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# **Anti-Racism Action Plan**

December 2021

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The Black Lives Matter movement has demonstrated the urgent need for us to take action in proving our commitment to ending racism in all its forms.

Since June 2020, when we published a statement acknowledging our failure to be an actively anti-racist organisation, we have worked with stakeholders, staff, trustees, partners and advisors to create this first-step anti-racism action plan for Chapter.

We understand that the work of being an anti-racist organisation is long-term and that it must be based on consistent and meaningful dialogue, relationships and action. As such, this is a dynamic document, and we commit to reviewing and updating our planned actions twice a year as we continue to work with individuals, partners, organisations and artists.

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## Action Plan

We started work on our action plan in Autumn 2019 as part of our commitment to creating a more equitable and inclusive arts organisation for our team and the artists and communities with whom we work.

We will now commit to move forwards with transparency about our plans and intention to take action. This is how we, as an organisation, individuals, staff and trustees, develop our knowledge and commitment to learn, reflect and make an active contribution to the change that we want to see in our organisation and communities.

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## Staff and Board recruitment

**We are still a predominantly white institution, and we acknowledge that the makeup of our staff, volunteers and Board of Trustees does not mirror our local communities.**

**1. ACTION:** Commit to undertake an audit with our Board of Trustees. This will include refreshing the terms of length of service for future recruitment. This review will prioritise diverse representation at board level. We aim to increase the number of Black, Asian and Minority Ethnic people on our board by at least 2 in the next 6 months. This will take us to a minimum of 25% representation at board level.

**TIMESCALE:** audit and review completed February 2022.

**2. ACTION:** Develop our staff and board recruitment strategies to ensure that we reach a diverse range of candidates to access opportunities. This includes a review of barriers, where we advertise our opportunities and other strategies to ensure we are able to build a diverse workforce. This work will be steered by our Diversity and Inclusion panel which is made up of staff from all areas of the organisation and at all levels, including trustees. The panel is convened by our Deputy Director who is the identified Diversity and Inclusion Champion for the organisation. We will invite an additional member of staff with lived experience to co-chair the panel. Where this is not possible, we will co-opt an independent individual with lived experience to co-chair.

**TIMESCALE:** review strategies immediately and quarterly at board meetings. To hold our first D&I Panel meeting in December 2021 and quarterly thereafter, to report to board.

**3. ACTION:** applications will be anonymised for assessment, and an equal opportunities monitoring form will be included with all application forms. Records of all interview processes and selection panel members will be retained for 6 months post interview date. All data collected will be handled in accordance with our data protection policy which can be found at [chapter.org/privacy](http://chapter.org/privacy).

**TIMESCALE:** immediate.

**4. ACTION:** ensure that there is at least one Black, Asian or Minority Ethnic person on the interview panel for every role we advertise.

**TIMESCALE:** immediate.

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## Staff and Board Training and Safeguarding

**1. ACTION:** implement a programme of mandatory staff and board learning and training, and we will recommend attendance by volunteers including our Young Programmers group. This will include anti-racism and unconscious-bias training. Our target is a minimum of two externally-led training events each year. Our target for 2021-23 is that 95% of our staff and trustees, and 70% of our volunteers, will have attended this training.

**TIMESCALE:** immediate.

**2. ACTION:** create an in-venue and (where possible) digital library of reading and resources that can be accessed by our staff, trustees and volunteers. We will actively encourage all of our personnel to commit to individual anti-racist learning.

**TIMESCALE:** Personnel are encouraged to undertake their own learning and dialogues with immediate effect. We opened the staff library and learning resource in April 2021.

**3. ACTION:** introduce a Code of Conduct to be shared with all of our staff, partners, collaborators, trustees and volunteers. This will include a clear protocol for complaints and concerns to ensure that we minimise harm to Black, Asian and Minority Ethnic people.

**TIMESCALE:** December 2021 and reviewed by the D&I Panel and board twice a year.

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## Programme

**Chapter will champion and promote the strength and diversity of work being produced and presented in and from Wales, to ensure that we better reflect the world in which we live. We are committed to breaking down barriers to attendance, increasing participation in the arts and being embedded within the communities that we aim to serve.**

**1. ACTION:** collaborate with a more diverse range of Black, Asian and Minority Ethnic artists, curators and practitioners across all artforms. Their work will not be 'strands', but will be part of our core programme - front and centre. We commit that our artistic programme will better reflect the community in which we live and will ensure that there is a minimum of 25% Black, Asian and Minority Ethnic practitioners, curators, makers, artists, actors on-screen and creatives behind the lens.

**TIMESCALE:** this work will start immediately, and we aim to reach or exceed this target by November 2022. We will review progress against target in December 2022.

**2. ACTION:** work proactively to seek out local, national and international partnerships that underpin our commitment to work with a more diverse range of artists and to build an equitable cultural offer.

**TIMESCALE:** immediate.

**3. ACTION:** offer our support by providing access to our resources, equipment and spaces. This includes a commitment to provide one studio space that will be available for short-term residency opportunities (up to 12 months each), with free studio space and mentoring, for Black, Asian and Minority Ethnic practitioners. Where it is not possible to identify a mentor from existing staff or board, we will commit to pay for or second an external mentor. Where the mentoring relationship is not effective or successful the resident will be supported by the Deputy Director to extricate the relationship and to identify a new mentor together. The opportunity for studio space will be advertised.

**TIMESCALE:** The studio will be available from April 2022.

**4. ACTION:** where artist-opportunities are advertised as open-call we will ensure that at least one Black, Asian and Minority Ethnic person is on the selection and/or interview panel. Applications will be anonymised for

assessment and an equal opportunities monitoring form will be included with all application forms. Records of all interview processes and selection panel members will be retained for 6 months post interview date. All data collected will be handled in accordance with our data protection policy which can be found at [chapter.org/privacy](http://chapter.org/privacy).

**TIMESCALE:** immediate.

**5. ACTION:** offer our R&D spaces (Theatre, Stiwidio Seligman, Peilot) for free or at a reduced rate for Black, Asian and Minority Ethnic artists and groups. We aim for 20% of use of these spaces to be offered free of charge in this way by October 2022; 20% to be offered at a reduced charitable rate by October 2022.

**TIMESCALE:** immediate.

**6. ACTION:** engage more actively with Black, Asian and Minority Ethnic communities outside of our venue. We will look to advertise a permanent post by April 2022 who will collaborate and engage with groups with protected characteristics to increase participation and engagement by 25% by August 2022.

**TIMESCALE:** immediate.

**7. ACTION:** encourage participation by reducing economic risk for those who are unable or unused to prioritising spend on cultural experiences. This will include a review of programme ticketed pricing, concessionary offers and increase in Pay What You Decide and free activity.

**TIMESCALE:** new pricing structure implemented June 2022.

**8. ACTION:** ensure Black, Asian and Minority Ethnic artists and arts professionals are part of designing and delivering our evaluation and review process.

**TIMESCALE:** immediate.

**9. ACTION:** we will evaluate and publish our performance on an annual basis.

**TIMESCALE:** this will be made public in December each year, starting in 2022

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## Building and Social Space

**1 ACTION:** offer our regular hire spaces at a reduced rate for Black, Asian and Minority Ethnic artists and groups. We aim for 20% of use of these spaces to be offered at a reduced charitable rate by November 2022.

**TIMESCALE:** immediate.

**2. ACTION:** actively diversify our suppliers to support Black, Asian and Minority Ethnic-owned businesses, particularly from Wales. We aim for 20% of our suppliers to be from Black, Asian and Minority Ethnic business by November 2022.

**TIMESCALE:** immediate.

**3. ACTION:** provide a space or spaces for prayer to be available between the hours of 8.30am and 10pm daily. We will consult with Black, Asian and Minority Ethnic organisations to ensure that we are able to accommodate the range and scope of specific requirements across this commitment.

**TIMESCALE:** April 2022.

**4. ACTION:** expand the menu in the café to provide a wider range of products to engage more groups. For example, to create halal offers and specials, a larger range of soft drinks, etc.

**TIMESCALE:** immediate.

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These initial commitments are just the start, and we know that we need to do more.

We also recognise that continued and committed change needs to come from across the organisation and to be informed by the experiences and views of all of our staff, trustees, artists, partners and audiences. We are open to feedback so that we can continue to reflect, learn and improve on our work as an anti-racist organisation.

If you would like to get in touch, please email [enquiry@chapter.org](mailto:enquiry@chapter.org) and we will get back to you.