



2022-2023
Management Board and ACW Report #16
Period covered: 1 January – 31 March 2023

Audience enjoying a reading from clare e Potter at the Singing the Sun in Flight event

Contents

Updates, Highlights & Insights

Update from Artistic & Executive Director	3
Q3 Highlights	4
Project spotlight: Emerging Writers	6
Our place in the sector	7
Tŷ Newydd Update	8

Our Impact:

In Focus: Our Representation & Equality Goal	9
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Progress against Targets

Arts Council Wales 2022-23	11
Operational Targets	18

Equality, Diversity & Inclusion

Policy highlights and updates

Learning Points

Activity & Operational	22
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An explanation of this report

This report is an amalgamation of the **Arts Council of Wales Funding Requirements** proforma and **our internal reporting requirements** which detail the impact we hope to achieve.

The Arts Council of Wales set targets only offer a small snapshot of the work we deliver. In addition, we have a rigorous impact monitoring process which shows how all our programmes contribute towards our 7 Goals. In all Organisational Reports we will be highlighting one goal per quarter to delve into the stats and stories we've gathered. Each report also includes an overview of our **Learning Points** from the period in question.

Attached to our strategic plan are many operational action plans; Fundraising, HR, Partnerships & Legacy, Sustainability, Finance, EDI and Communications. Within these are SMART goals for each year. We measure our progress against these quarterly, and in each organisational report we will include an overview of key progress made/deadlines missed in the quarter.

Update from Artistic & Executive Director

As for many of our colleagues and friends in the arts, this quarter was earmarked for intense planning and development work to submit our Investment Review application to the Arts Council by the 31st of March, to apply for funding for the organisation for 2024-27. The whole Literature Wales team enjoyed engaging in the task of future planning and we're excited to put plans into action.

January also saw us launch the Tŷ Newydd programme of courses for the year on St Dwynwen's day. The culmination of months of curating work, the programme outlines our week and weekend-long courses focusing on various genres, themes, and featuring over 60 tutors and guest readers including some of Wales' (and the world's!) best writers and facilitators.

In February, the second of several showcases we will be holding at the Senedd over the next three years took place on Valentines Day. More than 100 guests gathered in person and online to enjoy the Singing the Sun in Flight: Poetry at the Senedd event which was sponsored by Dawn Bowden MS, Deputy Minister for Arts & Sport, and Chief Whip. Spanning a range of topics including managing grief, overcoming trauma, building self-confidence and living with dementia, the contributors included Rufus Mufasa, clare e potter, Duke Al Durham, Esyllt Maelor and Patrick Jones, and they all gave a deeply personal account of how writing has been a healing process to them and with others, in workshops and on courses organised by Literature Wales.

March saw us celebrating the achievements of the 2022-2023 Representing Wales cohort and the growing success of the writer development programme. The writers, mentors and staff members came together online to enjoy readings of the writers' work and to hear about everyone's experiences. An online celebratory campaign also took place to share the writers' successes with the world. We are looking forward to announcing the names of the new cohort of writers in April, as we venture into the spring with a myriad of exciting announcements and opportunities.

Claire Furlong, Executive Director

Leusa Llewelyn, Artistic Director



Highlights

Activity

- In January [we began the search for the next Children's Laureate and Bardd Plant Cymru](#) for 2023 - 2025. They will take over from current Children's Laureate [Connor Allen](#) and Bardd Plant Cymru's [Casi Wyn](#).
- Schools continued to enjoy 50% funded workshops from writers such as Krystal Lowe, Phil Okwedy and Alex Wharton as part of our Cymru Ni/Our Wales project. Find out more about the writers on the [project page here](#).
- [Tŷ Newydd launched the 2023 course programme](#) which features over 60 writers who will run courses reflecting our strategic priorities. In July, for example, we will welcome Andrew McMillan and Okechukwu Nzelu who will tutor a cross-genre week entitled 'Writing Queer Love'.
- Supported by the Welsh Government, Literature Wales curated an evening sharing the health and well-being benefits of poetry, entitled [Singing the Sun in Flight](#).
- In February, successful [Writer Commission](#) artist Seren Haf Grime [published an anthology of work](#) called *Staying Alive: A Book of Hope*, which was developed with women under the age of 50 living with secondary cancer, in partnership with the Royal College of Psychiatrists in Wales.
- To celebrate World Book Day, Literature Wales [announced the panel of judges for Wales Book of the Year 2023](#), which includes artists such as Ceri Wyn Jones and Representing Wales 2's, Emily Burnett.
- Activity continued throughout Q4 on the Piece by Piece project, run in partnership with Newport Mind. Creative practitioners Bill Taylor-Beales and Uschi Turoczy [created stunning artwork with young people at the Pil Millennium Centre](#).
- The second Representing Wales cohort were [celebrated in a week-long campaign](#) before welcoming the third cohort in Q1, which will develop writers for Children and Young Adult literature.
- Patrick Jones led the Words for Well-being project over Q4, in partnership with Risca Volunteers and Libanus Lifestyle.

Operations

- Interviews for additional Trustees and Deputy Chair to join Literature Wales' Management Board began in Q4 with two joining at the February meeting, and four more to join in May 2023.
- The Stakeholder Survey was sent to over 800 individuals in January.
- All internal policies were updated and staff familiarised themselves with changes ahead of the new financial year.
- Staff enjoyed a variety of creative presentations as part of our bi-weekly team meeting sharing learning points across the organisation.
- The whole team have finished the first year of the new project planning system, and have inputted all stats for the APW survey 22/23.
- Detailed forecasting for 23/24 was completed, and year-end finance processes started.
- All staff completed their Professional Development Reviews, allowing all employees to have clear KPIs for the year to navigate and track their progress.
- SLT implemented a new system of reviewing risk register weekly, ensuring they are relevant and appropriate mitigating tactics are deployed.
- After lots of hard work across the organisation, the Investment Review was submitted to the Arts Council of Wales.



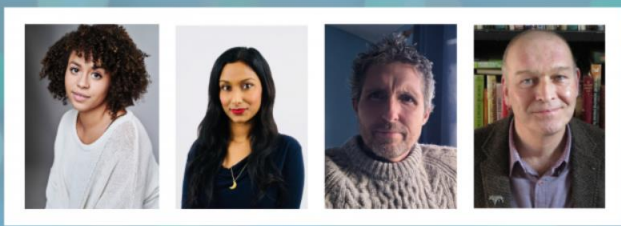
In January, applications opened to find our new [Children's Laureate Wales and Bardd Plant Cymru](#) for 2023-2025



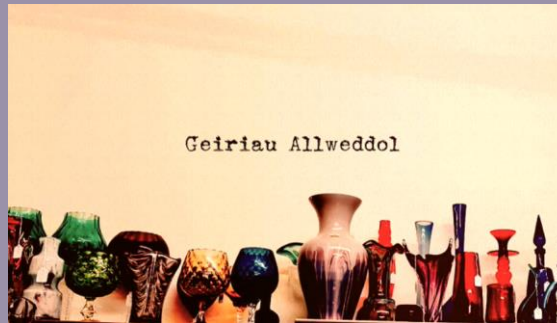
The [Tŷ Newydd Writing Centre's 2023 programme](#) of creative courses was launched



In February, we enjoyed [poetry performances on Health and Wellbeing](#) at the Senedd



The English language [Wales Book of the Year](#) judges were announced.



A poetry film was released to [celebrate Raymond Williams' contribution to literature in Wales](#)



Artists [share their experiences of making a mural](#) as part of the Newport Piece by Piece project



Local community and partners enjoyed a sharing event 'Gwledda' in March as part of the [Lit in Place project](#)



National Poet of Wales [Hanan Issa performed with Simon Armitage](#) at Gladstone Library in March



Darren Chetty and Iestyn Tyne tutor the emerging writers from the [\(Re\)Writing Wales course](#)

Activity Spotlight: (Re)Writing Wales Course

"IT'S FAIR TO SAY THAT THIS IS ONE OF THE MOST HOPEFUL WEEKS I'VE EVER EXPERIENCED DURING MY CREATIVE CAREER. I'LL KEENLY FOLLOW THE JOURNEYS OF THESE INSPIRING WRITERS FOR YEARS TO COME"

– Iestyn Tyne, one of the course tutors

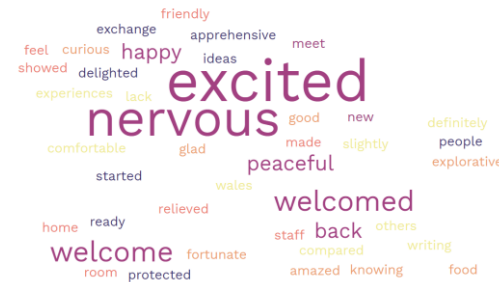


The Emerging Writers group after their sharing event in the library at Tŷ Newydd

- 79% of the participants felt that their craft had improved because of the course
- The cohort's confidence in writing creative non fiction rose from 60% before the course to 77% at the end of the course
- 100% of the participants notes that the course was well organised, and 71% strongly agreed that they had developed a better understanding of how to develop their writing career on the course (with the other 29% slightly agreeing)
- 93% strongly agreed that they'd made a valuable connection with other writers through this course

In addition to the commercial programme of courses at Tŷ Newydd, we run several free-of-charge strategic courses at the centre annually. Often in partnership with the publishing industry, we address gaps in Wales' literary culture in terms of diversity, themes, genres and more. In March this year, following a competitive application process, 14 emerging Welsh writers from a wide range of diverse backgrounds attended a week-long creative non-fiction course led by tutors Darren Chetty and Iestyn Tyne. The group were joined by several guest readers including Mike Parker, Hanan Issa, Grug Muse, Arwel Jones from the Books Council and Emma Schofield from Wales Arts Review, to explore themes of identity and Welshness. The writers took part in workshops, discussions, one-to-one tutorials and guest speaker events to help develop their craft and understanding of the publishing world. In partnership with Wales Arts Review, the cohort are invited in the weeks following the course to submit their essays on Wales and identity for consideration to be published on their popular platform.

On arriving at Tŷ Newydd I felt...



My week at Tŷ Newydd has made me feel...



Spending time at Tŷ Newydd as part of the (Re)Writing Wales Emerging Writers cohort hasn't just given me a gang of writer friends, it's given me the confidence to expand my creative non-fiction writing and see value in the things I have to say.

A life-affirming and confidence-boosting week. The most inspiring environment where you can process, grow and develop your skills as well as your character.

(Re)Writing Wales encouraged me to explore the complexities of Welshness and the essay form, to discuss what's missing in current writing and to draw on my lived experience to help write a more inclusive Welshness.

– Course Participants



Our Place in the Sector

All staff at Literature Wales are heavily involved in facilitating activity across the sector, whether through answering enquiries from writers or presenting at prestigious public events. In the last quarter, highlights include:

- Writers at Work – led by Leusa, many members of the team have supported Hay Festival to relaunch their extremely popular opportunity, Writers at Work. We have supported with a successful application to ACW, and are now leading them through the call-out and selection process.
- Tŷ Newydd Retreats – During this period, we have supported ACW's Welsh Language Consortium Group and Urdd to develop retreats and be hosted in Llanystumdwy, building connections between our teams, and ensuring TN is seen as central to Welsh cultural life.
- Providing support and a sounding board for organisations including; Artworks, Disability Arts Cymru, S4C, Dyslexia and the Arts Network, Petra publishing, Inclusive Journalism as they develop programmes connected to literature and/or our three priorities.
- Our support in finding and funding emerging writers to co-create a multi-discipline production for the National Eisteddfod and Frân Wen finally bore fruit after a covid hiatus, with [Popeth ar y Ddaear](#) being announced as a flagship artistic experience for Maes B at the August 2023 National Eisteddfod in Llŷn.
- Beyond our support to organisations through the Inspiring Communities fund, Literature Wales has again helped sponsor Wales-based national competition this year including the Crime Cymru First Novel Competition, Wales Poetry Award, New Welsh Review's New Welsh Writing Award, and Firefly Press' Children's Fiction Competition. Our sponsorship offers a stay at our Nant Writers' Retreat or a course at Tŷ Newydd as a prize, to encourage the writers to continue further along their writing journey.

In total the team have been involved in over 800 hours of sector support activity this financial year, but the impact is far better articulated by those who've benefitted from our support:

"It's all thanks to Llen Cymru. I'd never have known about the opportunity, let alone had the confidence to apply without the books for all course, so from the bottom of my heart, Diolch yn fawr iawn 🙏 I am bouncing around like a mad thing with happiness 💕💕💕💕" Gail – successful applicant for the Books for All course, following contacting the team to ask for advice.

Tŷ Newydd Update

Quarter 4 saw us welcome over **142 guests** to Tŷ Newydd. We held one Welsh-language day course, attracting **6** writers to learn more about how to write for children and young people with **Bethan Gwanas**. We also hosted a **Spring Yoga Retreat** with local yoga instructor Richard Fowler. The weekend was a huge success, and its 18 paying guests provided a healthy boost to our course income for quarter 4.

Nant hosted **7 retreats** during quarter 4. Nant reached a **capacity of 78%** in quarter 4 – however the effort to attract writers to book retreats in quieter winter months once again proved difficult.

In 2023-24, we are developing strategic retreats at Nant, offering quiet or unsellable weeks to writers on low incomes free of charge through a competitive process. We also secured **1** venue hire at Nant.

Essential renovation work on the Tŷ Haul commenced in quarter 4, with InnerWorld conservationists working in parallel with pEGWa architects to draft a schedule of works to conduct essential repairs and maintenance to the fabrication of the building. Investigatory works have already taken place, and the work is on hold until early May, when the centre has its next guest-free window.

88% of participants noted that their course at Tŷ Newydd had had a positive effect on their health and well-being.

Similarly, **88%** of participants also said they would return to Tŷ Newydd in future.

Quarter 4 saw also us launching our latest Tŷ Newydd course programme for 2023. This year's programme features **27 courses**, ranging from day courses to weekend and week-long courses. The full programme can be viewed here: www.tynewydd.wales

Bookings for our 2023-24 courses have already reached 63% of our target.

Goal Highlight: Representation & Equality

We will better represent the diversity of Wales in its literature. We will continue to focus our work for people who are under-represented and who have experienced historical and structural inequalities, racism, ableism, and discrimination.

Representing Wales 22-23

Funded by the National Lottery through the Arts Council of Wales, Representing Wales is a 12-month development programme for under-represented writers, and over the last year has developed 14 writers who identified as being from a low-income background.

Since our open call out in December 2021, where we received 95 applications the group have enjoyed 9 workshops, 8 Writing Rooms, 4 Masterclasses and 70 mentoring sessions. 6 of these sessions were open and free to the public reaching and developing more writers.

7 members of the cohort also spent 120 hours on a Welsh language learning course, which was ran in partnership with the National Centre for Learning Welsh and was funded through the Work Welsh scheme.

- 64% of participants have been offered writing opportunities or commissions as a result of being on the programme
- 90% agree their professional careers have been advanced
- 100% agree their understanding of the publishing industry has improved
- 100% agree that the programme has positively impacted their creating writing practice

In March, the Representing Wales cohort took over our social media channels, sharing work they had developed over the last year. This was followed by a closed celebration event was held between the cohort, Literature Wales staff and their mentors. To read more about the individual writers, and their experience of this development programme on our [website](#).



Representing Wales Cohort #2 enjoying a session at Tŷ Newydd

“

This programme has transformed my writing, my confidence, and my life

- Ben Huxley

*This programme has opened so many doors to me...
I feel as though my future is bright*

- Hattie Morrison

”

Goal Highlight: Representation & Equality

Somali Dance



A partnership between Tŷ Cerdd, Hyaat Women Trust, National Dance Company Wales and Literature Wales, which offered an artist development pathway for artists from a range of specialisms.

The participating artists enjoyed **4** workshops, concluding in a sharing showcase in March to an audience of **120** individuals. The performers were comprised of **4** lead artists and **9** shadowing artists.

One of the partners, Hyaat Women Trust said:

“

It's been an amazing experience and I've enjoyed every minute of it. Everyone I spoke to enjoyed the event and had nothing but positive feedback

”

Cymru Ni / Our Wales

Funded by the Welsh Government, Literature Wales supported schools to meet the recommendations contained in the [Black, Asian and Minority Ethnic Communities, Contributions and Cynefin in the New Curriculum Working Group report](#) by Professor Charlotte Williams through delivering dynamic creative writing workshops from Welsh writers of colour over a 3 stage process:

- Stage 1: Free workshops to schools
- Stage 2: 50% funded workshops through our Inspiring Communities Fund
- Stage 3: Resources for teachers

9 Facilitators of colour provided **56.5** full days of workshops to schools across Wales, with some positive feedback:

- 100%** felt that the creative sessions benefited the school
- 100%** felt they could implement part of the session into their own planning
- 99%** felt that Literature/ Creative writing helped explore complex topics

The 50% funded workshops allowed schools to develop relationships with the writers themselves, resulting in some excellent feedback:

“

Having Krystal ... was a wonderful opportunity. For us, this was a chance for the children to share what is important to them, to consider their own autobiographies, race and identity and to positively bring about a sense of cohesion within our community.

- Headteacher, Ysgol Bryn Celyn

”

Resources for teachers remains in development through quarter 4 and will continue into the new financial year.



clare e potter and Nia Morais
facilitating a session



Duke Al Durham facilitating a
session



Class of students enjoying a
Cymru Ni session

Arts Council Wales 22/23 Targets

Goal: Wales' Literary Culture: Ensure wider engagement, better accessibility and more impact for creative writing activities

Targets for 31 March 2023	Progress year to date	Method of data capture
Develop partnerships with at least 3 community groups working with specific groups currently under-represented in Wales' Literary Culture.	Complete. As part of our Lit in Place project, Siôn Tomos Owen is working with Welcome to our Woods in Teherbert supporting individuals with mental health issues connect with nature. And Iola Ynyr is working with Ysgol Gynradd Rhosgadfan, supporting parents of low income families. In March, 23 artists performed at a showcase in Butetown as part of the Somali Dance Partnership , which created a development pathway over a series of workshops for 9 participating artists.	Our project progress and evaluation reports
Increase guidance available for our Inspiring Communities Fund programme, supporting literary event organisers across Wales to deliver inclusive and accessible events.	In Q4, guidelines were amended and edits to the application form continue. This work is due to be completed in Q1 of the new financial year.	
Train more writers through Creative Conversations programme in themes such as: safeguarding, sharing best practice & how to deliver literature in participatory settings.	<p>Since April 2022 9 Creative Conversations have taken place, including:</p> <ul style="list-style-type: none"> • Inclusive online workshops with Kittie Belltree and Sara Beer • Delivering inclusive creative writing workshops for children and young people with Connor Allen • Dysgu'r Gynghanedd Mewn Ysgolion with Siw Jones • Creating authentic representations of Mental Health in fictional characters with Paul Whittaker and Tamsin Griffiths • Create your own magazine or book with publisher Jannat Ahmed. <p>The creative conversations/ offer of training to writers will be redeveloped as a training package for artists in the new financial year.</p>	
Invest £45,000 on a programme aimed to support the delivery of a diverse curriculum in Wales, which includes £21,000 going directly to writers of colour.	A total of £16,482.84 has directly gone to writers of colour involved in this project. The plans changed considerably from the original bid, with more emphasis placed on creating resources than workshops, meaning that more of the budget was spent on videographers etc than artists. A total of 9 writers of colour were involved in the project.	

Arts Council Wales 22/23 Targets

Goal: Representation & Equality: Deepening our relationship with artists, participants and audiences.

Targets for 31 March 2023	Progress year to date	Method of data capture
<p>Ensure all documents are presented using a variety of accessible tools, including dyslexia friendly versions.</p>	<p>Ongoing: All current open call outs are provided with a dyslexia friendly and large print application form. We also accept audio and video applications to our high profile opportunities, such as Bardd Plant Cymru and Children’s Laureate. Staff received internal comms training on writing accessible copy and work continues to review and adapt current provisions, such as our resources.</p>	<p>Our project progress and evaluation reports and staff records.</p>
<p>Deliver the third edition of Representing Wales, investing in 14 writers intensely, all who come from under-represented communities.</p>	<p>14 under-represented writers selected by the independent assessment panel. All 14 were invited to self-identify their under-represented characteristic(s) marking a new more inclusive approach to our eligibility criteria.</p>	
<p>Through Representing Wales, engage with approximately 300 individuals within the wider programme.</p>	<p>Not complete. Open sessions have reached 130 individuals. In future, more sessions will be open to the public, and a marketing plan will be developed to attract more participants.</p>	
<p>Monitor the evolution of the Representing Wales programme and long term impact, including engagement with existing cohorts.</p>	<p>Cohort 1 have continued to receive aftercare mentoring sessions and completed detailed mentoring reports following the sessions. Due to staff capacity, Cohort 1 members were not contacted for further evaluation. Plans have been set to hold check-in session with a select few during Q.2 of 2023-24. In Q4, Cohort 2 completed their check-out sessions and detailed end of year surveys, and will begin their aftercare programme in the new financial year. The aftercare programme was co-created with the cohort and is based on their feedback on suggestions. It will include another residential masterclass at Tŷ Newydd in Quarter 3, 2023-24.</p>	

Arts Council Wales 22/23 Targets

Goal: Welsh Language: Committing to seizing and developing the opportunities that Welsh language creativity offers.

Targets for 31 March 2023	Progress year to date	Method of data capture
Submission of your updated Welsh Language Plan	Complete. This plan was submitted to the Arts Council of Wales in September 2022.	Our project progress and evaluation reports and staff records.
Facilitate 5 partnership projects and ongoing stakeholder meetings tackling under-representation in children’s literature in the Welsh language	Complete. Some highlights include: <u>Partnership projects</u> <ul style="list-style-type: none"> • Joined the Books Trust Cymru conference on Equality, Diversity and reading for pleasure. • Delivered a Stori i Bawb course at Tŷ Newydd in partnership with the Books Council • The Cadw project saw Alex Wharton’s poems be translated in Welsh by Iestyn Tyne. • Our Cymru Ni project created a list of Welsh language texts with Dr Ann Alston, to be used as a teacher resource. <u>Ongoing stakeholder meetings</u> <ul style="list-style-type: none"> • Made contact with the Books Council's new Head for the Department of Children’s Books and Reading Promotion, Bethan Mai Jones • Supported Race Equality First, by providing a list of Welsh texts featuring characters of colour • Supporting EmpathyLab by introducing the Inspiring Communities Fund and Writers of Wales Directory • Conversations started with BookTrust Cymru to see how we can support each others work. 	
All staff and Directors complete a bespoke Welsh Language Awareness training course.	In February we put out a call for tender , which has resulted in two high quality expressions of interest. We commissioned Iaith Cyf to devise and deliver a bespoke Welsh Language Awareness course which will be offered to all staff and Trustees in Q2, 2023-24.	
Build international partnerships with other Celtic language nations including ROI, NI, and Scotland.	Within this financial year, our Bardd Plant Cymru, Children’s laureate and Áine Ní Ghlinn, the Laureate na nÓg, (The first Gaelic speaking Irish Children’s Laureate) shared the stage at Hay Festival. We later welcomed Áine Ní Ghlinn to Tŷ Newydd, for a poetry retreat, translating poems into Welsh and Irish. Our previous National Poet Ifor ap Glyn and current National Poet, Hanan Issa, were supported in November to attend Scotland’s Push the Boat out Festival. In Q4, our Children’s Laureate and Bardd Plant Cymru were featured in the Bologna Festival Booklet, and the Representing Wales team met with the Scottish Book Trust to share learning points on similar writer development programmes.	

Arts Council Wales 22/23 Targets

Goal: Health & Well-being: Deepening our relationship with artists, participants and audiences.

Targets for 31 March 2023	Progress year to date	Method of data capture
<p>Expand and build upon strong partnerships in health and well-being, including the Royal College of Psychiatrists in Wales, the Reading Agency, local health boards and the Wales Arts Health & Well-being Network.</p>	<ul style="list-style-type: none"> • Our Children’s Laureate, Connor Allen, worked in partnership with the Royal College of Psychiatrists to explore mental health and technology, with the animated video released in October, on World Mental Health Day. • Writer Commissions 4 project Writing Tree concluded in Q3, which supported new mothers in partnership with Aneurin Bevan University Health Board’s perinatal service. • In Q4, two smaller Health and Well-being projects concluded: clare e potter in partnership with Valley Steps and Patrick Jones in partnership with Risca Volunteers and Libanus Lifestyle. • Piece by Piece workshops continued in Q4, which is ran in partnership with Newport Mind. • Conversations started with an Art Therapist and NHS arts co-ordinator to develop creative supervision for well-being. 	<p>Our project progress and evaluation reports and staff records.</p>
<p>Develop a strategic approach to national partnerships.</p>	<p>The Artistic Director and Executive Director continue to meet literary partners and stakeholders with the aim of mapping the sector, to provide a clear pathway for Writers, audiences and the public – to better define our individual remits and demonstrate partnership work.</p>	

Arts Council Wales 22/23 Targets

Goal: Climate Emergency: Deepening our relationship with artists, participants and audiences.

Targets for 31 March 2023	Progress year to date	Method of data capture
<p>Deliver Llên mewn Lle, training Local Laureates to be leading literary facilitators.</p>	<p>Two facilitators have completed a 6 month pilot in their communities. Iola Ynyr ran Gwledda, based in Rhosgadfan and received mentoring from Clare E Potter. Siôn Tomos Owen ran Fruits of our Fire, based in Rhondda Cynon Taf and received mentoring from Grug Muse. Due to artist illness and conflicting schedules, activity for LUMIN Syllabus will start in the new financial year.</p>	
<p>Focus on establishing local projects and developing relationships with Inspiring Communities fund.</p>	<p>The criteria for Inspiring Communities Fund continues to be developed to support local event organisers to run event in an inclusive, sustainable and effective way, and we continue to prioritise events which fit within our strategic priorities. For example, over the year we have supported a creative writing course for girls of colour between the ages of 14-17 with Nasia Sarwar-Skuse (Representation and Equality), funded the School of Medical and Health Services at Bangor University to host a Q&A with Horatio Clare, with the recording being used as a teaching tool for years to come (Health and Well-being) and in Q4, after 7 hours of sector support, Empathy Lab received funding to develop virtual talks in Welsh schools (Participation).</p>	<p>Our project progress and evaluation reports and staff records.</p>

Arts Council Wales 22/23 Targets

Operational Measure: HR

Targets for 31 March 2023	Progress year to date	Method of data capture
Recruit 2 new directors for the Board.	Six Trustee applications were received, and interviews took place in Q4 with representation from the Board, Executive and ACW. Six indicative offers were made, two new members joined in Q4 and four further members will be considered at the Q1 2023-24 meeting.	HR records.
All staff and board members to receive Anti-racism and ableism training.	In Q3, two members of staff attended a Anti-Racism training course, delivered between Arts and Business and Race Council Cymru. All staff attended a Neurodiversity awareness session in Q4. We will explore ableism training in 2023-24.	
CEO recruitment successfully delivered.	Complete 1 Sept 2022 – two candidates appointed as Artistic Director and Executive Director.	
Work to reduce staff commuting and encourage active travel, including the installation of electric car charging points at Tŷ Newydd.	Ongoing – Cycle to work scheme introduced, with two members of staff taking this up. A Government Grant (which will partially pay for the instalment of an EVCP) has been awarded. Three electrical contractors have done a site visit to assess the practicalities of installing an EVCP. Due to the fabrication of Tŷ Newydd's buildings and grounds, it would prove very difficult and costly to install an EVCP. Funds were not available in this financial year to justify such a cost. It has been forecasted into 2023/24 budget.	

Arts Council Wales 22/23 Targets

Additional Targets.

	Targets for 31 March 2023	Progress year to date	Method of data capture
Fundraising	Develop a policy in relation to ethical fundraising (both incoming and outgoing).	Complete. On 24 August , we held a session funded by the Arts and Business Cymru Prosper scheme , unpacking ethical fundraising. From this we have created a public Our Pledge document plus an internal process for assessing fundraising sources.	Our project progress and evaluation reports and staff records.
Operational	Roll out new internal writer database , tracking self-described EO data alongside specialisms and future career goals to allow LW to better identify suitable opportunities for writers, using a personal approach to language.	<p>A trial collection from unsuccessful National Poet applicants resulted in two responses. In Q3, this opportunity was shared with 592 writers, resulting in a further 27 entries.</p> <p>Work continues to embed this into all new open/closed call-outs.</p>	

Operational Targets

Highlights from Q4

Targets for 31 March 2023	Progress year to date	Method of data capture
Set up steering committee of writers who are under-represented in publishing sector to better understand interventions needed	This work will now be taking place in April 2023 - featuring eight writers who were part of the Cymru Ni project. The first session will look at learning points from that particular project and will include a discussion on how Literature Wales could work with schools in the future to address and meet recommendations outlined in the Cynefin report led by Pr. Charlotte Williams OBE.	Project records
Creative Team will support 10 projects led by external partners in advisory capacity	This goal was met and completed. Projects include Ar y Dibyn (led by Theatr Genedlaethol); Dyslexia and the Arts Network in Wales; Gair Mewn Gwlan (led by Eisteddfod Genedlaethol); Connor Allen's LOYALTY programme through Jerwood Arts; and Hay's Writers at Work organised in partnership with the Hay Festival.	Project records
100% of staff attend three cross-team training sessions	During the course of the year, all staff attended at least seven cross-team sessions inc. Ethical Fundraising, the distinction between project and line management, internal creative comms led by our Communications Lead, and a staff away day held at Tŷ Newydd. Some staff also attended additional sessions which included First Aid Training.	HR records
Gain 3,000 views of our Strategic Plan Introduction video	As of 31 st March, views on the Strategic Plan Introduction video on Youtube, Instagram, Facebook and Twitter are at 5,177	Google analytics

Operational Targets

Missed Targets

Targets for 31 March 2023	Progress year to date	Method of data capture
Raise £35,000 from trusts and foundations.	£15,000 per annum for two years was raised from the Garfield Weston Foundation at the start of the year. 14 more applications to Trusts and Foundations were made, including 10 prepared by Cause4, however all have been rejected. To improve our fundraising and ensure future targets are met, a Fundraiser will be hired in 2023-24.	Funding agreements
Conduct annual stakeholder survey with over 200 respondents.	A Stakeholder Survey was distributed in January and sent to 839 individuals, but this only resulted in 56 responses which is significantly lower than the target of 200. This is partly as the survey was not shared publicly but targeted towards individuals we have communicated with, which resulted in relevant responses which were all of good quality and included useful feedback.	Survey responses
Audience Development: At least 10% of individuals responding to our callouts, opportunities and courses are doing so for the first time.	We are not currently gathering data on the % of first-time respondents, meaning we cannot confidently report on this target for the year. We will develop a method for collecting this information for appropriate call outs track progress towards this goal as part of our ongoing work on the Audience Development Plan.	Monitoring forms

Equality, Diversity & Inclusion Progress

Several projects culminated this quarter, including the [second round of Representing Wales](#), our intense writer development programme developed to increase the diverse voices of under-represented writers in Wales. The online celebratory event in March saw the 14 writers read an extract of work and talk about their journey on the programme, whilst their personal mentors also spoke about their experiences of working with the talented cohort. The third round of writers have also been selected this quarter, following an application process that allowed applicants to self-describe how they are under-represented within Wales' literary culture. Representing Wales round #3 will feature in the next organisational report, following the announcement in April.

Several of our Health and Well-being projects also came to an end. In February, the anthology *Staying Alive: A Book of Hope* was launched at St David's Hospice, Newport: a collection of pieces written by young women living with cancer – women who are often juggling young families, taking care of their homes and relationships whilst receiving treatments for their condition. Led by writer [Seren Haf Grime](#), the project shone a light on the inequalities that women often face. The launch followed another event held in Llanelli in January, led by [Rufus Mufasa](#) and celebrating the end of a project that celebrated mothers during the pandemic. Working with Plant Dewi, supported by People Speak Up, this captured some of the most “neglected superheroes of the pandemic”, honouring and celebrating motherhood and ramping up resilience of the participants through creativity.

Children's Laureate Wales, Connor Allen, paired up with writer Duke Al Durham to lead a [series of poetry workshops](#) exploring the themes of community, connection, and identity over the course of Children's Mental Health Week. Over four days of workshops, over 60 children took part, and the poems created will be used to create a mural at Fitzalan High School's new building by the artist collective, Unify who also attended the poetry workshops to ensure that the children's voices would be directly translated into the artwork.

“I learned so much about myself on this creative journey with Literature Wales & People Speak Up. It is the only time that my experience as a woman and a parent, particularly through the pandemic has ever been openly shared, let alone asked about. Telling these stories, processing them as poetry and prose, discussing them and working on them with Rufus has formed a huge part of my personal healing from not only the collective trauma of the pandemic, but also the trauma of motherhood.”

– A participant in Rufus Mufasa's O Mam Fach project

“An inspirational, enlightening and engaging experience.”

– Kitchener Primary School Teacher

Sustainability: highlights and updates

Quarter 4 Progress

From staff estimating their own commuting habits in the most recent staff survey, only 18% of potential commutes were made by car for the second half of this year, exceeding our goal 25%. 16% of potential commutes were made by active travel, 7% by public transport and 5% by car sharing.

From the same survey, 89% of staff always or almost always made sure to switch off electrical items when not in use and 11% usually did so. 66% of staff always took the time to recycle correctly and 33% usually made an effort to do so.

Initial research has been completed into various Environmental and Carbon Neutrality accreditation schemes, as well as carbon offsetting. This will be explored in the new year as part of a substantial update to our Sustainability Action Plan.

Quarter 4 Missed Targets

Over the course of the year, Literature Wales printed 12,815 pages (10,669 at Tŷ Newydd and 2,146 at GJC), which is significantly more than the target of 2,500 pages printed annually by staff. While this figure is inflated by printing from Tŷ Newydd guests, we will explore the reasons staff continue to print and implement steps to reduce wherever possible, setting a more realistic target for 2023-24.

Our target of all staff taking four days of volunteering leave has not been met. However, work on establishing a system for volunteering leave is underway, with the aim of sharing the opportunity with staff by May 2023. This will encourage staff to think about local volunteering opportunities that contribute to wider sustainability efforts, and will include examples of such potential opportunities for inspiration.

Learning Points: Activity and Operational

Activity	Learning Points 1 January – 31 March 2023	Future Actions / Recommendations
Children’s Laureate projects – but also relevant to other projects	By placing health and well-being as one of our strategic priorities, workshops around the theme – especially with children and young people – will open the door to challenging topics of discussion. We should reinforce our commitment to safeguarding our facilitators, considering their own health and well-being when delivering this work.	Beyond regular one-to-one meetings with project managers and project facilitators, a group of staff members are currently looking at more formalised structures to safeguard and support facilitators dealing with trauma and difficult subjects in workshops.
Representing Wales – but also relevant to external assessment panels	We were incredibly impressed with the expertise, knowledge and care that our appointed external assessment panel brought to the process of selecting the Representing Wales #3 cohort. Their combined lived experiences, understanding of the sector and enthusiasm led to an excellent selection of writers.	Ensure that time and care is given in selecting the best external panels possible, knowing that it will reap benefits. Ensure that full and detailed briefings for the panels are scheduled into the project timetable and resources.
Bardd Plant Cymru	Official project days were not carried out due to the BPC being too busy and overwhelmed by freelance work.	Future laureates will be encouraged again to prioritise official laureate days, and detailed schedules of work will be created by the project manager at the beginning of each year. A robust contract will be issued and referenced if necessary, ensuring payment after activity is delivered.
Lit in Place – but also relevant to other projects that tracks impact on health and well-being	As an arts body running health and well-being projects, our expertise and knowledge about collecting data on impact is – and should be – limited. Occasionally we work with health experts, including Health Boards and charities, allowing us to lend their expertise and their toolkits.	Consider whether our data and impact collecting tools are suitable for the project, e.g. consider asking participants to use words and metaphors (e.g. “what is your internal weather like today?”) rather than using Warwick-Edinburgh Mental Wellbeing Scale.