creative activities will be diverse employing cross cultural approaches that support innovation and interdisciplinarity.

2. Communication

Our communications will be clear, wide reaching, and accessible. We will develop and resource specific approaches that address community need.

People

3. Data assessment & equalities monitoring

Collect meaningful data to improve our understanding of who we engage and to support future programming and strategic decisions. Create systems for the safe storage of this data so that it builds a long-term assessment of who we connect with.

4. Training

The team will participate in training to meet the needs of our community and create as safe a place as possible that warmly welcomes everyone.

Place

5. Accessibility

Implement new approaches to access, assessing their popularity and effectiveness that we might find ways and means to make all centre activity fully accessible, without request.

6. Policy & procedures

Our policies and procedures will embody equity, exceeding legislative recommendations, and being actively anti-ableist, anti-racist, and supporting good mental wellbeing.

Please note, the actions below pertain primarily to the immediate period. We will review and update these actions quarterly. We have not made assumptions about future activity as action and targets strongly relate to outcomes of immediate actions.

Action Plan

Programme

Category: Developing Practice

Objective: Our facilities and creative activities will be diverse employing cross cultural approaches that support innovation and interdisciplinarity.

Task	Target	Timescale	Measure & Accountability	UN's Sustainable Development Goals	SG's National Performance Framework
Embed the Sentient Garden artist-in-residence programme.	Research Agent for Change model. FDO options appraisal	Spring 2025	Successful recruitment and onboarding:	3: Good health & wellbeing 4: Quality education 11: Sustainable cities & communities 5: Gender equality 10: Reduced inequalities 13: Climate Action 15: Life on land	Culture: Participation in a cultural activity Fair work and business: Gender balance in organisations
Further reserach and develop the themes of the Sentient Garder.	Accessible guidance for AiRs relating the themes in our context. Whole team training in each theme area.	November 2024	Completed training:		
Extend training to our community	Community wide understanding of the protected characteristics	Autumn 2025	Completed training:		

Support EDI research and Hub led by artist-in-residence Fleur Darkin.	Further develop the residency focusing on EDI outcomes. Support and deliver hub training and R&D session for whole team.	May 2024 - September 2024	Completed lab/training:	5: Gender Equality 10: Reduced inequalities	Culture: Participation in a cultural activity Human Rights: Quality of Public Services Health: Mental Wellbeing Fair work and business: Gender balance in organisations & Employee voice
Develop partnerships with local and national advocacy groups and service delivery partners.	Build network of artists working in EDI related practice in 2024	Throughout 2024	Documented relationships:	5: Gender Equality 10: Reduced inequalities 11: Sustainable Cities and Communities	Human rights: Influence over local decisions & Quality of Public Services Culture: Growth in cultural economy & People working in arts and culture Fair work and business: Gender balance in organisations
Forge a partnership with Kingsport SEN School to develop a co-created 'learning residency'.	Establish terms of reference, outputs, outcomes and timeline. Research and secure funding for R&D. Explore project outcomes. Design brief for artists commission.	Project scoping: Feb 2024-Jan 2025 Agree terms of reference and outcomes: Feb-April 2025 Initiate phase 1 of R&D: April 2025-March 2026.	Agreed ToR: Approved research: Agreed budget for future programme:	4: Quality Education 10: Reduced inequalities	Human rights: Public services treat people with decency and respect Education: Educational attainment & Confidence of children and young people & Resilience of children and young people & Work place learning & Engagement in extra-curricular learning & Skills underutilisation Children: Child social and physical development & Child wellbeing and happiness & Children's voices
Undertake organisational research into team pay including employed and self-	Assess sector pay. Participate in Future Arts Centre's and Clair	Complete Complete	See Fair Pay Action Plan and Pay Grading.	5: Gender Equality 10: Reduced inequalities	Human rights: Public services treat people with decency and respect & Quality of public services

<p>employed.</p> <p>Create pay grading for artists at Forgan Arts Centre, self employed. Use SAU and other union rates and create sustainable pay grading that remunerates artists fairly in the context of our centre and Fife.</p>	<p>Gilchrist Research studies</p> <p>Implement pay grading for staff.</p> <p>Implement pay grading for self-employed people.</p> <p>Register as a Real Living Wage Employer.</p> <p>Extend RLW and pay grading to co-creating partners</p> <p>Implement programme for salary and fee increases for sustainable pay rises</p> <p>Further develop pay grading for artists, especially in reference to experience (5, 10, 15, 20 years)</p>	<p>Complete</p> <p>Complete</p> <p>Complete</p> <p>Complete</p> <p>Complete</p> <p>Spring 2025</p>		<p>3: Good health & wellbeing</p> <p>4: Quality education</p> <p>11: Sustainable cities</p>	
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Programme

Category: Communication

Objective: Our communications will be clear, wide reaching, and accessible. We will develop and resource specific approaches that address community need.

Task	Target	Timescale	Measure & Accountability	UN's Sustainable Development Goals	SG's National Performance Framework
Review all communication outputs, especially regarding the 3 themes - how, where, what we communicate in terms of languages available with full consideration to those with hearing impairment, D/deaf, visual impairment.	% satisfaction response from service users Improved access and participation from those with access needs	2025-2026, once the new communication s role has been appointed and onboarded	Newsletter engagement: Diversity of membership: Diversity of participants:	5: Gender Equality 10: Reduced Inequalities	Human rights: Public services treat people with decency and respect & Quality of public services
Engage a professional PR consultant to review all current communications outputs and provide advice and training	Increased awareness of communication needs of services users and community	2025-2026, once the new communication s role has been appointed and onboarded	Broaden and diversify engagement:	3: Good health & wellbeing 5: Gender Equality 10: Reduced Inequalities	Human rights: Public services treat people with decency and respect & Quality of public services
Develop an inclusive communications strategy	Accessible and inclusive communications	Spring 2026		5: Gender Equality 10: Reduced Inequalities 11: Sustainable Communities	Human rights: Public services treat people with decency and respect & Quality of public services

Review internal communications	Accessible team communications systems	January 2025 (ideally comms role is filled)	Changes to internal communications:	3: Good health & wellbeing 10: Reduced Inequalities	Human rights: Public services treat people with decency and respect & Quality of public services
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People of all ages and abilities working side by side in the ceramics hand-building studio.



People

Theme: Data Assessment & Equalities Monitoring

Objective: Collect meaningful data to improve our understanding of who we engage and to support future programming and strategic decisions. Create systems for the safe storage of this data so that it builds a long-term assessment of who we connect with.

Task	Target	Timescale	Measure & Accountability	UN's Sustainable Development Goals	SG's National Performance Framework
Review class subscribers, participants and attendances and analyse data	Snapshot EDI and demographic profile of service users created as baseline in 2024	August 2024 August 2025	Completed annual survey:	SDG 5 Gender Equality SDG 10 Reduced inequalities	CULTURE: - Attendance at Cultural events or places of culture - Participation in a cultural activity
Collect equalities data for staff, interns and board members	Ensure diversity and representation within FAC Staff Team and Board	August 2024 August 2025 August 2026 Review	Completed annual survey:	SDG 5 Gender Equality SDG 10 Reduced inequalities	HUMAN RIGHTS: - Influence over local decisions - Quality of Public Services
Inform marketing, communication and accessibility strategy and design plans for targeting underrepresented groups	Improve class attendance and community engagement/participation from underrepresented groups based on 2024 baseline profile by agreed %	January 2025	New communications plan:	SDG 5 Gender Equality SDG 10 Reduced inequalities	CULTURE: - Attendance at Cultural events or places of culture - Participation in a cultural activity COMMUNITIES: Places to interact

<p>Support tialt’s ongoing research and evaluation of community consultation process</p> <p>Launch tialts ‘new process</p>	<p>A new community consultation plan that responds to the three themes</p>	<p>Research Oct-Nov 2024</p> <p>Assess Dec-Feb</p> <p>Implement Mar onwards with regular review and reassessment</p>	<p>Tialt community consultation:</p>	<p>3: Good health & wellbeing</p> <p>4: Quality education</p> <p>11: Sustainable cities & communities</p> <p>5: Gender equality</p> <p>10: Reduced inequalities</p>	<p>CULTURE:</p> <ul style="list-style-type: none"> - Attendance at Cultural events or places of culture - Participation in a cultural activity <p>COMMUNITIES:</p> <p>Places to interact</p>
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Provocations from Young Care Makers Club, led by Max Alexander of Play Radical and Ruby Pester.



People

Theme: Training

Objective: The team will participate in training to meet the needs of our community and create as safe a place as possible that warmly welcomes everyone.

Task	Target	Timescale	Measure & Accountability	UN's Sustainable Development Goals	SG's National Performance Framework
Undertake an audit of current policies and procedures in line with Sentient Garden themes	Employment/appointment of artists and staff procedures reviewed through lens of EDI Review existing procedures, such as Capability & Flourishing Plan and Fair Work Action Plan	Spring 2025	Annual review of staff handbook, operation and H&S manual, and Fair Work Action Plan complete:	SDG 3 Good Health and Wellbeing SDG 8 Decent Work and Economic Growth	HUMAN RIGHTS: - Influence over local decisions - Quality of Public Services HEALTH - Mental wellbeing FAIR WORK AND BUSINESS: - Employees on the living wage - Contractually secure work - Employee voice
Undertake an EDI training needs analysis with all staff, volunteers and board members, with specific reference to EDI aims and themes	Training needs analysis FAC Director 121s EDI Policy Working Group	October 2024 (To be reviewed bi-annually)	Scheduled 121s and completed action plans: Quarterly EDI WGs: Schedule training:	SDG 3 Good Health and Wellbeing SDG 8 Decent Work and Economic Growth	HUMAN RIGHTS: - Influence over local decisions - Quality of Public Services HEALTH - Mental wellbeing
Create and deliver a annual programme of staff development opportunities	All staff, tutors, associate artists undertake relevant diversity training within 2024	July 2025 Annually	Schedule training: Embed annual review:	SDG 3 Good Health and Wellbeing SDG 8 Decent Work and Economic Growth	HUMAN RIGHTS: - Influence over local decisions - Quality of Public Services HEALTH - Mental wellbeing

Identify any additional funding needed for training programme	Funding for training secured from DTAS, FVVA and Fife HSCP	October 2024/5/6 Annually	Report to funder:	SDG 8 Decent Work and Economic Growth	EDUCATION - - Workplace learning
Engage in partnership with Fife Health and Social Care Partnership to access and support EDI Awareness Training	Undertake 3x training events with Fife HSCP in 2024	2025-2026	Report to funder:	SDG 10 Reduced Inequalities SDG Partnerships for the Goals	HUMAN RIGHTS: - Influence over local decisions - Quality of Public Services HEALTH - Mental wellbeing

Participants at On The Table community meal playing in the sunshine.



Place

Theme: Accessibility

Objective: The team will participate in training to meet the needs of our community and create as safe a place as possible that warmly welcomes everyone.

Task	Target	Timescale	Measure & Accountability	UN's Sustainable Development Goals	SG's National Performance Framework
Engage with P.A.M.I.S. to undertake a physical accessibility review of Forgan Arts Centre	Use P.A.M.I.S. report as basis of action plan to address physical accessibility issues including; signage, access and egress	Evaluation report May-July 2025	Accessibility study signed off by Board:	SDG 10 Reduced inequalities	HUMAN RIGHTS: -Public services treat people with decency and respect
Establish an EDI Leaders across teams (they may represent the EDI working group)	Designated person to track and maintain EDI commitments across all work streams	May 2025		SDG 10 Reduced inequalities	HUMAN RIGHTS: -Public services treat people with decency and respect
Ensure accessibility is a standing consideration within all capital works planning through accessibility champions representatives convened by theme lead	Accessibility central to capital planning and funding applications	May 2024 and ongoing	Capital plans signed off by: - Sentient Garden working group - EDI working group	SDG 10 Reduced inequalities	HUMAN RIGHTS: -Public services treat people with decency and respect

Review all classes in terms of costs and cost of living crisis	Work with Fife Council colleagues towards ensuring people on low incomes can access and participate in activities. Improve % of those participating in activities and events from communities experiencing multi levels of deprivation	Review of classes and activity costs - programming team monthly Annual assessment and comparison exercise	Diversity of participants:	SDG: No poverty SDG 3: Good health and wellbeing SDG 10: Reduced inequalities	POVERTY: - Wealth inequalities - Cost of Living CULTURE: - Attendance at Cultural events or places of culture - Participation in a cultural activity
Develop a relationship with community access team, partner third sector organisation and pool of volunteer drivers	Improve active travel Reduce number of car journeys to FAC	2024-2026	Diversity of participants: CO2 footprint reduction?:	SDG 11 Sustainable cities and communities SDG 13 Climate action	COMMUNITIES: - Access to green and blue spaces - Places to interact POVERTY: - Wealth inequalities - Cost of living
Review all signage within FAC promoting inclusion and diversity	For H & S, navigation and clarity in spaces, ensure that all communications within FAC building are inclusive, accessible and welcoming to all	Review of all signage throughout buildings September-October 2024 Report for FAC Core Team and recommendations	Diversity of participants:	SDG Gender Equality SDG 10 Reduced inequalities	HUMAN RIGHTS: - Influence over local decisions - Quality of Public Services

		Review and adaptations made December 2024 - February 2025			
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Amy Hollinshead performing with Fleur Darkin/Presence Projects at Lughnasadh.



Place

Theme: Policy & Procedures

Objective: Our policies and procedures will embody equity, exceeding legislative recommendations, and being actively anti-ableist, anti-racist, and supporting good mental wellbeing.

Task	Target	Timescale	Measure & Accountability	UN's Sustainable Development Goals	SG's National Performance Framework
Desk based research and review of policy.	A global view of the policies and procedures that support team and work and how they meet current EDI aims.	Spring 2025	Conclusion:	3: Good health & wellbeing 4: Quality education 11: Sustainable cities & communities 5: Gender equality	HUMAN RIGHTS: -Public services treat people with decency and respect EDUCATION - Workplace learning
Desk based research to identify new practices and approaches that are non-ableist, anti-racist, and support gender equality.	An understanding of best practice in terms of policies and procedures	Autumn 2025	Conclusion:	10: Reduced inequalities 13: Climate Action	HUMAN RIGHTS: -Public services treat people with decency and respect EDUCATION - Workplace learning
Undertake updates of processes and policies and assess impact on organisational finance and structure	Assess implementation	Spring 2026	Conclusion:		HUMAN RIGHTS: -Public services treat people with decency and respect EDUCATION - Workplace learning
Implementation	New policies	Winter 2026	TBC	3: Good health & wellbeing 4: Quality education	HUMAN RIGHTS: -Public services treat people with decency and respect
Publish these policies and procedures and	A community with a shared understanding	Spring 2027	TBC		

actively share with communities.	of collective best practice.			11: Sustainable cities & communities	EDUCATION - Workplace learning
Align policy and processes with team and community training programme	Embed policies across organisation.	Across 2027, completed by Sept. 27.		5: Gender equality 10: Reduced inequalities	POVERTY: - Wealth inequalities - Cost of living

Participants of Alternative (art) School with artist Jek McAllister.



Policy Development Checklist

TASK	DATE	COMPLETE
EDI Policy Working Group scoping (PWG)	February 2023	X
Representative working group identified	February 2023	X
First PWG briefing meeting	April 2023	X
Follow up research	April-May 2023	X
Second PWG Meeting	June 2023	X
S.W.O.T. Analysis	June 2023	X
Key objectives identified for 2023-24	September 2023	X
Draft EDI Action Plan Developed	September - October 2023	X
Action Plan reviewed by PWG	October - November 2023	X
Draft EDI Action sent to FAC Board	April 2023	X
Agreed FAC EDI Action Plan adopted		
Reporting milestones agreed		
EDI Action Plan Objectives reported at FAC Board Meetings		
Mid-Year Report		
Year End Report		

Template Equalities Monitoring Form

Please help us to monitor the equality of opportunity at Forgan Arts Centre by answering the following questions. Your answers are confidential and anonymous and will not be used in connection with your application, expression of interest, or communication with us. The completion of this form is voluntary, you do not have to complete if you don't want to. If you are not comfortable answering a question, please select the 'prefer not to answer' option. Where appropriate, please select multiple boxes which apply.

Please place an 'X' in boxes where you'd like to select an answer.

1. Where did you see this opportunity advertised?

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2. What age bracket do you fall into?

16-24	<input type="checkbox"/>
25-44	<input type="checkbox"/>
45-65	<input type="checkbox"/>
65+	<input type="checkbox"/>
Prefer not to say	<input type="checkbox"/>

3. What is your ethnic origin?

Arab/Arab Scottish/Arab British	<input type="checkbox"/>
African/African Scottish/African British	<input type="checkbox"/>
Asian/Asian Scottish/Asian British	<input type="checkbox"/>
Black/Black Scottish/Black British	<input type="checkbox"/>
Caribbean/Caribbean Scottish/Caribbean British	<input type="checkbox"/>
Chinese/Chinese Scottish/Chinese British	<input type="checkbox"/>
Gypsy/Traveller	<input type="checkbox"/>
Mixed or Multiple Ethnic Groups	<input type="checkbox"/>
White	<input type="checkbox"/>
Other, please indicate:	<input type="checkbox"/>
Prefer not to say	<input type="checkbox"/>

4. What is your gender identity?

Agender	<input type="checkbox"/>
Woman	<input type="checkbox"/>
Man	<input type="checkbox"/>
Non-binary	<input type="checkbox"/>
Other, please indicate:	<input type="checkbox"/>
Prefer not to say	<input type="checkbox"/>

5. What is your sexual orientation?

Asexual	<input type="checkbox"/>
Bi/pansexual	<input type="checkbox"/>
Gay	<input type="checkbox"/>
Lesbian	<input type="checkbox"/>
Heterosexual	<input type="checkbox"/>

Other, please indicate:	
Prefer not to say	

6. Do you consider yourself to be disabled under the Equality Act 2012?

A disabled person is defined under the Equality Act 2012 as someone with a physical or mental impairment which has a substantial and long-term adverse effect on that person's ability to carry out normal day-to-day activities.

Yes	
No	
Do not know	
Prefer not to say	

7. Are you married or in a civil partnership?

Yes	
No	
Prefer not to say	

8. Do you have caring responsibilities?

No	
Primary carer of a child (under 18)	
Primary carer of a disabled child (under 18)	
Primary carer of a disabled adult	
Primary carer of an older person	
Secondary carer	
Prefer not to say	

9. What is your postcode?

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Thank you for completing this form.