

London Metropolitan Archives Business Plan 2023-2024
Team Work Plan: Equality Diversity and Inclusion Plan

Key Objective	Milestones	Key dates	Staff	Progress Q1	Q2	Q3	Q4
1	<p>Re-examining Collecting Policies</p> <p>a. Develop an acquisitions policy in partnership with owners of archives, communities and other London Borough archives to ensure that the diversity of London's archives is preserved</p> <p><i>b. The Africa Centre: To appraise and catalogue the Africa Centre archives and promote through social media and events as set out in the project plan</i></p>	Quarterly	<p>Nicola, Sharon, Collections team</p> <p>Nicola, Sally</p>				
2	<p>Educating ourselves and staying relevant</p> <p>a. Develop and implement a programme of cross team projects aiming to provide employment opportunities to People of Colour.</p> <p>b. Explore resources and participate in events which inform, encourage and advise on work in the sector; to share and cascade to all staff and suggest possible actions for follow-up within LMA</p> <p>c. Develop key partnerships with organisations/ community groups to ensure that EDI work at the archive is informed by the communities we serve</p> <p>d. Create a bank of resources fully accessible to all LMA staff</p> <p>e. All LMA staff to undergo mandatory EDI training delivered by external trainers</p>	Quarterly	<p>Charlotte</p> <p>Charlotte, Symeon</p> <p>Symeon, E&L team</p> <p>Symeon, David, Howard</p> <p>Charlotte</p>				

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3	<p>Framing and presentation of information</p> <ul style="list-style-type: none"> a. Review enquiries looking for gaps/best practice and share knowledge b. Shorten and simplify research guides to make it easier for all to access information c. Scope graphic collections and then develop the London Picture Archive galleries by adding images that reflect London's diverse communities. d. Develop new London Picture Archive subject categories to support searches for Londoners of diverse heritage. e. Scope collections owned by LMA to identify material reflecting London's diverse communities for further investigation, with a view to rebalancing catalogues and framing longer term objectives and projects f. To identify harmful terminology and language in archive descriptions and to explain or amend as appropriate within the online catalogue 	Quarterly	<p>Jeff</p> <p>Louise</p> <p>Laurence, Sharon</p> <p>Laurence, Seamus</p> <p>Nicola, Howard, Wendy</p> <p>Nicola, Howard, Wendy</p>				

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4	<p>Promoting wider access online and on-site</p> <ul style="list-style-type: none"> a. Ensure the building feels welcoming for all with facilities available for community groups as appropriate b. Facilitate pop up exhibitions and events c. <i>Conservation for Wellbeing</i>: Through conservation and preservation activities (onsite and online) engage and improve mental wellbeing for people with severe mental health conditions. d. <i>Positive History</i>: To make 100 recordings from the National HIV Story Trust available and catalogue the Mildmay and Positively UK archives, promoting the collection through social media and events as set out in the project plan. e. Continue to develop the Switching the Lens: Rediscovering Londoners of African, Caribbean, Asian and Indigenous Heritage dataset by locating and adding further entries. f. Continue to create posts for social media channels, ensuring that a broad range of content is created across the year to speak to London's diverse communities, covering the history and heritage of underrepresented Londoners 	Quarterly	<p>Steve, Daniel</p> <p>Symeon, Laurence</p> <p>Tim W, Alex</p> <p>Laurence, Nicola</p> <p>Nicola, Laurence, Claire,</p> <p>Laurence, David</p>				

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5	<p>Fostering a workforce and audience reflecting London’s diversity</p> <ul style="list-style-type: none"> a. Ensure that, wherever possible, all LMA exhibitions include content that reflects the diversity of Londoners today b. Research and prepare the Rediscovering Londoners exhibition for April 2023 (title TBC). c. Continue the partnership with the NLHF funded project 81 Acts of Exuberant Defiance to host a People’s Enquiry Fellow d. Continue the partnership with Culture& hosting postgraduate student placements as part of their agenda to widen access to the sector for People of Colour e. Continue the partnership with FHALMA and host the annual conference f. Plan and deliver the annual Outloud LGBTQ+ conference g. Recruit for a disability history steering group h. Deliver a series of events tying in with the Africa Centre collection and Positive Histories i. Deliver a series of events looking at 20th Century black British history across adults and schools 	Quarterly	<p>Laurence, Exhibition team</p> <p>Laurence, Exhibition team</p> <p>Symeon</p> <p>Symeon</p> <p>Sally, Symeon</p> <p>Symeon, Tom</p> <p>Symeon, Tom</p> <p>Symeon, E&L team</p> <p>Symeon, E&L team</p>				