



# **EQUITY, DIVERSITY AND INCLUSION POLICY STATEMENT**

**APRIL 2022**

This policy Statement sets out Liverpool's Royal Court commitment to Equity, Diversity and Inclusion (EDI) Diversity is a fact – inclusivity is an act – we commit to take action to ensure we create an environment where everyone is treated with dignity and respect. Recognising past failings and working towards dismantling systems and eradicating inequalities ensuring Liverpool's Royal Court is an inclusive, anti-racist and diverse organisation reflective of the community we serve, the city and Britain as whole

Anti-oppressive work, and the positive use of good practice to support this, will provide the underpinning basis for the wider activities of Liverpool's Royal Court. All members of the Organisation will adhere to this policy. All members of this Organisation will actively promote the values of this policy, which will be supported by appropriate training, monitoring and evaluation process. This Policy will be reviewed annually.

## **1. PROTECTED CHARACTERISTICS – EQUALITY ACT 2010**

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Our aims are to make work fully accessible for as wide an audience as possible and to reflect cultural diversity through its work. We select employees based on their abilities and merit and aim to ensure that none of our employees, patrons or potential employees are discriminated against on the ground of the criteria set out in the Equality Act (2010). Liverpool's Royal Court does not participate in, nor do we tolerate, the unlawful discrimination against individuals/groups of people due to:

- Ethnicity
- Age
- Disability
- Sex
- Gender
- Gender re-assignment
- Sexual orientation
- Religion or belief (including philosophical belief and a lack of belief)
- Sex
- Cultural practices
- Health status
- HIV status
- Class
- Marriage and civil partnership
- Pregnancy and maternity (These are some examples of protected characteristics).

There is further recognition that individuals/ groups may suffer particular discrimination and may also suffer from the effects of multiple discriminations. Liverpool's Royal Court accepts that the effects of discrimination are widespread and are committed to combating all forms of discrimination in a positive and inclusive manner. We acknowledge that all people can have prejudices and unconscious bias and that this recognition should be taken as the starting point for personal / organisational development.

## 2. PUTTING POLICY INTO PRACTISE

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Through Liverpool's Royal Court EDI Action Plan 2022-2025 – a living document setting out clear objectives with measurable outcomes to ensure:

- Inclusive leadership – Board/Governance
- Represented and supported workforce – including creatives, freelancers volunteers
- EDI Embedded in all activities and programmes
- Disability Policy
- Anti-racist policy
- Outreach strategy – to support the engagement of individuals/groups, currently not accessing the theatres activities, programmes and facilities
- Audience development – reflect the diversity of the wider community
- Training mandatory and CPD
- Young people – access and engagement
- Working environments-safe and supportive working/learning environments
- Communications and marketing
- Recruitment and selection – fair and open and monitored process
- Shared EDI strategies with other agencies/groups/partners – best practice
- Monitor and implementation of Action Plan (roles and responsibilities )
- Report Action Plan outcomes/progress/milestones to board – stakeholders, partners, and participants and the wider community – sharing the organisations commitment to EDI in its artistic and organisational planning and development

## 3. RECRUITMENT AND SELECTION

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We aim to ensure that job requirements and job selection criteria are clear and based only on what is required to function within the role effectively. We will avoid making any stereotypical assumptions based on protected characteristics about their ability to function within a specific role. We aim to ensure that no applicants are placed at a disadvantage by practices or requirements which disproportionately disadvantage protected groups and which are not justified by the demands of the position.

For any opportunity, we will create a clear and accurate job description to ensure that we remain focused on which skills, experience and qualifications are relevant and necessary to fulfil the role. Depending upon the skills required for the role, we will aim our recruitment efforts at the widest group of suitably qualified and experienced people possible. Each candidate will be considered on their merit and suitability for the post. When a job description already exists for a vacant position; it will be reviewed in light of the vacancy and to ensure that it contains no indirect discrimination. Candidates who are invited for interviews will be supplied with a copy of the job description and information about the company.

Our shortlisting process for interviews will be done blindly using a pre-agreed marking system that is applied fairly and consistently to all applicants. When we hold interviews; we will ensure that, when possible, more than one interviewer is present to avoid any unintentional bias. Where appropriate, and possible, selection panels will include a balance of gender and ethnicity. We will not ask for personal or irrelevant information during the application process.

The company aims to encourage applications from within various departments inside the company. For some recruitment and promotion exercises we may take positive action to address the under-representation in our workforce by encouraging applications from members of certain under-represented groups. For example we may target our advertising towards particular groups, hold open days, create work-shadowing opportunities or we might provide training opportunities for particular groups to prepare them for promotion. However, we will ultimately make recruitment and promotion decisions based on merit and not on the basis of protected characteristics.

*Declaration* – The Rehabilitation of Offenders Act (1974) requires that people applying for positions which give them ‘substantial, unsupervised access on a regular basis’ to children under the age of 18 years MUST declare all previous convictions which are then subject to police checks. An applicant in this category can only be offered a job subject to a successful police check. This includes potential employees, volunteers and self-employed people such as practitioners. They should also be required to declare any cases pending against them. Applicants should be reassured that any information will be treated in confidence and will not be used against them unfairly.

*Disclosure and Barring Service* – When an applicant has been selected who will be required to work with young or vulnerable people, an application for an enhanced check from Disclosure and Barring Service will be made and must be received by the organization before their appointment can be confirmed.

#### **4. ANTI OPPRESSIVE LANGUAGE AND GRIEVANCES**

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Within this context, language is defined as all forms of written and verbal communication.

- Language is not neutral
- Language is culturally conditioned
- The use of language reflects attitudes and beliefs
- Language affects behaviour, both overtly and attitudinally.
- The negative use of language helps to sustain inequalities and discrimination
- The positive use of language can be a tool for change
- Our own usage of language must be examined on the basis of the above
- Processes are in place to protect against false allegations.

As the use of language evolves, we must be responsive to this, and to use words which groups within our society themselves choose to describe themselves

In dealing with incidents of oppressive language, an age and understanding specific approach should be taken.

Appropriate use of language should be underpinned by access to training which addresses discrimination and social oppression.

Any employee or applicant who believes that they have been treated inequitably within the scope of this policy should write to the chief executive who will investigate the complaint. Allegations of potential breaches of this policy will be treated seriously. Employees and contractors who make such allegations in good faith will not be treated any less favourably as a result. However; false allegations of a breach of this policy, which are found to have been made in bad faith, will be dealt with in a manner outlined in the disciplinary procedure.