

TITCHFIELD FESTIVAL THEATRE GROUP LIMITED

DIVERSITY POLICY

The Charity is fully committed to the elimination of unlawful and unfair discrimination and values the differences that a diverse workforce brings to the organisation.

The Charity will not discriminate on the grounds of race, gender, disability, nationality, religion, age, sexual orientation, family status or any other irrelevant factor and will build a culture that values meritocracy, openness, fairness and transparency.

All members are responsible for the promotion and advancement of this policy.

Behaviour, actions or words that transgress the policy will not be tolerated and will be dealt with in line with the Company's disciplinary policy.

Objectives relating to fair and inclusive practices will be included in all new members booklets and will form an integral part of reviews throughout the year by the Executive Committee.

The policy is applicable to all members, volunteers, patrons, communities, suppliers and contractors, whether permanent or temporary. The policy applies to all processes relating to employment and training and to any dealings with customers and clients. Decisions relating to customers and communities will be based on business related criteria only and any irrelevant information will not form part of the process.

The policy will be reviewed on an ongoing basis to reflect changes in the law, demographics and internal business requirements. Progress relating to the policy will be recorded annually and a full report will be presented to the Executive Committee to debate progress and review the policy status.

The Association is committed to the following processes:

Leadership

The TFT GROUP has:

- identified a senior level champions for leading the diversity strategy are The Deputy Artistic Director at TFT Limited and The Director of Education and Learning (Titchfield Festival Youth Theatre)
- and secured top-level ownership and sponsorship for the programme from the Rest of the Executive Committee.

Audit

The TFT Group will periodically:

- undertake a full audit in relation to policies and procedures, practice of policy and perception of policy and process;
- obtain workforce metrics and compare them with sector and best practice organisations; and produce a risk analysis report for the Executive Committee to act as a catalyst for future activity across the Association's business. The audit will include a review of all the processes to establish the Association's position with regard to compliance and best practice. This will be done via the Equality & Diversity and Employee Forums to establish the membership's perceptions.

Policy development

The TFT Group:

- benchmarks existing policy statements from other organisations and advisory groups;
- develops human resources and other policies and cascades new policies with Chairperson's endorsement through briefings.

Training and education

The TFT Group

- conducts training needs analysis relating to the understanding and management of diversity;
- consults key stakeholders and players on the organisational learning requirements;
- integrates diversity into mainstream training and development programmes; and
- integrates diversity competencies into development programmes and assessment and selection processes.

Communication and

consultation The TFT Group has:

- established key lines of communication across the business through consultation with key stakeholders;
- distributed a top-level communications plan to senior management for team briefings, and develop "reporting back" communication lines to ensure feedback; and
- ensured that mainstream business communications reinforce the inclusive messages and become mainstreamed into day-to-day processes.

Resources

The The TFT group has:

- formal reporting lines for monitoring progress against targets and objectives;
- an Equality & Diversity Forum with representatives from across all parts of the organisation;
- secured commitment for finances to enable related activities to be undertaken (for example reasonable adjustments to comply with the Disability Discrimination Act 1995, and communication and training programmes).

Measurement

The TFT Group :

- captures all available workforce metrics from existing databases to benchmark against sector companies, demographics and best practice standards;
- uses formal measurement tools to assess the climate in the Company (for example staff surveys); and
- has relationships with external benchmarking bodies to assess progress.

External profile

The TFT Group:

- has good relationships with organisations in order to network, exchange best practice and generally raise the Company's profile;
- has good relationships with the local and national press to develop a good external image and to position the Company at the leading edge;
- actively seeks to learn and develop diversity best practice; and
- promotes and markets the Company's diversity best practice with mainstream business

Signed on behalf of Titchfield Festival Theatre Group Limited



Kevin Fraser
Group Chairperson
11/05/22