

Scottish Borders Council

Equality Assessment 2019

(Please note that this will be published on SBC website after redaction of any personal details in box 2.)

1. Title of the event:

MELROSE FESTIVAL

(Please enter the name of the Festival/Common Riding/Event)

2.	Contact details:	
	Name:	
	Address:	
	Email:	
	Phone Ne:	

(Please enter main contact details: name, postal address – including post code and telephone number(s) landline and mobile (if applicable)

3.	Description:	1.	Describe the overall aim of the entire Festival/Common Riding Event(s)
		2.	List here all the event(s) that the Festival/Common Riding Committee are responsible for/and or/play a part of. (Please continue on a separate sheet if required)
		1.	THE AIM OF THESE EVENTS IS TO BRING TOGETHER EVERYONE IN THE MELROSE AREA TO PARTICIPATE IN AS MANY COMMUNITY EVENTS AS POSSIBLE FOR THE BENEFIT OF EVERYONE IN THE COMMUNITY.
		2.	APPOINTMENT NIGHT

		KIRKIN' OF THE MELROSIAN
		NETBALL COMPETITION
		MELROSIANS' RIDEOUT
		FANCY DRESS PARADE AND DISCO
		COMMUNITY BIKE RIDE
		FAMILY BBQ
		CROWNING OF THE QUEEN & INSTALLATION OF THE MELROSIAN,
		FOLLOWED BY RECEPTION AND QUEEN'S TEA PARTY
		FESTIVAL BALL
		TOUR OF CEREMONIES
		CHILDREN'S SPORTS
		FESTIVAL DINNER
		VISITS BY PRINCIPALS TO LOCAL HOPSITALS AND OLD FOLKS' HOMES
	alca	FOOTBALL FIVES run by Malraca Factball Club
	also	FOOTBALL FIVES run by Melrose Football Club
		CRICKET SIXES run by Melrose CC
		PIPE BAND PERFORMANCE provided by Melrose Pipe Band

4. The Equality Duty 2010 and funding Community Events					
	When granting funding SBC must be certain that events meet the requirements of the general duties under the Equality Act 2010.				
	These duties are to:				
	Eliminate discrimination (both direct & indirect), victimisation and harassment on the identified groups.				
	Promote equality of opportunity between the identified groups.				
	Foster Good relations between the identified groups				
	The identified groups are people who share one of the following characteristics:				
	Age				
	Disability				
Gender Reassignment					
	Marriage/ Civil Partnership				
	Race				

	Religion/ belief					
	Sex					
	Sexual Orientation					
	Sexual Orientation					
	Put simply this means that funding is allocated fairly and everyone has the opportunity to participate in events that are safe from unacceptable behaviour and free from discrimination, and non - justified restrictions on participation.					
5.	Relevance to the Equality Duty.					
	To demonstrate that your event meets the above requirements you are asked to complete the following questions. Where relevant please submit evidence to support the statements that you are making. This evidence can include press or social media notices. (Please continue on a separate sheet if required)					
		Yes/No				
-	 (a) Will people from any of the specified groups be prevented from taking part in or attending any of your 	NO	If the answer is yes to either or both of (a) or (b) , please provide the following details:			
	event(s) (b) Will people from any of the specified groups be restricted in what they can do at any of your event(s)	YES				
	Event	What is the Restriction?	Do you believe there is a justification for this restriction? If so what?			
	APPOINTMENT NIGHT	NO UNDER 18S IN THE BAR AREA OR SUPPLIED WITH ALCOHOL	TO COMPLY WITH LICENSING REGULATIONS			
	FAMILY BBQ	NO UNDER 18S IN THE BAR AREA OR SUPPLIED WITH ALCOHOL	TO COMPLY WITH LICENSING REGULATIONS			
	RECEPTION	NO UNDER 18S IN THE BAR AREA OR SUPPLIED WITH ALCOHOL	TO COMPLY WITH LICENSING REGULATIONS			

	NO UNDER 18S IN THE BAR AREA OR	TO COMPLY WITH LICENSING REGULATIONS
FESTIVAL BALL	SUPPLIED WITH ALCOHOL	

	Please state your answers here. (Please continue on a separate shee if required)
What steps do you take to encourage participation from people in all the specified groups?	ALL EVENTS ARE ADVERTISED IN LETTERS WHICH ARE DELIVERED TO EVERY HOUSE IN MELROSE AND DISTRICT WELL IN ADVANCE OF THE FESTIVAL AND ALSO IN THE FESTIVAL BROCHURE, AS WELL AS IN THE LOCAL PRESS AND ON SOCIAL MEDIA.
What steps as a Committee will you take in advance of the events to prevent unacceptable behaviour?	ALL EVENTS WILL BE PROPERLY PLANNED AND ALL STEWARDS / MARSHALLS WILL BE BRIEFED NOT TO ACCEPT BEHAVIOUR WHICH IS NOT ACCEPTABLE.
What steps will you take to deal with unacceptable behaviour if it occurs?	IF IT DOES OCCUR, MARSHALLS ARE INSTRUCTED TO REPORT IT TO THE APPROPRIATE OFFICIALS / AUTHORITIES ON DUTY.

7. Please complete the following declaration of commitment:

Melrose Festival Executive Committee is committed to implementing and promoting equality of opportunity for all in all its activities. Our organisation will not discriminate against anyone on grounds of age, disability, gender, marital status, race, poverty, health or sexual orientation in our membership nor in opportunities to volunteer or participate in our events. We will not tolerate unacceptable behaviour based on discriminatory views and will take steps to tackle such behaviour if it arises.

Completed By			
Name		Organisation	MELROSE FESTIVAL EXECUTIVE

Position HONORARY SECRETARY	Date	26 MAY 2019
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For SBC use only:

Checked by:

Approved by:

Date: