



2024-2025
Management Board and ACW Report #21
 Period covered: 1 April – 30 June 2024



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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

Heading into the new financial year in spring always gives us a sense of excitement and renewal. The lambs are frolicking in the fields, and we are frolicking in our Project Planning spreadsheet, finally putting the detail into planned projects for the year.

But this year, the joy of spring has diminished slightly as the rain and public funding cuts are landing. We received a 2.5% cut which has limited our growth and excitement to start new programmes but has enabled us to retain stability and continue making huge impact with our core programme.

However, around us we are seeing arts, government and third sector organisations dealing with larger cuts through restructuring and job losses and a decreased ability to work in partnership because of this. We are concerned for the long-term future of our sector as short-term decisions are made by government, but we are doing our best to ensure Literature Wales' continued impact.

Due to this, we've been really pleased to see new partnerships and fundraising opportunities arise from different places. For example, our Senedd event in March has now directly led to a large project with European Union National Institutes for Culture in May 2025 exploring the relationship between minoritised languages and climate emergency. This programme will be hugely beneficial for Welsh writers, but also helps us and Wales confirm our place in the world.

Also on a happier note, we wanted to take time to draw attention to the writers involved in Hay Festival's Writers at Work this spring. Whilst the programme is a fantastic development tool for writers on the cusp of successful, sustainable careers, it was brilliant this year to see so many writers take part who had been part of previous Literature Wales development programmes, particularly from under-represented backgrounds. Hearing first-hand how important those programmes had been to them really brought home the long-term impact of our work and reminded us that we're on the right path. Ymlaen!

Claire Furlong, *Executive Director*
Leusa Llewelyn, *Artistic Director*



Highlights

Activity

- In April, Siôn Tomos Owen celebrated the end of his [Lit in Place](#) project in Rhondda Cynon Taf. The community shared poetry, before unveiling a poetry walking route in the nearby forest.
- The Representing Wales writers met for the first time at Tŷ Newydd for a fiction masterclass with Rachel Trezise and Jacob Ross. The first [public event](#) under the Representing Wales banner happened in quarter one; Starting to Write with Julia Forster.
- The Hay Festival Writers at Work enjoyed a week full of talks and activity. They heard from writers such as Colm Tóibín, Jackie Kay and had industry talks with Curtis Brown agent Cath Summerhayes.
- Casia Wiliam started Lit in Place activity in Bethesda. She hosted an [open mic](#) celebrating female voices in nature. The group inspired a poem Casia shared on BBC Radio Cymru, as part of her feature as [Poet of the Month](#).
- Our Bardd Plant Cymru published a [collection of poetry](#) for Celf ar y Cyd, hosted a day of activity at the National Urdd Eisteddfod, and [featured on S4C](#) for mental health awareness week.
- Our Pencerdd project enjoyed writing rooms with esteemed poets Aneirin Karadog and Rhys Iorwerth.
- Writing Well facilitator [Helen McSherry](#) began her series of eight workshops, focusing on the Five Ways to Wellbeing in partnership with Cardiff Mind.
- It has been a busy quarter at Tŷ Newydd hosting yoga and writing retreats, a strategic Welsh language course with Megan Angharad Hunter and Manon Steffan. Tŷ Newydd went on the road, hosting a week on Bardsey Island and the tool doors made a beautiful

Operations

- We successfully recruited a new Creative Executive. Nicola Edwards joined the team in June and has already started working hard on the projects Bardd Plant Cymru, Children's Laureate Wales, and the new writing squad's programme.
- We submitted our audience data for the second half of 2023-24 to the Arts Portfolio Wales survey, detailing our activity and attendances from across Literature Wales' projects.
- All staff helped with a digital spring clean in April, tidying files in the SharePoint and deleting any unnecessary or duplicate documents. This should make data easier to find and reduce emissions from cloud storage (cooling/electricity use).
- Our Annual Report and Financial Statements for 2023-24 have been drafted, ready to be reviewed and audited before submitting to the Charity Commission and Companies House in good time.
- All project managers undertook safeguarding sessions for each of their projects. This included conversations with Literature Wales' safeguarding officer to identify any safeguarding considerations for projects and any actions to reduce risk and honour our duty of care.
- Following our Procurement Policy, Utility Contracts have been renewed for the next 2 years.
- An in-person trustee meeting took place in May at the Eversheds Sutherland offices in Cardiff. Three new trustees were welcomed to the board in this meeting: Charlotte Williams, Margiad Eckstein, and Nasir Adam.
- Staff continued to deliver presentations during staff meetings. This quarter there were 5 presentations on projects including Writing Well and Reinventing the Protagonist. An additional presentation was delivered to the Management Board on Wales Book of the Year.
- Staff used a new system for tracking Operational and Key Targets for 2024-25 for the first time during this quarter. This will allow us to continually monitor our progress against targets, including those which we report to the Arts Council of Wales, and help with



On Earth Day 2024 we shared [Nature and Us](#); a powerful film featuring poems and interviews about creativity and the environment.



The [Representing Wales 2024/25 programme](#) was launched by announcing the 14 successful writers.



Ten [Writers at Work](#) were announced, soon to start ten days of creative development at Hay Festival.



After several months of reading, [the shortlist for the 2024 Wales Book of the Year](#) was announced.



Children's Laureate Wales, Alex Wharton [embarks on a 5-day 40-mile trek](#), in a project supported by the Darkley Trust.



Literature Wales strengthens its Management Board by [appointing four new Trustees](#).

Our Place in the Sector

Staff continued to be generous with their time and expertise to support development this quarter. Some interesting and varied examples include:

- Partnership with Welsh language publishers on our TN course about writing for children & young people, with writers contracted or in discussion with publishers about developing manuscripts being invited to join a course free of charge under the tutorship of Manon Steffan Ros and Megan Hunter. 16 Welsh language writers spent the weekend at Tŷ Newydd, and will receive follow-up sessions to encourage publication.
- Supporting Carmarthenshire museums to develop the Dylan Thomas Boathouse in Laugharne, advising on how to engage writers in the process, and suitable fees. In the long term, the plan is to ensure the Boathouse is used as an active space for Welsh writers and provide a window for visitors into Wales' current literary landscape, rather than just focus on the Dylan Thomas memorabilia currently on display.
- Supported Honno women's press by advising on safeguarding displaced writers from Asia and Africa.
- Provided space at Tŷ Newydd for groups from Ar y Dibyn group working with artists living with addiction and Bangor University.
- Chairing a sector meeting between Books Council of Wales, Mudiad Meithrin and Cyngor Gwynedd to discuss representation in books for cylchoedd meithrin.

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.

In these past few months, writers in Wales have shone on national and global stages. Their talent and commitment to their craft is inspiring, and we are grateful to have worked with and supported them.

On the Red Carpet

In May Alex Wharton's poem 'The Gardener' [featured on the Met Gala Red Carpet](#) courtesy of Lewis Hamilton's custom Burberry garments. Developed as part of the Creative Responses project, in partnership with Cadw, 'The Gardener' recognises John Ystumlynn, an 18th century gardener. He is the first Black person in north Wales whose life was well recorded. In response, Alex Wharton said:

“*It's a spiritual connection, how stories find us. I was thrilled to learn my poem resonated and further inspired the design team and Lewis Hamilton personally. A huge honour. Diolch yn fawr.*”

Tŷ Newydd Writing Centre

After attending a Poetry and Songwriting course at our Tŷ Newydd Writing Centre, arts critic Jude Rogers wondered whether after writing about songs for 20 years, she could turn her hand to writing them.

Jude describes the course as creating an "intimate creative community". In May, Jude shared her experience on the [front page of The Guardian](#). You can listen to [Jude's song \(The Rather Rough-and-Ready Ballad of\) Georgina](#), on The Guardian website.



Picture: Joel Goodman/The Guardian

Awards and Prizes

This quarter two writers have featured in national awards. [Joshua Jones](#), a 2023 alumnus of our Emerging Writers Course, was an on the international shortlist for the [Swansea University Dylan Thomas Prize 2024](#), for his book *Local Fires* (Parthian Books, 2023). In May, Representing Wales alumnus, [Megan Angharad Hunter](#), won the Welsh language secondary [Tir na n-Og award](#) for *Astronot yn yr Atig* (Y Lolfa, 2023). Winning national awards builds towards the success and visibility of writers. For example, since winning the Writers and Artists Working Class Writers' Prize 2023, Representing Wales alumnus [Jon Doyle](#), has this quarter secured agent representation from Aitken Alexander. Winning the gold Prize for Creative Non-fiction in the Creative Future Writers' Award 2023, Bethany Handley (also Representing Wales and Emerging Writers alumnus) is currently editing the first bilingual anthology of Welsh Deaf and Disabled writers. She is an ambassador for [Country Living's Access for All campaign](#), has secured agent representation and will publish her first poetry anthology with Seren Books in 2025.

Our National Poet of Wales, [Hanan Issa](#) continues to showcase Wales and Welsh writing on a national scale. Below are some highlights from quarter one:

- Hanan features as one of 20 key figures whose contributions have helped shape a modern Wales, in a [new resource](#) created by Peniarth and supported by the Welsh government.
- In April, Hanan was showcased on the front cover of [Barn magazine](#), discussing her role as National Poet of Wales and the power of poetry.
- St David's day was celebrated through the London Review Bookshop in their [Wales in Words](#) podcast. Hanan was also interviewed on BBC Radio 4's Poetry Please programme with Roger McGough, which went on to become Julie Hesmondhalgh's [pick of the week](#).
- In May, Hanan's anthology ['And I Hear Dragons'](#) (Firefly) was published in English and Welsh. The anthology features 12 writers who have taken part in a Literature Wales writer development programme. A reading was shared at the Hay festival.
- Hanan was interviewed on Sky News in June : 'A poetic look at politics in Wales', where she also performed her poem, 'The Unsung', commissioned to mark the 75th anniversary of the NHS.
- Also in June, Hanan read at the Nation of Sanctuary Awards, held by Wales Refugee Council.⁶

Arts Council Wales 24/25 Targets: Creativity

Outcomes:

- Creation of new creative work that enriches the literary identity of Wales
- Writers from under-represented backgrounds are platformed and celebrated through performances, commissions and being appointed as tutors/judges and laureates
- A thriving sector for writers and literary facilitators where they are supported to develop their creative skills

Targets for 31 March 2025	Progress this quarter	On track?
8 new pieces of commissioned work from the National Poet, published and/or performed	2 poems by Hanan completed but not shared publicly yet; Music of Another Tongue project and Erddig commission.	
An anthology published featuring work from 14 under-represented writers who have previously taken part in the Representing Wales writer development programme	On July 13, 2024 the anthology <i>(Un)Common</i> was launched, featuring 14 writers who had taken part in the second year of Representing Wales. <i>(Un)Common</i> has been published by Lucent Dreaming. In addition, eight writers, who have previously taken part in Representing Wales contributed to Firefly Press' <i>And I Hear Dragons</i> anthology, edited by our current National Poet of Wales and RW1 participant, Hanan Issa (published in May, 2024).	
2 new works written and creatively exhibited (e.g. as a mural or through QR codes on a literary walk) in Bethesda and St Davids, co-created between local writers and community participants, reflecting on themes of the climate emergency	In Q1, literary work unveiled in Treherbert. Activity is ongoing in Bethesda, with participants deciding on the physical output by December 2024. Conversations are on-going with potential facilitators in St Davids with aim for project to finish by June 2025 (slightly delayed)	
60 writers from under-represented backgrounds are engaged in intensive writer development programmes (such as Representing Wales or TN Strategic courses)	We have either planned or confirmed involvement from 78 individuals from under-represented backgrounds	

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Targets for 31 March 2025	Progress this quarter	On track?
3 case studies of writers from under-represented backgrounds, who have benefitted from LW programmes published and celebrated	None published yet but plans underway. The impact team have been discussing how best to choose the writers featured so that it benefits impact, communications, and fundraising efforts. We have decided to work on a select number of questions and options of what forms a case study could take before approaching writers.	
5 writers from under-represented backgrounds who have taken part in LW writer development programmes, to be booked for the first time as tutors or guest readers for Tŷ Newydd courses (in person or virtual)	Tŷ Newydd 2025 programming underway with 14 courses confirmed so far, with this target kept in-mind. Bethany Handley will join as a guest reader on Tŷ Newydd strategic course in November. Guest readers to be confirmed in Q2.	
6 Writing Well facilitators supported to plan and deliver creative projects for health and well-being in their chosen communities	6 writers have received a 6-month training programme including 6 zoom training sessions, plus one weekend retreat at Tŷ Newydd. One project is completed, another project has started, and 4 further projects planned for September.	
10 writers taking part in Writers at Work, at Hay Festival, report positive career development as a result of taking part in the intense development opportunity	No official progress on feedback gathering yet, although anecdotes collected during the Writers at Work week point to a very useful experience for all writers involved	
10 disabled and/or Deaf writers report increased confidence and improved creative skills after taking part in Reinventing the Protagonist course	The second year of Reinventing the Protagonist has been confirmed, with Partnership Agreement signed with DAC and the tutor Kaite O'Reilly contracted. The opportunity will be launched at the end of July with the call-out open for six weeks. The course is due to take place in November 2024. Learning from pilot year has been collated and shared with tutor.	

Arts Council Wales 24/25 Targets: Widening Engagement

Outcomes:

- Increased organisational confidence and expertise, putting inclusivity and accessibility at the heart of creative planning
- The opportunities of actively participating in literature are discovered by individuals across Wales
- Historically under-represented communities participate in literature activity

Targets for 31 March 2025	Progress this quarter	On track?
Partnership programme with Hijinx will provide staff with new learnings about access practices and plans to implement them will be made by March 2025. Programme is aimed at creative individuals who are learning-disabled and/or neurodivergent people and who are from communities that experience racism.	Partnership Agreement confirmed with Hijinx and project now underway. Eight writers from communities who experience racism and who identify as neurodivergent have been selected to attend the residency taking part in October 2024.	
Staff report increased confidence and awareness in making projects accessible and inclusive and utilise staff and creative meetings to share expertise and learning.	No progress yet, plans to develop and roll out in Q2	
Staff will report confidence in implementing our new Accessible Comms guidance (presented to the team in Feb 2024)	At an August staff meeting, the Comms team will ask the team to share how confident they feel in implementing the guidance and will organise sessions to increase confidence should the need arise.	
150 community events are funded through Inspiring Communities Fund, and two case studies from event organisers detailing how to reach new audiences are shared	117 individual sessions funded to date. Case studies will be sourced by year end	

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Targets for 31 March 2025	Progress this quarter	On track?
40 young people attend Writing Squads for the first time and report positively about creative skills and well-being	No progress yet – Squad funding was delayed and new project plan created. Activity due to start from September 2024	
20 young members of the LGBTQA+ community receive a workshop from Bardd Plant Cymru, Nia Morais, at Eisteddfod yr Urdd	19 participants took part in the session in May 2024	Not met, but close enough!
60 community members in Bethesda engaged in literary activity through Lit in Place and the local partners report positive impacts for the local community and its engagement with literature	Writing sessions very well received in Bethesda, 16 individuals belong to the group, attending the sessions regularly. The project has also supported a writing workshop for young people with 19 in attendance and an open mic evening, with some of the writing group taking part and a further 8 in the audience and participating.	
Mapping exercise of where Inspiring Communities Funding has been distributed since 2021, to be completed in summer 2024, with cold spots identified and proactive relationship building/support to apply delivered as a result.	No progress yet – due to start July 2024	
10 members of the farming community in mid Wales are engaged in literature activity through Writing Well to support mental health & well-being.	Project postponed until September 2024	

Arts Council Wales 24/25 Targets: Welsh Language

Outcomes:

- Writers (professionals, participants and CYP) develop creative skills, and are encouraged to create pioneering artistic work through the medium of Welsh
- A Wales that confidently celebrates our unique, diverse Welsh culture and literary traditions, ensuring they thrive
- A culture of respect, understanding and enthusiasm towards the Welsh language and its literary tradition within our offices, our freelance networks and the wider sector

Targets for 31 March 2025	Progress this quarter	On track?
Over 400 Welsh-medium pupils will work with Bardd Plant Cymru, Nia Morais, on Ekphrastic poetry session. This project contributes to the Siarter Iaith initiative, facilitating creative workshops which will inspire pupils to use the Welsh language in all aspects of their lives.	410 students took part in the session, delivered as part of the Celf ar y Cyd project with Amgueddfa Cymru. Online resources were also created for Hwb which will reach many more pupils over time.	On track
Llyfrau Lliwgar retreat for Welsh language LGBTQA+ writers attracts 12 writers, 25% of which have not written in Welsh previously	No progress yet, course due to take place in November.	Off track
12 young writers taking part in Cwrs Olwen report feeling more confident and inspired to start their writing careers through the medium of Welsh	No progress yet, course due to take place in December	Off track
Wales Book of the Year, and Welsh language winners, gaining coverage in 2 pieces of UK-wide English language media.	We managed to secure the same type of coverage as the previous year but did not build on this outside of Wales. The coverage with most UK-wide potential was articles on the Bookseller website and BBC News Wales Website.	On track
5 poets from outside of Wales to take part in project with Hanan Issa, National Poet of Wales, to learn about cynganedd. The 5 poets to write 5 new poems inspired by cynganedd	8 poets are involved in this project, with 7 completed poems so far.	On track

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Targets for 31 March 2025	Progress this quarter	On track?
Media coverage given to the journeys of the 5 new cynganeddwyr who are immersing themselves in the literary tradition of the cynghanedd; with the public through Barddas, and Radio Cymru	The project launch was featured on Radio Cymru last year, but no coverage given there or in Barddas yet this year. More coverage planned towards the end of the scheme, but it has been featured on Golwg360 and Podlediad Clera.	
Once a week a Welsh speaking member of the team join an informal group meeting to support learners development, helping to stimulate conversation in a safe place and increase learners confidence.	No progress yet	
Develop a partnership with National Centre for Learning Welsh to offer bespoke Welsh-language learning courses for writers taking part in a variety of our programmes, following on from pilot in 2023	In progress: more detail to be added in Q2	
1 case study of writer who is a new Welsh speaker and has benefitted from LW programmes published and celebrated	2 writers have been identified to approach in the coming months	

Arts Council Wales 24/25 Targets: Climate Justice

Outcomes:

- Activity which utilises literature to increase knowledge of the climate emergency inspires individuals and communities to make changes for the benefit of the environment and climate
- An increased understanding of the environmental impact of our work across the Literature Wales team, and increased confidence in considering and implementing sustainable practices
- Minimised carbon emissions from the operations of Literature Wales, on track to be carbon neutral by 2030

Targets for 31 March 2025	Progress this quarter	On track?
Participants from EcoDewi in St David's Peninsula report feeling empowered to tackle local climate justice issues, and increased feeling of community cohesion following participation in Lit in Place	No progress- development ongoing in St Davids. Project delayed to establish agreement with local partner. Plan to onboard facilitator and start activity in Q2.	
100 children in Powys are engaged in writing about nature and climate issues in their local area through workshops with Children's Laureate	Due to take place in autumn term. Schools have been approached	
14 Writers taking part in the Emerging Writers Course are equipped and empowered to bring attention to the climate emergency through their writing	No progress yet – course taking place in Q3	
By March 2025, complete mapping exercise using the Writers of Wales Directory to understand geographic spread of literary facilitators across Wales, ensuring local facilitators can be prioritised.	No progress yet	

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Targets for 31 March 2025	Progress this quarter	On track?
By December 2024, a framework for running sustainable literary events is created and shared with entire team, and with events organisers through our website	No progress yet	
Food cost per head will be assessed, looking at preferring local suppliers over major supermarkets/wholesalers. A proposal will be created by Jan 25, with proposed actions for 25/26.	No progress yet	
By March 2025, research viability of tracking Literature Wales' carbon emissions (direct and secondary), including implementation plan.	No progress yet	
Ask staff to explain why public transport was not used when completing Travel & Subsistence Claim Forms to encourage mindfulness when traveling for meetings and events, and identify potential solutions for reducing travel emissions	No progress yet	
Install electric car charging point at Tŷ Newydd and advertise to encourage usage.	No progress yet – need to check government voucher scheme is still active	

Arts Council Wales 24/25 Targets: Nurturing Talent

Outcomes:

- Supporting a skilled and visionary workforce of freelancers, professional writers and staff in the literature sector by providing training, paid opportunities and championing fair employment practices
- Writers, particularly those from communities who face barriers to developing skills and careers, are receiving support to progress along writing and publishing pathways
- The diverse range of contemporary writers and the literary heritage of Wales is celebrated, encouraging more understanding across Wales

Targets for 31 March 2025	Progress this quarter	On track?
Publish Writer Fee guidelines, and fair employment guidelines update in March 2025. Fees for 23/24 to be tracked in April 2024, and those 2024/25 to be tracked and measured against guidelines	Owen currently working on 23/24 data ready to be updated in July 2024.	
A senior member of the team taking part in the Newid Diwylliant/Culture Change training programme, aimed at developing diversity in leadership roles. Learning then disseminated internally, and appropriate actions planned/taken.	One training day took place this quarter focusing on developing an inclusive culture. Shared via SLT meeting.	
At least 175 writers directly offered paid professional opportunities to tutor, mentor, train or perform for LW programmes.	44 writers paid during quarter 1.	
50% of Representing Wales participants, who aspire to, go on to publish work within three years of taking part in the programme	In Q1, development of an internal tracker, logging publications and successes of RW participants has been created.	

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Targets for 31 March 2025	Progress this quarter	On track?
Develop the Writers at Work scheme, run in partnership with Hay Festival, for 2025 to prioritise and encourage applications from under-represented writers, aiming for half of the cohort to self-identify as having faced barriers	No progress yet – recruitment due to take place in Q4	
All 5 new cynganeddwyr from Pencerdd scheme, who are under-represented within the cynganedd scene, to be paired with an individual mentor	5 poets paired with mentors (athrawon barddol)	
The National Poet and her work is platformed at 5 high-profile events within Wales, such as the opening of the Erddig memorial woodland in June	2 so far – Nation of Sanctuary Awards and Hay Festival. Erddig Woodland delayed until September and others in the pipeline.	
Winners and shortlisted writers from Wales Book of the Year are supported by LW to run at least 20 events in communities across Wales, spreading awareness of their work and the prize	13 events supported through WBOTY event funding, with a total of £3380 distributed so far. Each main prize winner has also been given an additional award of £1000 to be spent on events over the year and the team will meet with them to discuss this over the next few weeks.	
190 individual writers are supported through the Inspiring Communities Fund, to work in communities across Wales.	118 writers supported in Q1	

Arts Council Wales 24/25 Targets: Transformation

Outcomes:

- An increased sense internally and externally of what Literature Wales exists to achieve and crucially, what it does not, through increased collaboration with other organisations and a joined up simple message from the whole sector
- An organisational culture that truly embodies the values outlined in our Pledge and leads the sector as a model of an effective, ethical employer of staff and freelancers
- A network of literary facilitators is created and enhanced to bring literature for well-being into communities

Targets for 31 March 2025	Progress this quarter	On track?
By September 2024 a new MOU discussed and agreed with Books Council of Wales, defining our roles and areas for collaboration	No progress yet	
By March 2025, lead 3 meetings to discuss sector issues with literature partners across Wales	1 meeting took part on 3 April with BCoW, Mudiad Meithrin and Cyngor Gwynedd about representation and diverse reading lists for Cylchoedd Meithrin. Meetings due to be arranged with WLE/LAF to discuss translation and working with European partners over the summer	
By March 2025, deliver a co-ordinated comms campaign to the sector with key literary organisations in Wales to explain our individual roles and areas for collaboration	No progress yet. Scoping meetings to be carried out over the summer and autumn, and the comms campaign to be planned over the winter.	
All line managers report feeling increased comfort/ability to deal with difficult conversations with colleagues, as a result of training.	No progress yet, to develop and roll out in Q2.	

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Targets for 31 March 2025	Progress this quarter	On track?
Deliver staff and trustee away day in autumn 2024 which offer training, increased understanding of LW strategy, and foster a collaborate work ethos between both groups	Dates set for November 2024 – programme due to be arranged soon	
Our team report they feel valued and supported by Literature Wales as an employer.	No progress yet – staff survey to be undertaken later in the year	
Writing Well participants report they feel the programme has developed a strong network and places to share their new knowledge to inspire others, including through partnership with WAHWN	Verbal feedback at catch-up and training sessions in June & July, participants have reported how they feel they have learnt many new skills. Also that the whatsapp group they have set up between them has been really helpful to share good practice and troubleshoot. Quotes: <i>'I've learned a lot about the pros and cons of partnering an organisation rather than working from within one. There are several things I would do next time in advance of workshops'</i> <i>'I just wanted to say how much I'm valuing these workshops. Thank you for sourcing such knowledgeable, experienced and inspiring facilitators. I come away buzzing. I really feel I learned so much from Jane today. And her passion is infectious!'</i>	
4 literary facilitators receiving training on incorporating well-being into literary workshops with young people, through Writing Squads and CLW/BPC.	No progress yet	

Sustainability: highlights and updates

Quarter 1 Progress

We continue to make progress in switching to more sustainable products wherever possible when providing catering and hospitality services at Tŷ Newydd. This quarter we have continued to reduce single use plastics by adding refillable canisters in Nant for shampoo, conditioner, shower gel, hand wash, and washing up liquid. This will help reduce single use plastic from purchasing these products individually each time. We continue to do the same for catering where possible, for example bulk buying and refilling coffee, tea, salt, and pepper canisters. We are continuing to explore options for switching to more sustainable cleaning products where this is compliant with the food hygiene inspectors' standards, for example we hope to switch to Smol cleaning products where possible in the coming months.

Work has commenced on measuring Literature Wales' carbon emissions. Rough estimates have begun to be drawn for things such as staff travel (3,409kg of CO₂e) or printing (84kg of CO₂) during the 2023-24 financial year. We will continue to calculate estimates to compare emissions from across the organisation and identify priorities for reducing our environmental impact. This work will be combined with a redraft of the Sustainability Action Plan in time for our annual policy updates at the end of Q3.

Quarter 1 Missed Targets

This quarter we were able to assess our progress against targets for the year measured through the staff sustainability survey and financial records. Unfortunately, this year has continued a trend of increasing travel emissions, despite efforts to maintain reductions in travelling following the pandemic.

Staff mileage increased to £5,789.48 for the year (2023-24). At 45p per mile, this equates to estimated 12,866 miles. Compared to 8,346 miles (£3,755.48) in 2022-23, this is an increase of 54%. While this has not yet returned to pre pandemic levels (calculated as 13,578 miles for 2019-2020), we have failed to meet our target of maintaining mileage at 40% below pre-pandemic levels and if travel continues to increase, we may exceed pre-lockdown travel.

To avoid this, we will implement changes to how staff expense mileage so they must provide justification for making this trip and travelling by car. We hope this will encourage mindfulness about making avoidable trips by car for meetings and events. If this does not reduce travel by car, then it will at least provide data on what is contributing to mileage and suggest potential solutions for reducing travel emissions.

Results from the staff sustainability survey show we have also failed to meet our target of maintaining 80% of potential commutes by car being avoided. 24% of potential commutes were made by car alone, with the majority of those avoided due to staff working from home and 15% of potential commutes being made by public transport or active travel. However, these are indirect emissions and changes in commuting habits seem to be driven mostly by changes in staffing. We will continue to offer and advertise initiatives such as the Cycle to Work scheme and flexibility around hours to match public transport timetables to staff, but our focus will be on reducing direct emissions, such as travel for work purposes (meetings and events).

Learning Points: Activity and Operational

Activity	Learning Points 1 April – 30 June 2024	Future Actions / Recommendations
Children's Laureate Wales walking tour	Alex Wharton's walking tour in Powys was a success story, but it could have featured more activity in schools, wider outreach in the communities, and bigger impact in terms of PR considering the enormity of the achievement.	Our creative laureates need yet more support in project management – and closer oversight with their projects to ensure that we reach more audiences – in person and through PR. A new staff member has been appointed to take on both laureates and is working closely with them both to develop detailed plans for Year 2 (September 2024 – August 2025)
Representing Wales: selecting a cohort	An independent panel selects a cohort of 14 writers for the programme every year. They receive detailed guidance, but ultimately Literature Wales are not part of the selection process. This can sometimes mean that LW's values and priorities are not priorities within the selection process.	LW to consider adding the Artistic Director or a staff member with wide experience of working with writers in Wales to the selection panel for 2025, to bring along the knowledge and passion for LW's values
Tŷ Newydd booking cancelations	A few fully subscribed courses at Tŷ Newydd received last minute cancellations from customers, causing unnecessary loss of income. As a charity, this has a wide-reaching impact on LW.	Staff to investigate better booking/balance-collecting systems (including automated) to ensure that monies are collected sooner to avoid loss of income, and to avoid those on waiting lists losing out on opportunities to join courses
Enlli Course	An experiment – Tŷ Newydd took 10 writers across the Swnt to Ynys Enlli for a creative writing course. A document has been created outlining suggestions of learning points – things to repeat on future courses, and things to change.	We are going to run the course again in 2026, with a few changes. A challenging operation, all the food, and linen had to be brought with us. All went well – but there are lessons to be implemented for next time.