

## Appendix 5- Equalities Impact Assessment



### Form to be used for the Full Equalities Impact Assessment

81

<b>Service Area:</b> Community Services	<b>Section:</b> Culture	<b>Date of Initial assessment:</b> 28/01/2016	<b>Key Person responsible for assessment:</b> Vanessa Lea	<b>Date assessment commenced:</b> 28/01/2016	
<b>Name of Project to be assessed:</b>		Museum Development Project – Oxford’s Hidden Histories			
<b>1. In what area are there concerns that the project could have a differential impact</b>		<i>Race</i>	<i>Disability</i>	<i>Age</i>	
		<i>Gender</i>	<i>Religion or Belief</i>	<i>Sexual Orientation</i>	
<b>Other strategic/ equalities considerations</b>		<i>Safeguarding/ Welfare of Children and vulnerable adults</i>	<i>Mental Wellbeing/ Community Resilience</i>	<i>Marriage &amp; Civil Partnership</i>	
<b>2. Background:</b>  Give the background information to the policy and the perceived problems with the policy which are		<ul style="list-style-type: none"> <li>• There are no perceived problems with the project in relation to Equalities Impact as Oxford’s Hidden Histories will make the Museum service more accessible and relevant to more local people and visitors to Oxford.</li> <li>• The Museum of Oxford’s development project, Oxford’s Hidden Histories, will develop Museum spaces, collections and displays, work with local community groups and target</li> </ul>			

<p>the reason for the Impact Assessment.</p>	<p>audiences, recruit new members of staff and work with consultants.</p> <ul style="list-style-type: none"> <li>• The purpose behind the project has come from consultation with local people and visitors to the museum.</li> <li>• Targeted engagement work with communities in the City's regeneration zones will encourage new and different sorts of people to take part.</li> <li>• Our interpretation and visitor offer will be shaped to meet the needs of each of our identified target groups to ensure a wider range of people engage effectively with our themes and storylines.</li> <li>• The Museum will, physically, become fully accessible with a lift and ramps.</li> <li>• Hearing loops (permanent or portable) available.</li> <li>• An accessibility audit during the development phase of the project will be carried out to consider the best ways of designing the museum to meet accessibility needs.</li> <li>• Best practice guidelines from HLF on museum interpretation will be followed, including recommendations for accessibility for those users with sensory barriers</li> <li>• Overcoming barriers to engagement are highlighted and addressed through our Interpretation Framework, which will guide the design of the Museum as well as the activity we provide.</li> </ul>
<p><b>3. Methodology and Sources of Data:</b></p> <p>The methods used to collect data and what sources of data</p>	<ul style="list-style-type: none"> <li>• No groups are perceived as being disadvantaged by this proposal and it is perceived to have a positive impact on local people and visitors to Oxford.</li> <li>• Consultation with museum visitors, local community groups and target audiences through questionnaires and feedback forms</li> <li>• Focus groups with volunteers, museum staff, excluded youth and an over 50s non-academic research group.</li> <li>• Residents' surveys highlight the Museum of Oxford as among the highest ranked of all Council services.</li> </ul>
<p><b>4. Consultation</b></p> <p>This section should outline all the</p>	<ul style="list-style-type: none"> <li>• We have taken part in planning workshops, supported by Cultural Consulting Network (CCN), to shape our heritage and project vision, identify barriers to learning and our strengths, weaknesses, opportunities and threats.</li> </ul>

<p>consultation that has taken place on the EIA. It should include the following.</p> <ul style="list-style-type: none"> <li>• Why you carried out the consultation.</li> <li>• Details about how you went about it.</li> <li>• A summary of the replies you received from people you consulted.</li> <li>• An assessment of your proposed policy (or policy options) in the light of the responses you received.</li> <li>• A statement of what you plan to do next</li> </ul>	<ul style="list-style-type: none"> <li>• Our extensive work with community groups has shown us that the current layout of the Museum is not a comfortable social place to meet with friends/new people and share ideas.</li> <li>• Comments on the current Museum space show that visitors understand that while the <i>Explore Oxford</i> galleries are an excellent introduction to the City’s heritage, they are not enough: “Much more space needed! Ridiculously small for a historic city.”</li> <li>• The proposed project looks to expand the museum and offer new spaces accessible so community groups can meet and share ideas within comfortable surroundings</li> <li>• The Museum of Oxford is a free museum and the current project will hope to ensure other revenue streams (through a business and fundraising plan) continue to allow the Museum to operate as such.</li> <li>• The proposed project will offer more opportunity for people to become involved with their heritage through an engaging activity plan.</li> </ul>
<p><b>5. Assessment of Impact:</b></p> <p>Provide details of the assessment of the policy on the six primary equality strands. There may have been other groups or individuals that you considered. Please also consider whether the policy, strategy or spending decisions could have an impact on safeguarding and / or the welfare of children and vulnerable adults</p>	<ul style="list-style-type: none"> <li>• We perceive that the project will have a positive impact on the equality strands.</li> <li>• We currently know that local Oxford residents underuse our permanent exhibition spaces. Because of the expanded spaces, with a chance for local people to directly engage with the creation of exhibitions and projects, it is perceived that there will be more engagement and buy in to the museum.</li> <li>• From consultation we wish to work with and involve the following target audiences: <ul style="list-style-type: none"> <li>○ Local families with children under 11 years</li> <li>○ Local older people</li> <li>○ Local primary schools</li> <li>○ Young people (13 – 18 years)</li> <li>○ Community groups from the City’s regeneration areas</li> <li>○ Volunteers – 100 existing and 50 new</li> <li>○ Tourists visiting the area</li> <li>○ Virtual users – online collections information and website</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>• The development of the physical museum space and exhibits will improve physical access (installation of ramps and lifts) as well as intellectual and sensory (through designs, lighting, and supporting interpretation/material).</li> <li>• A Museum Makers Space/Object Storage will allow for community groups, local people and visitors to work on museum projects carry out local history research, access selected archival documents and collections.</li> <li>• A new learning space will allow for greater capacity to work with local schools and new school sessions, relating to the developed museum displays, will allow for greater educational engagement</li> <li>• The activity plan, in line with Heritage Lottery Fund (HLF) guidance, will involve targeted audiences and groups focussing on opportunities for groups in regeneration areas.</li> </ul>
<p><b>6. Consideration of Measures:</b></p> <p>This section should explain in detail all the consideration of alternative approaches/mitigation of adverse impact of the policy</p>	
<p><b>6a. Monitoring Arrangements:</b></p> <p>Outline systems which will be put in place to monitor for adverse impact in the future and this should include all relevant timetables. In addition it could include a summary and assessment of your monitoring, making clear whether you found any evidence of discrimination.</p>	<ul style="list-style-type: none"> <li>• Evaluation of the project's impacts will be supplied regularly throughout the project to HLF at key milestones.</li> </ul>

<b>7. 12. Date reported and signed off by City Executive Board:</b>						
<b>8. Conclusions:</b>  What are your conclusions drawn from the results in terms of the policy impact						
<b>9. Are there implications for the Service Plans?</b>		NO	<b>10. Date the Service Plans will be updated</b>		<b>11. Date copy sent to Equalities Officer in HR &amp; Facilities</b>	
<b>13. Date reported to Scrutiny and Executive Board:</b>			<b>14. Date reported to City Executive Board:</b>		<b>12. The date the report on EqlA will be published</b>	

Signed (completing officer)

Vanessa Lea

Signed (Lead Officer) Ian Brooke

### **Please list the team members and service areas that were involved in this process:**

Organisational Development & Learning Advisor/ Equalities – Jarlath Brine  
 Communities - Capital Programme Project Manager - Tina Mould  
 Vanessa Lea – Museum and Heritage Operations Officer  
 Ian Brooke – Head of Community Services

This page is intentionally left blank