**Commonword Single Equalities Scheme Equality Action Plan April 2015- April 2018 *Draft PK 1 May 2015***

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Protected Characteristic** | **Deliverables** | **Success Criteria** | **People** | **Timescale (Completion by)** | **Sign off** | **Costs (nominal per annum)** |
| Race | To develop and maintain Advanced black & Asian writing groups.Run Diversity In Children’s Writing Prize & programme CYA writing workshopsA mentoring programme | 15 emerging black / asian writers signed up for the advanced writing programme.4 writers published in national anthologies20 BME writers engaged; at least 1 gets published and 1 gets agentRun a mentoring scheme for promising writers inc black/asian promising writers. |  | 11/201511/20167/2015(sustain till 4/2018)11/2017 | M.CMCMCAL | £2000£500£8000£4,000 |
| Race | To develop programmes in partnership with refugee community organisations.Publish and promote more Middle East writing work | Commonword gets involved in a literature focused refugee project, helping those voices to be heard in publication/and or performance events.2 new publications and performances  | ALAL | 9/2016(sustain till September 2017)9/2017 | M.C.M.C | £2000£2000 |
| RaceRace | To bring another two BME poets per year to publishable standardTo publish & promote the poetry collections of two emerging BME poets | Two further BME writers identified and their work selected, edited and publishable.Two further BME writers identified and their work selected, edited and publishable. (4 in all, across 2 years) | ALAL | 1/20171/2018 | MCMC | £1000£1000 |
| Race, Gender, Disability, Sexual Orientation | Maintain programme of cultural group writing initiatives | Arrangements in place for the following writing development initiatives:-*
* Young Enigma
* Women In Performance
* Advanced Black Writers
 | ALMDMMDM | 1/2015(sustain till Jan 2018) | M.C. | £12,000 |
| Race | A Young Peoples Programme | (a)10 young BME writers involved in Commonword Programme, rising to 30 by March 2018(b) Black writing into five North West schools curriculum  | ALSAMPK | 1. March 2018
2. March 2016
 | M.C. | £5,000 |
| Disability | Environmental improvements to office spaceImprove support for disabled staff | Optimisation of access and acoustics Specialist speech recognition software for dyslexic staff | ALAL | 6/20166/2015 | MC  | £1000£500 |
| Disability | Accessible publications | Publish 50% of new books in e-formats | AL | 12/2015 | MC | £1000 |
| Gender | Arrange Women & The Stage programme and IWW events | 10 women poets interested in performance engaged | AL | 3/2015 & yearly | MC | £3000 |
| Sexual orientation | Young Enigma Project | Do showcases of Young enigma work. | AL | 3/2015 & yearly | MC | £1500 |
| Sexual orientation | Queer Manchester Writing Competition via Young Enigma | 40 entries to competition | AL | 3/2016 | MC | £1000 |
|  |  |  |  |  |  |  |
| All | Staff Training | Enhance awareness of Equality issues | MC | 6/2016(repeat yearly) | MC | £2000 |
| All | Evaluate this plan | What we have learned, achieved, etc | MC | 12/2017 & ongoing | M.C. | £1,000 |
|  |  |  |  |  |  |  |

**Key:**

AL = Afshan Lodhi PK = Peter Kalu; MDM = Martin De Mello; SAM Shirley May M.C. = Management Committee