**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 workshops  A mentoring programme | 15 emerging black / asian writers signed up for the advanced writing programme.  4 writers published in national anthologies  20 BME writers engaged; at least 1 gets published and 1 gets agent    Run a mentoring scheme for promising writers inc black/asian promising writers. |  | 11/2015  11/2016  7/2015  (sustain till 4/2018)  11/2017 | M.C  MC  MC  AL | £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 | AL  AL | 9/2016  (sustain till September 2017)  9/2017 | M.C.  M.C | £2000  £2000 |
| Race  Race | To bring another two BME poets per year to publishable standard  To 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) | AL  AL | 1/2017  1/2018 | MC  MC | £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 | AL  MDM  MDM | 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 | AL  SAM  PK | 1. March 2018 2. March 2016 | M.C. | £5,000 |
| Disability | Environmental improvements to office space  Improve support for disabled staff | Optimisation of access and acoustics    Specialist speech recognition software for dyslexic staff | AL  AL | 6/2016  6/2015 | 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