

Chesterfield Borough Council Equality Impact Assessment - Full Assessment Form

<i>Title of the policy, project, service, function or strategy:</i>	Cultural Service Review - Winding Wheel Theatre
<i>Service Area:</i>	Leisure Culture and Community Wellbeing
<i>Section:</i>	Cultural Services
<i>Lead Officer:</i>	Anthony Radford
<i>Date of assessment:</i>	02/24
<i>Is the policy, project, service, function or strategy:</i>	
<i>Existing</i>	<input type="checkbox"/>
<i>Changed</i>	<input checked="" type="checkbox"/>
<i>New / Proposed</i>	<input type="checkbox"/>

Section 1 – Clear aims and objectives

1. What is the aim of the policy, project, service, function or strategy?

To set out detailed proposals to achieve financial savings from the operation of the Winding Wheel Theatre, including the charges for lettings, and focussed opening times at the Winding Wheel Theatre during 2024-2025.

1. Who is intended to benefit from the policy project, service, function or strategy and how?

This will benefit the local community by ensuring the Council is able to continue to deliver statutory services in the most efficient way, in line with the approach set out in the Council's Budget Strategy. The Council is required to set a balanced budget each year, in order to continue to function.

This particular proposal has a target annual saving in the range of £200,000.

2. What outcomes do you want to achieve?

In the financial year 2023/4 the Winding Wheel Theatre is budgeted to have a net operational cost of approximately £378,000. The net operational cost is defined as the total costs of operating the venue less internal council recharges and capital depreciation costs. The Council's budget strategy is to recover the costs of providing discretionary services as much as possible, and the specific outcomes for this report are:

- To implement alternative operational arrangements to support the commercial approach, including focussing opening hours around planned commercial events, and changes to the availability of the venue for hire.
- It is proposed that fees and charges are increased to a level which will enable the council to cover the costs of providing the venue to any hirer from April 2024 onwards. It is recognised that the increases are more significant than in previous years, but they represent the true cost associated with provision of the service.
- To continue to provide a discounted concessionary rate for community group hire of the venue.
- To implement a more commercial approach for the programming of productions at the theatre - It is proposed that as from 1st April 2024 (for all new bookings), we will only proceed with a production, where we estimate that the anticipated income is sufficient to cover the costs of providing the theatre.
- It is anticipated that the number of productions programmed at the theatre will be reduced, as we have fewer but more profitable productions. As a consequence, the future programme will feature less productions which in the past have attracted smaller audiences.
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3. What barriers exist for both the Council and the groups/people with protected characteristics to enable these outcomes to be achieved?

Some groups who hire the Winding Wheel that may be adversely affected work with some people with protected characteristics: age; disability; pregnancy and maternity; religion or belief.

Support for these groups with identifying alternative venues will be provided if required. Support is also available from both the Health and Wellbeing Officer and Community Development Worker who can provide advice regarding community grants funding opportunities.

The concessionary hire rate is also being continued to reduce the charges for community groups.

The following venues offer similar facilities for hire within the borough:

Facility available for hire
Chesterfield Town Hall
West Street Studios
Chester Street Club
St. Andrews Church Hall
Boythorpe Community Centre
Derby Road Methodist Church
Loundsley Green Community Centre
St. Thomas Centre
Technique Stadium, Whittington Moor
Peter Webster Centre
The Eagle Club, Littlemoor
Newbold Working Men's Club
Birdholme Working Men's Club
Brimington Community Centre
Speedwell Rooms
Staveley Hall

4. Any other relevant background information

The proposals have been brought forward to respond to the savings targets identified in the Budget Strategy Implementation Plan, which was approved in November 2023. This will enable the Council to work towards developing a balanced 2024/25 budget and MTFP, which will support the Council to continue to deliver against the visions and priorities set out in the Council Plan.

Section 2 – Collecting your information

5. What existing data sources do you have to assess the impact of the policy, project, service, function or strategy?

- The Council promotes a wide range of professional performances at the Theatre, including comedy, concerts, family shows, screenings, and the annual pantomime. The venue is also currently available to hire Monday to Sunday and the facility is well used by a wide range of users.
- During the calendar year 2023, the hall was hired by approximately 66 different hirers – this comprised 57 community hirers, who were charged the discounted community tariff whilst 9 hirers were on the commercial tariff.
- The venue was used on average approximately 6 hours per day, and during 2022/23 there were 262 events with a total attendance of 83,000 people.
- In the financial year 2023/4 the Winding Wheel Theatre is budgeted to have a net operational cost of approximately £378,000. The net operational cost is defined as the total costs of operating the venue less internal council recharges and capital depreciation costs.

Table 1 – Winding Wheel Theatre Income and Expenditure

	<i>Budget 2023/4</i>
<i>Income</i>	<i>£</i>
<i>Box office</i>	<i>989,500</i>
<i>Bar and catering</i>	<i>281,050</i>
<i>Lettings</i>	<i>80,640</i>
<i>Other</i>	<i>227,600</i>
<i>Total</i>	<i>1,578,790</i>
<i>Less Expenditure</i>	
<i>Employees</i>	<i>872,200</i>

<i>Premises</i>	<i>198,150</i>
<i>Supplies & Services</i>	<i>887,810</i>
<i>Total</i>	<i>1,958,160</i>
<i>Net Operational cost for the year</i>	<i>(379,370)</i>

- o Local market conditions, customer feedback and the demand for the venue have also been considered and the main conclusion of the review of Winding Wheel operations was that many of the Council promoted professional shows did not generate sufficient income for the Council to cover all the costs of running the theatre. Also the income from hiring the venue to many of the hirers did not cover the costs of providing the theatre for the period of hire.

6. Have you identified any gaps in the information/evidence that you have regarding the policy, project, service, function or strategy, which may be needed in order to give proper consideration?
It is not sufficient to say "we do not have the evidence", you should identify gaps in the evidence and fill them in a proportionate and balanced manner.

Yes, gaps have been identified

No, there are no gaps

Detailed analysis of current usage and income has been conducted. In addition, feedback has been received via the Venues survey and the Budget Conversation enabling full consideration to be given to the proposal.

Section 3 – Additional engagement activities

7. Please list any additional engagement activities undertaken when developing the proposal and completing this EIA. Have those who are anticipated to be affected by the policy been consulted with?

Date	Activity	Main findings
17th Nov – 15th	Budget Conversation	Respondents were asked to take part in a short survey and answer a series of broad questions about where and how they

Dec 2023		think CBC budgets should be spent. Information gathered during the budget conversation including comments and individual submissions are being used to inform proposals and key decision considerations.
19th December 2023 to 5th January 2024	Venue Hire Survey Report	<p>As part of the development process of these proposals, officers have contacted the regular hirers of the Winding Wheel, and invited them to complete a short survey regarding their views on how they think any price or operational changes would affect them and their group.</p> <p>A total of eighteen responses to the survey were received from regular hirers. Eight of the respondents were community or charitable organisations, eight were businesses, and two described themselves as “other”.</p> <p>The responses to the question on how “significantly increased” charges for the venue might impact the hirer were very consistent. Nearly all hirers indicated that they may not or would not be able to continue to hire the facilities if the charges went up significantly.</p> <p>However, it should be noted that only three of the eighteen respondents disagreed with the principle that that venue hire fees and charges should be set at a level, for any groups or individuals using the service, which covers the cost of providing the service to help reduce the council’s budget gap.</p> <p>In addition to the survey, officers met with three regular hirers who requested a meeting to discuss the survey in more detail.</p>

Section 4 – What is the impact?

8. Summary of anticipated impacts. <i>Please tick at least one option per protected characteristic. Think about barriers people may experience in accessing services, how the policy is likely to affect the promotion of equality, knowledge of customer experiences to date. You may need to think about sub-groups within categories eg. older people, younger people, people with hearing impairment etc.</i>			
	Positive impact	Negative impact	No disproportionate impact
Age	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Disability and long term conditions	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Gender and gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Marriage and civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pregnant women and people on parental leave	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sexual orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ethnicity	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Religion and belief	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

9. Details of anticipated positive impacts.								
a)	<i>Please provide details of any positive impacts identified in the summary table above and tick the group/s the impact applies to. Delete or add rows below as required.</i>							
	<input type="checkbox"/> Age	<input type="checkbox"/> Disability	<input type="checkbox"/> Gender	<input type="checkbox"/> Marriage	<input type="checkbox"/> Pregnancy	<input type="checkbox"/> Sexual orientation	<input type="checkbox"/> Ethnicity	<input type="checkbox"/> Religion
b)								
	<input type="checkbox"/> Age	<input type="checkbox"/> Disability	<input type="checkbox"/> Gender	<input type="checkbox"/> Marriage	<input type="checkbox"/> Pregnancy	<input type="checkbox"/> Sexual orientation	<input type="checkbox"/> Ethnicity	<input type="checkbox"/> Religion
c)								
	<input type="checkbox"/> Age	<input type="checkbox"/> Disability	<input type="checkbox"/> Gender	<input type="checkbox"/> Marriage	<input type="checkbox"/> Pregnancy	<input type="checkbox"/> Sexual orientation	<input type="checkbox"/> Ethnicity	<input type="checkbox"/> Religion

10. Details of anticipated <u>negative</u> impacts.									
a)	<i>Negative impact:</i>	Some groups who hire the Winding Wheel and therefore may be adversely affected, work with some people with protected characteristics: age; disability; pregnancy and maternity; religion or belief.							
	<i>Mitigating action:</i>	Support will be provided to groups to identify new venues if required. Support is also available from the Council's Health and Wellbeing Officer and Community Development Worker who can provide advice regarding community grants funding and other external funding opportunities, community development, and support capacity building. A concessionary rate for hiring the venue is to be continued to reduce the cost of hire for community groups.							
		<input type="checkbox"/> Age	<input type="checkbox"/> Disability	<input type="checkbox"/> Gender	<input type="checkbox"/> Marriage	<input type="checkbox"/> Pregnancy	<input type="checkbox"/> Sexual orientation	<input type="checkbox"/> Ethnicity	<input type="checkbox"/> Religion

11. Have all negative impacts identified in the table above been mitigated against with appropriate action?			
X Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<i>If no, please explain why:</i>

12. Have you assessed the equality impact on the people who may have to implement your decision, such as staff or suppliers?				
Staff	X Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<i>If no, please explain why – There are no proposals concerning restructuring the workforce within the report. However, a new Voluntary Redundancy / Voluntary Early Retirement scheme was launched and offered to all employees during the summer of 2023. This has helped us to understand who may be interested in leaving the Council on voluntary terms, and some employees have been</i>

				<i>accepted to this scheme.</i>
Specific users	X Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<i>If no, please explain why</i>
Wider community	X Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<i>If no, please explain why</i>

Section 5 – Recommendations and monitoring

13. How are you going to monitor the policy, project, service, function or strategy, how often and who will be responsible?

Regular reviews will be carried out once the proposed changes in are in operation and the EIA will be updated as necessary at that time.

14. Summary of the Equality Impact Assessment

Please provide a summary of the assessment, with key findings and a brief description of how the proposal has been developed to take into consideration protected groups, outcomes of consultation etc.

The EIA process has given due regard to any potential negative impacts of the Cultural Services Review – Winding Wheel. Some groups who hire the Winding Wheel, and therefore may be adversely affected, work with some people with protected characteristics. Support will be given to those groups who currently hire the venues with finding alternative locations for hire and advice regarding community grants funding opportunities will be provided, and a concessionary hire rate is being continued for community groups.

Has due regard been given to the Public Sector Equality Duty statutory guidance or was there a good reason why the duty, or particular parts of it, did not apply to that decision?

The general duty requires public authorities, to have due regard to the need to:

- *Eliminate unlawful discrimination, harassment, victimisation and any other unlawful conduct prohibited by the act*
- *Advance equality of opportunity between people who share and people who do not share a relevant protected characteristic*
- *Foster good relations between people who share and people who do not share a relevant protected characteristic*

X Yes No N/A

Please provide further details if necessary

Section 6 – Knowledge management and publication

Please note the draft EIA should be reviewed by the appropriate Service Manager and the Policy Service **before** WBR, Lead Member, Cabinet, Council reports are produced.

Reviewed by Head of Service/Service Manager	Name:	Anthony Radford
	Date:	09/02/2024
Reviewed by Policy Service	Name:	Katy Marshall
	Date:	08/02/2024
Final version of the EIA sent to Policy Service	<input type="checkbox"/>	
Decision information sent to Policy Service	<input type="checkbox"/>	