

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	28/06/2023	

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

Name	Position	Date
Nasreen Miah	Equality & Employability Consultant	06/07/2023

4. Glossary of Terms

Term	Description
ACE MEND Fund	Arts Council England's Museum Estate and Development Fund
NCC	Nottingham City Council
LBGTQI	Lesbian, Bisexual, Gay, Transgender, queer/questioning, intersex.

[screeintip-sectionB](#)

5. Summary

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

Approval sought to accept the grant award offer from ACE MEND Fund of £469,992 to deliver a programme of a backlog of repairs at Wollaton Hall.

[screeintip-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:

screentip-sectionD	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>screeintip-sectionE</u></p> <p>How different groups could be affected (Summary of impacts)</p>	<p style="text-align: right;"><u>screeintip-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 - £469,992 from ACE MEND Fund, to deliver urgent repairs to Wollaton Hall to ensure it is wind and watertight.</p> <p>Nottingham City Museums has been awarded the grant funding to ensure the site can remain safe and open to the public to continue to deliver key objectives outlined in the Service's strategy. In 2022 Wollaton Hall was placed on the Heritage at Risk Register by Historic England due to areas of concern with the building's structure because of damage caused by long-term ingress. Currently the Hall engages a diverse audience with stretch targets to widen engagement by 2024 with the following:</p> <ul style="list-style-type: none"> -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. 	<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. During the repair work programme visitors would be made aware of the work going on through Heritage Assistants talking to our visitors, information boards, social media and information on the website.</p> <p>During the delivery of the repair work programme from 2023-2026 the outcomes will be monitored by the Museum Management Team, Arts Council England and Historic England.</p> <p>A professional team will be procured to include a Project Lead Advisor and conservation build specialists through NCC procurement portal.</p>

-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 repair work programme would enable the Hall to stay open to the public as a free entry site. If the backlog of repairs is not delivered in the next 3 years then areas of the Hall, where it will become too unsafe due to ceilings potentially collapsing, will need to be closed and eventually the site would be closed to the public permanently.

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:</p> <p>28/06/2023</p>

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.