



Equality Analysis

Analysis Report

EA Name	Birmingham Property Services - Council House Room Booking Charges (Council Chamber, Committee/Meeting Rooms And Associated Presentation Equipment)
Directorate	Economy
Service Area	Birmingham Property Services
Type	New/Proposed Function
EA Summary	To review Council House charges for 2014/15 bookings of the Council Chamber, committee/meeting rooms and the use of associated presentation equipment etc. Charges will be applied to all bookings made by external organisations at any time and to all internal meetings before 0800 and after 1700 hours weekdays and at all times over weekends/bank holidays etc.
Reference Number	EA000346
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Task Group Member	
Date Approved	2014-09-11 01:00:00 +0100
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Introduction

The report records the information that has been submitted for this equality analysis in the following format.

Overall Purpose

This section identifies the purpose of the Policy and which types of individual it affects. It also identifies which equality strands are affected by either a positive or negative differential impact.

Relevant Protected Characteristics

For each of the identified relevant protected characteristics there are three sections which will have been completed.

- Impact
- Consultation
- Additional Work

If the assessment has raised any issues to be addressed there will also be an action planning section.

The following pages record the answers to the assessment questions with optional comments included by the assessor to clarify or explain any of the answers given or relevant issues.

1 Activity Type

The activity has been identified as a New/Proposed Function.

2 Overall Purpose

2.1 What the Activity is for

What is the purpose of this Function and expected outcomes?	To approve the schedule of fees and charges for 2014/15 for use with effect from Tuesday 1st November 2014. To delegate authority to the Director of Property to waive or vary fees and charges in exceptional circumstances for organisations (registered charities etc.) booking meeting rooms at the Council House.
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For each strategy, please decide whether it is going to be significantly aided by the Function.

Public Service Excellence	Yes
Fairness	Yes
Prosperity	Yes
Democracy	Yes

2.2 Individuals affected by the policy

Will the policy have an impact on service users/stakeholders?	Yes
Will the policy have an impact on employees?	Yes
Will the policy have an impact on wider community?	Yes

2.3 Analysis on Initial Assessment

The proposed charges for the Council House are in line with the market and it is considered what is being proposed for 2014/15 is as far as the market will bear without impacting negatively on room bookings and the community.

The initial screening has demonstrated the robustness of the Corporate Charging Policy, in conjunction with the Star Chamber Strategy and the transparent method by which BPS seek to maximise income for BCC is equitable. This has eliminated the potential for discrimination or adverse impact. All opportunities to promote equality in the context of maximising income for BCC have been taken.

It is now proposed all usage of the rooms available for hire by external organisations, is charged at all times. The Director of Property will have the delegated power to waive or vary fees and charges in exceptional circumstances for organisations (registered charities etc.) booking meeting rooms at the Council House.

There has not been any specific external consultation in relation to this report but comparative venues have been contacted (principally the Birmingham & Midland Institute, Margaret Street and The Priory Rooms, Bull Street to establish their pricing structure to enable the review of room booking charges at the Council House to be undertaken).

3 Concluding Statement on Full Assessment

The usage of the rooms available for hire by external organisations, is charged for at all times, however the Director of Property has the delegated power to waive or vary fees and charges in exceptional circumstances, for organisations (community groups, registered charities etc.) who wish to book meeting rooms at the Council House.

Subject to compliance with the conditions and protocol put in place in 1992 by the former GP Committee.

The increased fees and charges set out in Appendix A will contribute to the 2014/15 budget requirements and with the Corporate Charging Policy.

4 Review Date

04/03/15

5 Action Plan

There are no relevant issues, so no action plans are currently required.