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| Title: Museum Estate and Development Fund (MEND) Fund | |
| <input type="checkbox"/> Policy <input type="checkbox"/> Strategy <input type="checkbox"/> Function <input type="checkbox"/> Service | <input checked="" type="checkbox"/> New |
| <input checked="" type="checkbox"/> Other [please state] <i>To accept funds from government</i> | <input type="checkbox"/> Already exists / review <input type="checkbox"/> Changing |
| Directorate: G&R | Lead Officer name: Jon Finch |
| Service Area: Culture & Creative Industries | Lead Officer role: Head of Service |

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.

- An application has been made to a government fund for monies to enable vital infrastructure work and tackle backlog of urgent maintenance at Bristol Museum and Art Gallery.
- Successful outcomes will include reinstating the roof of the Natural History Office and Design Block to allow staff to use these spaces, improving safety and quality of working environment. Freeing up other rooms in the building which have been lost as workspace.
- Significant health and safety hazards were identified in the most recent survey including poor sectioning of rooms (for compartmentation) with poor quality fire doors posing a risk to occupants, building fabric and stored collections (art and objects). One heating boiler has already failed and the second has been condemned. There is a genuine likelihood this remaining heating boiler will not get through the winter of 21/22. Such a catastrophic failure will have a direct impact on the museum being able to open to the public and provide safe and comfortable access for all who use the building. Further it would impact on the service’s ability to engage the community in reinterpreting collections, preserving the listed building, accessing collections and provide a safe working environment for staff.
- Therefore, work will be undertaken to replace them along with pumps, control panels, calorifiers and pressurisation units replaced and upgraded. Issues persist with ingress of underground spring water penetrating through brickwork and flooring, collecting on the floor of the basement where the fine art store is situated.
- The source of the water has been investigated by a building surveyor and Bristol Water and identified as natural ground water ingress through the retaining walls.
- Repairs are needed to make the building more watertight and collections safe using a specific type of membrane linked to the existing underground drainage system. This will ensure long-term environmental conditions are maintained for the art store.
- All this work is pending a decision to be made in February 2022 that the application is successful.

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 type="checkbox"/> Commissioned services | <input checked="" type="checkbox"/> City partners / Stakeholder organisations | |
| Additional comments: The museum visiting public | | |

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 checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | [please select] |
|---|-----------------------------|-----------------|

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 | |
|---|---|------|
| Quality of Life in Bristol 2020-21 | Characteristic % satisfied with museums and galleries | |
| | 16 to 24 years | 48.5 |
| | 50 years and older | 54.6 |
| | 65 years and older | 55.4 |
| | Female | 58.5 |
| | Male | 53.3 |
| | Disabled | 43.2 |
| | Black Asian & Minority Ethnic | 48.4 |
| | White Minority Ethnic | 49.1 |
| | White British | 57.8 |
| | Asian/Asian British | 48.7 |
| | Black/Black British | 31.7 |
| | Mixed Ethnicity | 58.0 |
| | White | 56.8 |
| | Lesbian Gay or Bisexual | 54.2 |
| | No Religion or Faith | 57.3 |
| Christian Religion | 55.1 | |
| Other Religions | 46.8 | |

| | |
|------------------------|-------------|
| Carer | 55.9 |
| Full Time Carer | 49.8 |
| Part Time Carer | 57.8 |
| Single Parent | 52.5 |
| Two Parent | 61.0 |
| Parent (all) | 60.0 |
| No Qualifications | 40.3 |
| Non-Degree Qualified | 45.4 |
| Degree Qualified | 61.2 |
| Rented (Council) | 36.3 |
| Rented (HA) | 46.7 |
| Rented (Private) | 58.4 |
| Owner Occupier | 56.8 |
| Most Deprived 10% | 35.3 |
| Bristol Average | 55.6 |
| | |

Additional comments: Museums for Everyone report attached. While most of the report relates to issues not covered by this bid you can see the level of detail investigated. The group is in discussion with the museum service to gradually improve the areas identified in the report and have been engaged with the museum for some time.

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

| | | |
|---|--|--|
| <input type="checkbox"/> Age | <input type="checkbox"/> Disability | <input type="checkbox"/> Gender Reassignment |
| <input type="checkbox"/> Marriage and Civil Partnership | <input type="checkbox"/> Pregnancy/Maternity | <input type="checkbox"/> Race |
| <input type="checkbox"/> Religion or Belief | <input 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 detailed diversity monitoring for Museum visitors.

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 \(sharepoint.com\)](https://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.

Members of the "Museums for Everyone" working group of the Bristol Disability Equality Forum visited and evaluated access at the site, guided by an independent access consultant and manager of the Forum. The group, consisting of experts with

lived experience has a wide range of impairments: physical, intellectual, sensory, and neuro-divergent, visited and carried out an audit of works needed to increase access.

For example they established that a quick and easy win for the site was the installation of suitable brass handrails to replace ropes on the main staircase in the front hall. The current rope does not give enough support for people with a range of mobility challenges.

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.

Museums for Everyone will continue to be involved in the process.

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 significant negative impact from the proposal. However we are aware of some relevant existing issues and disparities for people in Bristol which we will aim to address and mitigate where appropriate.

In addition to funding significant repair and maintenance issues, the aims and objectives of the fund include an opportunity to improve the building's environmental sustainability and energy efficiency as part of the project proposal

Improved physical access is likely to mitigate existing accessibility issues for disabled people and other groups who may have limited mobility on the basis of e.g. age or pregnancy/maternity etc.

Improvements should only be positive for visitors to the building and for the staff working there too.

PROTECTED CHARACTERISTICS

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|---------------------------|---|
| Age: Young People | Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| Potential impacts: | Young people in Bristol are less likely be satisfied with museums and galleries |
| Mitigations: | See above mitigations |
| Age: Older People | Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| Potential impacts: | |
| Mitigations: | |
| Disability | Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| Potential impacts: | Disabled visitors are underrepresented within the visitor figures and may face additional accessibility barriers. |
| Mitigations: | The proposal aim to improve physical access to provide independent access for people with disability and welcome users with diverse needs. This would include simple improvements to install appropriate handrails around the front hall which were recommended following an independent Access Audit in 2020 |
| Sex | Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Potential impacts: | |
| Mitigations: | |
| Sexual orientation | Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/> |

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|--|--|
| Potential impacts: | |
| Mitigations: | |
| Pregnancy / Maternity | Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| Potential impacts: | |
| Mitigations: | |
| Gender reassignment | Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Potential impacts: | |
| Mitigations: | |
| Race | Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| Potential impacts: | Black, Asian and minoritised ethnic people in Bristol are less likely to be satisfied with Museums and Galleries |
| Mitigations: | See above general mitigations |
| Religion or Belief | Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| Potential impacts: | People from non-Christian faith groups in Bristol are less likely to be satisfied with Museums and Galleries |
| Mitigations: | See above general mitigations |
| Marriage & civil partnership | Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Potential impacts: | |
| Mitigations: | |
| OTHER RELEVANT CHARACTERISTICS | |
| Socio-Economic (deprivation) | Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| Potential impacts: | People living the 10% most deprived areas of Bristol are less likely to be satisfied with Museums and Galleries |
| Mitigations: | See above general mitigations |
| Carers | Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input 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

If the portion of the project application that relates to increasing access to the building for those with disabilities is successful, then we will be able to affect a physical change within the building. This will increase equality of access to the building for those. Members of the "Museums for Everyone" working group of the Bristol Disability Equality Forum visited and evaluated access at the site, guided by an independent access consultant and manager of the Forum. The group, consisting of experts with lived experience has a wide range of impairments: physical, intellectual, sensory, and neuro-divergent, visited and carried out an audit of works needed to increase access. They established that a quick and easy win for the site was the installation of suitable brass handrails to replace ropes on the main staircase in the front hall.

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.

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| Summary of significant negative impacts and how they can be mitigated or justified: |
| No significant negative impact identified – the proposal will aim to address existing issues and improve accessibility |
| Summary of positive impacts / opportunities to promote the Public Sector Equality Duty: |
| Improved access facilities for the disabled. This approach accords with the MEND fund’s outcome of improving the museum’s offer to visitors with multi access needs who are currently underrepresented within BMAG’s audience figures. Improved visitor experience (upper picture galleries can be very hot and airless in summer) and also improved conditions for preserving collections ensuring the collection assets are maintained for the benefit of future generations. Improved safety and working conditions for staff moving around the building |

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 |
|-------------------------------|---------------------|-----------|
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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.

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| There is a strict timetable the project team will required to follow as per the stipulations of the award. This includes monitoring, feedback and evaluation and staged payment of the monies for each part of the project. |
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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 Director¹.

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| Equality and Inclusion Team Review: <i>Reviewed by Equality and Inclusion Team</i> | Director Sign-Off:  |
| Date: 8/2/2021 | Date: 15/02/2022 |

¹ 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.