

Equality Impact Assessment [version 2.9]



Title: Bristol Harbour Festival 2023-2027	
<input checked="" type="checkbox"/> Policy <input type="checkbox"/> Strategy <input type="checkbox"/> Function <input checked="" type="checkbox"/> Service <input type="checkbox"/> Other [please state]	<input type="checkbox"/> New <input type="checkbox"/> Already exists / review <input checked="" type="checkbox"/> Changing
Directorate: Bristol Culture and Creative Industries	Lead Officer name: Stephanie Clements
Service Area: Arts and Events	Lead Officer role: Senior Events Officer

Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) early for advice and feedback.

1.1 What are the aims and objectives/purpose of this proposal?

Briefly explain the purpose of the proposal and why it is needed. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use plain English, avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

The purpose of this proposal is to ensure that the delivery of the Bristol Harbour festival is in line with our Equality and Inclusion aims and objectives and the One City Plan.

Bristol City Council is committed to promoting, valuing and managing equality and diversity in all aspects of its work. Bristol City Council does not tolerate discrimination on the basis of age, disability, gender / gender reassignment, marriage / civil partnership, pregnancy / maternity, race, religion or belief, sexual orientation or any other form of discrimination.

Purpose:

- Bristol City Council will ensure that equality and diversity is embedded at every level of operation and service delivery
- Bristol City Council aims to ensure that the people who work for and with Bristol City Council are fully representative of the community we serve
- Bristol City Council aims to involve the service users in the development and delivery of our work
- Bristol City Council opposes all forms of unlawful and unfair discrimination or victimisation towards employees, volunteers, management, company members, supporters or service users

For the Bristol Culture our objectives include but are not limited to:

- Celebrating all stories of Bristol
- Provide opportunities to celebrate diversity
- Not shying away from difficult aspects of our city
- Reflect many different voices
- Strong cultural institutions
- Access to culture for children and young people
- Stimulate inbound tourism and expand on economic benefits of Bristol's creative sector
- Reduce poverty and inequality

- Support wellbeing
- Tackle environmental sustainability

For the Bristol Harbour Festival our aims are:

1) Sustainability – financial and environmental

- Financial measures will be considered along with the contractor to reduce Bristol City Council investment
- Environmental sustainability is a key aim of the Bristol Harbour Festival. We aim to showcase Bristol Harbour Festival as Bristol’s exemplary sustainable event, work with the contractor to develop an Environment Plan identifying all the environmental impacts of the festival and how these will be mitigated, work with the Council’s Environment Team to produce environmental improvements year on year, and include environmental sustainability in the PR of the festival

2) Telling the Bristol story

- Involve citizens in the ‘Bristol’ story, giving everyone in the city a stake in our long-term strategies and sense of connection
- Prioritise community development and enable people to support their community
- Embed health in all our policies to improve physical & mental health and wellbeing, reducing inequalities and the demand for acute services

3) Sector support & partnerships

- Contributing to helping everyone to have the best start in life, gaining the support and skills they need to thrive and prosper in adulthood
- Supporting the sector to be sustainable, inclusive and growing economy from which all will benefit
- Demonstrate cultural leadership in the city, nationally and internationally

4) Delivering BCC agendas

- Keep Bristol a leading cultural city, helping make culture, sport and play accessible to all.
- Reduce social and economic isolation and help connect people to people, people to jobs and people to opportunity
- Health and wellbeing

1.2 Who will the proposal have the potential to affect?

<input checked="" type="checkbox"/> Bristol City Council workforce	<input checked="" type="checkbox"/> Service users	<input checked="" type="checkbox"/> The wider community
<input checked="" type="checkbox"/> Commissioned services	<input checked="" type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

1.3 Will the proposal have an equality impact?

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If ‘No’ explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If ‘Yes’ complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

Yes **No** [please select]

Step 2: What information do we have?

2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: <https://www.bristol.gov.uk/people-communities/measuring-equalities-success>.

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g. from national or local research, available data or previous consultations and engagement activities.

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics and intelligence \(sharepoint.com\)](#). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](#); [Joint Strategic Needs Assessment \(JSNA\)](#); [Ward Statistical Profiles](#).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](#) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment Form](#)

Data / Evidence Source [Include a reference where known]	Summary of what this tells us
Harbour Festival Consultation Report 2021	Report done by Freelancer Kate Webb looking at the Audience of the Harbour Festival, public opinion, accessibility and inclusion
Harbour Festival 2019 Final Report	This report brings together results from five different surveys from the 2019 Bristol Harbour Festival. These include: 1. The public survey (170 responses) <i>Four stakeholder surveys:</i> 2. Arts & Heritage: Artists and Activity Leaders (35 responses) 3. Arts & Heritage: Programming Team (4 responses) 4. Local Economy (14 responses) 5. Safety and Operations (6 responses)
Harbour Festival 2018 Final Report	This report brings together results from five different surveys from the 2019 Bristol Harbour Festival. These include: 1. The public survey (170 responses) <i>Four stakeholder surveys:</i> 2. Arts & Heritage: Artists and Activity Leaders (35 responses) 3. Arts & Heritage: Programming Team (4 responses) 4. Local Economy (14 responses) 5. Safety and Operations (6 responses)
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2.2 Do you currently monitor relevant activity by the following protected characteristics?

<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Disability	<input type="checkbox"/> Gender Reassignment
<input type="checkbox"/> Marriage and Civil Partnership	<input type="checkbox"/> Pregnancy/Maternity	<input checked="" type="checkbox"/> Race
<input type="checkbox"/> Religion or Belief	<input type="checkbox"/> Sex	<input type="checkbox"/> Sexual Orientation

2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

Through the Bristol Harbour Festival Surveys planned for 2022, we do not collect data on Marriage and Civil Partnership, Religion or Belief, Pregnancy/Maternity, Sex, Gender Reassignment or Sexual Orientation, therefore we have gaps in our evidence. We are currently in the process of updating the surveys for the 2022 participants and audience and will review the survey to include collecting more of this evidence as necessary.

We will transition the festival to new vision from 2023 followed by a re-tender for an improved Festival delivery in 2024-2027.

2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol's diverse communities. See <https://www.bristol.gov.uk/people-communities/equalities-groups>.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing change or restructure \(sharepoint.com\)](#) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

In 2018 we implemented an open and transparent process for anyone to submit an expression of interest to hold an activity or perform at the festival. We receive approximately 400 applications per year and in 2018 100% of the Bristol dances programme came from expressions of interest and every act offered a participation element.

A positive result of the EOI process is greater diversity in the programme. We have notably improved the representation Black and minoritised ethnic, and LGBT+ artists.

We have worked with Attitude is Everything to become the first city centre festival to achieve Gold standard in the Charter of Best Practice for improving access. Changes have included our sensory play area for disabled children, offering respite rooms away from crowds and noise, BSL interpreters at three areas, and maps showing distances between stages and terrain.

2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

The 2021 consultations proposed the following actions which we plan to follow through in the development of the 2024-2027 tender specification and monitoring of the event delivery process.

To truly engage with communities it feels alongside the creative producer should be a community producer who can bring communities alongside and develop a community strategy not only for the 50th but for future festivals to celebrate vibrant and diverse nature of Bristol – possibly links with the One Bristol Curriculum in schools, the Refugee Festival and other local communities or agencies. A role that can also

look at the logistics of making the festival more inclusive in terms of the time and spaces the festival inhabits.

Community Connections – identify community allies who can communicate with various groups to bring together a paid advisory board – which can also communicate with communities what is happening and the changes that are being made...

Even though the festival needs to be economically sustainable, explore ways in which it can benefit the Bristol economy by affordable pitches and promoting Bristol businesses, especially food vendors...

All of the groups consulted wanted to continue to play an active part in the shaping of the festival, communities seek a sense of ownership with it.

Step 3: Who might the proposal impact?

Analysis of impacts must be rigorous. Please demonstrate your analysis of any impacts of the proposal in this section, referring to evidence you have gathered above, and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#)

3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories (different kinds of disability, ethnic background etc.) and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

GENERAL COMMENTS (highlight any potential issues that might impact all or many groups)

The 2021 consultation found that:

This consultation focusses on those groups who were under represented in the 2019 survey – young people ages 14-24, people living with a disability, older people aged 60+ and those from global majority groups. The consultation highlighted barriers that exist for them attending but also explored solutions and ways that would make attending easier or the festival more appealing.

The consultation also explored ideas for the 50th Harbour Festival, what communities would like to see, how they could be involved and ways that the Harbour Festival could be more accessible and inclusive in the future.

Whilst we have not identified any significant negative impact from our overall proposed approach, we are aware of existing issues and disparities for equalities communities which we will aim to address through ensuring inclusive and accessible delivery of future events.

PROTECTED CHARACTERISTICS

Age: Young People

Does your analysis indicate a disproportionate impact? Yes No

Potential impacts:

Mitigations:

Age: Older People

Does your analysis indicate a disproportionate impact? Yes No

Potential impacts:

Older people in Bristol are less likely to be satisfied with the range and quality of outdoor events (QoL survey), and have historically been underrepresented in our engagement and consultation

Mitigations:

Our recent engagement has targeted older people and future events will be more inclusive and accessible to all ages

Disability

Does your analysis indicate a disproportionate impact? Yes No

Potential impacts:	Disabled people in Bristol are less likely to be satisfied with the range and quality of outdoor events (QoL survey), and historically may not have had accessibility needs met by previous events.
Mitigations:	As above we have worked with Attitude is Everything to become the first city centre festival to achieve Gold standard in the Charter of Best Practice for improving access and will implement a number of practical changes to promote accessibility.
Sex	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	
Mitigations:	
Sexual orientation	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	
Mitigations:	
Pregnancy / Maternity	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	
Mitigations:	
Gender reassignment	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	
Mitigations:	
Race	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	The 2021 consultation found that 83% of the festival attendees were White British, 6% of them were White other, and no other ethnic group in attendance who completed the survey was more than 4%.
Mitigations:	The 2021 consultation explored ideas for the 50 th Harbour Festival, what communities would like to see, how they could be involved and ways that the Harbour Festival could be more accessible and inclusive in the future. We would use this data to address the perception of the festival through a branding and marketing review. The artistic programme would be developed with communities so that the festival has greater ownership and able to meet needs and expectations of communities it currently doesn't attract.
Religion or Belief	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	People from faith groups in Bristol are less likely to be satisfied with the range and quality of outdoor events (QoL survey)
Mitigations:	Future events will be more inclusive and culturally appropriate for Bristol's diverse citizens
Marriage & civil partnership	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	
Mitigations:	
OTHER RELEVANT CHARACTERISTICS	
Socio-Economic (deprivation)	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	People living in the most deprived areas of the city are less likely to be satisfied with the range and quality of outdoor events (QoL survey)
Mitigations:	Our new strategic priorities include: Prioritising community development and enabling people to support their community; Contributing to helping everyone to have the best start in life, gaining the support and skills they need to thrive and prosper in adulthood; and reducing social and economic isolation and helping connect people to people, people to jobs and people to opportunity.
Carers	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	
Mitigations:	
Other groups [Please add additional rows below to detail the impact for other relevant groups as appropriate e.g. Asylums and Refugees; Looked after Children / Care Leavers; Homelessness]	
Potential impacts:	

Mitigations:	
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3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our Public Sector Equality Duty to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

The 2021 consultation found that:

Having recently been awarded Attitude is Everything's Gold Award for accessibility; the team have high aspirations to make sure the festival is truly reflective of the diverse communities that make up Bristol, whilst being a leader in event sustainability.

The end of the current contract (2022) presents an opportunity to review the role of the Bristol Harbour Festival, and how it responds to the City's history and recent global and local events; the pandemic, BLM movement, Climate and Ecological Emergencies and activity surrounding the history of Colston and slavery in the City.

Step 4: Impact

4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

Summary of significant negative impacts and how they can be mitigated or justified:

In order to ensure representation from all groups of protected characteristics amongst our staff, volunteers, trustees, members and supporters we actively pursue networking opportunities with minority groups and take positive action to tackle under representation. An extension of the current contract and delivery of 2023 Harbour Festival will start to address some of the longer term ambitions for the event and support Bristol Ideas 'Bristol 2023' programme.

Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:

Development and Delivery: Build greater partnerships, learn from city-wide Festival expertise and empower communities to inform the planning of future Harbour Festivals. Align with and work alongside, the Harbourside Vision project: "To create an experience that inspires and enriches by showcasing the unique assets of the water, highlighting the diverse range of attractions and promoting the wide range of places to live, work, learn and unwind." Continue to deliver the largest free Festival that takes place attended by circa 250,000 people across the three-day weekend, working more closely with direct cultural neighbours in the Harbourside such as Arnolfini, Design West, Watershed, We the Curious and the new Afro-Caribbean Culture Centre.

Environmental sustainability: Build a business case for more sustainable power and infrastructure, with an aim to eliminate event generator power for the Harbour Festival for 2024. Explore modelling on sustainable power, waste reduction and sustainable food offers, using our BCC event as a gold standard for other events to aspire to.

Equality and Inclusion: Centre Harbour Festival as a flagship event that is shaped and owned by the people of Bristol. We will develop and grow our 50th Festival community steering group to inform the development of the event and continue to improve accessibility offer to improve the Attitude is Everything gold charter standard.

Resilience: Build on our learnings from the challenges and changes of the last two years, share and communicate with the City-wide festival network to enable us to build resilience and risk management into our planning. Explore different financial models to support long term resilience of the festival funding and delivery model. We will work with BCC departments to better our monitoring techniques to inform our future development.

World Class Employment: Acknowledge the breadth of talent and specialisms for greater cross-service working which will see us work towards a one team approach within the internal stakeholder departments at BCC, and the multiple external stakeholders the Festival involves. We will support local talent, businesses and industry. The results of development work during 2023 will support BCC key priorities including the delivery of children and young people, economy & skills, health, care & wellbeing, environment and sustainability and a development organisation.

4.2 Action Plan

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

Improvement / action required	Responsible Officer	Timescale
Review Bristol Harbour Festival Surveys and update for current year	Stephanie Clements	12 th July 2022
Debrief of 2022 Festival to allow us to develop a vision that encapsulates all that is good about the festival and finds ways to responding to the consultation	Stephanie Clements	1 st October 2022
Begin to transition the festival to new vision from 2023 followed by a re-tender for an improved Festival delivery in 2024-2027, which responds directly to the key issues raised.	Stephanie Clements	1 st January 2023


4.3 How will the impact of your proposal and actions be measured?

How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

We will regularly check performance against our KPI's laid out in our festival aims and agreement with the contractor. We will allocate appropriate evaluation time after the festival. This would include debrief with our partners in order to make improvements where possible across the contract years. We would also continue to collect survey data during the festival and would hope to see an increase in audiences from postcodes that we currently do not attract.

Step 5: Review

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the Equality and Inclusion Team before requesting sign off from your Director¹.

Equality and Inclusion Team Review: <i>Reviewed by Equality and Inclusion Team</i>	Director Sign-Off: 
Date: 30/6/2022	Date: 5.7.2022

¹ Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

