

EQUITY, DIVERSITY, AND INCLUSION POLICY

2021-2024



‘Everyone has the right to freely participate in the cultural life of the community, to enjoy the arts and to share in scientific advancement and its benefits.’

Universal Declaration of Human Rights (Article 27:1)

COMPANY STATEMENT

Grid Iron is committed to producing exciting new ensemble work across Scotland and beyond in a variety of spaces and locations, with a special commitment to accessibility, entertainment, and innovation. We operate a cross-disciplinary, collaborative structure that allows the involvement of artists and production crew from various media at all stages of the creative process. Grid Iron recognises the need for professionalism in business practice, an attitude embodied in the practical and artistic collaboration of producer and director.

Our Vision for Equity, Diversity, and Inclusion (EDI)

Grid Iron is committed to creating, programming, and supporting the development of work from a diverse community of artists, for a diverse audience in a variety of accessible forms. We are committed to a policy of equal opportunities in employment and integrated casting in which individuals are selected and treated based on their relevant merits and abilities regardless of age, disability, gender reassignment, ethnic diversity, religion/belief or lack of any religion/belief, sex/gender, sexual orientation, pregnancy and parenting, marital/civil partnership status or socio-economic deprivation and are given equal opportunities within the company. Equality equals quantity, whereas equity equals quality. The aim of this policy is to ensure that no job applicant, employee, freelance worker, audience member, project participant or trustee receives less favourable treatment on grounds related to any protected characteristic; and will work to remove all barriers to equity of opportunity. Grid Iron monitors all recruitment processes, and this policy is reviewed biennially by the Board of Grid Iron ensuring that the company is fully compliant with the legal requirements of the Equality Act 2010. The EDI Action Plan is reviewed annually.

Company Policy Statement

- Grid Iron is committed to a policy of Equity, Diversity, and Inclusion.
- Grid Iron is committed to equity of practice, ensuring fairness, impartiality and even handedness in our work.
- Grid Iron provides a safe and positive working environment and expects the same from collaborators, co-producers, and venues
- Grid Iron actively supports colleagues in the event of racist and discriminatory reviews or press
- Grid Iron has a zero-tolerance of racism, bullying and discrimination of any kind.
- Grid Iron has a commitment to providing opportunities for theatre workers early in their careers.
- Grid Iron aims to provide strong roles for women on and off stage.
- Grid Iron operates a Respect and Dignity at Work Policy



ADMINISTRATION

The EDI Action Plan will be monitored by senior management on a regular basis. EDI is a standing agenda item for the Board of Trustees' quarterly meeting. All employees, freelance workers, project participants and trustees will be provided with our Company Handbook which includes our policies including EDI and Respect and Dignity at Work.



Grid Iron's commitments in administration include:

- Reviewing the composition of the staff and analysing audience profiles whenever possible.
- Reviewing ticket prices so as not to discriminate on socio-economic grounds.
- Advertising vacancies, where applicable, including a statement on equity, diversity, and inclusion.
- Reviewing annually, or when new legislation requires, the company's policies and handbook.
- Completion of the Annual Statistical Survey for Creative Scotland.

ARTISTIC DEVELOPMENT

Grid Iron is committed to creating, programming, and supporting the development of work from a diverse community of artists, for a diverse audience in a variety of accessible forms. Grid Iron creates work that does not discriminate on grounds related to any protected characteristic (age, disability, gender reassignment, ethnic diversity, religion/belief or lack of any religion/belief, sexuality, sexual orientation, pregnancy and parenting, marital/civil partnership status or socio-economic deprivation). Grid Iron is an ITC Ethical Manager and an accredited Living Wage Scotland Employer.

Integrated Employment

ITC's policy of 'Casting irrespective of skin colour or disability' was agreed in 1983 (and expanded in 1986) when it was seen as part of ITC's continuing work to develop equal opportunities and to translate them into action. It is intended to provide a practical and helpful framework for action that enriches and broadens the scope of the work produced by ITC companies.

Theatre is a powerful and very visual means of communication. The images of theatre reflect, and in turn affect, our society, and our culture. and brings with it responsibility. We have a responsibility to reflect the multiracial and many faceted natures of our society and to break down traditional barriers and restrictive attitudes based on age, disability, gender reassignment, ethnic diversity, religion/belief or lack of any religion/belief, sexuality, sexual orientation, pregnancy and parenting marital/civil partnership status or socio-economic deprivation.

- Grid Iron's objective when casting and the assembly of production and creative teams for a project will be for the company to reflect the composition of society in terms of race, sexuality, sexual orientation, and disability.
- The principal criteria for selecting an individual will be the person's ability to fulfil the role/task(s) irrespective of his/her/they sexual orientation, ethnicity, ethnic diversity or disability.
- Grid Iron's integrated casting will promote positive images and not perpetuate traditional stereotypes of ethnic diversity, disability, sexuality and sexual orientation. Writers, directors, designers, and all those involved in the devising process will be made aware of their responsibilities in this respect.
- Integrated casting will form part of Grid Iron's active EDI policy and practice.
- In Creative Scotland's "Understanding Diversity in the Arts Survey Report" 2017 it was found that key barriers to career progression were:

Adopted July 2007

Reviewed December 2022

- 76% cited economic barriers
- 68% cite lack of connections as a barrier
- 56% cite gender; 44% of women cite gender; 12% of men cite gender; as a barrier
- 50% cite ethnicity as a barrier
- 43% cite disability as a barrier
- 3% cite sexuality and sexual orientation as a barrier



COMMUNICATION

Grid Iron recognises that it has sometimes failed to communicate the achievements we have made regarding Equity, Diversity and Inclusion and will rectify this to ensure that our message is more widely available to our employees, freelance workers, project participants and particularly our audience members.

Grid Iron's commitments through communication include:

- Our website to include our Equity, Diversity, and Inclusion Policy.
- Using social media to promote events and show how audiences can access opportunities.
- Using BSL promotional videos and audio flyers.
- Including an equity, diversity, and inclusion statement on out-going email correspondence.

EDUCATION

Grid Iron will work with schools, colleges, and universities to strengthen co-operation, develop skills, and provide employment opportunities.

Equity Safe Spaces Statement

“Every single one of us working on this project is entitled to work in a safe space: a space free of fear, a space free of bullying and harassment of any kind. We will work together honouring our differences and celebrating the gifts we each bring to the table. We will treat one another with respect at all times and, if we are subjected to or witness bullying and harassment, we will speak out knowing that our voices will be heard, and we will be taken seriously. Together we can create a Safe Space.”

Written by Maureen Beattie

GRID IRON EDI SWOT ANALYSIS 2021-2024



Strengths	Weaknesses
<ul style="list-style-type: none"> • Diverse Artistic Programme with specific focus • Track record of diverse casting. • Providing support for parents and carers in the industry • High standards of audience care and accessibility • High standards of employee care • Strong social media presence (Twitter and Facebook) • Equity, Diversity, and Inclusion Action Plan reviewed annually • Grid Iron Board identify as 57% (4) male 43% (3) female • Grid Iron’s senior management team identify as 100% female • Grid Iron’s artistic direction team identify as 50% female; and full time staff identify as 100% female • Annual collection and monitoring of EDI data • Grid Iron is an ITC Ethical Manager and uses ITC/Equity and SSP contracts • Grid Iron is an accredited Living Wage Scotland Employer • Grid Iron has a designated Trustee with EDI responsibilities 	<ul style="list-style-type: none"> • Audience access (site responsive theatre – outdoor spaces and older buildings with difficult access) • Accurate audience statistics; especially with GDPR(UK) restrictions and using outside box offices. • New writing and devised work can be difficult to provide with BSL, captioning and audio described performances • EDI data gathering from audiences
Opportunities	Threats
<ul style="list-style-type: none"> • Collection of audience data from box office, social media, and mailing list information • Continue to develop our accessibility by developing our integral use of BSL interpreting, captioning and audio-description of productions and programmes etc.; increasing rehearsal time to accommodate • Increase diversity on Board by filling skills gap • Provide strong roles for women both on and off stage • Develop relationships with diverse groups on the local community • Ensure senior managers commit to EDI Policy and Action Plan to ensure equity of opportunity • Auditions to be held remotely, in multiple locations and accessible venues 	<ul style="list-style-type: none"> • Increased cost of providing physical access to difficult spaces • Increased cost and increased length of development/rehearsal time needed to provide signed, captioned and audio described performances • Difficulty in accessing or attracting skilled employees from groups with protected characteristics • Increased cost of auditioning outside Scotland, if necessary, to ensure diversity in professional and creative teams and casts



GRID IRON EDI ACTION PLAN 2021 – 2024 (revised annually)

Objective	Actions	Responsibility	Completion Date	Impact
Increasing equity and diversity in audiences and within staff, freelancers etc	<p>Undertake an annual equity impact assessment</p> <p>EDI to be a standing agenda item at every Trustees' meeting</p> <p>Undertake post-production assessment against our EDI Action Plan with senior team</p> <p>Include a 1% EDI allowance across budgets</p> <p>Provide staff who are front facing with anti-racism training that includes unconscious bias training and Bystander training.</p> <p>Create and implement statements of inclusions for ethnically diverse audience cultural practices</p>	F&D Manager/Chief Executive/Board of Trustees	2021/2024	<p>The results will inform the annual review of the EDI Action Plan</p> <p>Provide a welcoming atmosphere for all audience members and ensure they are treated with dignity and respect</p>
Develop recruitment procedures	<p>Implement blind recruitment practices in our application process</p> <p>Use local employment schemes to increase applications that reflect the demography of local communities</p> <p>Ensure all staff roles have a minimum 6-week window for applications</p> <p>Research pronunciation of names and preferred pronouns in advance of interview and use appropriately at interview</p> <p>Adhere to ITC/Equity's policy of integrated casting</p> <p>All job descriptions and person specs to ask for evidence of transferable skills, not 'years of experience'</p>	F&D Manager/Chief Executive	2022	<p>Remove unconscious bias in the application process</p> <p>Staff to reflect our local community</p> <p>Provide opportunities to a diverse workforce</p> <p>Make the interview process more welcoming</p> <p>Make auditions safe and welcoming</p> <p>Open opportunities for diverse workforce</p>
Develop new start procedures	<p>For all staff and freelancers, provide in-person introductions, led by senior management</p> <p>Induction to take place prior to commencing work duties</p> <p>No unpaid internships lasting more than 1 week</p> <p>Tech schedules arranged to allow for check-in at accommodation</p> <p>Free tickets provided to staff</p> <p>Provide the Company Handbook to all staff, freelancers, and new colleagues</p>	Senior Management / Production Manager	2022	<p>Create a welcoming and inclusive workplace</p> <p>New colleagues will be familiar with all procedures prior to starting (including complaints procedure)</p> <p>Valued workforce</p> <p>All colleagues to be treated with respect and dignity (see our Respect and Dignity at Work Policy)</p>
EDI good practice	Safe Spaces statement will be read at all first rehearsals, board and staff meetings	Producer	Ongoing	Zero tolerance to reported racism, harassment or bullying

	<p>Ensure all staff are clear about how to cascade complaints</p> <p>Provide specialist care and expertise in styling and consultation on black hair and makeup when required</p> <p>Provide BSL interpreters in all meetings when required</p>			
Development of new emerging talent	<p>Continue to link with schools and colleges to encourage and develop links with emerging talent through talks and visits by our Artistic Directors and Producer.</p> <p>Collaborate with Edinburgh College on the end of year PASS project, under Covid restrictions, providing mentors and digital support to enable their showcase to be available for digital viewing and to give each student their piece for distribution to agents etc. this will be an ongoing partnership.</p> <p>Set up of a digital video conferencing system</p>	Producer	2021/2024	<p>5 visits per year (either digitally or in person) by each of our Artistic team to colleges e.g. Edinburgh College; RCS</p> <p>At least 30 students supported in their end of year showcase</p> <p>Meetings and auditions can be held digitally so making them more accessible both because of distance to travel and because the office is on the second floor.</p>
Increase our provision of BSL interpreted and accessible performances and information building on past successes.	<p>Approach each production with accessibility at the forefront of all production planning</p> <p>Ensure all venues are wheelchair accessible and have designated areas providing unrestricted views</p> <p>Provide captioned, integrated BSL and audio described performances if possible</p> <p>Provide BSL interpreted and audio marketing material via social media including, but not limited to, our website, Facebook and Twitter</p> <p>Increase accessibility of our website</p> <p>Where possible provide relaxed performances</p>	Producer	Ongoing	<p>Accessibility to be addressed from the earliest planning and budgeting stages with 1% accessibility in each department</p> <p>Wheelchair accessibility assessed at recce visits ensuring unrestricted views, providing equity of opportunity on 75% of performances</p> <p>2 captioned performance per production</p> <p>2 BSL interpreted performances per production</p> <p>Aim to provide 1 relaxed performance per production</p> <p>All productions to have accessible marketing material providing equity of opportunity working with a web designer to make information accessibility</p>
Increase diversity in our board	<p>Identify skills gap and aim to recruit a trustee who can address the identified skills gap(s) whilst also diversifying the board with regard to characteristics and the Scot Gov target of 50/50 female representation on Boards</p>	Chief Executive	2024	<p>Conduct a board audit and recruit a new trustee</p>
Support strong roles for women	<p>Continue to build on ensuring strong roles for women both for full-time staff (currently 100%) and in freelance project staff.</p>	Producer	Ongoing	<p>All female senior management team and strong representation on all creative teams</p>



GRID IRON EDI RISK ANALYSIS

Risk factor scores of:

5 to 10 - low level risks - acceptable

11 to 15 - medium level risks - requiring attention

16 to 25 - high level risks – requiring immediate attention

Risk	Likelihood	Impact	Score	Action Required to mitigate risk
Failure to increase diversity in audience	2	5	10	Work with local communities to ensure local demographic is represented both in audience and in colleagues
Fail to deliver interpreted performances and marketing materials	1	4	4	In contracts ensure that provision is made for accessible performances working with the Producer and Director tasked with facilitating necessary rehearsal time. Budgeting for a social media marketing position for each production who is tasked with production of audio flyers and interpreted promotions.
Failure to implement EDI and Respect and Dignity at Work	1	5	5	Designated Trustee to work with Board of Trustees and Chief Executive to ensure implementation
Failure to support strong roles for women	1	5	5	Producer will ensure that the provision of strong roles for women is embedded into all projects covering permanent and freelance employees
Inability to find suitably diverse practitioners in Scotland and resultant extra cost of recruiting from outside	5	3	15	Allow for remote first auditions and meetings; including production meetings e.g., setting up video conferencing for professional use in the office.