

Leitrim Sculpture Centre

Equality, Diversity and Inclusion Policy

and Three-Year EDI Action Plan 2027–2030

Approved by the Board of Leitrim Sculpture Centre | Review date: [June 2027, annually]

1. Policy Statement

Leitrim Sculpture Centre is a national, strategically important arts centre and gallery, funded by the Arts Council / An Chomhairle Ealaíon. We are committed to equality, diversity and inclusion (EDI) across everything we do: as an employer, as a producer and presenter of art, as a venue open to the public, and as a partner within our community.

We want our workforce, Board, artists, participants and audiences to reflect the full diversity of Irish society, and for everyone who engages with the Centre to feel welcome, respected and able to participate fully. We are committed to eliminating unlawful discrimination and to taking positive, proactive steps to address exclusion and inequality in the arts, in line with the Arts Council's own Equality, Human Rights and Diversity (EHRD) policy commitments.

This policy has been updated to reflect Irish equality legislation and the expectations placed on strategically funded arts organisations, and to extend our commitment beyond the workplace to our artistic programme, audiences and governance.

2. Purpose of This Policy

This policy's purpose is to:

1. Provide equality, fairness and respect for all — in our employment (whether temporary, part-time, full-time or freelance), in our artistic programme, and in our services to artists, participants, visitors and the public.
2. Ensure we do not unlawfully discriminate against any person on any of the grounds protected under Irish equality law.
3. Oppose and actively work to prevent all forms of unlawful discrimination, harassment or victimisation, in areas including recruitment, pay and benefits, terms and conditions, promotion and training, grievance and discipline, artist selection and commissioning, and access to our building, programme and services.
4. Set out the proactive, positive actions we will take — through the attached three-year action plan — to increase diversity and remove barriers to participation across the Centre's workforce, governance, artistic programme and audiences.

3. Scope

This policy applies to:

- all employees, whether permanent, temporary, part-time or full-time;
- Board members and volunteers;
- artists, curators, freelancers and contractors engaged by the Centre;
- visitors, participants, audiences and members of the public using our gallery, facilities and programmes; and
- our procurement, partnerships and commissioning activity.

4. Legal and Policy Framework

This policy is grounded in Irish equality law and in the equality expectations attached to our status as a strategically funded arts organisation. In particular, we have regard to:

- the Employment Equality Acts 1998–2015, which prohibit discrimination in employment;
- the Equal Status Acts 2000–2018, which prohibit discrimination in the provision of goods, services and facilities — covering our gallery, programme and public-facing activity;
- the Irish Human Rights and Equality Commission Act 2014, and the guidance of the Irish Human Rights and Equality Commission (IHREC) and the Workplace Relations Commission (WRC);
- the Public Sector Equality and Human Rights Duty, which we have regard to as a recipient of public funding;
- the Arts Council's Equality, Human Rights and Diversity (EHRD) Policy and Strategy, and its equality monitoring requirements for strategically funded organisations; and
- the United Nations Convention on the Rights of Persons with Disabilities (UNCRPD), ratified by Ireland in 2018.

We will review this policy whenever relevant legislation, or Arts Council policy, changes, and at minimum annually.

5. Equality Grounds

Under Irish law, it is unlawful to discriminate against a person on any of the following nine grounds:

- gender
- civil status
- family status
- sexual orientation
- religion
- age
- disability
- race (including colour, nationality, and ethnic or national origin)
- membership of the Traveller community

In line with the Arts Council's own EHRD policy, we also recognise socio-economic background as a further basis on which people can face barriers to participation in the arts, and we will take this into account in our EDI monitoring and action planning, even though it is not currently a protected ground in Irish employment or equal status law.

6. Our Commitments

The Centre commits to:

- Encourage equality, diversity and inclusion across the organisation and our artistic programme, recognising this as both good practice and central to our public purpose.
- Create a working and creative environment free of bullying, harassment, victimisation and unlawful discrimination, where individual differences and everyone's contribution are recognised and valued.
- Train Board members, managers and all staff on their rights and responsibilities under this policy, including their responsibility to help prevent bullying, harassment, victimisation and unlawful discrimination. Staff should understand that both they and the Centre can be held liable for such acts occurring in the course of their work, towards colleagues, artists, visitors, suppliers or the public.

- Take seriously, and act promptly on, any complaint of bullying, harassment, victimisation or unlawful discrimination, dealing with it under our grievance and/or disciplinary procedures. Particularly serious complaints may amount to gross misconduct. Sexual harassment may also be a criminal matter.
- Make training, development and progression opportunities available to all staff on merit, subject only to any exemptions permitted under equality law.
- Base employment decisions on merit, other than in limited and lawful exceptions such as positive action measures.
- Actively use positive action, where lawful, to widen participation and representation among artists, audiences, staff and Board — for example, targeted outreach, ring-fenced opportunities, or accessible recruitment routes for underrepresented groups.
- Ensure our gallery, building and digital services are accessible, and work progressively to remove physical, communication and financial barriers to participation.
- Embed diversity in our artistic programme and commissioning, actively seeking out and supporting artists from underrepresented backgrounds.
- Review our policies, procedures and this EDI policy regularly to ensure they remain fair, effective and up to date with legislation and Arts Council requirements.
- Monitor the make-up of our workforce, Board, artists and audiences against the equality grounds set out above, and use this data — together with the attached three-year action plan — to measure progress and identify where further action is needed. Monitoring data will be collected, stored and reported anonymously and in line with data protection law.

7. Roles and Responsibilities

The Board of Leitrim Sculpture Centre has overall responsibility for this policy and for ensuring it is resourced and implemented.

- The Board approves this policy and the action plan, monitors progress at least annually, and ensures EDI considerations inform strategic decisions, including Board recruitment.
- The Director is responsible for day-to-day implementation, for embedding EDI in programming, employment practice and operations, and for reporting to the Board and to the Arts Council as required.
- Managers and Heads of Department are responsible for applying this policy within their areas, including recruitment, artist selection and day-to-day conduct.
- All staff, Board members, freelancers and volunteers are responsible for treating colleagues, artists, visitors and each other with dignity and respect, and for raising concerns where they see this policy not being upheld.

8. Monitoring and Review

We will review how this policy and the attached action plan are working in practice, including through equality monitoring data, annually, and update both to reflect changes in the law, in Arts Council policy, or in our own learning. Progress will be reported to the Board annually and summarised publicly, and shared with the Arts Council as part of our funding relationship.

9. Related Policies and Procedures

This policy operates alongside the Centre's Grievance Procedure, Disciplinary Procedure, and Dignity at Work Policy. Details of these procedures, including who to contact to raise a concern (usually a line manager, or the Director where the complaint concerns a line manager), are set out in [insert location/handbook reference].

Using the Centre's internal grievance or disciplinary procedures does not affect a person's right to make a complaint to the Workplace Relations Commission (WRC) within the statutory time limits, or to seek advice from the Irish Human Rights and Equality Commission (IHREC).

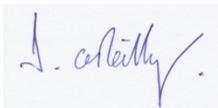
10. Approval

This Equality, Diversity and Inclusion Policy is fully supported by senior management and the Board of Leitrim Sculpture Centre.

Signed (Chair):  _____

Date: __01.09.26__

Board of Leitrim Sculpture Centre

Signed (Director):  _____

Date: __01.09.26__

Three-Year EDI Action Plan 2027–2030

This action plan puts the policy above into practice. It is organised into six themes covering governance, workforce, artistic programme, audiences, partnerships, and monitoring. Progress against each action will be reviewed annually by the Board, and the plan itself will be refreshed at the mid-point and renewed in full at the end of Year 3.

1. Governance & Leadership

Action	Timescale	Owner	Success Measure
Complete a skills-and-diversity audit of the Board against the ten Arts Council equality grounds (including socio-economic background)	Y1	Board Chair / Director	Audit completed and gaps identified
Revise Board recruitment process to actively source candidates from underrepresented groups, including advertising through Traveller, disability and minority ethnic networks	Y2	Board / Nominations	At least 1 new Board members recruited via targeted outreach
Provide EDI induction and unconscious bias briefing for all Board members	Y2	Board Chair	100% of Board members briefed
Set and publish a Board diversity target aligned with Arts Council strategic funding expectations	Y2	Board	Target published in Annual Report
Review governing documents (constitution/Articles) to ensure no barriers to diverse Board membership	Y2	Board Chair	Review completed; amendments made if needed
Report annually to the Board on EDI progress against this action plan	Y1–Y3 (annual)	Director	Annual report presented and minuted

2. Workforce & Employment Practices

Action	Timescale	Owner	Success Measure
Review recruitment, selection and induction procedures to remove bias (e.g. anonymised shortlisting, diverse interview panels, accessible job ads)	Y1	Director / HR lead	Revised procedures adopted
Introduce equality monitoring at recruitment stage across all nine legal grounds plus socio-economic background, with data reported anonymously	Y2	HR lead	Monitoring data collected for all vacancies
Deliver mandatory EDI, dignity-at-work and unconscious-bias training for all staff and freelance contractors	Y2	Director	100% of staff trained; refreshed every 2 years
Review pay, terms and progression data annually for evidence of disparities linked to protected grounds	Y1–Y3 (annual)	Director / HR lead / Board	Annual pay and progression review completed
Develop a reasonable accommodation procedure for staff and freelance artists with disabilities	Y2	HR lead	Procedure published and communicated
Build a slate of paid traineeship/internship placements targeted at underrepresented groups	Y2–Y3	Director	At least 2 placements delivered by Y3

3. Artistic Programme & Curatorial Practice

Action	Timescale	Owner	Success Measure
Review programming and commissioning data for the past 3 years against the equality grounds to identify gaps in artist representation	Y1	Director / Curatorial team	Baseline data report produced
Set targets for commissioning and exhibiting artists from underrepresented backgrounds (disabled artists, Traveller and minority ethnic artists, artists from disadvantaged socio-economic backgrounds)	Y1	Director / Curatorial team	Targets set and published
Establish an open call and bursary strand specifically to widen access for underrepresented artists to exhibit or make new work	Y2	Director / Curatorial team	Scheme launched; uptake tracked
Build relationships with Traveller, disability arts, and minority ethnic arts organisations to inform programming	Y2	Director / Curatorial team	At least 3 new partnerships established
Review artist fees and contracts to ensure equitable terms regardless of background or access needs	Y2	Director	Contract templates updated
Evaluate progress against representation targets and adjust programming strategy	Y3	Director / Board	Evaluation report to Board

4. Audience Development, Access & Participation

Action	Timescale	Owner	Success Measure
Commission a physical and digital access audit of the gallery and centre (building, website, materials)	Y1	Operations	Audit completed; action list produced
Implement priority actions from the access audit (e.g. step-free access, accessible signage, hearing loops, accessible website/EasyRead materials)	Y1–Y2	Operations	Priority actions completed
Introduce free or reduced-cost access schemes for people on low incomes, students and community groups	Y1	Director / Operations	Scheme launched and promoted
Develop outreach programme with local Traveller community, minority ethnic communities and disability organisations	Y2	Director	At least 2 outreach programmes delivered per year
Provide access information (audio description, ISL interpretation, relaxed openings) for exhibitions and events on request and at key events	Y3	Director / Operations	Provision offered at all major exhibitions
Survey audiences annually on diversity of engagement and barriers to access	Y1–Y3 (annual)	Operations	Annual audience survey completed

5. Partnerships & Community Engagement

Action	Timescale	Owner	Success Measure
Map existing relationships with equality, disability and minority-community organisations locally and nationally	Y1	Director	Stakeholder map completed
Establish an EDI advisory or reference group including artists and community members with lived experience	Y3	Director	Group established and meeting quarterly

Action	Timescale	Owner	Success Measure
Partner with Arts Council-funded EDI initiatives (e.g. Arts & Disability Ireland, Cultural Diversity and the Arts networks)	Y2	Director / Curatorial team	At least 2 active partnerships
Contribute data and case studies to Arts Council equality monitoring and reporting	Y1–Y3 (annual)	Operations	Annual submission made

6. Monitoring, Data & Accountability

Action	Timescale	Owner	Success Measure
Adopt a consistent equality monitoring framework (staff, board, artists, audiences) aligned with the Arts Council's ten grounds	Y1	Director / Operations	Framework adopted
Review this policy and action plan annually and report progress to the Board and, where required, to the Arts Council	Y1–Y3 (annual)	Director / Operations / Board	Annual review completed and documented
Conduct a mid-term review of progress against the action plan	Y2	Board	Review completed and findings actioned
Publish an annual EDI progress summary for staff, funders and the public	Y3	Director / Operations / Board	Summary published each year
Develop the next 3-year EDI action plan (2029–2032) informed by this plan's outcomes	Y3	Board / Operations / Director	New action plan adopted before expiry of this one