

ARTS BY THE SEA FESTIVAL

EQUITY, DIVERSITY & INCLUSION POLICY

FESTIVAL MISSION:

A celebration of art, culture, people and place, delivering inspirational and inclusive experiences, rooted in our location and reflecting our communities.

FESTIVAL VALUES:

RESPECT

INCLUSIVITY

COMMUNITY

FEEDBACK:

If your experience of Arts by the Sea Festival falls outside this mission or these values, please get in touch.

We want to hear from you so we can understand, learn and improve. Contact us at:
culture@bcpcouncil.gov.uk

MORE INFORMATION

For our full policy including definitions of key terms, please read on.

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OVERALL GOAL

To operate all aspects of the Arts by the Sea festival in line with our Mission and Values.

MISSION

A celebration of art, culture, people and place, delivering inspirational and inclusive experiences, rooted in our location and reflecting our communities.

VALUES

RESPECT

- Improving awareness and understanding of others and their experiences.
- Improving awareness and understanding of our impacts on our community and natural landscape.
- A focus on sustainability to respect our environment and future.
- Treating everyone involved in the festival with dignity and worth, no matter their background, position or opinion.
- Creating an environment of openness for sharing ideas, opinions and information without fear of judgement.
- Having humility to recognise our own limitations and weaknesses, being open to different perspectives, learning and growing from diverse knowledge and experience.

INCLUSIVITY

- Showcasing artistic content which is relevant to, and inclusive of, all protected characteristics and demographics across Bournemouth, Christchurch and Poole.
- Celebrating, showcasing and supporting diversity within our team, our governance, our artists, our volunteers and our audience.
- Being accessible while providing opportunities for everyone to participate in and experience culture.

COMMUNITY

- Creating opportunities for our communities to participate in the festival in diverse ways.
- Bringing people together through collaborative and shared experiences, which celebrate local culture and tradition, fostering community integration.

PROGRAMMING

- We aim to curate a festival which is accessible, welcoming, inclusive and representative of diverse communities and perspectives, reflecting and appealing to people from all protected characteristics.
- We aim to ensure that individuals from all backgrounds and abilities can engage with and participate in the festival.
- We will host a variety of artforms, aiming to ensure work is accessible and inclusive to a wide range of people.
- Our programme will include local, national and international artists in the fields of music, theatre, dance, large-scale spectacles and installations.

RECRUITMENT

- The Arts by the Sea Festival receives partial funding from BCP Council. As a result, any staff directly employed by the Council adhere to its policies.
- We will make our recruitment process as accessible as possible and welcome applications in mediums that are suitable to the candidate, for example via video.
- We will welcome applications from all sectors of the community, regardless of age, disability, gender identity or gender expression, race, ethnicity, religion or belief, sex, sexual orientation or any other equality characteristic and we make appointments based solely on ability to fulfil the duties of the post.
- We will actively welcome applications from individuals with backgrounds currently under-represented in the arts.
- Festival Staff will champion equity, diversity, and inclusion. They will ensure that all people we work with understand our values.
- Board Members will champion our values.
- Volunteers will understand our values through their training and adhere to them when at an Arts by the Sea Festival event.
- Artists, crew, traders, security, and any non-audience will be made aware of our values and our expectation for them to be respected while at a Festival event.

TREATING EACH OTHER WITH RESPECT

Arts by the Sea is committed to creating an environment where staff, volunteers, colleagues, artists and technical crew are treated with dignity and respect, and where bullying and harassment are not tolerated. We do not tolerate any form of behaviour that may violate the dignity of others. This includes bullying, harassment, or hate crime of any kind.

We all have a duty to promote a culture of respect and fairness. We will treat others with courtesy and challenge inappropriate behaviour when it's safe to do so. Staff and Board members will set a good example by identifying and addressing inappropriate cultures and behaviours promptly.

We will share our values with our audience through our promotional material and ask anyone attending an Arts by the Sea festival event to behave in accordance with them. Any allegation of harassment, hate crime, bullying or victimisation will be treated seriously, and we reserve the right to ask perpetrators to leave the festival site.

We want everyone involved with or visiting an Arts by the Sea event to feel that they can report any incidents and that these will be investigated. We have a clear process to be followed for reporting and investigating incidents.



ACCESSIBILITY

- We are committed to ensuring the festival is accessible as possible.
- We have a focus on outdoor activity, removing the physical barrier of having to enter a building.
- We have a focus on free activity, removing financial barriers.
- Over 85 languages are spoken across BCP so we have a focus on non-verbal programming for those where English is not their first language.
- We programme shows where accessibility is integrated into performances where possible, for example performances which incorporate sign language and wheelchair suitable installations.
- Following an Access Audit by DOTS Disability in 2018 we continue to make physical access improvements to the festival site which include:
 - Some seated viewing areas
 - Quiet Spaces with fidget toys
 - A Changing Places Toilet on the festival site
 - Easy to read signage with a performance key.
- We make access information available through our marketing collateral (online and physical guides) including:
 - An online Access Guide
 - An online Access video
 - Easy Read Guides



SAFEGUARDING

Welfare - children, young people and adults at risk of harm

- Safeguarding is everyone's responsibility. Anyone who may have direct or indirect contact with children, young people or adults at risk of harm – or who has access to information about them – has a responsibility to safeguard and promote their welfare.
- Arts by the Sea has a [Behaviour Code](#) for anyone working with children, young people or adults at risk of harm. This is shared within the festival team and with volunteers. This is based on the [BCP Council Safeguarding Strategy](#).

Welfare - artists

- We want artists to have a safe and enjoyable experience at an Arts by the Sea festival event and we consider their safety throughout the booking, contracting, planning and performance process.
- We will discuss any safeguarding needs or concerns at the time of booking.
- We will integrate safeguarding information into the contracting process to ensure artists are aware of how to access support.
- We will carefully consider the performance location on the festival site.
- We will work with the artist or agent to integrate any stewarding or safety requirements for the performance.
- We will check on artist safety throughout the event and adjust any safety measures as necessary.
- We will follow up with artists with a survey after the event to understand more about their experience.
- We will make sure all staff and volunteers are aware of the festival and BCP Council's safeguarding policies and procedures.

ACTIONS WE TAKE TO SUPPORT OUR GOALS

MANAGEMENT AND STAFFING

- The Arts by the Sea Festival Board and Team will review this policy at least every two years.
- Non-council staff opportunities are advertised on our social media and shared with our partners to ensure maximum exposure.
- Before applying for the next funding period (estimated April 2028), an Equality Impact Assessment will be carried out.

TRAINING

- Festival team members employed by BCP Council undertake mandatory equalities training every three years.
- The Board undertakes equalities training when they take up their position on the board and refresh this at the start of each new term.
- External contractors (programming and marketing) are encouraged to undertake the Equalities training offered by their own organisations.
- All members of the festival team undertake Unconscious Bias training.
- Other EDI-related training opportunities available through festival partners, networks and funders are circulated to the team.
- Additional EDI-related needs are identified through feedback and appraisal processes and gaps in knowledge addressed with additional training opportunities.
- Volunteers undertake equalities training before the festival. This is through a training handbook provided to all volunteers, with a short quiz to check their understanding of equalities. A briefing session is also held prior to the festival.

This Policy is supported by an EDI Action Plan which is continually monitored and then refreshed on an annual basis.

HOW THIS POLICY WAS CREATED

- With input from BCP Council's Equality & Diversity Officers, Service Unit Equality Champions and members of Equalities Staff Network Groups.
- With reference to BCP Council's Equality and Diversity Policy, Arts Council England's Let's Create Strategy (in particular their Investment Principles) and research into best practice delivered by cultural sector leaders and other organisations.
- With contributions from attendees to the annual festival Focus Group sessions, the BCP Youth Forum, the Bournemouth & Poole College Youth Advisory Group, the festival's annual audience survey and participant, artist and volunteer surveys.
- With advice from a variety of Equalities focused organisations.



DEFINITIONS OF TERMS

1. Equality:

Providing equal opportunities to everyone and protecting people from being discriminated against.

2. Diversity:

Recognising and respecting differences in individuals based on their characteristics, backgrounds, experiences, perspectives, and attributes.

3. Inclusion:

Recognising that people across varying identities are and feel valued, welcomed, respected, included, represented, and heard and that they fully belong, can be authentic, can contribute to the collective, and have a voice.

4. Public Sector Equality Duty:

The Equality Act 2010 says public authorities must comply with the public sector equality duty. As the Arts by the Sea Festival is part funded by BCP Council it must comply with the public sector equality duty. This is in addition to their duty not to discriminate against you. The duty aims to make sure public authorities think about things like discrimination and the needs of people who are disadvantaged or suffer inequality, when they make decisions about how they provide their services and implement policies.

When public authorities carry out their functions, the Equality Act says they must have due regard or think about the need to:

- Eliminate unlawful discrimination.
- Advance equality of opportunity between people who share a protected characteristic and those who don't.
- Foster or encourage good relations between people who share a protected characteristic and those who don't.

DEFINITIONS OF TERMS CONT.

5. Protected Characteristics:

Unlawful discrimination may occur in relation to the protected characteristics which are:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion and belief
- Sex
- Sexual orientation

We also recognise that discrimination can exist because of a person's:

- Employment status
- Health status
- Caring responsibilities
- Unrelated criminal convictions
- Socio-economic status and identity
- Gender presentation
- Country of Origin

We are committed to fighting all types of unfair treatment and understand that everyone deserves to be treated equally and with respect in all aspects of our work. Acknowledging the existence of unconscious bias, we know that people can sometimes make unfair judgments without realising it, and this is included as part of our EDI training for staff, Board members and volunteers.

REPORTING A SAFEGUARDING CONCERN

CURRENT EMERGENCY	POSSIBLE DANGER	AREA OF CONCERN
<p>Physical evidence of a crime, for example physical or sexual assault or someone is in immediate danger contact the police immediately on 999</p>	<p>You do think someone needs to help this person.</p> <p>Call the Police non- emergency 101 phone service or Crime Stoppers anonymously on 0800 555 111</p>	<p>You have some concerns and think Social Services should be aware: Call: 01202 123 334 or email: childrensfirstresponse@bcpcouncil.gov.uk</p> <p><u>Make a referral</u></p> <p>The First Response Hub is open: Monday to Thursday, 8:30am to 5:15pm Friday, 8.30am to 4.45pm</p> <p>You can contact the Adult Social Care Contact Centre by: Telephone: 01202 123654 Email: asc.contactcentre@bcpcouncil.gov.uk</p> <p>Adult's emergency duty service: Emergency line: 0300 123 9895 Monday to Thursday, from 5pm to 9am Fridays from 9am to 4pm including all bank holidays, including Christmas Day and New Year's Day</p>



REPORTING OF INCIDENTS AND COMPLAINTS

We want everyone to feel that they can report any incident which might occur.

Reporting an incident at an event

- The main festival takes place in an open space in Bournemouth Town Centre. There are security guards roaming on site and incidents can be reported to them or to the police.
- If you want to report an incident to the team, you can go to the information tent or find a volunteer in a pink t-shirt, and they will contact a member of the team to come to speak to you.

Reporting an incident after an event

- You can email us at culture@bcpcouncil.gov.uk and one of the team will contact you as soon as possible to understand what happened and look at ways to resolve it.

Other ways to get in touch

- BCP Council has a [formal complaints process](#). To make a complaint you can use the [online reporting form](#).
- BCP Council has a process in place for the reporting of discrimination and prejudice. Information can be found in this [guidance document](#) from the Anti-Social Behaviour Team. To report an incident, you should contact them at asbteam@bcpcouncil.gov.uk and they will get in touch about how they will assess and investigate your complaint.

