

APPENDIX 3

Desk Research Results

Desk research was undertaken by Hardish Virk to identify local, regional, and national organisations leading on training identified in the remit of this research (listed in the table below). The following is a list of organisations as potential providers of training, for sign posting purposes or advice for internal training. Each organisation below is accompanied by a weblink for further information (click on the underlined words).

Training/ Course	Organisation
1. Equalities Training	<ul style="list-style-type: none">• EQuIP is a charity promoting equality and inclusion across Warwickshire. EQuIP has experienced training staff who provide effective and practical equalities training and are happy to adapt courses to suit the needs of the individual or organisation and provide a training course that fits in line with your expectations. Specific training includes: Equality and Diversity; Hate Crime; Disability Awareness – A cultural perspective; Mental Health & Cultural Awareness. Further information: EQuIP• Brap offers a range of services to support equality, inclusion, and human rights including training in the following areas: Equalities; Unconscious Bias. Further information: Brap• Online Equality & Diversity Training. Further information: Equality Act Training• Equality and Diversity UK is a specialist training company focusing on equality and diversity. They provide training courses, seminars, resources and run the Equality and Diversity Network. Further information: Equality and Diversity UK• The Diversity Trust works on a wide range of projects, including accessibility audits, project management and design and delivery of equality, diversity and inclusion training and consultancy. Further information: The Diversity Trust• EqualITeach offers tailored training packages, supporting participants to develop skills, knowledge, and confidence to promote equality, embrace diversity and tackle discrimination, harassment and victimisation, including understanding the Equality Act 2010, and training Diversity Champions for the workplace. Further information: EqualITeach
2. Ethics & Confidentiality	Voluntary Action Coventry (VAC) provides generic and tailored training. As a local umbrella organisation for voluntary groups, it is recommended to contact VAC to discuss tailored Ethics & Confidentiality training. Further information: VAC
3. Copyright Law	<ul style="list-style-type: none">• Advanced-Level Training Course in Copyright and Related Rights organised by the British Copyright Council and the WIPO Academy, in partnership with the Centre for Commercial Law Studies at Queen Mary University of London, and

	<p>with assistance from the UK's Intellectual Property Office. Further information: BCC</p> <ul style="list-style-type: none"> • A Copyright Advice Service is available for members of Design and Artists Copyright Society (DACS). Further information: DACS
4. Risk Assessment	<p>This Risk Assessment training course is designed to help businesses comply with the Management of Health and Safety Regulations 1999 by explaining how to complete a suitable and sufficient workplace risk assessment. Further information: Online Risk Assessment Training Course</p>
5. Health & Safety	<ul style="list-style-type: none"> • Coventry City Council - Health and Safety training courses. Further information: Coventry City Council • Wide ranging portfolio of material meeting health & safety, food safety and environmental training objectives. Further information: https://www.adlassociates.co.uk/ • Health and safety training within the workplace. Further information: https://www.healthsafetyonline.co.uk/ • Health and Safety Courses. Further information: https://workplacetrainingwestmidlands.co.uk/
6. Safeguarding	<ul style="list-style-type: none"> • Online Safeguarding for the Arts and Cultural Sector. Further information: Online Safeguarding for the Arts and Cultural Sector • Embedding Safeguarding Practice (Artsworld Leadership Training). Further information: Embedding Safeguarding Practice • Safeguarding Adults at Risk in the Arts and Cultural Sector. Further information: Safeguarding Adults at Risk in the Arts and Cultural Sector • Safeguarding Essentials in Charities. Further information: Safeguarding essentials in charities • Further training/ courses by National Council for Voluntary Organisations (NCVO): NCVO Events
7. General Data Protection Regulation (GDPR)	<ul style="list-style-type: none"> • GDPR training courses and qualifications. Further information: GDPR Training Courses IT Governance UK
8. Contracts	<ul style="list-style-type: none"> • Range of organisational development and business planning consultancy services. Further information: Consultancy Services • Artquest provide templates, advice on contracts and other legal matters. Further information: Artquest

<p>9. Complaints Procedure</p>	<ul style="list-style-type: none"> ● Improve company reputation and client retention with better complaint handling skills. Further information: Complaint Handling Training Course ● Customer Complaints Handling Training Course. Further information: Customer Complaints Handling Training Course
<p>10. Other training provision for arts organisations</p>	<ul style="list-style-type: none"> ● New Art West Midlands: New Art West Midlands ● Arts Fundraising & Philanthropy: Arts Fundraising and Philanthropy ● Artsworld: Artsworld ● Arts Professional: ArtsProfessional ● Arts Marketing Association: Arts Marketing Association ● Voluntary Arts: Voluntary Arts ● Independent Theatre Council (ITC): ITC Arts ● Craftspace: https://craftspace.co.uk/ ● a-n: https://www.a-n.co.uk/ ● ArtWorks Alliance: Artwork Alliance ● Visual Artists Association: Visual Artists Association ● Contemporary Visual Arts Network: Contemporary Visual Arts Network
<p>11. Coventry & Warwickshire/ regional voluntary sector training</p>	<ul style="list-style-type: none"> ● Positive Youth Foundation: Positive Youth Foundation ● Warwickshire Community & Voluntary Action: https://www.wcava.org.uk/ ● Birmingham Voluntary Service Council: Birmingham Voluntary Service Council
<p>12. Advice, templates and resources</p>	<ul style="list-style-type: none"> ● Coventry City Council's commitment as an employer, to the principles of Equality, Diversity and Inclusion: Equality and diversity Coventry City Council ● Arts Council England – Equality Action Plan guidance: Equality Action Plan guidance Arts Council England ● Crafts Council: Diversity and Inclusion: Diversity and inclusion (craftscouncil.org.uk) ● Equality and Human Rights Commission: Equality Act 2010 Equality and Human Rights Commission ● NSPCC: Example online safety policy statement NSPCC Learning ● UK copyright law: the basics: UK copyright law: the basics ● Guide to GDPR: Guide to the General Data Protection Regulation ● Advice on contracts: Contracts Visual Artists Ireland ● Complaints Procedure (example): CPL Training