



2023-2024
Management Board and ACW Report #17
 Period covered: 1 April – 30 June 2023

Pictures: Welsh and English shortlisted titles for Wales Book of the Year, 2023



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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 Executive Director

I was struggling to decide what to write in this opening to the Organisational Report. It's hard to sum up such a varied and productive quarter where new programmes have been launched, systems overhauled, and events held. Summing this up eloquently usually falls to Leusa, whose absence has been felt keenly this quarter. However, we were all thrilled to hear that both her and her baby boy, Gorwel, are happy and healthy and we look forward to welcoming her back later in the year.

But we haven't just been twiddling our thumbs, waiting for her to return. Among many other things, this quarter has seen us launch a new strategic project, Writing Well, which aims to train literary facilitators to work in health & well-being settings, filling a gap in provision that we had identified. Interest in this project has been huge, both from potential participants (50 applications received) and from partners in the health & well-being sector who are keen to collaborate on the programme.

Many team members have also been out and about at literary festivals and events, spreading the Literature Wales message. You can read more about that in the 'Supporting the Sector' page of this report.

We have also been supporting this year's National Eisteddfod which is due to take place in Boduan, close to Tŷ Newydd. Over 30 schools have been involved in our Gair mewn Gŵlan project, stitching together school children from across Pen Llŷn and knitters of all ages from the region, through a shared love of the Welsh language. We're looking forward to displaying their work, celebrating the book about the project and hosting a series of literary events over Eisteddfod week.

In terms of strategic development, we're in limbo at the moment, whilst we wait for the results of the Arts Council's Investment Review this autumn. However, we have made progress with our future education strategy, informed by a roundtable of Cymru Ni facilitators, and with our Climate Emergency priority through thorough evaluation of the Lit in Place pilot project. Development of the Tŷ Newydd conservation plan has stalled as we await information from the architects, but the Tŷ Haul works have made significant progress.

Tŷ Newydd has been busy since opening for our 2023 season. We have hosted 154 guests through 12 courses. Our initial worries over slow sales have been reduced and sales are picking up for the majority of this year's courses, although we are seeing trends of guests booking last-minute. As ever, the courses have been well-received, with this guest summing the experience up: *"The course was a great investment - I feel like my writing has developed a lot already, and can't wait to put what I've learned to practice"*



Update from Executive Director

Looking back on the past quarter, it seems remarkable that so much activity has been squeezed into just three months. Further in this report are details of some of the official highlights for our activity and operations but in this update, I want to share my personal highlights and shout out the fantastic work from our team members and the work you don't usually read about in our reports:

- Whilst at Tŷ Newydd, seeing Lora going the extra mile for one of our tutors from India, taking them to emergency medical appointments
- Listening to Branwen present so confidently on BBC Radio Cymru whilst announcing the Wales Book of the Year shortlist
- Seeing Emily beat her nerves and confidently hosting her first public Representing Wales panel discussion.
- When out and about, hearing writers praise Petra and our post@ team for their support
- Watching Miriam W deliberate diligently over “white” or “garlic” coloured paint for the finishing touches of the repair work at Ty Newydd (spoiler: they both looked exactly the same)
- At the Urdd, seeing Aaron take his role of hiding new Bardd Plant, Nia Morais, before the big reveal VERY seriously.
- Joining Miriam S in presenting to the Writers at Work at Hay Festival, where she answered all the detailed questions and built great relationships with the participants.
- And of course, I can't forget eating Tony's special oat & ginger cookies – probably the highlight of the year, not just this quarter.

Claire Furlong, Executive Director



Highlights

Activity

- Quarter 1 began with the announcement of the successful writers on this year's [Representing Wales programme](#). They met firstly online, before travelling to Tŷ Newydd for a weekend masterclass with Patrice Lawrence.
- The Representing Wales programme also opened to the public via [free online webinars](#); '*Understanding the need for diverse literature*' and '*Moving beyond stereotypes*'.
- In May, 8 facilitators on the [Cymru Ni](#) project came together to share their experiences on the project and ideas to inform our future education strategy.
- A series of 11 workshops began which explores mental health and well-being resilience with writer/facilitator Uschi Turoczy and illustrator Amy Moody as part of the [Piece by Piece](#) project run in partnership with Newport Mind.
- The shortlist for [Wales Book of the Year](#) was announced on BBC Radio Wales and BBC Radio Cymru in May.
- We launched a new development opportunity for literary facilitators, [Writing Well](#)
- Reflections on Bardd Plant Cymru, Casi Wyn's involvement in the [Llais Dyslecsia](#) project were shared, along with the release of the [video poem 'Tu Draw'](#) (Beyond).
- We selected 10 writers for Hay Festival's prestigious [Writers at Work](#) programme, and presented to them during the festival.
- Nia Morais was [named as the new Bardd Plant Cymru](#) at the Urdd Eisteddfod and Alex Wharton as the [new Children's Laureate Wales](#) at the Hay Festival.
- Former National of Poet of Wales, Ifor ap Glyn, visited our Cardiff office, the start point of his ['Sha thre / Am Adra'](#) ('[Heading for Home' Tour](#))
- Current National Poet of Wales, Hanan Issa and Bardd Plant Cymru, Casi Wyn [marked the unveiling of the Cranogwen](#) statue, in Llangrannog in May.
- Applications open inviting individuals of colour who identify as women or a marginalised gender to attend a free residential nature writing course called [Notes on Nature](#) with Durre Shahwar and Nasia Sarwar-Skuse.

Operations

- Seven resources were published on the Literature Wales website in May 2023. These included advice on delivering varied literary activities, mentoring, writing and getting published, and editing and proof reading.
- The website was updated in May 2023, overhauling the vacancies page into a new Careers and Opportunities section.
- Staff continued to share presentations during bi-weekly team meetings – this quarter included presentations on Lit in Place, Creative Conversations, the results of the Stakeholder Survey, and our Translation Guide.
- Recruitment successfully took place for the new Senior Fundraiser position who will join the team in September.
- Tŷ Newydd's chimney and south facing elevation has been painted as part of the renovation work to Ty Haul.
- Trustees received a training session on Governance by Marie Phillipe and Harriet Walters, solicitors with Geldards.
- Three more trustees, Owen Hathaway, Steve Dimmick and Richard King joined Literature Wales' Management Board in the May 2023 meeting.



The [Representing Wales 3 cohort](#) were announced and had their first masterclass at Tŷ Newydd in April



The [Wales Book of the Year](#) Welsh and English shortlist was announced



Literature Wales [launched a new development opportunity](#) for literary facilitators



Bardd Plant Cymru, [Casi Wyn supported the Llais Dyslecsia project](#), raising awareness of Dyslexia in the Welsh Language



[Hay Festival announced the successful participants](#) for the Writers at Work programme



Nia Morais is [announced as Bardd Plant Cymru 2023-25](#) and Alex Wharton is [announced as Children's Laureate Wales 2023-25](#)



National Poet of Wales, Hanan Issa and Bardd Plant Cymru, Casi Wyn were [commissioned to write about Cranogwen](#)



The LUMIN Syllabus host 2 sessions as part of the [Lit in Place project](#)



[Applications opened](#) for a strategic course, Notes on Nature with tutors Durre Shahwar and Nasia Sarwar-Skuse

Our Place in the Sector

All staff at Literature Wales are involved in facilitating activity across the sector whether by answering enquiries through our post@ address or presenting at prestigious events. Here are some highlights from the past quarter:

- **Requests for sharing policies and ops information.** We have worked with organisations such as Honno, NDCW, Ffilm Cymru and National Theatre Wales to share policies such as our social media guidelines, financial authority templates, safeguarding policies and support moving to sharepoint/teams. Whilst these elements are not directly linked to literature, we think it's important that we are able to share best practice widely and support colleagues across the sector.
- **Presence at Hay Festival and Yr Urdd.** Several team members were present at Hay and Urdd. Alongside the announcements of our new Children's Laureate and Bardd Plant, we also gave a presentation and individual advice to the Hay Writers at Work and met with colleagues from across the sector (such as Books Council Wales, Golwg, Lucent Dreaming, British Council). A new contact made was with National Literacy Trust. Following a meeting at Hay Festival we are now supporting each other's work at several levels – from supporting their push to open 500 new school libraries across the UK, collaborating with author visits in Wales, or benefiting from each other's research into the benefits of writers visiting schools.
- **Books Council Wales' New Audiences Fund.** During this quarter we have supported several partners to prepare applications to the New Audiences Fund including Inclusive Journalism Cymru, Taz Rahman and Lucent Dreaming. We are also supporting the Books Council by being part of the assessment panel for applications. This fund is slightly controversial as crosses over with our (and by extension the Arts Council) remit to develop writers from under-represented backgrounds but is funded by Welsh Government money via Creative Wales (who outsource all their money towards publishing to BCW). As an organisation, we have decided to be supportive of the goals that the fund is trying to achieve and show goodwill to the Books Council by supporting with our time and expertise. At the same time, we are supporting both Arts Council and Creative Wales to clarify their remits with Welsh Government in order to avoid this situation in the future.

Goal Highlight: Wales' Literary Culture

Celebrate the diverse range of contemporary writers and the literary heritage of Wales with the world by creating a platform for a literature which is more relevant and accessible to a wider audience.

Literature Wales' Laureates

Our Laureates (Bardd Plant Cymru, Children's Laureate Wales and National Poet) are national ambassadors for Wales and aim to inspire and empower people through literature.

This quarter, the National Poet of Wales Hanan Issa has been commissioned to celebrate 75 years of the NHS, with the poem performed at two high-profile events in July.

Along with Casi Wyn, the current Bardd Plant Cymru, Hanan also worked on a commission for the [unveiling of a statue of Cranogwen](#). Casi worked with the children of Ysgol Gyminedol T.Llew Jones to create a song entitled 'Sŵn', which was performed at Cranogwen's grave.

In June, Casi hosted sessions at Caernarfon library with Ysgol Rhosgadfan and Ysgol y Gelli, in partnership with the Books Council of Wales. The creative work developed in these sessions will form part of the programme of the next Singing in the Sun Senedd event, showcasing the work of the Children's Laureate and Bardd Plant Cymru and their impact when working with children.

The subject matter of the recent commissions and interesting partnerships of the laureate's work exemplifies their position and importance as national ambassadors. They can reflect and respond to causes which we all face and are able to support new voices and generations to interact with local and national events.

Alex Wharton was named as the next Children's Laureate Wales for 2023-25 at Hay Festival, in a special event also featuring the current laureate, Connor Allen, with almost 100 people in attendance.

In the next coming months, Alex will be working with Literature Wales to develop a programme of activity. Read more about [Alex's vision and key aims](#) for his upcoming tenure on our website.



Children's Laureate Wales 2023-25
Alex Wharton

“

You have the power to inspire other children, just like you did at Jubilee park, and all your hard work will inspire others to work just as hard.

- Jubilee Park Primary School in response to Alex's announcement

”



Bardd Plant Cymru 2023-25
Nia Morais

Nia Morais was appointed as the next Bardd Plant Cymru 2023-25 and was announced on the Arddorfa stage at the Urdd Eisteddfod with current Bardd Plant, Casi Wyn.

On her appointment, Nia said *"I love writing poetry and hope to be able to create great work with the young people of Wales."*

Read more about [Nia's vision for her tenure](#) on our website.

Both Nia and Alex have previously taken part in our writer development programmes Representing Wales and Cymru Ni, and we are thrilled these programmes have provided the skills and confidence for them to develop into these laureate roles.

Goal Highlight: Wales' Literary Culture

Celebrate the diverse range of contemporary writers and the literary heritage of Wales with the world by creating a platform for a literature which is more relevant and accessible to a wider audience.

Inspiring Communities Fund

The Inspiring communities fund is a scheme which offers financial support of up to 50% of the fees paid to writers for events including talks, lectures, creative writing workshops and more. This quarter the Inspiring Communities Fund has supported **89** sessions across **28** organisations. Festival season has started here in Wales, and we are pleased to have been able to support a wide range of events through this funding such as: The Lisvane Community Library Literature Festival, The Children's Festival and the Llandeilo Lit Fest, to name a few.

Case Study: The Cellar Bards

In celebration of their eleventh birthday the Cellar Bards hosted their spoken word event with guest speaker Gillian Clarke in Ceredigion. The event reached an audience of 27, with 17 of those going on to perform their own writing covering a range of genres and subjects. On reflection of the event, they said:

"There were many people who hadn't been to our event before, who came to hear Gillian"

Throughout their eleven years and despite the current cost of living crisis, they have kept the entry fee to £3 on which they commented:

"We wouldn't be able to do this without the financial support we get from the Inspiring communities fund"

Literature Wales are pleased to be able to keep local literary events alive, as well as allow new audiences to enjoy talks and sessions with established writers of Wales.

Operations

To be able to provide a platform for literature that is relevant and accessible to a wider audience, Literature Wales staff spend a lot of time sharing and supporting organisations and writers to come together. In Q1 Literature Wales staff spent 190 hours on sector support. 121 of those hours, were on giving information to others. Some highlights include:

- Supporting schools in navigating and accessing support for literary events through sharing information on the Inspiring Communities Fund, Writers of Wales database and our laureates.
- Providing advice on commissioning fees for literary artists
- Supporting call outs/tours from other arts organisations (such as Theatr Genedlaethol Cymru's 2023-24 programme)



Our National Poet Hanan Issa and Bardd Plant Cymru, Casi Wyn



Literature Wales' Chair Cathryn Charnell-White, Executive Director, Claire Furlong and other staff at Hay Festival

Arts Council Wales 23/24 Targets

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

Targets for 31 March 2024	Progress year to date	Method of data capture
<p>Continue delivery of Liên mewn Lle Lit in Place, providing opportunities for local laureates to develop work in their local community that address issues of climate change through literature.</p>	<p>In Q1, Iola Ynyr and Siôn Tomos Owen’s projects were extended to March 2024 they will continue to develop their activity. Following a slow start, the LUMIN syllabus completed 2 workshops in Swansea.</p>	<p>Our project progress and evaluation reports and staff records.</p>
<p>Develop and evaluate the projects for cohort 1, and recruit for cohort 2, in partnership with WWF.</p>	<p>6-month pilot reviews were completed with Siôn Tomos Owen and Iola Ynyr. A timeline for cohort 2 was created and staff met with Ffiwsar to share learning points for climate related call-outs. WWF were updated in June with initial plans for cohort 2, and conversations were also had with NRW to possibly bring them into the project.</p>	
<p>Focus on establishing local projects and developing relationship with Inspiring Communities fund, plus publishing guidance on running sustainable literary activity.</p>	<p>Ongoing: For example, the Inspiring Community Fund supported Denbighshire County Council to deliver an author visit to Prestatyn library, helping to revitalise local events post covid. The Dylan Thomas Centre was able to deliver free outreach young writers squad workshops in libraries across Swansea. And we were able to support Cwmni Drama’s 4-day long drama festival, Gŵyl Codi'r Llen, celebrating local playwright W.S. Jones (Wil Sam), who’s centenary it would have been in 2020, on our doorstep, in Llaystumdwy. A simplified version of the application form became active in Q1, and work continues to develop guidance on running sustainable activity.</p>	

Arts Council Wales 23/24 Targets

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

Targets for 31 March 2024	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>	<p>Conversations have continued with health and well-being partners, including with the Cardiff and Vale NHS Arts Co-Ordinator, the Cardiff Recovery College, and the Wales Arts Health & Well-being Network. These partners are instrumental to our health and wellbeing activity, for example representatives from Cwm Taf Morgannwg University Health Board and the Wales Arts Health & Well-being Network will be on the panel for our Writing Well project.</p>	<p>Our project progress and evaluation reports and staff records.</p>
<p>Deliver pilot project, Writing Well, developing 6 facilitators from under-represented backgrounds and supporting them to develop their practice within Health & Well-being partnership projects</p>	<p>In May we launched an open call-out for under-represented literary facilitators to apply for the scheme. We received 50 applications, which will be assessed by an interview panel of external experts in the field of health, well-being and education and two staff members from Literature Wales. 6 Applicants will then be chosen for the project starting in September 2023.</p>	

Arts Council Wales 23/24 Targets

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

Targets for 31 March 2024	Progress year to date	Method of data capture
<p>Deliver the 3rd edition of Representing Wales, and recruit for the 4th edition, investing in 28 writers intensely with all the writers representing communities currently under-represented in Wales' Literary Culture</p>	<p>Ongoing. 14 Writers are being intensively supported through the 3rd edition. Staff continued to programme the activities for the year, following consultation with the writers.. In June, mentors benefitted from a induction session before working with the cohort. The Representing Wales team planned the call-out for Representing Wales 4 and are now reviewing documents (such as the frequently asked questions and the application form) ahead of the launch.</p>	<p>Our project progress and evaluation reports and staff records.</p>
<p>Engage with approximately 300 individuals in the wider Representing Wales programme.</p>	<p>Ongoing: In Q1, Representing Wales hosted 2 free online sessions attracting 81 participants with plans in place to offer at least 8 more free sessions up to March 2024.</p>	
<p>Monitor the evolution of the Representing Wales programme and wider long-term impact. Continue to engage with the existing cohorts.</p>	<p>The 2nd Representing Wales cohort invited to attend Hay Writers at Work Industry Day and there is a follow-up residential masterclass scheduled for autumn 2023. After-care mentoring of first Representing Wales cohort has been completed, with feedback reports received from the majority of writers and mentors suggesting a positive and impactful continuation to the mentoring partnership.</p>	
<p>Trial at least 1 piece of marketing through the medium of BSL for a project before the end of the year, and assess for impact</p>	<p>Ongoing. BSL flyer planned for a call-out in partnership with Disability Arts Cymru in Autumn.</p>	

Arts Council Wales 23/24 Targets

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

Targets for 31 March 2024	Progress year to date	Method of data capture
<p>Work with our colleagues in the National Companies to design and deliver a new programme called Culture Change, to include training and research to achieve better diversity in leadership.</p>	<p>Culture Change programme received funding for 23-25 from Welsh Government. Following detailed work to develop application pack and suitable recruitment process, work is ongoing to recruit a Programme Manager and Critical Friend group.</p>	<p>Our project progress and evaluation reports</p>
<p>Convene literary partners, such as Books Council of Wales and Cyhoeddi Cymru to develop a plan for a long-term partnership project to identify and train more under-represented Welsh-language writers to publish for children and young people</p>	<p>Ongoing – support given to the Books Council on their New Audiences scheme which straddles writer development and publishing. We have identified the need to strengthen relationships with individual publishers, as BCW takes more of a hands-off approach with author development.</p>	
<p>Analyse the relevant findings from the Stakeholder Survey, present findings to staff, and hold meeting to discuss actions to be taken</p>	<p>Complete: Staff were presented the findings of the stakeholder survey in June, with ideas followed up in a creative meeting. Actions were discussed in an impact meeting, and development will continue after the Annual Report (22/23) has been created.</p>	

Arts Council Wales 23/24 Targets

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

Targets for 31 March 2024	Progress year to date	Method of data capture
<p>Appoint new Bardd Plant Cymru who will dedicate at least 25 days per year (13 pro rata in 23/24) to delivering creative activity for the children of Wales through the medium of Welsh.</p>	<p>At the start of June, we announced Nia Morais as the new Bardd Plant Cymru. Nia will begin her appointment in the role in September and has been contracted to spend 25 full days per year delivering creative activity for the children on Wales through the medium of Welsh.</p>	<p>Our project progress and evaluation reports and staff records.</p>
<p>Ensure that at least 10 Welsh-language writers receive long-term intense development opportunities in 23/24 (e.g. through Representing Wales or Writing Well)</p>	<p>4 writers selected for the 2023/24 Representing Wales programme will be developing creative work in Welsh during the year. The other writers will be offered the opportunity to develop and improve their Welsh-language skills alongside the core programme of workshops and events, thanks to our partnership with the National Centre for Learning Welsh, which saw us pilot a successful Welsh-language course for last year's cohort.</p>	
<p>Organise a dedicated beginners' Welsh-language learning course for writers who intensely work with us on a variety of projects.</p>	<p>Following the success of the Welsh language course offered to last year's Representing Wales cohort, conversations have started with the National Centre for Learning Welsh to partner again on a similar course for writers involved in Literature Wales programmes. Internally work has started on identifying which projects could benefit from this course in addition to the new Representing Wales cohort.</p>	
<p>Launch call-out for brand-new development programme, Pencerdd, to intensely develop 6 new poets in the craft of cynganedd, in partnership with Barddas.</p>	<p>The Pencerdd project will be launched in September, with the first residential course due to take place in March 2024. The budget for the project has been secured, and conversations with Barddas, our partner on the project, have taken place.</p>	

Arts Council Wales 23/24 Targets

Operational Measure: Tŷ Newydd

Targets for 31 March 2024	Progress year to date	Method of data capture
<p>Run at least 3 free-of-charge residential retreats at Tŷ Newydd, or virtually under the Tŷ Newydd banner, for groups of under-represented writers to offer craft and career development workshops. Groups to include Disabled Writers, LGBTQ+ Welsh-language writers, female writers of colour and more.</p>	<p>None have taken place yet, but the following are scheduled to take place later this year: Notes on Nature, week-long course for women of colour (September 2023) Penwythnos Llyfrau Lliwgar, weekend course for Welsh-language LGBTQA+ writers (November 2023) Cwrs Olwen, Welsh-language weekend course for Urdd Eisteddfod winners, with spaced offered to young under-represented writers (December 2023) Kathod, Welsh-language spoken word week-long course in spring 2024</p>	<p>Tŷ Newydd records</p>
<p>Offer at least 10 bursaries for under-represented writers to attend a course, or a retreat, at Tŷ Newydd/Nant</p>	<p>To date, 6 bursaries have been awarded to under-represented writers to attend a course, or a retreat, at Tŷ Newydd Writing Centre, taking place in 2023/24.</p>	
<p>Facilitate Welsh-language LGBTQA+ weekend retreat at Tŷ Newydd</p>	<p>Arrangements in progress with retreat due to take place from 17 – 19 November 2023.</p>	
<p>Launch a call-out for Welsh-language participants who identify with a marginalised gender to take part in a Tŷ Newydd based course to develop spoken word skills</p>	<p>Plans underway to hold week-long course in spring 2024 with collective, Kathod. The opportunity will be open for up to six participants and will be led by four artists. The call-out is set to be launched in the autumn of 2023.</p>	

Arts Council Wales 23/24 Targets

Operational Measure: HR

Targets for 31 March 2024	Progress year to date	Method of data capture
<p>All staff and board members to receive Anti-racism and ableism training.</p>	<p>To be arranged in Q2/3. Welsh language awareness training session delivered in Q1 to staff and Trustees as well as Governance overview for SLT and Trustees.</p>	<p>HR records</p>
<p>Support at least 2 non-Welsh speaking (or new learners) members of staff who haven't visited the Eisteddfod previously to attend, by chaperoning and facilitating their visit</p>	<p>2 members of staff, learning Welsh visited the Urdd Eisteddfod to deliver activity and were supported by colleagues. National Eisteddfod visits are planned for August 2023 with both learners amongst the staff team, and our laureates scheduled to attend.</p>	
<p>Deliver an internal training half day for fluent Welsh language staff to practice and develop Literature Wales' Welsh language tone of voice when writing communication messages</p>	<p>Planned for later in the year in Q3/4.</p>	

Operational Targets

Highlights from Q1

Targets for 31 March 2024	Progress year to date	Method of data capture
Well-being training offered for all staff	10 members of staff took part in a Mental Health First Aid Training session at Tŷ Newydd in April 2023. The training was run by Groundwork North Wales who gave an overview of different mental health conditions and what Literature Wales can do to support staff and partners' mental health. Feedback from staff who took part in the course has been very positive and has encouraged more conversation amongst the team about how to develop our well-being offer to staff and artists.	HR Records
Secure coverage by at least 3 Tier 1 press & media and at least 6 Tier 2	During this period, we have secured 2 Tier 1 coverage, and 20 tier 2. This included positive coverage of the announcement of the next Bardd Plant Cymru and Children's Laureate Wales which received an interview on the S4C programme Heno, a double page spread in the Western Mail, and a several online articles including from The Bookseller, Golwg 360, and BBC Cymru Fyw. The new Children's Laureate Wales, Alex Wharton, was also featured on BBC One Wales earlier in the year to talk about our Creative Responses project in partnership with Cadw.	Media Monitoring
Raise £207,000 from Commercial Income (TN courses and retreats)	Following the announcement of the 2023 Tŷ Newydd Course Programme, £162,077.10 has been raised from Commercial Income so far this year. This also includes income raised from Tŷ Newydd private retreats which remain a strong source of income for when no courses are taking place at Tŷ Newydd. For example, during Q1 Nant Writers' Retreat Cottage was used to 95% of its capacity (exceeding our target of 75%).	Bank Records
Set up a steering committee of writers under-represented in the Welsh publishing sector to better understand interventions needed	A Cymru Ni Roundtable took place in March 2023 in which writers of colour involved in the Cymru Ni programme shared their experiences and ideas for how Literature Wales can engage with education sector. These conversations will help shape Literature Wales' strategy and programming, and lead to further discussions on how to engage with writers under-represented in Welsh children's publishing.	Steering committee schedule and minutes

Operational Targets

Missed Targets

Targets for 31 March 2024	Progress year to date	Method of data capture
Publicly communicate results of 2023 stakeholder survey	Results from the Stakeholder Survey have been analysed and presented to staff in a Staff Meeting. However, following discussions we have decided that there is a lack of significant hooks or relevant findings that could be shared publicly. However, individual statistics will continue to be used internally and communicated externally where relevant to inform Literature Wales activity and strategic direction. The results gathered are a great benchmark for our activity and data will be easier to communicate publicly over time when we have several years of data to show trends.	Comms Output
Develop long-term partnerships with 3 national bodies	We have not signed any partnership agreements during Q1 of this year. However, discussions have been ongoing with national bodies, including the Books Council of Wales, Wales Literature Exchange, and National Theatre. These strategic discussions have helped to develop our long-term partnerships with these organisations and may lead to more formal partnership agreements in future.	Partnership Agreements

Sustainability: highlights and updates

Quarter 1 Progress

We have continued to make good progress in reducing the environmental impact of all office supplies we purchase. We have completely switched to using 100% recycled or bamboo toilet paper at Tŷ Newydd and stocking eco-friendly kitchen products at Nant (due to EHO standards, this is not currently possible for all of Tŷ Newydd). In GJC, we have continued to prioritise eco-friendly stationery and supplies – recently purchasing recycled paper notebooks and eco-friendly pens. Following last year’s missed printing targets, Tŷ Newydd is working towards reducing printing by switching to digital anthologies for courses, with no paper anthologies being printed this quarter.

We shared with staff a new volunteering opportunity which allows all staff to take up to 4 days / 30 hours (or equivalent for part time staff) to volunteer the course of the financial year. Staff have the freedom to suggest the volunteering opportunities that are most meaningful to them or their local communities. Volunteering related to nature and the environment has been encouraged, with a list of potential volunteering opportunities including the North Wales Wildlife Trust, the Woodland Trust, and Green Squirrel’s Railway Gardens project in Cardiff.

Quarter 1 Missed Targets

The start of the new financial year has allowed us to monitor expenses for 2022-23 and compare against our sustainability targets. Staff travel significantly increased in 2022-23, with £3,755.48 spent on staff mileage. This is significantly higher than the £952 spent in 2021-22, likely due to a return to in-person meetings.

At 45p per mile, we can estimate staff travelled 8,346 miles for work purposes. As a very rough estimate, not taking into account factors such as the specific model or engine of car, this would contribute to 2290kg of CO2 emissions. While this remains 39% lower than pre-pandemic levels, with an estimated 13,578 miles from £5,076.83 spent on mileage in 2019-20, we will aim to avoid a further increase as travelling for work purposes.

While our target of ensuring 50% of Tŷ Newydd participants and tutors attend via public transport/active travel/attend online has nearly been met (to date, this statistic is 47%), no progress has been made at installing an Electric Vehicle Charging Point at Tŷ Newydd. Due to the labour-intensive work of feeding a cable from the Tŷ Newydd mains to the charging point, significant budget is needed beyond the Government Voucher sourced to complete the work. This quarter, the Tŷ Newydd Works budget has been impacted by additional Tŷ Haul costs. In the meantime, guests can continue to bring electric vehicles and use a mains socket to charge.

Learning Points: Activity and Operational

Activity	Learning Points 1 April- 30 June	Future Actions / Recommendations
Tŷ Haul Renovation	The difficulties of working with both a conservation specialist architect and a builder on site has become apparent this quarter. Work on the Ty Haul is nearing completion now, but delays with communication between the contractors has led to the timeline being pushed back considerably and our team unable to plan effectively.	Whilst working alongside a conversation specialist architect is necessary, we have now commissioned a full conservation plan from them which will allow us to plan ahead for the next ten years. We're hoping with this level of planning, it will mean that for most jobs we can just liaise directly with a building contractor, which will be quicker and easier due to them being present on site.
Children's Laureate/Bardd Plant Cymru	For the launch of these two laureates, we invested more time than ever to supporting them. We created induction packs to accompany our briefing meetings, which covered topics ranging from safeguarding and social media to impact planning. These have been a clear help already in getting the relationships with the laureates off on the right track and have helped deal with the small amounts of negative publicity received better.	This pack was a development of the one created for the National Poet launch last year, and they have certainly proven useful. The team who created it will now share it with the full team at a staff meeting, so others can use it on their larger scale projects.
Governance Training	The SLT and Board all benefitted from the governance training held at the May board meeting. Whilst lots of the content was a useful recap, we did learn about the importance of setting terms of reference for working with a delegated group on specific projects rather than always involving the whole board.	Using delegated groups will likely be useful for when the board gets involved in distinct projects, such as ACW applications or recruitment. This will avoid delays in waiting for all trustees to respond/sign off actions, as long as they are happy to put responsibility on a smaller group.
Sgwennu'n Well/Writing Well	Throughout the recruitment for this project, we have struggled to gain a significant number of Welsh-speaking applicants. This echoes experiences we've had on other call-outs such as Representing Wales. Detailed work was delivered by the project manager during recruitment to reach out personally to potential applicants, and more marketing energy was put into the Welsh language than English. However, this has not garnered results. We have enough to ensure the project has 50% Welsh-speaking participants, but we know more can be done.	Due to the personal nature of our approaches, we will be putting effort into following up with these individuals to try and understand more about why they felt the opportunity was not suitable for them over the summer. We will then regroup to share learnings with the wider team before the next major call out in the Autumn.