

# Arts Council England Inclusive and Relevant Booklet 2



**Easy read booklet**

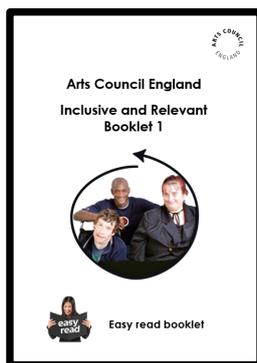
# About this booklet



We are **Arts Council England**. We give money to help artists and organisations do creative work and make culture happen.



This booklet is for the organisations that we give money to every year.



Please read Booklet 1 before you read this booklet. Booklet 1 tells you about being inclusive and relevant.



This booklet tells you more about how we decide who to give money to, and how this links with being inclusive and relevant.

# Be inclusive and relevant



We believe in being inclusive and relevant. We want this to make a difference everywhere, starting with Arts Council England and all the organisations that we give money to.



We will ask all organisations that we give money to every year to set some targets.



We will expect organisations to make sure the targets are good and to try hard to meet them.



We want the targets to be about making more chances to work in the arts, having a better mix of people, and including everyone.

# Do some research



**Research** is when people think about problems and find ways to fix them. We want organisations to do some research to work out which communities aren't truly represented in their work.



This means they need to find out about the mix of people in the local area. Then they need to find out if they have the same mix of people in their workers and in their audiences.



They need to think about things like age, disability, gender and race. They also need to think about people who don't have much money, or who don't live in cities.



We want organisations to use information from surveys that have already happened. All this information and research will help them set good targets.

# Monitor your targets



All organisations need to monitor their targets. **Monitor** means check their targets often to see if they are going to meet them.



Organisations can decide their own way to monitor their targets. But they must always discuss this at Board Meetings and write about it in the notes from those meetings.



Targets should be clear and easy to monitor. Organisations should also have a plan that says what they will do if they miss their targets.



Organisations that apply for funding from us after 2023 must have targets. Organisations that have funding now need to get ready to have targets from 2022.

# What if you don't meet your targets



Every year we check whether organisations met their targets, and if they are more inclusive and relevant.



We have seen some good changes. But we have found that changes are happening too slowly.



From 2023 there will be sanctions for organisations that don't meet their targets.



**Sanctions** are things that will happen as a punishment.

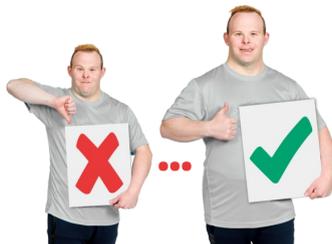
# We want to help



When we give money to organisations, we expect you to meet your targets. If you don't then you will have sanctions.



We chose which organisations to give money to very carefully. We believe you can meet your targets and we believe that you want the Cultural Sector to be inclusive and relevant.



We have already seen some good examples of organisations that have become much better.



We want you to meet your targets. We want to help you to be inclusive and relevant, and we look forward to working with you.

**Essential Read 2: Inclusivity & Relevance and Regular Funding**

This document is for organisations who receive regular funding from the Arts Council and gives guidance about how our Inclusivity & Relevance Investment Principle fits to our investment decisions.

Please read our Essential Read on Inclusivity & Relevance first so you can understand the context behind the Investment Principle and the changes we want to see. To realise the shared ambition, we want to see this Principle embedded across our investment, beginning with the Arts Council staff and our National Portfolio funding programme.

Using the values of the Principle: Collaboration, Workforce Leadership and Governance, and the Creative Code for Diversity, we will be asking all organisations who apply for regular investment from the Arts Council to agree on actions and targets to diversify their governance, leadership, workforce, and audiences as part of their funding agreements with us. We will expect these targets to be named and monitored at board level, or equivalent, in all organisations.

We will expect boards to ensure that these targets are appropriate and ambitious, and that their organisations are committed to achieving them. We will look for the targets to have a particular focus on access to career opportunities, with increased representation in workforce, leadership and governance, and retention in all inclusive culture.

**Setting targets that are funded on research**

Organisations will be asked to identify which communities are under-represented in their current and intended workforce, leadership and governance, as well as access to their programming and audiences using a breadth of data and evidence available to them. The focus should be on groups with protected characteristics under the Equality Act and socio-economic diversity.

Organisations are encouraged to use existing internal data and information, such as results from staff surveys and workforce as well as publicly available data on the diversity of their local communities (by ONS data) to inform their work on actions and targets.

**Monitoring**

Organisations will develop their own approach to monitoring progress, which should involve their governing bodies, and we will want to see this process being placed at board meetings and recorded in board papers. Progress against targets should be easy to track, with clear mitigations in place to manage the risk of missing targets.

For organisations entering our next National Portfolio, which is planned to run from Spring 2023, we will expect clear and measurable targets to be in place as part of funding agreements. For current National Portfolio Organisations, in

Thank you to A2i for the words  
[www.a2i.co.uk](http://www.a2i.co.uk) (reference 33479)

The full version of this document is called  
**Essential Read 2:  
 Inclusivity & Relevance and Regular Funding.**