

Equality Impact Assessment [version 2.9]



Title: Bristol Museums and Museums Development South West Arts Council Funding	
<input type="checkbox"/> Policy <input type="checkbox"/> Strategy <input type="checkbox"/> Function <input type="checkbox"/> Service <input checked="" type="checkbox"/> Other [please state] <i>Museum Funding</i>	<input type="checkbox"/> New <input checked="" type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: Growth & Regeneration	Lead Officer name: Jon Finch
Service Area: Culture & Creative Industries	Lead Officer role: Head of Culture & Creative Industries

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) early for advice and feedback.

1.1 What are the aims and objectives/purpose of this proposal?

Briefly explain the purpose of the proposal and why it is needed. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use [plain English](#), avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

To accept external funding from Arts Council England (ACE) to invest in both the Bristol City Council (BCC) managed Bristol Museum service and South West Museum Development Sector Support service. We are recipients of £1, 364,320 (Bristol Museums) and £540,240 per year (SWMD) as part of ACE's National Portfolio Organisations (NPO). In 2020 Arts Council England took the decision to extend the NPO 2018-22 funding for an additional year (2022-23) due to the pandemic.

This is core funding which will allow the Museum Service and South West Museum Development (SWMD) to deliver their 2022-23 business plan. Without this extension year of current funding the Museums and SW MD programme would be unable to deliver the business plan and sector support provision resulting in large parts of the programme being unable to be delivered. This extension funding into 2022-23 is also critical to having the required capacity and potential within the service to develop a robust funding proposition to Arts Council England for future funding rounds 2023-2027.

1.2 Who will the proposal have the potential to affect?

<input checked="" type="checkbox"/> Bristol City Council workforce	<input checked="" type="checkbox"/> Service users	<input checked="" type="checkbox"/> The wider community
<input checked="" type="checkbox"/> Commissioned services	<input checked="" type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

1.3 Will the proposal have an equality impact?

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	[please select]
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We have not identified any negative impact from the proposal which will provide us with the funding to deliver our business plan which includes details of our Equalities Action Plan which is aimed at improving our impact for people on the basis of their protected characteristics where we are able to determine where more engagement is necessary.

2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: <https://www.bristol.gov.uk/people-communities/measuring-equalities-success>.

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g. from national or local research, available data or previous consultations and engagement activities.

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics and intelligence \(sharepoint.com\)](#). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](#); [Joint Strategic Needs Assessment \(JSNA\)](#); [Ward Statistical Profiles](#).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](#) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment Form](#)

Data / Evidence Source [Include a reference where known]	Summary of what this tells us
<ul style="list-style-type: none"> 66% Female 31% Male 1% Other 	Bristol Museums audience survey for June to October 2021 conducted and aggregated across all museum sites show that there is a higher percentage of female visitors to male.
<ul style="list-style-type: none"> 56% local (BS postcodes) 43% the rest of UK 	Just over half of Bristol Museums visitors are from Bristol, Covid-19 travel

<ul style="list-style-type: none"> • 1% outside UK 	restrictions have affected the number of overseas visitors.
<ul style="list-style-type: none"> • 10% visitors are from a Black and Minority Ethnic background 	We know more needs to be done to engage people from communities where we hold relevant exhibits
<ul style="list-style-type: none"> • 8% of visitors describe themselves as having longer term health issues or disability 	We know we more needs to be done to engage more disabled visitors and we are addressing this through project such A Museums for Everyone and Curating for the Change.
<ul style="list-style-type: none"> • 9% of our audience are Young People (under 25) • 23% of our audience are Older people (over 60) 	We know more needs to be done to engage younger people and we are addressing this through work with Young Collectives and ensuring greater discounts are applied to people under age 25 to reduce barriers to participation.

Additional comments:

Our equalities action plan focuses on improving our engagement with the following priority groups:

- Disabled people
- Socio economic groups
- Black and Minority Ethnic communities especially African and African- Caribbean people

In addition we will deliver on our audience development plan that focussed on greater engagement with the following groups (taken from the Acorn audience segmentation model, 'group level') :

- **Striving Families** (Group M, Bristol population = 10% / BMGA¹ population = 3.2%)
- **Young Hardship** (Group O, Bristol population = 5.7% / BMGA population = 4.2%)
- **Struggling Estates** (Group P, Bristol population = 8% / BMGA population = 3.1%)

These audiences have been selected on the basis that we under-represent them in our current audience and they are identified as facing particular social disadvantages which prevent them from engaging with our service.

¹ Bristol Museums Galleries and Archives

2.2 Do you currently monitor relevant activity by the following protected characteristics?

<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Disability	<input type="checkbox"/> Gender Reassignment
<input type="checkbox"/> Marriage and Civil Partnership	<input type="checkbox"/> Pregnancy/Maternity	<input checked="" type="checkbox"/> Race
<input type="checkbox"/> Religion or Belief	<input checked="" type="checkbox"/> Sex	<input type="checkbox"/> Sexual Orientation

2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

We do not have visitor data for pregnancy and maternity, or marriage and civil partnerships. This is a gap in data we could monitor in the future. We also have missing data about non users.

2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol's diverse communities. See <https://www.bristol.gov.uk/people-communities/equalities-groups>.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing change or restructure \(sharepoint.com\)](#) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

The 2018 -22 business plan and the equalities action plan was developed in consultation with equalities groups. During Nov 2022 – Feb 2022 we will be undertaken further consultation with range of partners and stakeholders to ensure our 2022-23 business plan will not adversely affect their engagement with the museum service.

2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

As included above we will be undertaking consultation with our key partners to ensure that our business plan for 2022-23 will not adversely impact on equalities groups. The partners we have identified are:-

- Bristol Museums Young Collective group for people under age 25
- Disabled action groups; WECIL & Museums for Everyone

- Bristol Museums Black History Group
- SW Museum Development Strategic Advisory Group

Analysis of impacts must be rigorous. Please demonstrate your analysis of any impacts of the proposal in this section, referring to evidence you have gathered above and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#)

3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories (different kinds of disability, ethnic background etc.) and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

GENERAL COMMENTS (highlight any potential issues that might impact all or many groups)	
We have not identified any negative impact from the proposal at this stage	
PROTECTED CHARACTERISTICS	
Age: Young People	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Age: Older People	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Disability	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Sex	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Sexual orientation	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Pregnancy / Maternity	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Gender reassignment	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Race	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Religion or Belief	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Marriage &	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

civil partnership	
Potential impacts:	
Mitigations:	
OTHER RELEVANT CHARACTERISTICS	
Socio-Economic (deprivation)	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Carers	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Other groups [Please add additional rows below to detail the impact for other relevant groups as appropriate e.g. Asylums and Refugees; Looked after Children / Care Leavers; Homelessness]	
Potential impacts:	
Mitigations:	

3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our Public Sector Equality Duty to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

The proposal will deliver on the following benefits:

E01. Our handling of equality and inclusion will reach the high standards we expect of ourselves and others will look to us as a source of good practice.

E02. To build an inclusive organisation where the workforce reflects the city we serve and the needs of all citizens, and where colleagues feel confident about being themselves at work.

E03. To provide inclusive services which actively address inequality and exclusion and enable all of Bristol's citizens to realise their potential and live safely.

E04. To achieve a measurable increase in the extent to which communities facing inequality can share in and contribute to the city's success.

E05. Progressive building of good relationships between different communities in Bristol so everyone is able to participate and contribute.

4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

Summary of significant negative impacts and how they can be mitigated or justified:

No negative impacts identified

Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:

The Arts Council funding enables the service to respond positively to Public Sector Equality

Duty through delivery of the 2022-23 business plan that will aim to;

- Deliver a service wide training plan so that staff are competent in completing EIA's, helping support greater awareness of impact of our services on people. This will be complemented through further equality awareness training and staff embedding at least one key commitment to equalities issues into their work programmes.
- Be more active in supporting our partners and organisations we commission to consider any potential impact of their activity on protected characteristics and support them in making any necessary adjustments as a means of best practice.
- Create opportunities for more diverse voices to be part of our decision making and development and production of our activity through a co-production approach to our service delivery.
- Gathering, reviewing and making changes to how we work through a data led approach. Utilising QoL surveys, project evaluations and onsite feedback to gain a better informed understanding where some groups are not participating and why and making steps to address this.
- Ensuring we continue and extend opportunities for everyone to participate in the best cultural activities, online and onsite and that our activity is inclusive and able to reach and reflect the diversity of the city.

4.2 Action Plan

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

Improvement / action required	Responsible Officer	Timescale
See service EAP attached	Jon Finch	2022-23

4.3 How will the impact of your proposal and actions be measured?

How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

Please see EAP included below.

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director².

² Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

Equality and Inclusion Team Review:
Reviewed by Equality and Inclusion Team

Director Sign-Off:

A handwritten signature in black ink that reads "J.P. Smith". The signature is written in a cursive style with a large initial "J" and "P".

Date: 9/11/2021

Date: 10/11/2021

Arts Council England NPO:

Equality Action Plan 2018-23

Revised November 2021

This document sets out the direction of our equalities work from 2018-22. It ensures that we deliver the Public Sector Equality Duty of the Equality Act 2010 to eliminate discrimination, advance equality of opportunity and foster good relations between people. It also draws upon, and complements, [Bristol City Council's Equalities Policy](#). Our approach is to embed this commitment to equality in all our areas of work from processes and people to public programmes.

We will particularly focus on the needs of communities who come from lower socio-economic backgrounds as socio-economic status is profoundly affected by the characteristics protected by the Equality Act^[1] and exacerbates the effects of discrimination. We also recognise that we all have multiple 'protected characteristics' so our approach must respond to this diversity so, for example, an exhibition with specific relevance to people of Caribbean descent needs to be relevant to people of different ages, gender, sexual orientation etc.

This document sets out the context of our work and should be read in conjunction with our Service SMART plan.

[1] This covers age, disability, marriage and civil partnership, pregnancy and maternity, race, religion and belief, sex, sexual orientation, gender re-assignment.

1. Service vision & aims

Our service vision is to ensure culture plays a leading role in driving a city of hope and aspiration where everyone can share in its success.

We aim to be a service that:

1. Places service users at the centre of our decision making through innovative engagement and a data-informed approach,
2. Delivers and invests in high quality cultural activity that celebrates the story of Bristol and attracts local, national and international audiences,
3. Proactively manages historic buildings and world class collections, making them accessible and relevant to everyone,
4. Challenges inequality and ensures diverse groups are represented, empowered and have a voice.
5. Invests in developing a diverse workforce which are highly skilled, creative and resilient.
6. Actively contributes to the city's economic recovery and regeneration which addresses issues of inequality and wellbeing.
7. Demonstrates sector leadership locally, nationally and internationally.
8. Develops innovative responses to the ecological and environmental emergency.

9. Influences, supports and advocates on behalf of the wider culture and creative industries across the city and at regional level.

10. Maximises commercial opportunities and appropriately manages risk to deal with the impact of change.

2. EAP implementation

The Equality Action Plan (EAP) contributes to our vision by stating what we will do to eliminate discrimination, advance equality of opportunity and fosters good relations in all areas of our work so that diverse people can participate, exercise voice and influence, and benefit from our work. We are also committed to making sure our workforce better reflects our local population

We will work in partnership with relevant organisations to deliver the plan including Bristol City Council's Equality and Community Cohesion Team & appropriate local organisations on relevant protected characteristics. All staff will take responsibility for delivering the EAP through their work programmes.

Progress will be reviewed quarterly and reported to both Arts Council England and Bristol City Council. We will also review the plan as a whole annually and make any changes required.

Progress will also be monitored by the service's Inclusion & Diversity working group - as well as through the Service EAP (included in this document) and through the service SMART Plans to report back on progress or any issues against relevant work strands. The Head of Culture & Creative Industries will be accountable for this plan and its implementation.

3. Bristol demographic and our priorities

We collect data on visitors from exit surveys at museum sites and on our workforce from quarterly reports from HR which is fed back to the service's Inclusion & Diversity working group. Recruitment is an ongoing priority for the I & D working group as well.

We have drawn data from the Census 2011 and Quality of Life survey 2021 (<http://www.bristol.gov.uk/page/community-and-safety/equalities-data-and-research>).

Age: Bristol's child population 0-15 is 18% (19%), it has a relatively young age profile in the 16-24 year bracket at 16% (12%) but lower proportions of all people aged 45 and over.

Gender: Bristol's population is 50% (49%) male and 50% (51%) female.

Disability: 17% (18%) of people of all ages identify as having a disability or health issue which limits their ability to undertake day-to-day activities. 83% (82%) identify having a disability where day-to-day activities are not limited. Mental ill health has been identified as an issue.

3.1 Bristol demographic data (from 2011 census)

- African - 12,085
- Black Other - 6,922 (Somalis included in both this group and Black Africans. Best estimate of Somali population is 10,000)
- Caribbean - 6,727
- Pakistani - 6,863
- Indian - 6,547
- Bangladeshi - 2,104
- Other Asian - 4,255
- Chinese - 3,886
- Arab - 1,272
- Gypsy or Irish Traveller - 359
- Mixed - 15,438

3.2 Bristol Quality of Life survey results 2021

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Culture and Leisure

- % in deprived areas satisfied with the range and quality of outdoor events has declined from 67% to 40% in one year
- % in deprived areas who participate in cultural activities at least once a month has declined from 32% to 18 % in one year

Mental health

- % in deprived areas who report below average Mental Wellbeing has increased from 21% to 34% an increase of 13%

Digital poverty

- % in deprived areas who feel comfortable using digital services 73% compared with 82% across the city.

3.3 Culture & Creative Industries workforce statistics January 2021

- 9.38% Disabled staff
- 8.54% Black or minority ethnic
- 6.1% white minority ethnic

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4. Our service priorities

We will focus on improving our engagement with the following groups:

- Disabled people
- Socio economic groups
- Black and Minority Ethnic communities especially African and African- Caribbean people

The EAP will start to respond to Let's Create strategy, outcomes and investment principles with commitment to building relationships to our audiences to become a trusted service.

We will commit to:

- Being more reflective
- Demonstrating greater humility & vulnerability
- Becoming more open to criticism
- Giving space to others
- Taking action
- Committing to developing an anti-racist organisation
- Involving external stakeholders into our decision making.

1.1 AMBITION & QUALITY

AIM: To gather the views of our audiences on the quality of what we do, and use that feedback in discussion with our workforce and stakeholders to shape future decisions about our work.

Through work with the Black History steering group, the service has created a wide range of online stories that have been accessed in high numbers in the last two years. Total web page views number 80,000, with a particular spike experienced at the same time as the toppling of Colston statue in June 2021, satisfying audience demand for quality information on this subject. The group has a wide range of external members, including people of colour who are local historians, film makers, creative producers and local activists.

The Young Collective draws on young people who have worked with the service as participants in the Uncomfortable Truths programme or who have been participants in programmes run by our partner organisations; Rising Arts and Creative Youth Network. The Collective continues to inform decision making on a wide range of the service's programme including street art exhibition, photography festival. The fact that their roles are now paid and have a defined role description highlights the value that the service places on their roles and feedback.

Following four workshops for staff on decolonisation led by Black Southwest Network and attended by up to fifty staff at any one workshop, a new decolonisation working group has been established with draft aims & objectives, principles and a staff plan. Following recent follow up workshops led by local filmmaker and facilitator Rob Mitchell, the group is ready to progress to the next stage of widening its membership and will be running a big roundtable event before the summer to extend decision making and ensure representation of people of colour from outside the service on the group.

It has also been identified that to do sustainable, long term engagement with source communities on decolonisation, capacity needs to be built into the work programme for staff from across teams to ensure that staff can allocate time to have meaningful conversations, understand priorities for decolonisation and develop long term relationships. This is in recognition of the fact the decolonisation is not a short term, tick box exercise that we need to 'get done'.

DYNAMISM

AIM: To fully utilise the power of data to understand our audiences and the impact of our work.

Over lockdown, the number of digital events has grown exponentially, with audiences accessing digital content from across the world. The service needs to understand the audiences for that work better, and is currently carrying out a data gathering exercise, which will be brought to the Inclusion & Diversity working group in May 2021 for further discussion.

The Arts team plans to recruit Disabled mystery shoppers who will attend events across the city to feed back on the accessibility for those events for Disabled people. Participants in the Museums for Everyone group and our volunteer pool will be targeted for those mystery shopper roles. If this model is successful, the Inclusion & Diversity working group will review and may propose a roll out to other events that are organised at the museum sites.

Data about on site events also needs to be gathered and better understood to give a clearer picture of which audiences are attending those events and how they compare with general museum visitors and with digital engagement.

1.2 INCLUSIVITY & RELEVANCE

AIM: To be reflective and build a relationship with our communities

The service has been working closely with the Bristol Disability Equality Forum to understand better the barriers that Disabled people face when accessing our museums sites both virtually and through on site visits. Ten members of the Museums for Everyone group, (part of the Forging Our Future, Heritage funded programme,) have made onsite visits and fed back to museum staff their priorities for change to improve accessibility for Disabled people. An action plan is being created following dialogue with museum staff that will be shared with SLT in May 2021.

Through the service's support for and secretariat function with Bristol City Council's Legacy steering group, the service is increasingly well informed about issues dominating discourse amongst people of colour in Bristol including reparations and the development of a new capital fund to deliver planned improvements to infrastructure across the city. The service's role enables this work to be joined up with the work being carried out by Glasgow and Liverpool museums, (both of whom have been invited to recent meetings to

share good practice and build relationships) as well as to connect up with the work of the We Are Bristol History Commission, also supported by the service.

The work carried out by the Uncomfortable truths programme in late 2018/19, saw the participation of 10 young people of colour and the creation of a series of pod casts and new interpretation, available both online and in our galleries. These podcasts have been well accessed and well received at a national level, with an evaluation report commissioned and shared widely with partners in the city and further afield. This work will be built on further through the development of 'More Uncomfortable Truths' which will be worked up and delivered in 2022, building on what we learnt from the evaluation of the first programme.

5. ACTION PLAN

<p>E01. Our handling of equality and inclusion will reach the high standards we expect of ourselves and others will look to us as a source of good practice.</p>	<p>To have greater shared responsibility across the C & CI service in reaching and developing better relationships with key communities</p>	<ol style="list-style-type: none"> 1. Training and prompts for EIA's to be completed for any significant service changes 2. All staff to successfully deliver on at least 1 objective related to Equalities & Inclusion. 3. All staff to complete Anti-racism training and other relation training and development programmes that support our commitment to Equalities & diversity. 4. Greater sharing of the service KPI's around inclusion & diversity are known across workforce and being collected and monitored quarterly. 5. - Develop meetings training and protocol for greater opportunities for younger employees and people of colour in particular feel able to contribute. 6. Standardise the protocol around making opportunities inclusive across the workforce. 	<p>Increased skills and knowledge across the team in I & D and subsequently embedded commitments to I & D within work plans.</p>	<ul style="list-style-type: none"> - Completion of EIA's - 100% staff completion of statutory I & D training - 60% staff target for additional training completed - I & D work by service acknowledged at DMT level and above. - Evidence in SRA's and 1:1's that workforce feel supported by colleagues and feel able to contribute and heard.
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<p>E02. To build an inclusive organisation where the workforce reflects the city we serve and the needs of all citizens, and where colleagues feel confident about being themselves at work.</p>	<p>To increase the diversity of our workforce, partnerships commissions, volunteers and placements.</p>	<ol style="list-style-type: none"> 1. Continue use of monitoring forms for recruitment, including the advertising across diverse channels such as VOSCUR and ensure job paperwork is reviewed as standard before recruitment; use of language/terms, alternatives to formal qualifications where possible etc... 2. Review our exit interviews and to identify any trends related to how we could improve inclusion and diversity in workplace and recruitment and retention. 3. Review our contracts/commissioning to align to fair recruitment practices and add all opportunities to new designed webpages around Get Involved to increase transparency. 4. Deliver an open day for creatives and freelancers to find out more about what we do and can offer. 6. Create an action plan around young employees and their needs- feedback so far indicates more support needed around apprenticeships and support to progress from apprenticeships 7. Increase volunteers from target areas where we have low representation 	<p>A more diverse workforce and set of partners that will help ensure that our service delivery is relevant, inclusive and reflective of the city.</p>	<ul style="list-style-type: none"> - 100% completion of monitoring forms - Action plan created from exit interviews - Increase volunteers from target areas of city - increase in diversity of commissions/ partnerships
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<p>E03. To provide inclusive services which actively address inequality and exclusion and enable all of Bristol's citizens to realise their potential and live safely.</p>	<p>To improve our consistency across all our cultural activity for how we deliver on inclusion and equality.</p>	<ol style="list-style-type: none"> 1. To ensure that all C & CI teams embed Inclusion & Diversity objectives into team plans 2. To review project management and evaluation practices and create toolkit /best practice guidelines. 3. External audit to be carried out on how our service is perceived to young people and action plan created as a result. 4. Progressing the recommendations from the Museums for Everyone group to make a more inclusive offer with more accessible offer at BMAG 5. Deliver the outputs of Curating for Change around representation of disabled people's stories from our collections. 	<p>Able to reflect across the service our I & D performance and look at areas for improvement.</p>	<ul style="list-style-type: none"> - 100% team plans include I & D objectives - Delivery of Museums of Everyone and received high satisfaction/ expectation rating - Increase visits from disabled visitors during Curating for Change project /exhibition/display period.
<p>E04. To achieve a measurable increase in the extent to which communities facing inequality can share in and contribute to the city's success.</p>	<p>To listen more to communities and then use our assets and skills to design and deliver activity that meet their needs and aspirations.</p>	<ol style="list-style-type: none"> 1. Create opportunities for community groups to be representative of lower socio economic and Equalities groups in Bristol to assist in decision making on relevant programmes and activity. 2. Ensure appropriate community input into reshaping and delivering the CCI collecting policy. 3. Work with BCC colleagues from Economic Dev., Regeneration, Neighbourhoods and others where culture can deliver services to improve citizen's lives and wellbeing. 	<p>Our service delivery is more reflective of the diversity of the city and we are meeting our targets for increasing participation from underrepresented groups.</p>	<ul style="list-style-type: none"> - Increase in audience diversity to our museums, events, activities etc... - Positive evaluation/feedback with diverse partners in approach to project delivery D9

		<p>4. Explore new ways for how our assets and services could be used with partners across city to provide tangible benefits to the people of Bristol.</p> <p>5. Deliver Uncomfortable Truths & Decolonisation project through co-production practice.</p>		
<p>E05. Progressive building of good relationships between different communities in Bristol so everyone is able to participate and contribute.</p>	<p>To move towards co-designing and co-producing projects with individuals and partners where our expertise and skills can help support communities to deliver cultural activity in their locality.</p>	<p>1. Work with other services to deliver learning and skills programmes that benefit children and adults in Bristol including SEN families.</p> <p>2. Work with partners to help support people's health and wellbeing through the Thriving Communities project around art & nature.</p> <p>3. Deliver CIP & facilitate events & festivals where activity is delivering in priority areas across the city.</p>	<p>Greater access to high quality cultural opportunities across the city.</p>	<p>- Quality of Life survey highlights strong positive response to culture being key part of people's health & wellbeing.</p> <p>- Increase in applications for CIP and events and festival activity to be happening in 'cold' spots across the city.</p> <p>- Increase in new partnerships to deliver new cultural activity across the city.</p>