



## **Glasgow Women's Library**

### **Equality, Diversity and Inclusion Action Plan**

**2016-2019**

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**GWL's Vision** is of a world in which women's historical, cultural and political contributions to society are fully recognised, valued and celebrated by all.

**Our Mission** is to celebrate the lives and achievements of women, champion their historical, cultural and political contributions and act as a catalyst to eradicate the gender gap that contributes to widespread inequalities in Scotland.

### **Our Core Values**

**Empowerment:** Glasgow Women's Library provides a safe, friendly, empowering environment where women can access the information and opportunities they need to find their voice and discover the confidence to embrace new opportunities, take control of their own learning and personal development and to change their lives for the better.

**Addressing Inequalities:** We recognise that there is inequality between women and men and that this creates barriers for women to fully participate in many aspects of life. We will work with and for women to make Scotland a better place for all.

**Valuing All Women:** We value all women and work proactively and creatively to bring women together from diverse backgrounds, so that each individual shares a sense of equal ownership and belonging in this organisation and in order to invest in women's social and cultural capital to the benefit of our nation.

**Learning and Development:** We affirm that we are all learners and are committed to sustaining and supporting the personal growth of individuals, and to encouraging the development of skills, knowledge and self-confidence.

**Diversity and Inclusivity:** We are fully committed to diversity, respecting human rights and creating opportunities for access and participation across Scotland. We strive at all times to promote the achievement of individual potential, to operate transparently and to involve people across the organisation in decision-making.

**Openness and Respect:** We are committed to maximising the accessibility of our resources by ensuring that they are freely and widely available; by providing a courteous, friendly, professional and non-discriminatory service and by working to ensure that all our staff, Board Members, partners, volunteers, learners, users, donors and supporters treat each other and are treated with respect.

**Glasgow Women's Library aims to:**

- Advance the education of the general public by increasing the knowledge and understanding of women's history, lives and achievements.
- Provide information on a range of women's and gender equality issues.
- Enable women, particularly the most vulnerable and excluded in society, to access the information, resources and services they need to make positive life choices.
- Break down barriers to learning and participation for women so that they become fully active citizens, develop skills and knowledge, engender self-confidence and equip themselves to pass on their experience to benefit their families and broader communities.
- Be a catalyst for change by taking a lead role in redressing the neglect of women's historical and cultural contributions to Scottish society.
- Pioneer new ideas of, and approaches to, culture and heritage that bring together people from the most diverse backgrounds.
- Invest in women's social, cultural and creative capital to the benefit of our nation.
- Achieve financial independence.
- Provide the highest quality service for all our users, enquirers and members.

## **Introduction**

Equality, diversity and inclusion are intrinsic, non-negotiable values throughout Glasgow Women's Library. They underpin every aspect of GWL's work as a unique organisation serving the needs of diverse audiences throughout Scotland, and form the basis of our key framework documents: the Strategic Plan, Business Plan and Learning Policy.

The principles of equality, diversity and inclusion are shared across the organisation, from members of the Board of Directors, the paid staff cohort to volunteers, with a shared belief in and commitment to the positive implementation of these values in our day-to-day work, along with constant striving for improvement. GWL recognises that our key aims can only be fully achieved if equality, diversity and inclusion drive all aspects of our service delivery and development. Further, we also firmly believe that the more equal, diverse and inclusive an organisation is, the more everybody in our communities and our country benefits.

This Equality, Diversity and Inclusion Action Plan was compiled with the active involvement of the Board of Directors, the paid staff team and volunteers with added input from service users. It presents an evidence-based current 'snapshot' of involvement across GWL of people with Protected Characteristics; Highlights where the priorities for action lie; Sets out the objectives for the period 2016-2019; and measures risk factors involved.

In writing this Action Plan, GWL has produced a robust, positive and achievable strategy that will support the organisation, and hold it accountable, in its delivery of the highest quality work to the broadest possible audiences.

## Compiling the Action Plan...



## **Evidence and Current 'Snapshot' at GWL**

Glasgow Women's Library is governed and run by women (under Schedule 9, part 1 of the Equality Act 2010). The museum, archive and library collections, along with programmes of public events, are open to all, while some specific projects and activities target and are delivered to women only. Within this context, a breakdown of further Protected Characteristics at March 2016 is as follows:

### Board of Directors

Of seven Members, six completed the survey, revealing:

- 33% identify as / come into the category of older women
- No Board Members identify as / come into the category of younger women
- No Board Members consider themselves disabled
- 33% come into the category of Black and Minority Ethnic women (Columbian and British Indian); 17% White Scottish; 33% Scottish and 17% British
- 17% identify as Hindu; with 17% Agnostic; and 66% Atheist
- 33% identify as LGBT
- No Board Members have undergone gender re-assignment
- 100% of Members identify as women
- No Board Members have the Protected Characteristic of Pregnancy / Maternity
- 33% have the Protected Characteristic of Marriage / Civil Partnership
- No Board Members consider themselves to have a Socio-Economic Deprivation Profile

### Paid Staff Team

Of 22 paid staff, 20 completed the survey, revealing:

- 30% identify as / come into the category of older women
- 10% identify as / come into the category of younger women
- 5% consider themselves disabled
- 10% come into the category of Black and Minority Ethnic women (Greek and Scottish Asian); 50% Scottish and 25% British
- 5% identify as Muslim; 10% Christian; 25% Agnostic; and 5% Atheist
- 30% identify as LGBT
- No paid staff have undergone gender re-assignment
- 100% of paid staff identify as women
- 5% have the Protected Characteristic of Pregnancy / Maternity
- 25% have the Protected Characteristic of Marriage / Civil Partnership

- No paid staff team members consider themselves to have a Socio-Economic Deprivation Profile

### Volunteer Team

Of 100 volunteers, 30 completed the survey, revealing:

- 10% identify as / come into the category of older women
- 43% identify as / come into the category of younger women
- 31% consider themselves disabled (3% long-term or chronic condition; 21% mental health condition; 7% other)
- 7% come into the category of Black and Minority Ethnic women (3.5% African; 3.5% Black Scottish); 3% White Irish; 53% White Scottish; 13% White Other; 20% White British
- 7% identify as Muslim; 7% Church of Scotland; 10% Roman Catholic; 7% other
- 27% identify as LGBT with 7% not sure
- 94% of volunteers identify as women; 3% as trans women; 3% as other
- 3% have the Protected Characteristic of Pregnancy / Maternity
- 20% have the Protected Characteristic of Marriage / Civil Partnership

### Audience (learners, visitors, project users, supporters)

Of a sample of 446 respondents to the #GWLHearsMe consultation exercise:

- 38% identify as / come into the category of older women
- 20% identify as / come into the category of younger women
- 21% consider themselves disabled
- 6.5% come into the category of Black and Minority Ethnic women (including African, Caribbean or Black; Asian/Asian Scottish/Asian British; Native American; Traveller)
- 2.5% identify as Muslim; 6.5% Church of Scotland; 2% Jewish; 2% Buddhist; 10% Roman Catholic; 8% other Christian; 7% other religions
- 18% identify as LGBT
- 83% identify as women; 1% as trans women; 10% as male; 4% as Genderqueer, Gender Neutral or Non Binary
- The respondents were not surveyed on Pregnancy / Maternity or Marriage / Civil Partnership

### Summary Table in Percentages

Protected Characteristic	Board of Directors	Paid Staff Team	Volunteers	Audience Sample (None of these figures include events targeted specifically at particular groups)
Age (older)	33	30	10	38
Age (younger)	0	10	43	20
Disability	0	5	31	21
Race / Ethnicity	33	10	7	6.5
Religion / Belief	17	5	7	6.5
Sexual Orientation	33	30	27	18
Gender Reassignment	0	0	0	0
Sex / Gender	100	100	94/3/3	83/1/4
Pregnancy / Maternity	0	5	3	N/A
Marriage / Civil Partnership	33	25	20	N/A
Socio-economic Deprivation	0	0	Yes but not quantified for this exercise	Yes but not quantified for this exercise

GWL undertakes targeted project development, delivers dedicated events, and houses archive collections that focus on, or are of particular interest to, specific groups, for example: a lifelong learning project aimed at BME women; daily ESOL classes; the regular production of an LGBTQIA Zine 'Hens Tae Watch Oot Fur', produced by GWL's in house group; the housing of the UK national Lesbian Archives and several collections relating to groups with Protected Characteristics across the Equality, Diversity and Inclusivity spectrum; the provision of an Adult Literacy project; and projects aimed at expanding horizons and increasing the cultural and social capital of women, for example 'Seeing Things' and 'Young Critics'. A further newly funded inclusive community project with the Lesbian Archive collection at its core will come on stream in May 2016.

GWL is located in an area of social-economic deprivation and includes local people among its volunteer team, active and regular project participants, and audiences for public events.



Across the categories of Protected Characteristics, monitoring and evaluation evidence gathered suggests that, on the whole, GWL performs well within the confines of restricted capacities in some areas.

To determine the direction and priorities of this Action Plan, 28 people from across the organisation, including Board members, paid staff, sessional workers, volunteers and service users, were actively engaged in three group sessions. Objectives have been set taking into account the organisation's Strategic Plan, Business Plan, Learning Policy, SWOT analysis, projects and services provided and current EDI performance. The Objectives therefore broadly focus on the Protected Characteristics of Disability, Race / Ethnicity, Young Women (Age) and Local Women (Socio-economic Deprivation).



## SWOT Analysis

Strengths	Weaknesses
<p>GWL has strong standing as a sector leader in EDI work and is regularly cited as a model of good practice, with case studies often highlighted by, for example: Museums Galleries Scotland, Glasgow City Council and others</p> <p>Creative Scotland values GWL's EDI work, and has requested our input into training staff and other organisations in the sector</p> <p>GWL delivers projects funded by Equality Funds from Glasgow City Council and the Scottish Government</p> <p>A strong reputation for delivering consistently diverse, innovative, inclusive creative and learning programmes</p> <p>Already have robust frameworks and procedures in place that forefront EDI issues: Strategic Plan, Business Plan, Learning Policy, 'This is Who We Are' Values training for all new personnel across the organisation</p> <p>Board and staff team is equipped with high levels of knowledge and experience relating to EDI issues</p>	<p>Barriers to full access exist: lack of onsite child care, no translation / interpretation services, no routine BSL signing at events, no library materials in community languages</p> <p>There are lack of capacity issues to fully respond to multiple / complex needs</p> <p>Some gaps in fully reaching BME women, specifically within a national context and in BME women's engagement with the collections and learning programmes AT GWL</p> <p>The lending library collection is not fully accessible, with some shelves at a height beyond the reach of wheelchair users</p> <p>Aspects of the building require attention to make them more accessible, for example some doors are heavy, there is no prayer / spirituality room</p> <p>Lack of digitised materials</p> <p>GWL's location is more difficult to travel to by public transport for some areas of the city, for example the South Side</p>

GWL takes a proactive approach to improving EDI performance

The donor determined GWL collections (library, archive and museum) are abundant with materials about EDI

The newly refurbished building is highly accessible, with lift access, induction loop, accessible toilets and access ramps

GWL operates a self-defining pricing system for events, with most events free to access

In house fluent speakers of community languages among paid staff team members, including Urdu, Punjabi, Arabic, Lithuanian, Russian and French, while the volunteer team comprises speakers of a further nine languages including Spanish, Somali, Polish, Italian and Cantonese

On site, free provision of dedicated, cross-organisational services: Adult Literacy and Numeracy Project, BME Women's Project, LGBT focussed Project, Volunteer support and development project, daily ESOL classes, staff fluent in other community languages

Understanding of and commitment to person-centred, intersectional approaches in our work

Explicitly inclusive and values-led organisation

Excellent partnership working track record with diverse organisations across many sectors

GWL delivers training on EDI to external organisations

GWL has national 'reach', with accessible programmes of creative learning

Strong BME community outreach programmes with some communities in Glasgow

GWL is located in the heart of Glasgow's East End, an area of socio-economic deprivation, with high levels of support, sense of ownership and engagement from the local community

GWL's bespoke monitoring and evaluation tool, LOL, can evidence and measure the organisation's EDI performance

Opportunities	Threats
<p>Potential for GWL to secure Intellectual Property Rights on materials and resources related to EDI, for example the Inspired! Palette and LOL</p> <p>Strong commitment to equalities from the Scottish Government and funders such as Creative Scotland and Glasgow City Council means that there may be increased opportunities for equalities / gender related projects, or to provide capacity for child-care, interpretation or translation</p> <p>The name 'Glasgow Women's Library' could be reviewed</p> <p>GWL could play a more active role in 'leadership' / CEO level networks, shaping policy and acting as a 'thought leader'</p> <p>New migrant communities</p> <p>Increased use of technologies to widen reach to audiences</p> <p>Consortia approach to funding, for example for BME projects</p>	<p>Funding cuts and insecurities seriously undermine the work of GWL across the organisation</p> <p>Key posts are not (fully) funded and / or are vulnerable, including the Chief Executive equivalent</p> <p>Changes in political administrations may mean decreased support for equalities</p> <p>European in/out referendum – an 'exit' result may threaten Human Rights legislation and equality gains driven by Europe</p> <p>Misperceptions about what GWL is and does</p> <p>Misogyny and sexism are pervasive in society</p> <p>The Heritage / Library / Museums / Arts Sector is particularly vulnerable to funding cuts, sometimes seen as a 'luxury'</p>

<p>Self-Directed Support opportunities for those with budgets to access GWL services</p> <p>GWL is a model of Library / Museum / Arts organisation that changes lives for the better</p>	
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## Objectives

Objectives	Lead	Tasks	Targets	Measures of Success	Actual Performance
<p>Ensure that the GWL team is truly equal, inclusive and diverse with high levels of awareness, skills and knowledge regarding EDI issues across the organisation</p>	<p>Sue John, Enterprise Development Manager</p>	<p>The delivery of rolling programmes of training to be delivered in house and by external partners</p> <p>Anonymous Protected Characteristics profile gathering to be instigated for all new personnel</p> <p>Review and address where possible the Protected Characteristic Profile gaps within Board, Paid Staff and Volunteer Teams, implementing revised recruitment and selection processes and mentoring schemes if necessary</p>	<p>Bi-annual 'This is Who We Are' training to be delivered to each new intake of personnel throughout the years 2016-2019</p> <p>At least 70% of GWL personnel to be trained in Hate Crime issues by September 2016 <u>REVISED Deadline to March 2017</u></p> <p>To upskill a team of between six-ten GWL new project participants during 2016-2017 as a precursor to developing and delivering bespoke GWL EDI training to external agencies</p> <p>At least one Young Woman to be mentored and recruited to the Board of Directors by the end on 2016-2017</p>	<p>Personnel report greater understanding of EDI issues and GWL Core Values</p> <p>Board, Paid Staff and Volunteer Teams become more representative across all Protected Characteristic Groups</p>	<p>At December 2016, 'This is Who We Are' training delivered to 28 volunteers, one new Board Member, two student placements and four new paid staff team members, and also one colleague from a partner organisation (the Centre for Inclusive Living, based in Bridgeton - local and working with disabled people)</p> <p>At December 2016, Third Party Reporting / Hate Crime Training delivered to 14 members of GWL staff (66%)</p> <p>At December 2016, the devising of a new palette of training to upskill staff and project</p>

Objectives	Lead	Tasks	Targets	Measures of Success	Actual Performance
					<p>participants to train external agencies is complete with eight project participants now trained. The demand for this from external agencies is being monitored. Ten agencies have requested training and five of those agencies are currently working with GWL.</p> <p>At December 2016, mentoring of a young woman from the GWL Young Critics project undertaken, a procedure for mentoring young women on to the Board is in place and one young woman will join the GWL Board at the beginning on 2017</p>



Objectives	Lead	Tasks	Targets	Measures of Success	Actual Performance
<p>Ensure that all partner organisations and individuals external to the organisation working with GWL fully understand, support and adhere to GWL's EDI approach and commitments</p>	<p>Laura Dolan, Production Co-ordinator</p> <p>Rachel Thain-Gray, Development Worker</p>	<p>Build an EDI 'checklist' into the 'Working with GWL' Form. August 2016 - reword to: <a href="#">Include the EDI Action Plan with the 'Working with GWL' Form</a></p> <p><a href="#">The delivery of bespoke training by GWL to cultural sector and other organisations on EDI issues</a></p>	<p><a href="#">To deliver EDI training to staff from three external cultural or public sector organisations in 2016-2017; and three in 2017-2018</a></p>	<p>EDI awareness and its value to all is more greatly understood and proactively demonstrated by partner organisations across the cultural and public sectors</p>	<p><a href="#">At December 2016, we have developed a programme of Equality, Diversity and Inclusion Training which can be delivered as a consultancy package or as standalone training sessions. The demand for GWL's EDI training from external agencies is being monitored and we have received requests from ten organisations since May 2016. These include Glasgow Preservation Trust, Scottish Society of Playwrights, Glasgow School of Art Student Association, NVA, National Library of Scotland, Scottish PEN, Visible Fictions, Edinburgh International Book Festival, Solar Bear</a></p>

Objectives	Lead	Tasks	Targets	Measures of Success	Actual Performance
					and the GMB. We have developed bespoke training to suit the needs of each of these organisations. To date we have delivered training to Visible Fictions, Glasgow Preservation Trust has successfully been funded by HLF for a full EDI consultancy and we have training booked in early 2017 for NVA, Edinburgh International Book Festival and Scottish PEN.
To increase the number of local women actively participating in and meaningfully engaging with the Artistic Programme, Learning Projects and Collections Development	Adele Patrick, Creative Development Manager	Devise a programme of active and targeted face-to-face contact with local people, building on existing leaflet drops, starting with the Lunch Club in Main Street, Dalmarnock	Meet with three key local, grass roots community partners in 2016-2017, and two more in 2017-2018  Two creative outreach activities to coincide with each seasonal events programme launch:	Any residual negative or ill-informed perceptions in the local community of what GWL does or who it is for are addressed, evidenced by qualitative data gathering	At December 2016, met with 14 local, grass roots community partners, see * below  At December 2016, leaflet drops to 30 East End shops,

Objectives	Lead	Tasks	Targets	Measures of Success	Actual Performance
			'guerrilla' Story Café, readings or writing in local businesses such as the hairdressers, Credit Union or café; a stall on the Bridgeton Cross local market	More local people attend events and visit GWL, evidenced by monitoring of postcode  More local women become volunteers and community champions of GWL	businesses, health centres, organisations and venues  At December 2016, one creative outreach activity has taken place at the Bridgeton Community Learning Campus
To increase the number of disabled women actively participating in and meaningfully engaging with the Artistic Programme, Learning Projects and Collections Development	Adele Patrick, Creative Development Manager	Consult a range of existing and partner organisations for advice on the best ways to increase programme and website accessibility  Organise one fully accessible event in 2016-2017 to coincide with the International Day of Disability (3 <sup>rd</sup> December), utilising GWL's excellent collection of disability rights materials and archive collections, to raise awareness and engage with existing and potential new volunteers,	GWL's annual 'Bold Types' writing competition introduces provision for working with women with learning disabilities  50% of film programme screening events at GWL are subtitled for deaf audiences by the end of 2017, rising to 75% by the end of 2018  Two specifically deaf/blind targeted events are scheduled in 2016-2017, rising by two more in 2017-2018, with full BSL provision	Women who define themselves as having learning disabilities participate in GWL's annual 'Bold Types' writing competition  More disabled women attend events and visit GWL	At December 2016, 'Bold Types' launched, with the inclusion of a BME woman poet in the Judging Panel, and: Two GWL ALN Project literacies learners entered their work; Four women from the GWL supported Easterhouse 'Creative Writing For Wellbeing' group; and four women from the GWL 'Creative Writing For Fearties' sessions also

Objectives	Lead	Tasks	Targets	Measures of Success	Actual Performance
		carers and other stakeholders			<p>entered their work. One of these women has identified herself as having a learning disability and several have mental health issues. All have previously lacked confidence.</p> <p>A new ALN learner who is blind and has partial hearing has become an ALN literacies learner.</p> <p>At December 2016, 67% of films screened at GWL were subtitled for deaf audiences. Also, subtitles are now added to all videos posted on Social Media as well as making sure that photographs are captioned. Best-practice examples are followed, ensuring that online</p>

Objectives	Lead	Tasks	Targets	Measures of Success	Actual Performance
					content is easily read by screen readers.
To increase the number of BME women actively participating in and meaningfully engaging with the Artistic Programme, Learning Projects and Collections Development	Syma Ahmed, BME Development Worker	<p>Work with current and new potential partner organisations to focus on more GWL based interaction, with a recalibration from outreach based activities</p> <p>Active collecting of materials that represent BME women to augment GWL's current archive and library collections, including community language books, written by or about BME women</p>	<p>Organise two specific activities per term with ESOL learners, starting with the 2016-2017 academic year</p> <p>Instigate a dedicated network / project targeted at BME women creatives, Collect:if</p> <p>Deliver five specific events focusing on BME women creatives during 2016-2017, rising to eight in 2017-2018</p> <p>House 100-150 community language books by the end of 2017</p>	<p>ESOL learners have increased active engagement with the learning programme and collections</p> <p>BME women creatives gain creative confidence, increased opportunities and reduced sense of isolation as beneficiaries of the Collect:if network</p> <p>Increased numbers of BME women attend events</p> <p>Increased awareness of the work of BME artists and writers, and of BME women's lives, history and achievements, to broader audiences</p>	<p>At December 2016, out of 27 'Story Café' sessions since 1<sup>st</sup> April, 13 of them have included texts by / involvement of BME women writers and there was a specific Story Café for Black History Month;</p> <p>GWL's Commonwealth Writers' Collection has formed the basis of an event in Edinburgh;</p> <p>Two GWL volunteers have conceived, written and delivered workshops for the In Her Shoes project, focussing on 'zine making and anti-racism';</p>

Objectives	Lead	Tasks	Targets	Measures of Success	Actual Performance
				Use of the GWL Library Management System to check if community language books are being borrowed and searched for on catalogue	<p>GWL hosted visits from two BME women's groups (YWCA Glasgow and Amina-MWRC), 20 women in total</p> <p>At December 2016, there have been two open meetings of Collect:if, attracting over 60 BME women creatives, with ongoing progress of this initiative. This will be the subject of Creative Scotland Peer Review</p> <p>At December 2016, participation in GWL's National Lifelong Learning programme by BME women has increased from 8% to 15% of overall participants</p>

\* The local, grass roots community partners met with: GAMH Tollcross; Outreach event at the Bridgeton Brownies; Parkhead Youth Club; Mental Health Network; Bridgeton History Group; Calton Heritage Centre 'renew' group; Bridgeton Community Learning Campus; The new Housing association;

WEvolution; Glasgow Housing Association, East; Calton Local Area Partnership; Centre for Inclusive Living; Family Support Project / Carr Gom; Lodging House Mission in the Calton;

## **Collecting Data and Benchmarking**

Glasgow Women's Library consistently measures the impact of its work with individuals and groups. This information is captured on an ongoing basis through a wide range of methods including recording the uptake, retention and levels of participation at all events and activities.

GWL has built its own unique, bespoke and comprehensive CiviCRM Monitoring and Evaluation tool called Library Out Loud (LOL), a depository used by all staff to input quantitative and qualitative Monitoring and Evaluation data gathered from each event and day-to-day visits, activities and enquiries to GWL.

GWL's methods of gathering information related to benchmarking include: consultation events and projects (such as #GWLHearsMe and #GWLNeedsYou); Monitoring and Evaluation forms capturing feedback and data after each event; group and individual verbal feedback; Social Networking - blogs, email, Twitter, Facebook and website feedback; third party feedback (e.g. from partners with whom we work); photo and video recordings of events; Visitors' Book; Tracking Borrowers' Numbers, data and trends; case studies; one-to-one meetings with volunteers; staff supervision; and a wide range of other instances to capture and share information that will help to assess GWL's work on an ongoing basis.

This approach to Monitoring and Evaluation gives valuable data needed on demographics, whether GWL's target audiences and learners are participating, the extent and quality of GWL's impact on changing people's lives for the better and GWL's performance in relation to achieving project outcomes.

Different aspect of GWL's work is funded by up to ten different project funders at any one time and LOL enables the organisation to accurately review performance using feedback from users, learners, audiences, visitors and volunteers, and assess this against the targets and milestones set and, based on this reflection, professionally plan successive seasons' programmes with any necessary adjustments.



Objective / Target	Risk	Likelihood	Impact	Score	Action Required to Mitigate Risk
<p>Risks associated with the Objective:  <u>Ensuring that the GWL team is truly equal, inclusive and diverse with high levels of awareness, skills and knowledge regarding EDI issues across the organisation</u></p> <p>Bi-annual 'This is Who We Are' training to be delivered to each new intake of personnel throughout the years 2016-2019</p> <p>At least 70% of GWL personnel to be trained in Hate Crime issues by September 2016</p> <p>To upskill a team of between six-ten GWL new project participants during 2016-2017 as a precursor to developing and delivering bespoke GWL EDI training to external agencies</p>	<p>Staff shortages result in non-delivery of scheduled training</p> <p>Cuts to Police Scotland budgets reduce availability of free Hate Crime Training to Third Party reporting centres</p> <p>External training does not meet the needs or intersectional experiences of GWL staff</p> <p>No women show an interest in participating in the process of skills development</p> <p>Overwhelming number of women show an interest in participating in the process of skills development</p>	<p>1</p> <p>2</p> <p>2</p> <p>2</p> <p>3</p>	<p>5</p> <p>4</p> <p>4</p> <p>5</p> <p>3</p>	<p>5</p> <p>8</p> <p>8</p> <p>10</p> <p>9</p>	<p>Ensure that a 'bank' of Board, paid staff and volunteer team members are trained to deliver these sessions</p> <p>Develop in-house Hate Crime Training and ensure that paid staff and volunteer team members are trained to deliver these sessions</p> <p>Ensure that feedback is given to training providers for improvement</p> <p>Learning Programme and Volunteer Development are a proactive catalyst to engage women in GWL's work and participation in proactive equalities campaigns</p> <p>Manage expectations and encourage involvement across the organisation through project work via the volunteering programme</p>

<p>At least one Young Woman to be mentored and recruited to the Board of Directors by the end on 2016-2017</p>	<p>No young women show an interest in joining the Board</p> <p>Too many young women want to join the Board</p>	<p>1</p> <p>2</p>	<p>5</p> <p>5</p>	<p>5</p> <p>10</p>	<p>The GWL in-house Young Critics Group can be the proactive catalyst to engage young women in GWL's work and instil interest in being involved at Board level</p> <p>Be ready to manage expectations, and encourage their involvement in other arts organisations' Boards</p>
<p><u>Risks associated with the Objective:</u> <u>Ensuring that all partner organisations and individuals external to the organisation working with GWL fully understand, support and adhere to GWL's EDI approach and commitments</u></p> <p>To deliver EDI training to staff from three external cultural or public sector organisations in 2016-2017; and three in 2017-2018</p>	<p>Lack of take up or interest in GWL's EDI Training</p> <p>Overwhelming take up or interest in GWL's EDI Training</p> <p>Women delivering EDI training may be involved in activities outside their comfort zone</p>	<p>2</p> <p>3</p> <p>2</p>	<p>5</p> <p>3</p> <p>4</p>	<p>10</p> <p>9</p> <p>8</p>	<p>Use the widest possible networks across Scotland's cultural and creative community to promote EDI training; work with specialist partners</p> <p>Recruit dedicated volunteers for this project; explore the need for dedicated development funding</p> <p>Ensure that participants are trained, encouraged and supported by at least one facilitator at each training event</p>
<p><u>Risks associated with the Objective:</u> <u>To increase the number of local women actively participating in and meaningfully engaging with the Artistic Programme, Learning Projects and Collections Development</u></p>					

<p>Meet with three key local, grass roots community partners in 2016-2017, and two more in 2017-2018</p> <p>Two creative outreach activities to coincide with each seasonal events programme launch: 'guerrilla' Story Café, readings or writing in local businesses such as the hairdressers, Credit Union or café; a stall on the Bridgeton Cross local market</p>	<p>Cuts in community group funding resulting in staff cuts and / or reduced capacity</p> <p>Lack of interest from community partners</p> <p>'Fear Factor' for workers who may be involved in activities outside their comfort zone</p>	<p>3</p> <p>2</p> <p>2</p>	<p>5</p> <p>5</p> <p>5</p>	<p>15</p> <p>10</p> <p>10</p>	<p>Strengthen links with existing local, grass roots partners and make new ones as soon as possible</p> <p>Use GWL 'champions' that are already local, to be advocates in this Project</p> <p>Ensure that staff and volunteers are trained, encouraged and supported, and that at least two facilitators are present at each pop-up activity</p>
<p><u>Risks associated with the Objective:</u> <u>To increase the number of disabled women actively participating in and meaningfully engaging with the Artistic Programme, Learning Projects and Collections Development</u></p> <p>GWL's annual 'Bold Types' writing competition introduces provision for working with women with learning disabilities</p>	<p>Funding cuts and lack of staff / volunteer tutors mean that there is no capacity to provide support for women with learning disabilities</p> <p>Women with learning disabilities are not aware of Bold Types as they find it difficult to read GWL's events programme / website</p>	<p>2</p> <p>3</p>	<p>5</p> <p>5</p>	<p>10</p> <p>15</p>	<p>ALN Development Worker to consider volunteer tutors who are best suited to provide support and provide training specific to Bold Types and supporting women with creative writing</p> <p>Ensure that printed and online material is as accessible as possible; make and strengthen partnerships with organisations working with women with learning disabilities so that they can be supported and encouraged to enter well</p>

<p>30% of film programme screening events at GWL are subtitled for deaf audiences by the end of 2017, rising to 50% by the end of 2018</p> <p>Two specifically deaf/blind targeted events are scheduled in 2016-2017, rising by two more in 2017-2018, with full BSL provision</p>	<p>Not all films can be easily subtitled, for example artists or community films due to lack of finance</p> <p>Costs can be prohibitive as this is generally an expensive service provided by community groups who income generate from it</p> <p>The inability to attract significant audience numbers from this target group</p>	<p>4</p> <p>4</p> <p>3</p>	<p>4</p> <p>4</p> <p>4</p>	<p>16</p> <p>16</p> <p>12</p>	<p>in advance; consult with and encourage existing learners who have identified as having a learning disability to ascertain what support they would find most helpful and proactively offer this to learners and organisations</p> <p>Forge strong partnerships to secure in-kind support in subtitling; explore dedicated funding; prioritise films that are already subtitled</p> <p>Explore dedicated funding; work with partner organisations on the sharing of our joint Social Capital, exchanging services to each other's benefit</p> <p>Use the widest possible networks across Scotland's cultural and creative community to market the events; work with specialist partners</p>
<p><u>Risks associated with the Objective:</u> <u>To increase the number of BME women actively participating in and meaningfully engaging with the Artistic Programme, Learning Projects and Collections Development</u></p> <p>Organise two specific activities per term with GWL based ESOL learners, starting with the 2016-2017 academic year</p>	<p>GWL's Academic Partner, Glasgow College, may not have long-term resourcing to continue to deliver the ESOL courses</p>	<p>2</p>	<p>4</p>	<p>8</p>	<p>If there are no 'resident' ESOL learners, then this need changes; to continue to involve other / external ESOL learners,</p>

<p>Instigate a dedicated network / project targeted at BME women creatives, Collect:if</p>	<p>Lack of take up / not enough interest among BME women creatives</p>	<p>2</p>	<p>5</p>	<p>10</p>	<p>GWL can work with the ESOL Forum, with who it already has contact</p>
	<p>Overwhelming take up and demand for this stretches the capacity of GWL to meet needs</p>	<p>3</p>	<p>4</p>	<p>12</p>	<p>Use the widest possible networks across Scotland's cultural and creative community to promote Collect:if; work with specialist partners; if there is no appetite for such a network, analyse the implications / reasons for this</p> <p>Recruit dedicated volunteers for this project; explore the need for dedicated development funding</p>
<p>Deliver five specific events focusing on BME women creatives during 2016-2017, rising to eight in 2017-2018</p>	<p>Funding to GWL's BME Project is cut, reducing capacity for additional input into artistic programming</p>	<p>2</p>	<p>5</p>	<p>10</p>	<p>Increase partner working and sharing of organisational Social Capital; seek smaller amounts of project funding or sponsorship</p>
<p>House 100-150 community language book by the end of 2017</p>	<p>As all stock is donated, this relies on the positive response of publishers in appeals for donated texts</p>	<p>2</p>	<p>4</p>	<p>8</p>	<p>Start to build relationships with potential publishers early so they are keen to donate the texts GWL would like to prioritise</p>
	<p>Lack of internal capacity to catalogue the books</p>	<p>3</p>	<p>3</p>	<p>9</p>	<p>The Librarian will recruit a dedicated team of volunteers able to speak community languages to support her on this Project</p>

## **Appendix One - Consultation and Participation Sessions**

### **Staff Team Meeting, 24<sup>th</sup> February 2016**

**Session Aim: To establish GWL's Strengths, Weaknesses, Opportunities and Threats regarding Equality, Diversity and Inclusivity; To start to identify Objectives**

Paid staff: Sue John, Adele Patrick, Katie Reid, Gabrielle Macbeth, Donna Moore, Wendy Kirk, Laura Dolan, Rachel Thain Gray, Morag Smith, Amy Todman, Ele Lazaridou, Rebecca Jones, Hannah Terrell

Volunteer: Jenna Haskins

### **Board Meeting, 25<sup>th</sup> February 2016**

**Session Aim: To establish GWL's Strengths, Weaknesses, Opportunities and Threats regarding Equality, Diversity and Inclusivity**

Zoe Strachan, Helen Anderson, Claire Stewart, Silka Patel, Katherine Wainwright

Paid staff: Sue John, Adele Patrick

Volunteer: Louisina Currie

### **Cross Organisational Meeting of Board Members, Paid Staff and Volunteers, 9th March 2016**

**Session Aim: To establish and finalise Objectives and related issues**

Paid Workers: Alice Andrews, Kim Long, Helen MacDonald, Wendy Turner, Hannah Terrell, Donna Moore, Katie Reid, Gabrielle Macbeth, Amy Todman Sue John, Nicola Maksymuik

Board members: Silka Patel, Louisina Currie

Volunteer: Claire Heuchan

Service Users: Nyla Ahmad, Mary Alice McLellan



All images from EDI Action Planning sessions involving GWL Board, paid staff, sessional workers volunteers and users

**Glasgow Women's Library  
March 2016**

**Updated December 2016**

**Next Review Date: April 2017**