

### Screening/Scoping Pro Forma

<b>Section</b>	Cultural Services Electric Theatre		<b>Officer responsible for the screening/scoping</b>	Mike Beckwith Sue Barnard	
<b>Name of Policy to be assessed</b>	Hiring Policy		<b>Date of Assessment</b>	29/04/08	<b>Is this a proposed new or existing policy/procedure/practice?</b>
					existing
<b>1. Briefly describe the aims, objectives and purpose of the policy/procedure/practice?</b>			Provide a basis for agreeing with hirers appropriate use of the Theatre for a given period. To maximise use of the building and income to the Council		
<b>2. Are there any associated or specific objectives of the policy/procedure/practice? Please explain.</b>			To provide a venue for public/business use with controls in place to protect the Council and users		
<b>3. Who is intended to benefit from this policy and in what way?</b>			The Council from gaining maximum income and use of the building. The public from provision of a venue in a good central location for appropriate use.		
<b>4. What outcomes are wanted from this policy/procedures/practice?</b>			Maximising use and income from the venue when not required by theatrical groups.		
<b>5. What factors/forces could contribute/detract from the outcomes?</b>			Venue size / cost / resources / popularity of product / appropriate uses / scheduling/ sound proofing		
<b>6. Who are the main stakeholders in relation to the policy?</b>		Potential hirers / Council / Theatre / Caterers / Attendees		<b>7. Who implements the policy, and who is responsible for the policy?</b>	Theatre Manager
<b>8. Are there concerns that the policy <u>could</u> have a differential impact on racial groups?</b>			<b>N</b>	<b>Please explain</b> No restrictions on who can hire the Theatre except for inappropriate uses e.g. danger to hirer or users, too noisy, inappropriate times etc	
<b>What existing evidence (either presumed or otherwise) do you have for this?</b>			Wide range of types of hiring in the past. Hirers booked on a first come first served basis after catering for artistic events.		
<b>9. Are there concerns that the policy <u>could</u> have a differential impact due to gender?</b>			<b>N</b>	As Q8	

What existing evidence (either presumed or otherwise) do you have for this?		
10. Are there concerns that the policy <u>could</u> have a differential impact due to disability?	N	Farley Room and dressing rooms have restricted access but protocols in place to ensure space made available for all types of hire
What existing evidence (either presumed or otherwise) do you have for this?		
11. Are there concerns that the policy <u>could</u> have a differential impact due to sexual orientation?	N	As Q8
What existing evidence (either presumed or otherwise) do you have for this?		
12. Are there concerns that the policy <u>could</u> have a differential impact due to their age?	N	As Q8
What existing evidence (either presumed or otherwise) do you have for this?		
13. Are there concerns that the policy <u>could</u> have a differential impact due to their religious belief?	N	As Q8
What existing evidence (either presumed or otherwise) do you have for this?		A religious group is one of the current hirers
14. Are there concerns that the policy <u>could</u> have a differential impact due to them having dependants/caring responsibilities?	N	As Q8
What existing evidence (either presumed or otherwise) do you have for this?		

15. Are there concerns that the policy <u>could</u> have a differential impact due to them have an offending past?		<b>N</b>	As Q8
What existing evidence (either presumed or otherwise) do you have for this?	It should be noted that some events with minors may require staff being CRB checked. This would be a requirement for child protection.		
16. Are there concerns that the policy <u>could</u> have a differential impact due to them being Transgender or transsexual?		<b>N</b>	As Q8
What existing evidence (either presumed or otherwise) do you have for this?			
17. Could the differential impact identified in 8-16 amount to there being the potential for adverse impact in this policy/procedure/practice?		<b>N</b>	<b>Please explain</b> Nothing identified
18. Can this adverse impact be justified on the grounds of promoting equality of opportunity for one group? Or any other reason?	<b>Y</b>	<b>N</b>	<b>Please explain for each heading (questions 8-16) on a separate piece of paper.</b>
<b>Business improvement</b> 19. Is there any concern that there are unmet needs in relation to any of the above groups?		<b>N</b>	<b>Please explain</b> As Q8
20. Does differential impact or unmet need cut across the equality strands (e.g. elder BME groups)?		<b>N</b>	<b>Please explain</b>

