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**Yorkshire
Artspace**

Equity, Diversity and Inclusion Policy

POLICY STATEMENT

Yorkshire Artspace is committed to inclusion, diversity and equity in all our activities, recognising that creativity, innovation, financial sustainability and sound decision-making are improved by diversity.

We will foster an inclusive culture where all aspects of diversity are celebrated and seen as key to our – and everyone's – ability to succeed and flourish.

We are committed to building a more equitable and diverse community – artists, makers, team, trustees, and partners – and creating an inclusive environment where anyone, from any background, can develop their talents, do their best work and realise their full potential. We believe 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 Cause:

Yorkshire Artspace exists to find and nurture talented artists and makers in all their diversity, support their professional careers and offer creative opportunities to people in Sheffield.

Diversity and inclusion are matters of social justice. We recognise that we live in a society characterised by structural injustices, including systemic racism, ableism and gender inequality. We recognise that talent and potential are distributed across the population but are often unequally recognised due to structural inequalities. Tackling systemic barriers as they present in our work requires conscious, committed action.

It is our ambition and intention to embody the highest standards of practice to stimulate, promote and celebrate diversity in our community.

AIMS

- Open up access to a successful professional career in visual art and craft to everyone with talent
- Actively address structural barriers, including systemic racism and socio-economic barriers
- Promote and celebrate the diversity of the community of artists and makers at Yorkshire Artspace
- Continually deepen our learning and evolve our understanding of diversity and inclusion
- Build a more diverse, inclusive and cohesive community: artists, makers, team, trustees, partners

To achieve our aims, we will review the policy every three years and produce a detailed plan every year, encompassing all areas of our work.

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We endeavour to be honest and hard-working in our commitment to diversity and inclusion. We know that every organisation and every individual is at a different point in their understanding, knowledge and lived experience. We are committed to continual learning as we can always do better.

RESPONSIBILITIES

The Director and Managers of Yorkshire Artspace 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 Equity, Diversity and Inclusivity Action Plan. All Yorkshire Artspace 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 Yorkshire Artspace Staff or Volunteers will be explained. The policy and the performance of the action plan will be reviewed by the Director and a working group of trustees every 6 months and on an annual basis by the Board of Trustees.

SCOPE

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 of socio-economic background, nationality, cultural background, social class, neuro-diversity and employment status. This policy applies to all people working with Yorkshire Artspace in whatever capacity (employee, artist, volunteer, trustee, student, freelancer or contractor). The team at Yorkshire Artspace is required to act to ensure that this policy is effective in ensuring equal opportunities and in preventing discrimination. All staff will be encouraged to consider how equity, diversity and inclusion can add value to their work and will have a related deliverable and/or development objective.

All trustees, employees, volunteers, customers, contractors, consultants and suppliers will be made aware of our policy and are required to adhere to it. The policy will be applied to all areas of the business including:

- The recruitment and employment of staff and the recruitment and involvement of trustees
- The letting of studio space and the provision of all associated services
- The provision of arts education programmes and the selection of artists for exhibitions, commissions and public programmes

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STAFFING, RECRUITMENT AND GOVERNANCE

The aim of the policy is to ensure no job applicant, employee, worker or volunteer (including trustee) is discriminated against either directly or indirectly. Role descriptions and our approach to the advertising of vacancies are adapted and revised to ensure that they are in line with our policy and seen by a wide range of applicants.

Our recruitment commitments:

- All applicants who apply for roles with us will receive fair treatment and will be considered solely on their ability to fulfil the role.
- We will support an inclusive working environment in which no individual feels under threat or intimidated.
- All those involved in the recruitment process will periodically update their own knowledge and awareness of non-discriminatory recruitment processes to ensure they do not unlawfully discriminate.
- Short-listing, interviewing and selection decisions will be carried out by more than one person to mitigate against bias.
- We will interview any candidate who identifies as disabled in our Equal Opportunities monitoring, provided they meet all the essential criteria.
- We will apply a tie-breaker rule to address under-representation within the organisation. If two or more candidates are of equal merit we will take into consideration whether one is from a group that is disproportionately under-represented or otherwise disadvantaged within the workforce.
- We will report on the diversity of staff and Board on an annual basis.

LETTING STUDIO SPACE

The aim of the policy is to ensure no studio applicant or space holder is discriminated against either directly or indirectly. We periodically review our approach to the advertising of studio vacancies and studio selection to ensure that they are in line with our policy, reach beyond our existing mailing list and support our Cause and strategic objectives.

Our studio commitments:

- All applicants who apply for studios with us will receive fair treatment and will be considered solely on the criteria stated.
- We will nurture an inclusive studio environment in which no individual feels under threat or intimidated, including having a robust process for the investigation of bullying or harassment claims between space holders.
- Staff involved in the recruitment process will periodically update their own knowledge and awareness of non-discriminatory selection processes to ensure

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they do not unlawfully discriminate. External selectors will be required to read and abide by this policy.

- Short-listing and selection decisions will be carried out by more than one person to mitigate against bias and any conflicts of interest must be declared, for example where applicants are known to selectors.
- We will apply a tie-breaker rule to address under-representation within the studio membership. If two or more candidates are of equal merit we will take into consideration whether one is from a group that is disproportionately under-represented or otherwise disadvantaged within the membership.
- Capital funding will be sought to enhance disability access at our Persistence Works building.

PROGRAMME

The aim is to ensure that our public programme makes a positive contribution to our goal of increasing access to successful professional careers in visual art and craft to everyone with talent, and plays a significant role in promoting and celebrating the diversity of the community of artists and makers at Yorkshire Artspace.

Our programme commitments:

- Programme opportunities will be carefully curated to connect with and profile artists and communities from as wide a range of lived experiences and backgrounds as possible.
- We will foster programme partnerships that enable us to expand the social impact of our funded programme and reach new audiences.
- We will apply a tie-breaker rule to address under-representation within the programme. If two or more candidates for a developmental opportunity are of equal merit we will take into consideration whether one is from a group that is disproportionately under-represented or otherwise disadvantaged.
- We commit to maintaining bridging space for early career artists and makers, enabling them to access networks of support, mentoring and subsidised studio space.
- Public programmes will remain free to attend and we will endeavour to meet any access requirements where possible.

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EQUITY, DIVERSITY AND INCLUSION ACTION PLAN 2023/24

Our EDI Action Plan will be reviewed on an annual basis by the Director and Board of Trustees. It is informed by where the organisation is now, and what measures are needed to achieve our Equity, Inclusivity and Diversity goals.

Contents

1. People
 - 1.1. Staff recruitment
 - 1.2. Staff
 - 1.3. Trustees
2. Art & Making
 - 2.1. Studio selection
 - 2.2. Space holders / Members
 - 2.3. Artist Development
 - 2.4. Delivery Partnerships
3. Buildings
 - 3.1. Access

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1.0 People

Commitment	Resources	Responsibility	KPIs 2023/24	Impact
<p>1.1 Staff Recruitment</p> <p>Include a statement in all ads, positively encouraging people from diverse backgrounds to apply.</p> <p>Personal Specification will only ask for essential skills or experience.</p> <p>Advertise jobs as widely as possible, and beyond the cultural sector</p> <p>Ensure salary information is clear</p> <p>Use tie-breaker rule in selection</p> <p>Application and interview processes are made more accessible. Any access requests are invited before interview.</p>	<p>Reconsidering charity recruitment language report (Uni of Nottingham) The Consciously Inclusive Manager resource pack (Diverse Matters)</p> <p>Working with community partners and cross-sector networks</p> <p>Salary budget</p> <p>BFI diversity standards</p> <p>Training to raise awareness of bias in recruitment and selection Panel of 2 or more people</p>	<p>Director</p> <p>Director</p> <p>Director</p> <p>Director, trustees</p> <p>Director, panel</p> <p>Director</p>	<p>Job adverts will be reviewed by I&R working group of trustees.</p> <p>Equal opportunities form will be submitted with application form and processed separately to shortlisting, to assess reach of recruitment.</p>	<p>Fair recruitment processes</p> <p>Working towards greater diversity in staff team as job opportunities arise</p> <p>Reducing barriers to accessing a creative industry career</p>
Commitment	Resources	Responsibility	KPIs 2023/24	Impact
<p>1.2 Staff</p> <p>Provide guidance for staff on EDI policy and responsibilities under the law</p> <p>Provide training and other forms of</p>	<p>Up to date EDI policy and action plan</p> <p>Budget for training</p>	<p>Director, I&R working group of trustees</p> <p>Director</p>	<p>EDI policy updated and approved</p> <p>Progress against organisational EDI objectives monitored actively</p>	

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2.0 Art & Making

Commitment	Resources	Responsibility	KPIs 2023/24	Impact
<p>2.1 Studio selection</p> <p>Space is allocated on the basis of the stated criteria</p> <p>Selection panel update their knowledge regarding bias</p> <p>Use tie-breaker rule in selection</p> <p>More than 1 person will make selection decisions</p> <p>Criteria are clearly explained</p> <p>Advertise as widely as possible, and beyond the existing mailing list</p>	<p>Selection process utilised by staff team</p> <p>Training budget</p> <p>Existing process</p> <p>YAS website</p> <p>Studio providers outside Sheffield, art networks, via advocates and HE</p>	<p>Director</p> <p>Director</p> <p>Director</p> <p>Communication and Programme Officer</p> <p>Director, Business Development Manager</p>	<p>Diversity of studio holders will be monitored annually</p>	<p>Excellent artists and makers are selected as studio holders</p> <p>Fair selection process doesn't discriminate on basis of protected characteristics</p> <p>Barriers to successfully negotiating the process are removed</p> <p>Working towards greater diversity in studio holders as opportunities arise</p> <p>Reducing barriers to accessing a creative career in Sheffield</p>
Commitment	Resources	Responsibility	KPIs 2023/24	Impact
<p>2.2 Space holders / members</p> <p>Start work developing a code of conduct to agree processes re. harassment/ bullying</p>	<p>Governance working group of members and trustees</p>	<p>Chair of trustees supported by Director</p>	<p>Code of Conduct drafted</p>	<p>Safe and inclusive working environment and culture, clear exit policies in place</p>
Commitment	Resources	Responsibility	KPIs 2023/24	Impact
<p>2.3 Artist Development</p> <p>Microgrant programme of support supports</p>	<p>NPO programme budget</p>	<p>Programme team</p>	<p>At least 2 of 3 microgrants grants are awarded to artists with protected characteristics</p>	<p>Provide practical support to diverse artists and makers at all career stages</p>



<p>artists self-identifying as facing cultural or socio-economic barriers, or who feel under-represented in visual arts.</p> <p>Silver Fellowships support the business and development of 2 silversmiths</p> <p>Clay Space bridging studio supports early career ceramicists</p>	<p>Radcliffe Trust grant</p> <p>NPO programme budget</p>	<p>Director, Programme Producer</p> <p>Programme Producer</p>	<p>2 Silver Fellowships awarded, with focus on removing barriers</p> <p>4 makers supported in Clay Space, subsidised rate and kiln tech support</p>	<p>1 year free rent in Silver Space for fellows and associated programme of support benefits career progression</p> <p>Makers are supported into independent studio practice</p>
Commitment	Resources	Responsibility	KPIs 2023/24	Impact
<p>2.4 Delivery partnerships</p> <p>Work in partnership with artists and community organisations developing relevant creative programme</p>	<p>NPO programme budget</p>	<p>Programme Producer</p>	<p>Exchange Place summer residency delivered in partnership with The Creator's Hub, Attercliffe</p>	<p>Develop creative opportunities with and for audiences underserved by visual arts in the city, increase programme audience diversity, share access to resources (budget, space, YAS artists) with partner organisations</p>

3.0 Buildings

Commitment	Resources	Responsibility	KPIs 2023/24	Impact
<p>3.1 Access</p> <p>Seek capital funding for improved disability access at Persistence Works</p>	<p>Staff team</p>	<p>Business Development Manager, Director, with support from trustees</p>	<p>Application to ACE Capital fund</p>	<p>Improved ramp access and powered doors to ground floor gallery spaces, removing barriers for wheelchair users</p>



Appendices: Diversity at Yorkshire Artspace

Like many organisations in receipt of regular funding from the Arts Council England, we have gathered and reported on diversity monitoring information about our staff and trustees for a number of years. In 2021 we started to internally gather data on the diversity of the community of people renting studio spaces with us, who make up the creative community at Yorkshire Artspace. This has provided opportunity to reflect on how the diversity of the studio population at YAS relates to Sheffield more broadly, and how the governing body for YAS compares to both the studio community, and the wider population of Sheffield who are the beneficiaries of our charity.

1. Studio holders

This report compares the demographic data of the 2021 census with that collected at Yorkshire Artspace between 2021 and 2023. 82% of studio holders participated in the survey. The next planned survey is for March 2024, which will feature revised questions that more accurately reflect the questions asked by the census and ACE, and include neurodiversity.

Headlines

- 93% of studio holders are white.
- 35% of studio holders are aged 50-64.
- 60% of studio holders are women.
- 77% of studio holders are non-disabled.
- 85% of studio holders are heterosexual.
- We are a predominantly female organisation. 60% of studio holders are women, compared to 51% of people in Sheffield.
- We are welcoming to LGBT+ artists. 6% of studio holders are homosexual, compared to 1.6% of people in Sheffield.
- 93% of studio holders are White, compared to 79% of people in Sheffield. The largest discrepancy is for Asian people: 2.4% of studio holders are Asian, vs 9.6% of people in Sheffield.
- 9% of studio holders are disabled, compared to 21% of people in Sheffield.

Ethnicity	Sheffield	YAS studio holders	+/-
Asian	9.6%	2.4%	- 7.2%
Black	4.6%	2.4%	- 2.2%
Mixed	3.5%	2.4%	- 1.1%
White	79.1%	92.9%	+ 13.8%
Other	3.2%	0%	- 3.2%

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Age ¹	Sheffield	YAS studio holders	+/-
16-24	18%	0%	- 18%
25-34	17%	24%	+ 7%
35-49	22%	25%	+ 3%
50-64	22%	35%	+ 13%
65+	21%	16%	- 5%

Gender ²	Sheffield	YAS studio holders	+/-
Man (inc. trans)	49%	39.5%	- 9.5%
Woman (inc. trans)	51%	59.7%	+ 8.7%
Non-binary	0.13%	0.8%	+ 0.67%
Prefer not to say	-	1.6%	-

Sexuality ³	Sheffield	YAS studio holders	+/-
Bisexual	2%	3%	+ 1%
Heterosexual	88%	85%	- 3%
Homosexual	1.6%	6%	+ 4.4%
Queer	0.1%	0.0%	- 0.1%
Asexual	0.1%	-	-
Pansexual	0.3%	-	-
Prefer not to say	7.9%	7.3%	-0.6%

¹ Our banding is different to that of the Census, with our first two bands being 0-19 and 20-34. For the purposes of this comparison, our data for 20-34 was filed as 25-34. This gives the impression that there are no members aged 20-24, which may not be accurate. It can still be used as a benchmark to represent our youngest members.

65+ is noted as an area for improvement as this lower statistic may be reflective of there being fewer opportunities for artists in later life.

² The data available to us does not provide useful insight into the percentage of trans artists within our membership, as the questions we used at the time (informed by ACE) did not make this distinction. In the next round of surveying, we will ask whether members' gender aligns with the sex they were assigned at birth (as has been adopted by the Census and ACE).

³ Our survey did not include options for asexual or pansexual. Our survey had two separate options for Gay man (4%) and Gay woman/Lesbian (2%), which have been merged here to match Census data.

'Prefer not to say' was a popular response here, the second most common answer. This is mostly reflective of the broader picture in Sheffield.

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Disability ⁴	Sheffield	YAS studio holders	+/-
Disabled	21%	9% (11%)	- 12%
Non-disabled	79%	77% (88%)	- 2%
Prefer not to say	-	14% (0%)	-

2. Trustees

This report compares the demographic data of the 2021 census with that collected at Yorkshire Artspace in March 2023. 7 trustees participated in the survey. The next planned survey is for March 2024, which will feature revised questions that more accurately reflect the questions asked by the census and ACE, and include neurodiversity.

Headlines

- 100% of trustees are white compared to 79% of people in Sheffield and 93% of members.
- 86% of trustees are aged 35-64.
- We have a predominantly female Board and are a female-led organisation. 86% of trustees are women, exceeding the 59.7% of studio holders who are women.
- 0% of trustees identified as disabled, compared to 21% of people in Sheffield and 9% of members.
- 71% of trustees are heterosexual, compared to 88% in Sheffield and 85% of membership.

Ethnicity	Sheffield	YAS trustees	+/-
Asian	9.6%	0%	- 9.6%
Black	4.6%	0%	- 4.6%
Mixed	3.5%	0%	- 3.5%
White	79.1%	100%	+ 20.9%
Other	3.2%	0%	- 3.2%

⁴ The Census did not appear to publish information about how many people opted not to report on their identity in relation to disability in the way they did for other demographics. A high percentage of our members opted not to report this information. This could reflect a number of things, such as confusion regarding what qualifies as disabled or particular sensitivity around disclosing such information.

It is not clear whether people who opted not to report in the Census were excluded from the data set. Percentages in brackets (%) indicate how our figures look if non-disclosures are omitted. Even in this scenario, there is still a lot of work to be done with regards to disability representation.

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Age ⁵	Sheffield	YAS trustees	+/-
16-24	18%	0%	- 18%
25-34	17%	14%	- 3%
35-49	22%	43%	+ 21%
50-64	22%	43%	+ 21%
65+	21%	0%	- 21%

Gender ⁶	Sheffield	YAS trustees	+/-
Man (inc. trans)	49%	14%	- 35%
Woman (inc. trans)	51%	86%	+ 35%
Non-binary	0.13%	0%	-
Prefer not to say	-	0%	-

Sexuality ⁷	Sheffield	YAS trustees	+/-
Bisexual	2%	0%	- 2%
Heterosexual	88%	71%	- 17%
Homosexual	1.6%	0%	- 1.6%
Queer	0.1%	0%	- 0.1%
Asexual	0.1%	-	-
Pansexual	0.3%	-	-
Prefer not to say	7.9%	29%	+21.2%

Disability ⁸	Sheffield	YAS trustees	+/-
Disabled	21%	0%	- 21%
Non-disabled	79%	86%	+ 7%
Prefer not to say	-	14%	+ 14%

⁵ Our banding is different to that of the Census, with our first two bands being 0-19 and 20-34 For the purposes of this comparison, our data for 20-34 was filed as 25-34.

⁶ In the next round of surveying, we will ask whether peoples' gender aligns with the sex they were assigned at birth (as has been adopted by the Census and ACE).

⁷ Our survey did not include options for asexual or pansexual. Our survey had two separate options for Gay man (4%) and Gay woman/Lesbian (2%), which have been merged here to match Census data.

'Prefer not to say' was a popular response here, the second most common answer. This is mostly reflective of the broader picture in Sheffield.

⁸ The Census did not appear to publish information about how many people opted not to report on their identity in relation to disability in the way they did for other demographics. It is not clear whether people who opted not to report in the Census were excluded from the data set.

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3. Staff Headlines

- There are 5 members of permanent staff.
- All staff members are white.
- Ages range from 28 to 62.
- The staff team is female-led and majority female.
- No staff identify as disabled.
- Most but not all staff are neuro-typical.
- Most but not all staff are heterosexual.