Equality Impact Assessment Form

1. Document Control

Control Details:

Title:	Redesign of Events Programme
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Department:	Sport & Culture
Service Area:	Nottingham Events
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Strategic Budget EIA: Y/N (Does this EIA have an impact on the budget) **If yes, please include the reference number**	Y
Exempt from publication: Y/N	N

2. Document Amendment Record:

Version	Author	Date	Approved
1.0	Stephen Chartres	31.12.20	08.01.21

3. Contributors/Reviewers (Anyone who has contributed to this document will need to be named):

Name	Position	Date
Patrick Loy	Head of Nottingham Events	31.12.20
Nasreen Miah	Equality And Employability Consultant	07.01.21

4. Glossary of Terms

Term	Description

5. Summary

(Please provide a brief description of proposal / policy / service being assessed)

This proposal will see the removal of the major events budget used to secure and host one-off high profile national and international events along with a redesign of the events programme with a greater focus on working in partnership by generating commercial income and securing funding and sponsorship where this is possible to do so. A range of key Council commissioned events like Light Night, Riverside Festival and Goose Fair will continue to take place.

6. Information used to analyse the effects on equality:

Limited information is available/collected which provides detailed equalities breakdown of attendees at major events commissioned by the Council. Data recorded is focused on overall footfall and economic impact indicators for the City. Some additional information is available for those events which are ticketed where individual data is collected as part of the ticket sale process, however this doesn't contain equalities data. For future events, if equalities data can be collected this will be introduced.

7. Impacts and Actions:

	Could particularly benefit X	**May adversely impact X**
People from different ethnic groups.	☐	☐
Men	☐	☐

Women	☐	☐
Trans	☐	☐
Disabled people or carers.	☐	☐
Pregnancy/ Maternity	☐	☐
People of different faiths/ beliefs and those with none.	☐	☐
Lesbian, gay or bisexual people.	☐	☐
Older	☐	☐
Younger	☐	☐
Other (e.g. marriage/ civil partnership, looked after children, cohesion/ good relations, vulnerable children/ adults). ***Please underline the group(s) /issue more adversely affected or which benefits.***	☐	☐

How different groups could be affected (Summary of impacts)	**Details of actions to mitigate, remove or justify negative impact or increase positive impact** (or why action isn't possible)
There are no anticipated impacts to particular groups or individuals as a result of this proposal	Community led events like Nottingham Carnival & Nottingham Mela which the Council supports through value in kind rather than financial support will continue to be delivered by the team.

	The City Council will also continue to work in partnership with organisations to promote and support diverse cultural activity and events across the City through its involvement and influence on the Strategic Cultural Partnership.

8. Arrangements for future monitoring of equality impact of this proposal / policy / service:

Ongoing analysis of the range of events taking place across the City (both commissioned, commercial) and community led will continue to take place on a regular basis. Where equalities data can be capture, this will be introduced.

9. Outcome(s) of equality impact assessment:

☒	No major change needed	☐	Adjust the policy/proposal
☐	Adverse impact but continue	☐	Stop and remove the policy/proposal

10. Approved by (manager signature) and Date sent to equality team for publishing:

Approving Manager: Nigel Hawkins Interim Director Sport & Culture Nottingham City Council Loxley House Station Street Nottingham NG2 3NG nigel.hawkins@nottinghamcity.gov.uk Telephone 0115 876 4980	**Date sent for advice: 04.01.21** Send document or Link to: equalities@nottinghamcity.gov.uk
Approving Manager Signature: *Nigel Hawkins*	**Date of final approval: 18th January 2021**

Before you send your EIA to the Equality and Employability Team for advice, have you:

1. Read the guidance and good practice EIAs
   http://intranet.nottinghamcity.gov.uk/media/1924/simple-guide-to-eia.doc
2. Clearly summarised your proposal/ policy/ service to be assessed.
3. Hyperlinked to the appropriate documents.
4. Written in clear user-friendly language, free from all jargon (spelling out acronyms).
5. Included appropriate data.
6. Consulted the relevant groups or citizens or stated clearly, when this is going to happen.
7. Clearly cross-referenced your impacts with SMART actions.

Please note: final version MUST BE SENT TO EQUALITIES otherwise records will remain incomplete.