

Anti-Racism Touring Rider Working Group: Terms of Reference

Background

The [Anti-Racism Touring Rider](#) and accompanying checklist launched June 2021. The Touring Rider is a practical toolkit, providing recommended baseline activity and behaviour for venues and touring companies to make touring a safer, more equitable working environment. Some UK Theatre Board members were involved in its development.

Organisations are encouraged to commit to actively exploring, discussing and growing their commitments of anti-racism work. It is 'owned' by everyone - organisations are encouraged to add the Touring Rider to their websites, with a declaration: 'we are adopting it as a statement of intent'. Signing up to the Touring Rider signals *intent*.

It's designed to be a 'living document' – it will be updated every six months, and feedback is welcome. UK Theatre will consult with its membership between July and October 2021 to provide feedback on the Touring Rider prior to its first six-month review. This working group will guide the consultation process.

Purpose

The Working Group has been formed to:

1. Guide UK Theatre's member consultation on the practical application of the Anti-Racism Touring Rider
2. Help shape the feedback UK Theatre provides to the Anti-Racism Touring Rider Committee
3. Ensure that the consultation process involves people with lived experience of racism and those directly affected by the activities set out in the Anti-Racism Touring Rider

Reporting

The Working Group makes recommendations to assist the Anti-Racism Touring Rider Committee in developing the toolkit for best use across the industry.

Working Group Members

- The Working Group should comprise a maximum of 10 people
- The Working Group must include representatives of the UK Theatre Board (approx. 4)
- The Working Group should include a mix of as many of these skills and demographics as possible:
 - Representing different venue types (commercial and not-for-profit)
 - Representing touring and production companies
 - Representing the four nations (England, Northern Ireland, Scotland, Wales)
 - Representing as wide a range of demographics as possible across ethnicity, gender, disability and religion
 - People with lived experience of racism
 - Skills to include:
 - Equality, diversity and inclusion
 - Human Resources/people management

- Operations
- Marketing/audience development
- Wellbeing and pastoral care

Working group members can be appointed through:

- Representation from individuals who contact UK Theatre and set out their relevant experience
- Proposal and recommendation from existing working group members or UK Theatre Board members.

Working Group meeting structure and procedure

- We anticipate needing to hold two online meetings during the period July – October 2021
- The Working Group will be chaired by the Head of UK Theatre & Workforce Development or participating members of the UK Theatre Board.
- Meetings will be called by UK Theatre, giving ideally one month but a minimum of one week's written notice to all members of the Working Group
- Decision making will be based on a simple majority
- Minutes will be taken and shared with the Working Group
- The quorum will be whichever is the higher of 3 and 50% of Working Group membership
- Payment for attendance at Working Group meetings is available for freelancers, at a rate of £150 per meeting.
- Live captioning / BSL sign-language interpretation can be made available for meetings if required.

Membership Consultation Process

- We anticipate holding online discussion groups, focussing on the themes in the Touring Rider (venue welcomes, wellbeing and pastoral care, marketing and brochures, interacting with audiences, data sharing and complaints management). Consultation could also take the form of surveys.
- The key comments and actions from these discussions will be compiled by UK Theatre and circulated to the Touring Rider Working Group for input and sign-off.
- Collated feedback will be sent to the Anti-Racism Touring Rider Committee in advance of the committee's six-month review meeting. Once the committee has reviewed the UK Theatre membership's contributions and updated the Touring Rider accordingly, UK Theatre will review any amends made and will consult with the Touring Rider Working Group and UK Theatre Board on the content and decide on an appropriate updated response or quote.
- The focus of the consultation is to respond to the Touring Rider in its current form, and provide constructive feedback in the spirit with which the Rider has been created, with the ultimate aim of defining in practical terms what a welcoming theatre looks like.

Review

The continued need for and role of the Working Group should be considered every six months, in line with the review cycle of the Touring Rider.

13 July 2021