

Equality Impact Assessment Form

[screentip-sectionA](#)

1. Document Control

Control Details:

Title:	External funding approval
If this is a budget EIA please ensure the title is the same as the title used within the budget booklet	
Author:	Rachael Evans
Director:	Frank Jordan
Department:	Resident Services
Service Area:	Museums
Contact details:	07904 602467
Strategic Budget EIA: Y/N (Does this EIA have an impact on the budget)	N
If yes, please include the reference number	
Exempt from publication: Y/N (All EIA's are published on Nottingham Insight for public viewing unless specified. Exemption criteria is available on the EIA section on the Intranet)	N —grant offer is currently conditional and not confirmed.

2. Document Amendment Record:

Version	Author	Date	Approved
1.0	Rachael Evans	21/02/2022	

3. Contributors/Reviewers (Anyone who has contributed to this document will need to be named):

Name	Position	Date
Rosey Donovan	Equality and Employability Consultant	22/02/2022

4. Glossary of Terms

Term	Description
ACE	Arts Council England
NPO	National Portfolio Organisation
LGBTQI	Lesbian, Gay, Bisexual, Transgender, Queer and Intersex Life

[screentip-sectionB](#)

5. Summary

(Please provide a brief description of proposal / policy / service being assessed)

Approval sought to accept the conditional offer of the Arts Council England National Portfolio Organisation (ACE NPO) grant of £474,775 for expenditure in the financial year 2022-2023 alongside approval to apply for further ACE NPO funding for 2023-2026 for the total amount of circa £1.5 million and any additional grant money the ACE NPO can support leveraging in over the next four years.

[screentip-sectionC](#)

6. Information used to analyse the effects on equality:

(Please include information about how you have consulted/ have data from the impacted groups)

The Museum Service delivers in-depth visitor monitoring using Audience Finder self-led surveys and evaluates delivery through Culture Counts Impact & Insight evaluations. The data is collected and reported on at quarterly Museum

Management Team meetings to scrutinise impact and to monitor the continued success in achieving stretch targets that include diversifying visitors and volunteers.

7. Impacts and Actions:

<u>screenip-sectionD</u>	Could particularly benefit X	May adversely impact X
People from different ethnic groups.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Men	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Women	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Trans	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Disabled people or carers.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pregnancy/ Maternity	<input checked="" type="checkbox"/>	<input type="checkbox"/>
People of different faiths/ beliefs and those with none.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Lesbian, gay or bisexual people.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Older	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Younger	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other (e.g. marriage/ civil partnership, looked after children, cohesion/ good relations, vulnerable children/ adults).	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Please underline the group(s) /issue more adversely affected or which benefits.</i>		

<p style="text-align: right;"><u>screeentip-sectionE</u></p> <p>How different groups could be affected (Summary of impacts)</p>	<p style="text-align: right;"><u>screeentip-sectionF</u></p> <p>Details of actions to mitigate, remove or justify negative impact or increase positive impact (or why action isn't possible)</p>
<p>Provide details for impacts / benefits on people in different protected groups.</p> <p>Approval to receive external grant funding - £474,775 from ACE – to deliver the Service’s ACE NPO Business Plan 2022-2023.</p> <p>Nottingham City Museums has been in receipt of ACE NPO grant funding since 2018 to deliver key objectives outlined in ACE Let’s Create strategy. At the heart of the strategy is to widen diversity of visitors, volunteers and workforce and offer everyone the opportunity to engage with high quality creativity and culture. Nottingham Museum Service ACE NPO Business Plan 2022-2023 includes a programme of exhibitions, formal learning, informal learning, volunteering opportunities, widening access to collections and developing the service through investing in diversifying the workforce.</p> <p>The Business Plan 2022-2023 includes Stretch Targets and measurable outputs. Highlights of the targets include:</p>	<p>The Museum Service delivers an annual programme of consultation through the Impact & Insight toolkit along with project based consultation to ensure we meet the needs of our diverse communities.</p> <p>Moving forward in to 2022-2023 the Service will work in partnership with other key local authorities in receipt of ACE NPO funding to scope out options for the development of an independent scrutiny panel. The panel, made up of key representatives from local communities, will sit at the heart of monitoring the annual programme and support key decision making.</p> <p>The target is to have a panel in place by March 2023.</p>

-Ethnically diverse visitors increase from 16%, recorded in January 2022 to 25% by March 2023 (and to 30% by March 2024). [Local] demographic data comparison: 35%

-Visitors with disabilities increase from 8%, recorded in January 2022 to 15% by March 2023 (and to 17% by March 2024). [Local] demographic data comparison: 17%

-Visitors from low-income backgrounds increase from 18%, recorded in January 2022 to 25% by March 2023 (and to 35% by March 2025).

-Ethnically diverse volunteers increase from 5% in 2022 to 15% by March 2023 (and to 25% by March 2024). [Local] demographic data comparison: 35%

-LGBTQI volunteers increase from 4% in 2022 to 7% by March 2023 (and increase to 10% March by 2024).

-Young people volunteers (16-24 years): increase from 13% in 2022 to 18% by March 2023 (and to 25% by March 2024)

The above list is not exhaustive; the full plan also includes Stretch Targets to engage young people in formal and informal learning from low-income families, academic residencies to research the hidden histories of the historic sites, lead participation in delivering Mela alongside an annual programme of outreach informal learning to engage diverse communities and much more.

The delivery of the ACE NPO Business Plan 2022-2023 will positively impact all communities across Nottingham City.

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8. Arrangements for future monitoring of equality impact of this proposal / policy / service:

As mentioned previously, annual monitoring and evaluation will be delivered through the Audience Finder surveys, the Impact & Insight quality assessments and quarterly data collection and reporting to the Museum Management Team.

9. Outcome(s) of equality impact assessment:

<input checked="" type="checkbox"/>	No major change needed	<input type="checkbox"/>	Adjust the policy/proposal
<input type="checkbox"/>	Adverse impact but continue	<input type="checkbox"/>	Stop and remove the policy/proposal

10. Approved by (manager signature) and Date sent to equality team for publishing:

<p>Approving Manager: The assessment must be approved by the manager responsible for the service/proposal. Include a contact tel & email to allow citizen/stakeholder feedback on proposals.</p>	<p>Date sent for advice: 21/02/2022 Send document or Link to: equalities@nottinghamcity.gov.uk</p>
<p>Approving Manager Signature: </p>	<p>Date of final approval: 17/3/2022</p>

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Before you send your EIA to the Equality and Employability Team for advice, have you:

1. Read the guidance and good practice EIA's
<http://intranet.nottinghamcity.gov.uk/media/1924/simple-guide-to-eia.doc>
2. Clearly summarised your proposal/ policy/ service to be assessed.
3. Hyperlinked to the appropriate documents.
4. Written in clear user-friendly language, free from all jargon (spelling out acronyms).
5. Included appropriate data.
6. Consulted the relevant groups or citizens or stated clearly, when this is going to happen.
7. Clearly cross-referenced your impacts with SMART actions.

PLEASE NOTE: FINAL VERSION MUST BE SENT TO EQUALITIES OTHERWISE RECORDS WILL REMAIN INCOMPLETE.