

Equality Impact Assessment Form

[screentip-sectionA](#)

1. Document Control

Control Details:

Title: If this is a budget EIA please ensure the title is the same as the title used within the budget booklet	External funding approval
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Department:	Resident Services
Service Area:	Museums
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Strategic Budget EIA: Y/N (Does this EIA have an impact on the budget) If yes, please include the reference number	N
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

2. Document Amendment Record:

Version	Author	Date	Approved
1.0	Rachael Evans	04/05/2023	

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

Name	Position	Date
Rosey Donovan	Equality and Employability Consultant	12/05/2023

4. Glossary of Terms

Term	Description
NLHF	National Lottery Heritage Fund

[screentip-sectionB](#)

5. Summary

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

Approval sought to accept the grant award offer from NLHF of £226,847 deliver the Wollaton Hall Transformation Programme.

[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). <i>Please underline the group(s) /issue more adversely affected or which benefits.</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<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 - £226,847 from NLHF – to deliver a programme within the Service’s Strategic Plan 2023-2024.</p> <p>Nottingham City Museums has been awarded the grant funding to deliver key objectives outlined in the Service’s 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 Business Plan 2023-2026 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. An example of how we will widen engagement includes the delivery of Go Create, a young people’s (yp) cultural membership targeting yp from diverse backgrounds. The membership will engage the yp in an array of cultural activities across all the sites including the opportunity to become involved in the design and development of the next stages of the Wollaton Transformation Programme.</p>	<p>The Museum Service delivers an annual programme of ongoing visitor consultation along with project based consultation to ensure we meet the needs of our diverse communities. The consultation is delivered through onsite visitor surveys, onsite specific event/exhibition evaluation surveys and dedicated project-based group consultations. The surveys and group consultations are delivered in person.</p> <p>Moving forward (2023-2026) the Service has developed on Oversight Board made up of independent key representatives who will sit at the heart of monitoring the annual programme and support key decision making.</p> <p>The Oversight Board was confirmed in April 2023. Members include NCC’s Portfolio Holder for Leisure, Culture and Planning, the Head of Culture and Libraries, Head of Libraries and an Equalities and Diversity Lead.</p>

The Business Plan 2023-2024 includes Stretch Targets and measurable outputs. Highlights of the targets include:

-Ethnically diverse visitors increase to 30% by March 2024.
[Local] demographic data comparison: 35%

-Visitors with disabilities increase to 17% by March 2024. [Local]
demographic data comparison: 17%

-Visitors from low-income backgrounds increase to 25% by March
2024.

-Ethnically diverse volunteers increase to 25% by March 2024.
[Local] demographic data comparison: 35%

-LGBTQI volunteers increase to 10% March by 2024.

-Young people volunteers (16-24 years): increase 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 next phase of the Wollaton Hall
Transformation Programme 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 (or equivalent), the Impact & Insight quality assessments (or equivalent) and quarterly data collection and reporting to the Museum Management Team and Oversight Board. If any equality impacts arise this EIA will be updated and the updates reported to the EIA team and Oversight Board.

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: 04/05/2023 Send document or Link to: equalities@nottinghamcity.gov.uk</p>
<p>Approving Manager Signature:</p>	<p>Date of final approval: 04/05/2023</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.