

Appendix 1

Equalities Impact Assessment

1. Within the aims and objectives of the policy or strategy which group (s) of people has been identified as being potentially disadvantaged by your proposals? What are the equality impacts?

The City Council wishes to refurbish and bring back into use the old museum space and is prepared to contribute £315k to the capital development

The primary purpose of the Development Trust is twofold, with the second element specifically to *advance* the education of the public (in particular but without limitation to those living with the Oxford area and those geographic, ethnic and disabled communities who do not traditionally attend museums and galleries) in particular (but not limited to) by providing support to the provision and improvement of facilities, collections, exhibitions, formal and informal learning opportunities, public events and other educational activities, including in digital form, available to the public at the museum and within the communities of Oxford and across the internet.

A successful Development Trust will enable the Council to increase opportunities for those ethnic and disabled communities who previously have not attended museums to increase their engagement and participation

2. In brief, what changes are you planning to make to your current or proposed new or changed policy, strategy, procedure, project or service to minimise or eliminate the adverse equality impacts?

Please provide further details of the proposed actions, timetable for making the changes and the person(s) responsible for making the changes on the resultant action plan

In 2015, the Council applied to the Heritage Lottery Fund (HLF) for £1.6m. Our first round application was successful and HLF has awarded us £142,000 to fund the current development phase. The development team includes architects, exhibition designers and activity planning consultants. The Council will submit a Round 2 application to HLF in autumn 2017. In addition, we are aiming to raise a minimum of £300k from other sources, and have a strong track record on raising money from Arts Council England (ACE), but have been advised that setting up a charitable Development Trust, registered with the charities commission to enable this process will help to develop new funding approaches. Development Trusts are an established part of local

authority fundraising strategies. Development Trusts have worked successfully and supported local authority museums in Cardiff and Cheltenham for several years.

The Development Trust will require Initial start-up funding. It is a requirement that a *sum of money* is stated in the trust deed. The suggested amount is £1,000 which could be later remunerated in fundraising through the Development Trust.

3. Please provide details of whom you will consult on the proposed changes and if you do not plan to consult, please provide the rationale behind that decision.

Please note that you are required to involve disabled people in decisions that impact on them

N/A as the Council has received advice from an independent fundraising consultant on the appropriateness of the Development Trust as the best option to ensure that future large-scale redevelopment of the old museum can take place

4. Can the adverse impacts you identified during the initial screening be justified without making any adjustments to the existing or new policy, strategy, procedure, project or service?

Please set out the basis on which you justify making no adjustments

There are no anticipated negative impacts as part of this recommendation as the overall aim is to increase participation in accessing collections, exhibitions, formal and informal learning opportunities and other public events

5. You are legally required to monitor and review the proposed changes after implementation to check they work as planned and to screen for unexpected equality impacts.

Please provide details of how you will monitor/evaluate or review your proposals and when the review will take place

The Development Trust will need a separate bank account from that of Oxford City Council so that it can accept funds from other trusts and foundations. There will need to be a clear agreement between Oxford City Council and the Development Trust that the money raised is for the sole purpose and use of the Museum of Oxford.

The Trust will consist of a relatively small number of Trustees (a minimum of three is required) who will reflect the expertise and professional commitment necessary to support our ambitions for *Oxford's Hidden Histories* and the sustainability of this important and exciting project.

Administration of the Development Trust will be carried out from existing resources within the Council's Culture and Events team.

The Council will monitor the success of the DT in leveraging additional funding and will analyse user data by the targeted groups as part of its responsibilities under the Culture Strategy

The proposal to set up a Development Trust does not require a full impact assessment as robust user monitoring is already undertaken by the Council's Culture and Events team

Lead officer responsible for signing off the EqIA:

Role: Corporate Lead: Culture and Events

Date: 1/12/16

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