

<https://www.nwfed.org.uk/>

## North West Federation of Museums

### EQUALITY, DIVERSITY, AND INCLUSION ACTION PLAN

#### Introduction

The Northwest Federation of Museums (NWFED) is an independent membership organisation which aims to represent and champion the interests of museums and galleries in the North West, and the people who work in them, on both a regional and a national level.

The NWFED has individual memberships and institutional members representing organisations and individuals within the arts, museum, heritage sector across the North West of England.

The NWFEDs Equality, Diversity, and Inclusion (EDI) action plan underpins the organisation's commitment to promote equality of opportunity, diversity in its membership, Board, and programme outputs, and approach to inclusive practice through transparency, accountability, and representation.

#### Equality, Diversity, and Inclusion Action Plan

The purpose of the Federation's EDI Action Plan is to provide a framework to monitor and progress actions to increase equality, fairness and representation across its membership and purpose. It applies to the governance of all the NWFEDs activities and the implementation of the action plan in how it communicates and represents members. The action plan must be adhered to and supported by all representatives of the NWFED including the Board, volunteers, freelancers, institutions and individual members who by signing up to the NWFEDs membership, also stand for and advocate equality, diversity and inclusion within their own fields of work.

The NWFEDs aims to be more representative of North West communities and colleagues across the museum sector, particularly those identifying as having protected characteristics as defined under the Equality Act 2010, which are:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership (in respect of eliminating discrimination only)
- Pregnancy and maternity
- Race (including colour, nationality, and ethnic or national origin)
- Religion or belief
- Sex (gender)
- Sexual orientation

The Equality Act requires that all public bodies must in the exercise of their function have due regard to the three aims of the general duty which are: to eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010; to advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; and to foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

The NWFED will ensure that all its work demonstrates due regard to the three aims and will ensure no individual or institutional member will be treated less favourably.

### **Roles and Responsibilities of the Federation**

All those involved with the NWFED are expected to uphold and work towards progressing the EDI action plan goals and are encouraged to work positively towards improving the diversity and inclusivity of the NWFEDs membership and outputs.

***The Board*** is responsible for:

- Leading the NWFEDs equality, diversity, and inclusion agenda
- Consulting on and implementing an agreed equality, diversity and inclusion action plan aligned to the business plan
- Communicating the importance of equality, diversity, and inclusion agenda to its members
- Monitoring and reviewing the EDI Action Plan and its effectiveness across the work of the NWFED
- Making sure that EDI is central to all the work undertaken by the NWFED

***Individual and Institutional Members*** are responsible for:

- Actively tackling EDI issues in practical ways in their day-to-day work
- Ensuring their own behaviour, attitude and language are appropriate, and are not discriminating or victimising
- Recognising and respecting the different backgrounds of the people they work with and the communities they serve

### **2021-2024 Actions**

The NWFED is committed to ongoing improvements in representation and diversity in terms of its Board, membership and associated events and activities. The NWFEDs approach to equality, diversity, and inclusion from 2021-2024 is outlined in the following areas:

<b>Area</b>	<b>Action</b>
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Evaluation and Monitoring	<ol style="list-style-type: none"> <li>1. The NWFED will be working towards an achievable target for recruiting Black, Asian and Minority Ethnic Board members and individual members.</li> <li>2. Listen to, engage, and collaborate with NWFED members to regularly monitor the effectiveness of this protocol and associated work of the Federation</li> </ol>
Strategy and Plan	<ol style="list-style-type: none"> <li>3. The NWFED will look to benchmark equality standards with other regional Federation bodies.</li> <li>4. The NWFED will commit to ongoing and continuous self-assessment and self-reflection around their Equality, diversity and inclusion protocols and action plan.</li> </ol>
Leadership and accountability	<ol style="list-style-type: none"> <li>5. Regular review of Equality diversity and inclusion action plan at Board meetings.</li> <li>6. Adopt a zero-tolerance approach to harassment, victimisation and bullying on the Board or its membership</li> <li>7. The Board will challenge and appropriately address unacceptable attitudes, behaviour and language against people, or groups of people in any of the NWFEDs events, communications, or activities</li> <li>8. The Board will take seriously complaints of bullying, harassment, and discrimination by fellow Board members, contractors, and members during the NWFEDs activities</li> </ol>
Attraction, Recruitment and Membership	<ol style="list-style-type: none"> <li>9. Increase diversity of Board membership so it reflects the membership and communities of the North West</li> <li>10. Increase diversity of individual membership so it is more representative of the workforce and communities of the North West</li> <li>11. Ensure equality of opportunity and access to all NWFED events and activities</li> </ol>
Training and Development	<ol style="list-style-type: none"> <li>12. Board members will undertake regular EDI training and development.</li> <li>13. The NWFED will host annual network events that raise awareness of equality, diversity, and inclusion agendas in the museum sector</li> </ol>

Communication and Engagement	14. Increase diverse digital content on the NWFED website and social media channels 15. Increase diverse content and authorship of website content and blogs 16. Increase understanding and awareness of equality, diversity, and inclusion agenda's, use of inclusive terminology, and promotion of diversity across the NWFEDs activity 17. Ensure all communication platforms i.e. website, events, newsletters are fully accessible
Procurement	18. Ensuring equality of opportunity and inclusive commissioning and contracting of work undertaken for the NWFED

The NWFEDs Equality, Diversity and Inclusion Equality Action Plan is written in accordance with the following legislation:

- Equality Act 2010
- Human Rights Act 1998
- Protection from Harassment Act 1997
- Special Educational Needs and Disability Act 2001

Protocols reviewed in March 2021

Next review date is March 2022