



# **Amgueddfa Cymru – National Museum Wales**

## **Annual Equality Report 2018-19**

This document is available in Welsh. To receive a copy of this document in another format contact Kristina Enticott, HR Manager.

## **1. Introduction**

1.1 The following report aims to provide the stakeholders and staff of Amgueddfa Cymru with an updated account of our work in supporting equality matters. It details our progress towards meeting our statutory responsibilities in relation to the Equalities Act 2010 and the Wales Specific Duties during the financial year of April 2018-March 2019.

1.2 This report provides information about Amgueddfa Cymru as an organization, outlining our role and responsibilities in relation to securing equality of opportunity, in addition to the legislative framework in which it operates.

## **2. Background and context of our reporting**

2.1 The Equality Act 2010 introduced a new equality duty on the public sector. As a listed authority under Schedule 19 of the Act, Amgueddfa Cymru has statutory duties under the general duty along with Wales specific duties.

2.2 The Wales specific duties require us to publish an annual equalities report. The report is to include information on the steps taken each year, to meet the duties and on our progress towards fulfilling Amgueddfa Cymru's equality objectives.

2.3 Our ongoing commitment to partnership working, engagement and participation has and will continue to be key in helping Amgueddfa Cymru meet its Equality Objectives.

2.4 The sustainable development principles of the Wellbeing of Future Generation Act 2015 and its seven ways of working were embedded in the development of these objectives alongside the Welsh Language Standards.

## **3. Amgueddfa Cymru's progress towards the Equality Objectives and Action Plan 2018-2021**

Amgueddfa Cymru's objectives are set out in our Equality Objectives and Action Plan April 2018-2021 (<https://museum.wales/about/policy/equality-diversity/>). In recognition that this is a long term agenda, the objectives span the three years of the plan.

3.1 The following objectives and actions will be further developed with the commissioning staff, the Diversity Group, and approved by our Board of Directors.

3.2 Detailed in the following section is the progress made towards our Equality Objectives during 2018-2019.

3.3 Please note that actions listed against each objective are not exhaustive. If you would like further information on any aspect of our Equalities work or would like to be involved in contributing to the further development of Amgueddfa Cymru's work in this area, please contact Kristina Enticott ([Kristina.Enticott@museumwales.ac.uk](mailto:Kristina.Enticott@museumwales.ac.uk) or 02920 573379).

#### **4. Objective 1: Diversity in the Workplace – Engaging Employees**

**Objective and Outcomes: All employees and volunteers to be given the opportunity to achieve their full potential.**

- **A prosperous Wales**
- **A more equal Wales**

4.1 All staff involved in recruitment selection are coached by a HR professional in the application of Equality Legislation and good practice at each stage of the recruitment process.

4.2 Arrangements were made for Stonewall Cymru to conduct Unconscious Bias Training for all staff involved in recruitment and selection of both staff and volunteers in June 2019.

4.3 Amgueddfa Cymru is proactive in its commitment to increase the diversity of its workforce, as evidenced by its engagement work with partner organizations. The Skills Development Placement Scheme has been embedded into the work of Amgueddfa Cymru. Its purpose is to engage with individuals from sections of our community encountering obstacles in finding employment. The placements increase skills and self-confidence, opening up Amgueddfa Cymru as a place of work to groups who may otherwise not have seen it as such. A testimonial to this work in 2017/2018 was the successful recruitment of several individuals originally on placement to casual and permanent roles within Amgueddfa Cymru. This has enabled these individuals to lead more independent lives.

The Skills Development Placement Scheme has resulted in productive, long term relationships with the following partner organizations:

V.C.S, Oxfam, Gofal, The Wallich, Tŷ Coryton ( residential school for young people with autism, Ysgol y Deri, Careers Wales ( pre-NEET young people) Workfit ( Autism and Down Syndrome Support into Employment). Other partnerships include those with Creative and Cultural Skills and Cardiff and Vale College as part of the Cultural Ambition initiative (Fusion Programme)

4.4 Internships have been arranged at Big Pit, St Fagans, the National Waterfront Museum and the National Slate Museum. These arrangements have provided a model that could be scaled up in future.

4.5 The collation of staff equality monitoring information is ongoing although self-declaration rates amongst staff are low. We are committed to seeing an increase in these rates and will be commencing a drive to encourage staff to disclose this information during 2019/2020 by running sessions with staff based on the '*What's it got to do with you?*' guidance by Stonewall Cymru. Alongside this we will also be working with the provider of our HR Information System to provide self-service to front of house staff who do not have regular access to a PC in the workplace. This will enable front of house staff to input their own equality monitoring data.

4.6 Creative ways to make our recruitment application process more user friendly and accessible have been implemented for several roles, including that of the 'Black History Field Worker' which was successfully recruited to.

4.7 Amgueddfa Cymru recognises the need to attract and retain committed employees and by doing so prioritize the health and wellbeing of its staff. Its commitment is evidenced by its enrolment in

the Mind Workplace Wellbeing Index 2018/2019, a benchmark of best policy and practice in the area of mental health. Its pending recommendations will inform a Health and Wellbeing Action Plan to be implemented in 2019/2010, which may include further adjustment to our recruitment and other HR policies.

4.8 We have also delivered Menopause Training which was undertaken in October to December 2018 which received great feedback from female employees and volunteers who attended. A policy has also been drafted and line manager training is commencing on 1 May 2019.

## **5. Objective 2: Development in the Workplace – Retaining Employees and Volunteers**

**Objective and Outcomes: All employees and volunteers to be given the opportunity to achieve their full potential.**

- **A more prosperous Wales**
- **A more equal Wales**

5.1 As outlined in section 4.4 the Skills Development Scheme has enabled BAME and disabled members of the community to access and enhance their career development both within and outside of Amgueddfa Cymru.

5.2 The More and Better initiative (funded by the Paul Hamlyn Foundation) included a programme to develop and deliver volunteer opportunities at St Fagan's, the National History Museum, the National Museum Cardiff, the National Slate Museum and Big Pit. Volunteering Groups meet quarterly with our third sector partners to explore volunteering opportunities within Amgueddfa Cymru. Partner organizations include Diverse Cymru, Learning Disability Wales, Gisda, Groundwork North Wales, Blaenavon Town Council, Alzheimer's Society and the British Red Cross. Further details and testimonials of these partnerships can be located in Appendix 1 of this report. It is very pleasing to see that such engagement with partners has resulted in a move from a largely homogenous volunteer group to one with a much broader and diverse base.

5.3 Amgueddfa Cymru's marketing and Communications Team has been reviewing the bank of images it uses to promote our museums, ensuring it represents diverse audiences. This work will continue over the coming 12 month period. A Stories Officer has been recruited to help us tease out stories about the work that we do with a broad range of partners and community groups including those from BAME backgrounds.

5.4 Amgueddfa Cymru works with its staff to inform them about, and equip them to take account of equality issues, including equality legislation, throughout their areas of work in a number ways. Equality and Diversity awareness forms part of the induction process alongside Dignity at Work training. This emphasizes Amgueddfa Cymru's commitment to a zero tolerance approach to bullying and harassment and discrimination and provides the employee with the confidence to challenge such inappropriate behaviour in the workplace. Unconscious Bias training has also been commissioned via Stonewall Cymru alongside a refresher course of Equality Impact Assessment Training to promote good practice and avoid complacency on equality matters.

## **6. Objective 3: Improving Access for Disabled People**

**Objective and Outcomes: Increase the diversity of those visiting Amgueddfa Cymru and using our services by removing barriers to access.**

- **A more equal Wales**
- **A healthier Wales**
- **A Wales of vibrant culture and thriving Welsh language**
- **A Wales of cohesive communities**

6.1 Amgueddfa Cymru has established a mechanism that enables disability arts organizations such as Disability Arts Cymru to influence our programme.

6.2 Recent Equality Impact assessment training within the organization has increased awareness of the application of the Social Model of Disability when conducting an equality impact assessment on all aspects of our delivery.

6.3 The Marketing and Communications Team at Amgueddfa Cymru has been reviewing the bank of images it uses to promote our museums, ensuring it represents diverse audiences. This work will continue for the following 12 month period. We are also embarking on a brand audit and will be involving the Diversity Forum in our research.

6.4 Examples of the extensive partnership working and initiatives undertaken by Amgueddfa Cymru to improve access for disabled people can be located in sections 4.3 and 5.2

#### **7. Objective 4: Improving Access to Services for Black and Minority Ethnic People**

**Objective and Outcomes: Increase the diversity of those visiting Amgueddfa Cymru and using our services.**

- **A Wales of vibrant culture and thriving Welsh language**
- **A Wales of cohesive communities**
- **A more equal Wales**
- **A healthier Wales**

7.1 Amgueddfa Cymru conducts a survey every three years to assess the demographic profile of our visitors. The most recent began in November 2018 and will conclude in November 2019. A focused approach to target any identified gaps will then be implemented.

7.2 The More and Better initiative (funded by Paul Hamlyn Foundation) included a programme to diversify the social history collections through collaboration with our Diversity Forum. The work on focused the first instance on Black History. A series of events, pop-up displays and talks took place at St Fagan's, National Museum of History, the National Eisteddfod and the National Slate Museum to highlight this work and facilitate collecting objects and oral history. A Black History Fieldworker has been appointed to collect the pan - Wales history of Black people, an area which is currently under-represented within Amgueddfa Cymru's collections and staff base. The role will offer opportunities to gain experience of collection, recording oral histories, working with communities and co-curation. To date, 78 objects, 3 stories and 1 large collection of photographs have been collected through this initiative.

7.3 Our Marketing and Communications Team has recently employed a Stories Officer who will help us to tease out stories about the work that we do with a broad range of partners and community groups including BAME.

7.4 Through Hands on Heritage (a youth engagement initiative funded by Kick the Dust, National Lottery Heritage Fund) there have been a series of activities delivered in partnership with BAME arts organizations and individuals, including a visit to HMP Parc, Bridgend to undertake handling activities

with young offenders and BAME inmates which are ongoing. Further details of this work is available on request from Kristina Enticott ([Kristina.Enticott@museumwales.ac.uk](mailto:Kristina.Enticott@museumwales.ac.uk) or 02920 573379).

## **8. Objective 5: Buying Goods and Services**

**Objective and Outcomes: We will strive to take a socially responsible approach to purchasing goods, services and facilities and ensure that all procurement is undertaken in line with the commitments made in the Equality and Diversity Strategy.**

8.1 Our Procurement Strategy Action Plan is in place and includes addressing Equality and the wider social agenda.

8.2 All significant procurements are advertised and available to everyone and routinely include questions and statements with regard to equality and the wider social agenda.

8.3 Recent procurements include:

Fusion Initiative: This is a Welsh Government strategic programme using culture, heritage and the arts to support employability, empowerment, early years and family learning, health and wellbeing for those living in some of the most deprived areas in Wales. Amgueddfa Cymru is one of the eight bodies leading on the programme.

Security Guarding St Fagans: Amgueddfa Cymru has entered a procurement process for this area of work. As part of this process we have requested that the cost per hour be based on the Living Wage not the minimum wage.

8.4 Amgueddfa Cymru has an extensive volunteer programme. As part of this programme an insurance is in place that is designed to cover the costs if a volunteer claims compensation for illness or injury that they believe has been caused by their work. Without this Amgueddfa Cymru would probably need to limit the programme or perhaps not have a programme, as the risk would be too high.

## **9. Objective 6: Commissioning Work in Programming**

**Objective and Outcomes: We recognize our unique role in providing opportunities to showcase the richness of the nation's diverse culture through the arts.**

- **A Wales of vibrant culture and thriving Welsh language**
- **A resilient Wales**
- **A globally responsible Wales**
- **A more equal Wales**
- **A prosperous Wales**

9.1 Amgueddfa Cymru has worked with well-known artist Sonia Boyce (<https://www.royalacademy.org.uk/art-artists/name/sonia-boyce-ra>) to carry out a cultural audit on Black Artists and Modernism in our collections. This project has become a research group with AHRC funding and the Art Department is working closely with the Kick the Dust project and our Youth Engagement Coordinator to respond to many of the project findings. Further details of this work can be found here: <http://www.blackartistsmodernism.co.uk/>

9.2 Amgueddfa Cymru's partnership working has resulted in commissions from under-represented groups. This work includes the running of Two First Waves workshops for 12 African Caribbean elders at St Fagan's, National Museum of History, to commemorate the 50<sup>th</sup> anniversary of the Race Relations Act. These were facilitated by artist, Scarlett Crawford and commissioned by the Houses of Parliament in partnership with the Race Relations Act. This work was unveiled and exhibited at the St Fagan's, National Museum Wales as part of the Black History Month celebrations in September 2018 and was later displayed at the House of Lords in February 2019.

9.3 Through Hands on Heritage (a youth engagement initiative funded by Kick the Dust, National Lottery Heritage Fund) a LGBTQ + task and finish group delivered a 'Pop-Up exhibition of photographs taken by LGBTQ+ people in Wales. Other commissioned work achieved in partnership with LGBTQ+ include a creative identity workshop, tarot readings, LOL Statuettes ( better known as the Ladies of Llangollen who eloped to Llangollen together and lived happily ever after) and a singalong with our Queer Bard in residence. Further details of this work is available on request from Kristina Enticott ([Kristina.Enticott@museumwales.ac.uk](mailto:Kristina.Enticott@museumwales.ac.uk) or 02920 573379).

## **10. Objective 7: Leadership and Corporate Compliance**

**Objective and Outcomes: Ensure strategic leadership and governance arrangements, ensuring standards are high and consistent across all our areas of responsibly.**

10.1 Amgueddfa Cymru's objective is to make its Board of Trustees more diverse. The ability to do this is currently restricted by the appointment process set by Welsh Government. Ways of developing more accessible governance models are being developed with young people through the Hands on Heritage initiative.

10.2 Internal Diversity Groups are in place to bring together staff from various parts of the organization to help shape our strategic equality aims and objectives. An increasingly collaborative approach is being adopted externally also, with work underway to develop shared equality plans across all Welsh Government Sponsored Bodies to achieve common goals.

10.3 The performance of the Equality Action Plan objectives are monitored by Amgueddfa Cymru's overarching Diversity Group on a quarterly basis. The terms of reference for this group is currently being reviewed to ensure it remains relevant and is best placed to ensure delivery on the agreed objectives.

10.4 Amgueddfa Cymru's Visitor Profile Survey is currently underway and will conclude in November 2019. The results will identify gaps in our delivery and directly input into the content of our Equality Objectives going forwards.

10.5 Amgueddfa Cymru has put in place refresher training to enhance knowledge and awareness of Equality Impact Assessments within the organization, the clear benefits of which are as follows:

- An increase in efficiency and effectiveness
- The development of a responsive service to service users/clients
- The mitigation of business risk
- The avoidance of damage to reputation
- A demonstration to external organizations that Amgueddfa Cymru values equality, diversity and inclusion

10.6 Amgueddfa Cymru has commissioned a review of the Equality Impact Assessment Template to ensure it's as user friendly as possible to encourage maximum compliance.

## **11 Equal Pay**

### **Objective and Outcomes: Reduce the pay gap between men and women**

11.1 Amgueddfa Cymru's gender pay gap is as follows. The figures set out below have been calculated using the standard methodologies used in the Equality Act 2010 (Gender Pay Information) Regulations 2017.

<b>Male</b>	<b>2018</b>	<b>2017</b>	<b>Difference</b>
Lower quartile	40.35%	40.24%	0.11%
Lower middle quartile	47.06%	45.12%	1.94%
Upper middle quartile	51.18%	53.66%	-2.48%
Upper quartile	48.82%	49.39%	-0.57%

<b>Female</b>	<b>2018</b>	<b>2017</b>	<b>Difference</b>
Lower quartile	59.65%	59.76%	-0.11%
Lower middle quartile	52.94%	54.88%	-1.94%
Upper middle quartile	48.82%	46.34%	2.48%
Upper quartile	51.18%	50.61%	0.57%

11.2 There has been little movement between 2017 & 2018 figures as the payroll data used to calculate the pay gap was the same (other than changes in personnel during the year or job movements). Salary rates had not changed as the 2017 pay award (effective 1 April 2017) was not implemented until June 2018, with back pay.

11.3 Whilst our pay gap compares favourably with that of organizations across the whole UK economy, this is not a subject about which we are complacent, and we are committed to reducing the gap. However, we also recognise that our scope to act is limited in some areas - we have, for example, no direct control over the career choices that individual's make.

11.4 A comprehensive analysis of our gender pay gap and details of our action plan to work towards the elimination of the gap can be found our Gender Pay Gap Report on our website (<https://museum.wales/accountability/gender-pay-gap/>).



## Appendix 1

### Staff Equality Monitoring Report 2018-19

<b>Sex</b>	<b>Number of staff</b>
Female	476
Male	384
Total	860

<b>Age</b>	<b>Number of staff</b>
16-24	107
25-34	160
35-44	157
45-54	184
55-64	171
65+	81
Total	860

<b>Sexual Orientation</b>	<b>Number of staff</b>
Heterosexual/Straight	103
Gay/Lesbian/Bisexual/Other	10
Not declared	747
Total	860

<b>Religion/Belief</b>	<b>Number of staff</b>
Christian	44
Other	13
No Religion	61
Not declared	742
Total	860

<b>Disability</b>	<b>Number of staff</b>
Learning disability	5
Long-term medical condition	11
Sensory impairment	4
Mental health condition	4
Physical impairment	1
Cognitive impairment	2
Other	7
No known disability	822
Not declared	4
Total	860

<b>Ethnic Origin</b>	<b>Number of staff</b>
Asian (Asian British Bangladeshi, Asian British Indian, Asian British Pakistani, Asian British Other)	5
Black (Black British African, Black British Somali, Black British Other)	3
Chinese (Other Ethnic Group Chinese)	3
Mixed (Mixed White and Black Caribbean, Mixed White and Asian, Mixed Other)	5
White (British, English, Welsh, White Other)	553
Not declared	291
<b>Total</b>	<b>860</b>

<b>Grade</b>	<b>Female</b>	<b>Male</b>
A	52	15
B	198	160
C	87	75
D	47	65
E	47	23
F	26	25
G	9	10
H	7	8
I	3	2
Director General	0	1
<b>Total</b>	<b>476</b>	<b>384</b>

<b>Contract Type</b>	<b>Female</b>	<b>Male</b>
Fixed Term	46	25
Permanent	316	266
Casual	114	93
<b>Total</b>	<b>476</b>	<b>384</b>

	<b>Female</b>	<b>Male</b>
Staff who have received training	115	53
Staff involved in grievance procedure	11	3
Staff who are subject of disciplinary procedure	1	5

	<b>16-24</b>	<b>25-34</b>	<b>35-44</b>	<b>45-54</b>	<b>55-64</b>	<b>65+</b>
Staff who have received training	20	27	38	49	30	4
Staff involved in grievance procedure	0	3	3	5	3	0
Staff who are subject of disciplinary procedure	0	1	0	2	1	1

	<b>Heterosexual/ Straight</b>	<b>Gay/Lesbian/ Bisexual/Other</b>	<b>Not Declared</b>
Staff who have received training	22	1	145
Staff involved in grievance procedure	1	0	13
Staff who are subject of disciplinary procedure	0	0	6

	<b>Christian</b>	<b>Other</b>	<b>No Religion</b>	<b>Not declared</b>
Staff who have received training	1	2	4	46
Staff involved in grievance procedure	1	0	0	13
Staff who are subject of disciplinary procedure	0	1	0	5

	<b>Disabled</b>	<b>Not Disabled</b>	<b>Not Declared</b>
Staff who have received training	3	163	2
Staff involved in grievance procedure	2	12	0
Staff who are subject of disciplinary procedure	1	5	0

	<b>BAME</b>	<b>White</b>	<b>Not Declared</b>
Staff who have received training	2	166	0
Staff involved in grievance procedure	0	13	1
Staff who are subject of disciplinary procedure	0	3	3

## Appendix 2

### Applicant Equality Monitoring Report 2018-19

<b>Sex</b>	<b>Number of applicants</b>
Female	127
Male	78
Total	205

<b>Age</b>	<b>Number of applicants</b>
16-24	51
25-34	86
35-44	53
45-54	0
55-64	15
65+	0
Total	205

<b>Sexual Orientation</b>	<b>Number of applicants</b>
Heterosexual/Straight	150
Gay/Lesbian/Bisexual/Other	11
Not declared	44
Total	205

<b>Religion/Belief</b>	<b>Number of applicants</b>
Christian	60
Other	7
No Religion	137
Not declared	1
Total	205

<b>Disability</b>	<b>Number of applicants</b>
Learning disability	6
Long-term medical condition	18
Sensory impairment	3
Mental health condition	8
Physical impairment	1
Cognitive impairment	0
Other	0
No known disability	157
Not declared	12
Total	205

<b>Ethnic Origin</b>	<b>Number of applicants</b>
BAME	3
White (British, English, Welsh, Other)	202
Not declared	0
Total	205