

Lisburn & Castlereagh City Council

Section 75 Equality and Good Relations Screening

Part 1. Information about the activity/policy/project being screened

Name of the activity/policy/project

Tourism Events Funding Policy

Is this activity/policy/project – an existing one, a revised one, a new one?

Equality screening of an existing policy.

Tourism events that are funded and supported by the Economic Development function in LCCC are an ongoing activity with an annual programme that includes a number of established core events. The events programme is subject to annual review and this is an updated screening of the tourism events funding policy.

Background

The Economic Development Unit within Lisburn & Castlereagh City Council is involved in a number of distinct areas of operation aimed at developing prosperity throughout Lisburn and Castlereagh. This is achieved through creating opportunity, supporting local businesses and encouraging new investment.

The Council recognises the importance of economic development initiatives to drive forward the local economy across the region and the Economic Development Unit plays a pivotal role in securing significant investment.

The Economic Development Unit includes the following service areas:

1. Business Solutions
2. Regeneration
3. Tourism
4. Rural Development
5. Economic Development
6. Business Start Up

All sections of the Economic Development Unit offer advice, guidance and in some instances financial support for business in terms of grants. The Tourism

section aims to support the local tourism economy including through supporting events in the local area to increase visitor trips, bed-nights and tourism revenue.

Tourism Development advertise the application process in the local press and on social media platforms to ensure transparency for all who wish to apply.

Currently there are two Tourism event funding programmes:

1. Small grants up to £1,000 support
2. Major grants up to £10,000 support.

There was a number of Small grants programme in 2022 and 2023 but the Major grants programme has traditionally attracted 5-7 applications per year.

This policy offers a framework for considering requests to Economic Development for funding to support events. This could be either Council organised events or for a third party to deliver within the Lisburn and Castlereagh City Council area. Examples of previous external events that have been funded include: Moira Speciality Food Fair, Balmoral Show, Royal Hillsborough Farmers' Markets, Royal Hillsborough Christmas event, Dundonald and Carryduff Christmas Markets, Hilden Beer Festival, and Sunflower Festival.

Council led events include the Christmas Lights Switch On in Lisburn City Centre and business showcase events that support businesses within the Council area.

What are the intended aims/outcomes the activity/policy/project is trying to achieve?

The Tourism events funding policy supports Council's economic development objectives of creating opportunity, supporting local businesses and encouraging new investment. The overall aim of the Council's economic development programmes is to promote the sustainability and competitiveness of local businesses and organisations and to support and develop the local economy.

The Tourism Events policy provides a framework for the provision [or consideration] of grant funding to support events in the LCCC area that will contribute to Council's tourism promotion objectives.

Applications will be considered where they can provide evidence of supporting one or more of the following:

- Attraction of out-of-state visitors and participants (either taking part in or hosting event) to the Lisburn & Castlereagh City Council area.
- Attraction of domestic visitors and participants to the Lisburn & Castlereagh City Council area.
- Generation of 'bed-nights' in the Lisburn & Castlereagh City area.
- Generation of positive publicity for the Lisburn & Castlereagh City Council area strengthening its credibility as a tourist and visitor destination.
- Attraction of positive media coverage outside the Lisburn & Castlereagh City Council area.
- Requirement for Lisburn & Castlereagh City Council assistance to ensure the overall success of the event.

Who is the activity/policy/project targeted at and who will benefit? Are there any expected benefits for specific Section 75 categories/groups from this activity/policy/project? If so, please explain.

Tourism grant funding is targeted at businesses and organisations who wish to stage an event that meets the council's economic objectives of sustaining or developing the local tourism economy. It is not targeted at any Section 75 group. Events that are funded will generally attract a wide range of Section 75 groups and there may be some minor incidental benefits to some groups from growing the tourism economy (for example through new job opportunities) or depending on the nature of the event (for example a community festival). All businesses that meet the funding criteria are eligible to apply.

Who initiated or developed the activity/policy/project?

Tourism team in Economic Development

Who owns and who implements the activity/policy/project?

Owned by LCCC (Regeneration & Growth Directorate) and implemented by the Tourism team in Economic Development

Are there any factors which could contribute to/detract from the intended aim/outcome of the activity/policy/project?

If yes, give brief details of any significant factors.

Financial – a finite budget is set within the constraints of council resources overall and the resources of the Economic Development department. In the current business year, rapidly rising inflation may impact on costs.

Legal – all events that are funded have to comply with council and statutory regulations, eg, Health & Safety, Disability Discrimination Act, etc

Other – at the beginning of 2023, Cost of living crisis is still a consideration for organising public events. There is always a risk that events may not result in the full benefits anticipated by organisers.

Who are the internal and external stakeholders (actual or potential) that the activity/policy/project will impact upon? Delete if not applicable

Staff – Economic Development staff and Tourism team in particular; communications and other support staff.

Service users – general public who attend events

Other public sector organisations – Tourism team works in partnership with Tourism NI, and other funding bodies, including DFC, NI Regional Food Programme and others.

Voluntary/community/trade unions – local groups may be involved

Other – tourism businesses/applicants for funding; Elected Members; delivery partners; contractors.

Other policies/strategies/plans with a bearing on this activity/policy/project

Name of policy/strategy/plan	Who owns or implements?
Corporate Plan	LCCC
Tourism Development Plan	LCCC
Community Development Plan	LCCC
Visit Belfast Strategic Plan	Visit Belfast
Draft Tourism NI Plan	Tourism NI

Available evidence

What evidence/information (qualitative and quantitative) have you gathered or considered to inform this activity/policy? Specify details for each Section 75 category.

In reviewing the screening for the tourism events funding policy, we have considered how the policy has operated in the past. We have considered various tourism and economic development strategies and any impacts these had on delivery.

We have looked at previous event evaluations, feedback from the public, and who has applied for grants in the past.

Section 75 Category	Details of evidence/information
Religious Belief	We do not have information on the community background of previous applicants but likely that businesses that apply for funding will reflect various religious backgrounds. Events will attract participation from people of all religious backgrounds and none and may reflect the local and wider population.
Political Opinion	No information held on previous applicants for funding in relation to political opinion or attendance at events funded through the tourism grants programmes.
Racial Group	No information held on previous applicants. Tourism events tend to attract people from a wide range of backgrounds including racial minorities and will reflect the local and wider Northern Ireland population.
Age	No information in relation to potential applicants. Tourism events will attract a wide range of age groups, with some events particularly attractive to families with children.
Marital Status	No relevant information available
Sexual Orientation	No relevant information available

Men & Women Generally	No information on the gender of applicants or potential applicants. Events will generally attract men and women equally.
Disability	No information in relation to previous or potential applicants. Tourism events will attract a wide range of people, including people with a range of disabilities provided they are accessible.
People with and without Dependants	No information in relation to previous or potential applicants. Many tourism events will attract family groups and this may include people with dependent children, disabled people and dependant adults.

Needs, experiences and priorities

Taking into account the information referred to above, what are the different needs, experiences and priorities of each of the following categories, in relation to the particular activity/policy/decision? Specify details for each of the Section 75 categories

In relation to applications for funding, the main needs are:

- to have an open and transparent process for applications to ensure that all eligible businesses and organisations have the opportunity to apply and to be considered fairly, regardless of any Section 75 characteristics associated with the applicant or their organisation,
- to ensure that locations and venues applicants propose to use to host events are shared spaces and accessible to all.

Section 75 Category	Details of needs/experiences/priorities
Religious Belief	In relation to the organisation of events, any events that are organised or funded by council need to be inclusive as far as possible and ensure they will attract participation from the widest possible range of

	groups, including people of different religious beliefs and none.
Political Opinion	As above in relation to people of all political opinions and none
Racial Group	There should be no barriers to accessing information for potential applicants. Events need to ensure they are welcoming to people of different nationalities and cultures.
Age	Some older people have particular needs, e.g., mobility and a need for suitable rest areas to ensure they can attend public events. The safety and wellbeing of children is an issue for event organisers.
Marital Status	No specific issues or needs identified
Sexual Orientation	No specific issues or needs identified
Men & Women Generally	No specific issues or needs identified
Disability	The needs of people with different disabilities need to be taken into account when organising events. These include things like pre-event information, accessible car parking, toilet facilities, signage, and quiet spaces for those with autism, rest areas, etc. Organisers need to ensure that there are no barriers that will limit accessibility for people with disabilities.
People with and without Dependants	People with children and dependant others may require some of the same facilities and accessibility measures that disabled people may need.

Part 2. Screening questions

1 What is the likely impact on equality of opportunity for those affected by this activity/policy, for each of the Section 75 equality categories?

Section 75 Category	Details of likely impact – will it be positive or negative? If none anticipated, say none	Level of impact - Major or minor* - see guidance below
Religious Belief	<p>No different impact by religious belief as all applicants will be treated fairly according to the programme criteria.</p> <p>No different impact anticipated for any category in relation to attendance at funded tourism events as they are open to all. Council will continue to encourage applicants ‘can we better promote equality of opportunity?’</p>	none
Political Opinion		
Racial Group		
Age		
Marital Status		
Sexual Orientation		
Men & Women Generally		
Disability		
People with and without Dependents		

2(a) Are there opportunities to better promote equality of opportunity for people within the Section 75 equality categories?

Section 75 Category	IF Yes, provide details	If No, provide details
Religious Belief		No opportunities identified in relation to this policy/project/activity for any of these groups.
Political Opinion		
Racial Group		
Age		
Marital Status		
Sexual Orientation		
Men & Women Generally		
Disability		
People with and without Dependents		

Equality Action Plan 2021-2025

Does the activity/policy/project being screened relate to an action in the Equality Action Plan 2021-2025? If yes, specify which action.

Yes, 3.3 – Access to Grants

2(b) DDA Disability Duties (see Disability Action Plan 2021-2025)

Does this policy/activity present opportunities to contribute to the actions in our Disability Action Plan:

- To promote positive attitudes towards disabled people?
- To encourage the participation of disabled people in public life?

If yes, give details/specify which action.

Potentially, yes. There may be opportunities to use positive images of disabled people in event promotional materials or publicity.

3 To what extent is the activity/policy/project likely to impact on good relations between people of different religious belief, political opinion or racial group?

Good Relations Category	Details of likely impact. Will it be positive or negative? [if no specific impact identified, say none]	Level of impact – Minor/major*
Religious Belief Political Opinion Racial Group	Depends on events that are organised and supported. Some events may encourage social interaction across a wide range of backgrounds which may have minor positive benefits. An event such as a community festival would provide engagement opportunities that may support good relations.	minor

4 Are there opportunities to better promote good relations between people of different religious belief, political opinion or racial group?

Good Relations Category	IF Yes, provide details	If No, provide details
Religious Belief Political Opinion Racial Group	As above, there may be some opportunity depending on the nature of an event. This would be identified at the application stage, for example encouraging applicants 'can we better promote equality of opportunity?'	

Multiple identity

Provide details of any data on the impact of the activity/policy/project on people with multiple identities. Specify relevant Section 75 categories concerned.

When organising events that are supported or funded by Council, event organisers are encouraged to consider multiple identity needs as part of their planning.

Part 3. Screening decision/outcome

Equality and good relations screening is used to identify whether there is a need to carry out a **full equality impact assessment** on a proposed policy or project.

There are 3 possible outcomes:

- 1) **Screen out** - no need for a full equality impact assessment and no mitigations required because no relevance to equality, no negative impacts identified or only very minor positive impacts for all groups. This may be the case for a purely technical policy for example.
- 2) **Screen out with mitigation** - no need for a full equality impact assessment but some minor potential impacts or opportunities to better promote equality and/or good relations identified, so mitigations appropriate. Much of our activity will probably fall into this category.
- 3) **Screen in for full equality impact assessment** – potential for significant and/or potentially negative impact identified for one or more groups so proposal requires a more detailed impact assessment. [See Equality Commission guidance on justifying a screening decision.]

Choose only one of these and provide reasons for your decision and ensure evidence is noted/referenced for any decision reached.

Screening Decision/Outcome	Reasons/Evidence
Option 1 Screen out – no equality impact assessment and no mitigation required [go to Monitoring section]	
Option 2 Screen out with mitigation – some potential impacts identified but they can be addressed with appropriate mitigation or some opportunities to better promote equality and/or good relations identified [complete mitigation section below]	Screening has concluded that there is no need to carry out a full equality impact assessment no negative impacts have been identified for any group. However, council staff can ensure that events that are funded comply as fully as possible with best practice in terms of inclusion and accessibility.
Option 3	

<p>Screen in for a full Equality Impact Assessment (EQIA)</p> <p>[If option 3, complete timetabling and prioritising section below]</p>	
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Mitigation (Only relevant to Option 2)

Can the activity/policy/project plan be amended or an alternative activity/policy introduced to better promote equality of opportunity and/or good relations?

If so, give the **reasons** to support your decision, together with the proposed changes/amendments or alternative activity/policy and ensure the mitigations are included in a revised/updated policy or plan.

All successful applicants are required to work with Council staff to ensure that their events are inclusive and accessible for all Section 75 categories (condition of contract). Applicants will be made aware of Council’s expectations around equality and good relations and the need to ensure that events are successful, not only in terms of meeting business objectives but in supporting equality and good relations objectives. This includes ensuring that events are genuinely perceived as open to all and that accessibility measures are in place for participants who need them.

Timetabling and prioritising for full EQIA (only relevant to Option 3)

If the activity/policy has been ‘**screened in**’ for full equality impact assessment, give details of any factors to be considered and the next steps for progressing the EQIA, including a proposed timetable.

Is the activity/policy affected by timetables established by other relevant public authorities? Yes/No. If yes, please provide details.

Not applicable

Part 4. Monitoring

Public authorities should consider the guidance contained in the Commission’s Monitoring Guidance for Use by Public Authorities (July 2007).

Effective monitoring will help a public authority identify any future adverse impact arising from the activity/policy which may lead the public authority to conduct an equality impact assessment, as well as help with future planning and activity/policy development.

What will be monitored and how? What specific equality monitoring will be done? Who will undertake and sign-off the monitoring of this activity/policy and on what frequency? Please give details:

- Programme monitoring will include monitoring the number of applications, the type of event, and outcomes against the funding objectives. Where feasible, efforts will be made to evaluate who benefits directly and indirectly from funding and participation.
- Feedback from organisations who are funded and from event participants will be monitored to inform an annual review. All event organisers are required to complete a post-event evaluation.
- Monitoring will be the responsibility of the Tourism Manager/team, reporting to the Head of Economic Development.

Part 5 - Approval and authorisation

	Position/Job Title	Date
Screened by: Andrew Kennedy	Tourism Manager	July. 2023
Reviewed by: Mary McSorley	Equality Officer	July. 2023
Approved by: Paul McCormick	Head of Economic Development	

Note: On completion of the screening exercise, a copy of the completed Screening Report should be:

- approved and ‘signed off’ by a senior manager responsible for the activity/policy
- included with Committee reports, as appropriate
- sent to the Equality Officer for the quarterly screening report to consultees, internal reporting and publishing on the LCCC website
- shared with relevant colleagues
- Made available to the public on request.

Evidence and documents referenced in the screening report should also be available if requested.

Appendix 1 – Equality Commission guidance on equality impact

*Major impact:

- a) The policy/project is significant in terms of its strategic importance;
- b) Potential equality matters are unknown, because, for example, there is insufficient data upon which to make an assessment or because they are complex, and it would be appropriate to conduct an equality impact assessment in order to better assess them;
- c) Potential equality and/or good relations impacts are likely to be adverse or are likely to be experienced disproportionately by groups of people including those who are marginalised or disadvantaged;
- d) Further assessment offers a valuable way to examine the evidence and develop recommendations in respect of a policy about which there are concerns amongst affected individuals and representative groups, for example in respect of multiple identities;
- e) The policy is likely to be challenged by way of judicial review;
- f) The policy is significant in terms of expenditure.

Minor impact

- a) The policy is not unlawfully discriminatory and any residual potential impacts on people are judged to be negligible;
- b) The policy, or certain proposals within it, are potentially unlawfully discriminatory, but this possibility can readily and easily be eliminated by making appropriate changes to the policy or by adopting appropriate mitigating measures;

- c) Any asymmetrical equality impacts caused by the policy are intentional because they are specifically designed to promote equality of opportunity for particular groups of disadvantaged people;
- d) By amending the policy there are better opportunities to better promote equality of opportunity and/or good relations.

No impact (none)

- a) The policy has no relevance to equality of opportunity or good relations;
- b) The policy is purely technical in nature and will have no bearing in terms of its likely impact on equality of opportunity or good relations for people within the equality and good relations categories.

Revised Template @ April 2022