



**Ainslie and Gorman Arts Centres | Arts Capital Limited**  
Disability Inclusion Action Plan  
2024 - 2027







# Disability Inclusion Action Plan 2024 - 2027



Arts Capital Limited, the registered charity managing Ainslie and Gorman Arts Centres acknowledge the Ngunnawal people as traditional custodians and recognise all other First Nations peoples and families with connection to the ACT. We honour and pay our respects to Elders past, present and future. Sovereignty was never ceded.

Arts Capital is delighted to present our Disability Inclusion Action Plan (DIAP). As this plan is implemented, the key outcomes will make for a stronger, more inclusive, and more accessible arts sector. Resonating with our mission to nurture Canberra's creative ecosystem, increasing opportunities for artistic excellence and transformative experiences. We bring together an enduring, local and regional arts community, ready to exchange, and showcase diverse creative perspectives – Open to all.

This plan consists of a series of actions grouped under four key outcome areas, in accordance with the New South Wales DIAP<sup>1</sup> planning guidelines. Together, the actions under these outcome areas seek to remove or reduce the attitudinal, social, economic, physical and behavioural barriers that prevent people with disability from fully engaging with our Centres and activities.

These key outcome areas include:

1. Attitudes and Behaviours
2. Liveable Communities
3. Employment
4. Systems and Processes

---

<sup>1</sup> No ACT equivalent exists as of January 2024



## Outcome 1. Attitudes and Behaviours - Active Learning

Actions		Performance Measures	Action Owners	Time-frame
1.1	Board and staff have a high level of awareness of accessibility and inclusion principles and practices.	Onboarding processes for all staff and Board members are amended to include annual accessibility and inclusion training, a copy of the DIAP and related resources/documents. Induction of new staff and Board members to include details of this DIAP.	Board and Staff	2024 - ongoing
		Staff members' professional development plans include opportunities to build their understanding of accessibility and inclusion practices.	Staff	2023 - ongoing
1.2	Feedback and consultation are sought to identify and remove barriers to accessibility and inclusion.	Feedback is sought annually from the Disability Advisory Group <sup>2</sup> on the DIAP, this feedback is used to refine and ensure that the progress of the DIAP is measurable.	Board and Staff	2025 - ongoing
		Members of the Disability Advisory Group are invited to public events annually, feedback is requested from the Group in order to review and update accessibility and inclusion within our programming.	Staff	2025 - ongoing
1.3	Grow our resource base to increase our accessibility and inclusion work	Disability community groups and organisations will be contacted and engaged with to actively create meaningful partnerships. As well as discuss potential improvements to events, programs and activities to present accessible and inclusive activities at the Centres.	Staff	2025 - ongoing
		Accessibility checklists and resources will be developed and utilised to ensure consistent reviewing and updating where necessary within all aspects of operations.	Staff	2023-ongoing
		Research grants and identify opportunities to apply for accessibility and inclusion funding to improve resources and facilities and/or provide services in consultation with the ACT disability sector.	Staff	2024 - ongoing
		Annual meetings are held with the ACT Minister for Disability to advocate for improvements, and to report on progress made to date. A member from the Disability Advisory Group is invited.	Senior Staff	2025 - ongoing

<sup>2</sup> A Disability Advisory Group will be established as referred to in action outcome 4.2.

## Outcome 2. Liveable Communities

Actions		Performance Measures	Action Owners	Time-frame
2.1	A program of comprehensive improvements to the Centres is funded and delivered by the ACT Government	Advocate for an ACT Government commitment to commence delivery of centenary renovations for Ainslie Arts Centre is secured in successive Territory budgets. (Commitment for Gorman Arts Centre was secured in 2022).	Staff and Board	2026 - Ongoing
		Advocate for artsACT architectural plans for centenary renovations of both Centres include accessibility as a key consideration. This will include evidence of consultation with a specialist accessibility consultant architect to apply principles of universal design in the planning and implementation of new infrastructure and building works.	Staff and Board	2026 - Ongoing
2.2	Deliver near-term facility improvements within our means to ensure facilities, programmes and events (physical and online) are inclusive and accessible	Emergency Procedures are reviewed and updated to ensure accessibility is a key consideration and meets all access responsibilities required of Arts Capital.	Staff and Board	2025 - Ongoing
		An up-to-date access audit is undertaken at both Centres to assess compliance with Australian Standards for access and mobility.	Staff	2025 - Ongoing
		Audit recommendations are scanned for action items, Arts Capital shall strive to action items that fall within our responsibility, and wherever applicable, advocate for the actioning of items that fall within the scope of responsibility by artsACT.	Staff and Board	2026 - Ongoing
		All communications, information and documents, both internal and external will be reviewed and updated to ensure accessible formats, fonts and contrasts are being used, including (but not limited to): <ul style="list-style-type: none"> <li>Ensuring all images on social media and our website include descriptions and alternative text.</li> <li>Ensuring all videos on social media and website include captions and/or transcripts.</li> <li>All publicly accessible information is available in a variety of formats and accessible electronic formats.</li> <li>Universal symbols of access will be used where relevant in internal and external documentation as well as signage throughout our Centres.</li> </ul>	Staff	2024 - Ongoing
		Annual maintenance of the website is undertaken to ensure an AA WCAG 2.0 rating is consistently maintained as a minimum.	Staff	2023- Ongoing



## Outcome 2. Liveable Communities

	Actions	Performance Measures	Action Owners	Time-frame
2.2	contin.	Wherever possible, temporary measures will be put in place to overcome accessibility barriers during events/programs, including hiring ramps, portable toilets, and providing venue signage, quiet spaces and other measures as required until more permanent infrastructure is in place.	Staff	2024 - Ongoing
2.3	Our programming, production and venue hire processes reflect our commitment to accessibility and inclusion	An access map and virtual tour of each hireable space at both Centres will be added to the Ainslie and Gorman website and kept up-to-date.	Staff	2025 - Ongoing
		Written venue accessibility Information will be provided on the Ainslie and Gorman website. Venue hirers and residents will be requested to include this information or link to the website when advertising public events at the Centres.	Staff	2024- Ongoing
		Program, event and venue hire processes will be reviewed, with reference to best practice models, to ensure accessibility and inclusion is a key consideration within venue operations, both internal and external.	Staff	2025 - Ongoing
		A resource, listing support services that aid access and their applicable costs will be created for staff to use within the creation of event budgets.	Staff	2025
		Arts Capital's operational budget will include a dedicated amount for access services, including the purchasing and maintenance of equipment that aids access.	Staff	2025
		Arts Capital's operational budget will include a dedicated for accessibility and inclusion-related training opportunities for Residents.	Staff and Board	2024 - Ongoing
		Ensure accessibility and inclusion is a key consideration within internal programming opportunities for artists by prioritising engagement of artists living with disability wherever possible.	Staff	2024 - Ongoing
		Venue booking and event/ticketing platform procedures and processes will be reviewed to ensure: <ul style="list-style-type: none"> <li>Users are able to book via multiple forms of communication (email, call, online booking, etc.) this information is made publicly accessible for users.</li> <li>All ticketing and booking options allow users to specify access requirements.</li> <li>Ticket prices are created with accessibility as a key consideration.</li> </ul>	Staff	2025

## Outcome 3. Employment

Actions		Performance Measures	Action Owners	Time-frame
3.1	Provide an inclusive workplace and employ people living with disability.	Ensure equity, access and inclusion is a key consideration within recruitment policies and procedures. In line with best practice models and checklists.	Staff	2023 - Ongoing
		Accessibility requests and or requirements are documented in all new employee agreements, artist agreements and hirer checklists. All requests and requirements will be addressed wherever possible.	Staff	2023 - Ongoing
		All staff members are regularly encouraged to identify and raise access measures throughout their employment. Wherever possible, actions will be taken to meet access measures. For example, ensuring flexible working arrangements, and purchasing infrastructure and technology to aid access.	Staff	2023
3.2	Advocate for better accessibility with Service Providers and Suppliers	Supplier engagement criteria include requirements for potential suppliers to demonstrate actions or initiatives they have taken to support accessibility and inclusion, for example, copies of their own DIAP, internal and/or external initiatives to support access and inclusion within their workplace.	Staff	2026
		All onsite work and contractor activities require an accessibility impact assessment and, where accessibility is impacted, an impact mitigation plan.	Staff	2024 - Ongoing

## Outcome 4. Systems and Processes



Actions		Performance Measures	Action Owners	Time-frame
4.1	DIAP is adopted, re-sourced and integrated into Arts Capital's strategic and business plans.	DIAP is publicly accessible on our website, shared with residents, lodged with the Human Rights Commission.	Staff and Board	2023
		DIAP reporting outcomes are included in the Annual Report and implemented into future strategic and business plans.	Staff	2024 - Ongoing
4.2	Arts Capital governance structures and processes are modified to support and promote access and inclusion.	DIAP outcomes are reviewed and reported to the Board annually. Forecasted summaries of access and inclusion measures are utilised for all budgeting processes.	Staff and Board	2024 - Ongoing
		A Disability Advisory Group is established, the group will meet at least twice yearly. Their role is to provide feedback and guidance on access and inclusion surrounding disability in Arts Capital's workings.	Staff and Board	2024
		Arts Capital's current Policies and Procedures will be reviewed and updated as required with reference to best practice models. Wherever necessary, new policies and procedures will be created in relation to improving accessibility and inclusion.	Staff and Board	2025
4.3	Arts Capital's communications, both internal and public will be modified to support and promote access and inclusion.	A written accessibility style guide is created, with reference to best practice models, and made available to all staff, board members and residents. This guide will be used as a resource to assist the accessibility of written communications.	Staff	2023
		Marketing and promotional material include visual representations of people with disability where possible. Ensuring people with disability are diversly represented in a respectful manner, in line with best practice models and resources.	Staff	2025
4.4	Arts Capital's meetings and reporting processes are modified to support and promote access and inclusion.	Accessibility and inclusion-related topics, such as DIAP outcomes, are included as a regular agenda item for staff and Board meetings.	Staff and Board	2023
		Internal monthly reporting processes are reviewed and updated, to ensure information relating to access and inclusion is gathered wherever possible.	Staff	2023 - Ongoing



## Monitoring, Review and Evaluation



This Plan is aligned with our 2024-2027 Strategic Plan.

This DIAP will be published on our website and lodged with the Australian Human Rights Commission to increase its public availability and provide an example that other organisations may follow.

The Plan's implementation will be monitored and reviewed internally by senior management and Board every six months. A progress report will be submitted by relevant managers to the Director at the completion of each calendar year for review by the Board. The DIAP will also be reported annually via the organisation's Annual Report.

The implementation of this plan will be undertaken by all staff across the organisation.

We welcome ongoing feedback from our visitors, residents and resident organisations, artists and audiences will also be used to inform the delivery of the Plan.



## In Gratitude



We extend our deep gratitude to a diverse range of contributors in realising this DIAP through the years. Special thanks to Access Advisors Liz Lea, Natalee Thomas and Shawnah Cady; and the Rebus Theatre Team (Ben Drysdale, Robin Davidson, Daniel Savage) for writing development and editorial.

Thank you to Isabelle Sheppard, Rochelle Whyte\*, Adelin Chin\* (Arts Capital team members); and Arts Capital Board members Morwenna Collett\* and Eric Martin. Thank you to everyone who so generously shared their professionalism, knowledge, ideas, stories, experiences, and reflections, as we look forward to welcoming ever more diverse artists, practitioners, and audiences to A+G.

\*Staff or Board members who have since departed from the Arts Capital Team at time of publication.

Ainslie Arts Centre and Gorman Arts Centre are heritage-listed ACT Government-owned facilities managed by Arts Capital Limited (ACN 639 255 815), a not-for-profit company limited by guarantee and a registered charity.



Cover Image: Untitled, 2023  
Fiona Longhurst.

Courtesy of the artist and  
[Arts Project Australia](#), Melbourne

Fiona Longhurst is an established artist whose work is characterised by a sensitive use of colour and intricate pattern making.

Arts Project Australia, a creative social enterprise that supports artists with intellectual disabilities, promotes their work and advocates for their inclusion in contemporary art practice.

