

## PART A - Initial Equality Screening Assessment

As a public authority we need to ensure that all our strategies, policies, service and functions, both current and proposed have given proper consideration to equality and diversity.

A **screening** process can help judge relevance and provide a record of both the process and decision. Screening should be a short, sharp exercise that determines relevance for all new and revised strategies, policies, services and functions.

Completed at the earliest opportunity it will help to determine:

- the relevance of proposals and decisions to equality and diversity
- whether or not equality and diversity is being/has already been considered, and
- whether or not it is necessary to carry out an Equality Analysis (Part B).

Further information is available in the Equality Screening and Analysis Guidance – see page 9.

1. Title	
<b>Title:</b> Town Centre Events Grants Programme – Spring 2024	
<b>Directorate:</b> Regeneration & Environment	<b>Service area:</b> Creative Programming & Engagement; Culture, Sport & Tourism
<b>Lead person:</b> Leanne Buchan, Head of Creative Programming & Engagement	<b>Contact number:</b> 01709 822056
Is this a:	
<input type="checkbox"/> <b>Strategy / Policy</b>	<input checked="" type="checkbox"/> <b>Service / Function</b>
	<input type="checkbox"/> <b>Other</b>
<b>If other, please specify:</b>	

2. Please provide a brief description of what you are screening
<p>The Council’s Event Team has received a grant via the South Yorkshire Mayoral Combined Authority under the UK Shared Prosperity Fund programme. The grant is specifically to support events taking place in Rotherham Town Centre, encouraging increased footfall, dwell time and perception of safety.</p> <p>The programme includes large scale outdoor events alongside smaller weekly programming to test and evaluate the impact of regular programming. The first grants programme was promoted as an open call to Rotherham-based creative</p>

groups and businesses to programme activity across three weekends in March which fills a gap within the Town Centre programme ahead of major events throughout the Summer season.

It is recommended that:

1. To award five Event Grants of £340-£1,500 to support community event organisers to undertake activities in the Town Centre over a three-week period.
2. It is proposed that the charges associated with the Event Application pack for events taking place on Council land are waived for any events supported through the grants programme, however a completed pack will still be required for due diligence.

### 3. Relevance to equality and diversity

All the Council's strategies/policies, services/functions affect service users, employees or the wider community – borough wide or more local. These will also have a greater/lesser relevance to equality and diversity.

The following questions will help you to identify how relevant your proposals are.

When considering these questions think about age, disability, sex, gender reassignment, race, religion or belief, sexual orientation, civil partnerships and marriage, pregnancy and maternity and other socio-economic groups e.g. parents, single parents and guardians, carers, looked after children, unemployed and people on low incomes, ex-offenders, victims of domestic violence, homeless people etc.

Questions	Yes	No
Could the proposal have implications regarding the accessibility of services to the whole or wider community? <i>(Be mindful that this is not just about numbers. A potential to affect a small number of people in a significant way is as important)</i>		X
Could the proposal affect service users? <i>(Be mindful that this is not just about numbers. A potential to affect a small number of people in a significant way is as important)</i>	X	
Has there been or is there likely to be an impact on an individual or group with protected characteristics? <i>(Consider potential discrimination, harassment or victimisation of individuals with protected characteristics)</i>		X
Have there been or likely to be any public concerns regarding the proposal? <i>(It is important that the Council is transparent and consultation is carried out with members of the public to help mitigate future challenge)</i>		X
Could the proposal affect how the Council's services, commissioning or procurement activities are organised, provided, located and by whom? <i>(If the answer is yes you may wish to seek advice from commissioning or procurement)</i>		X

Could the proposal affect the Council's workforce or employment practices? <i>(If the answer is yes you may wish to seek advice from your HR business partner)</i>		X
If you have answered no to all the questions above, please explain the reason		

If you have answered **no** to **all** the questions above please complete **sections 5 and 6**.

If you have answered **yes** to any of the above please complete **section 4**.

#### 4. Considering the impact on equality and diversity

If you have not already done so, the impact on equality and diversity should be considered within your proposals before decisions are made.

Considering equality and diversity will help to eliminate unlawful discrimination, harassment and victimisation and take active steps to create a discrimination free society by meeting a group or individual's needs and encouraging participation.

Please provide specific details for all three areas below using the prompts for guidance and complete an Equality Analysis (Part B).

- **How have you considered equality and diversity?**

*The Town Centre Event Grants programme offer support to community event organisers across the borough wishing to undertake events in the Town Centre. The guidance for event organisers does not stipulate the nature of the events and applications have welcomed from all communities.*

*The grants have made available borough-wide and communicated via neighbourhood hubs and coordinators and communication to all ward members and Parish Council's, ensuring visibility of the opportunity across the borough at a neighbourhood level.*

*The activities that have been supported through the programme will be promoted with the support of the Council's Communications Team including:*

- *An Events Listing on the website*
- *A press release promoting the events that have bene supported through the programme*
- *An event flyer distributed to communities within the locality of the Town Centre*

- **Key findings**

**Over the last five years** significant work has already been undertaken to better understand the nature of the Town Centre events audience and support a wider and more diverse range of artists, businesses and event organisers through the Town Centre Events programme.

The funding proposed in this report is vital to enabling the team to undertake further testing of activities, providing a wider range of access, participation and engagement

• **Actions**

The Equalities Action Plan provides a recommendation to support the grants programme and the associated evaluation to aid with understanding audience behaviours and community engagement for future programmes.

Date to scope and plan your Equality Analysis:	16 <sup>th</sup> February 2024
Date to complete your Equality Analysis:	16 <sup>th</sup> February 2024
Lead person for your Equality Analysis (Include name and job title):	Leanne Buchan Head of Creative Programming & Engagement

**5. Governance, ownership and approval**

Please state here who has approved the actions and outcomes of the screening:

Name	Job title	Date
Leanne Buchan	Head of Creative Programming & Engagement	16 <sup>th</sup> April 2024
Polly Hamilton	Assistant Director for Culture, Sport & Tourism	TBC

**6. Publishing**

This screening document will act as evidence that due regard to equality and diversity has been given.

If this screening relates to a **Cabinet, key delegated officer decision, Council, other committee or a significant operational decision** a copy of the completed document should be attached as an appendix and published alongside the relevant report.

A copy of **all** screenings should also be sent to [equality@rotherham.gov.uk](mailto:equality@rotherham.gov.uk) For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.

<b>Date screening completed</b>	16 <sup>th</sup> February 2024
<b>Report title and date</b>	Town Centre Event Grants Programme – Spring 2024
<b>If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication</b>	Delegated Officer Decision

**Date screening sent to Performance,  
Intelligence and Improvement**  
[equality@rotherham.gov.uk](mailto:equality@rotherham.gov.uk)

17<sup>th</sup> February 2024