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|---|---|
| Report Title: | The Queen's Platinum Jubilee 2022 |
| Contains Confidential or Exempt Information | No - Part I |
| Cabinet Member: | Councillor Rayner, Cabinet Member for Corporate & Resident Services, Culture & Heritage and Windsor |
| Meeting and Date: | Cabinet – 31 March 2022 |
| Responsible Officer(s): | Karen Shepherd - Head of Governance; Chris Joyce Head of Infrastructure, Sustainability and Economic Development; Alysse Strachan, Head of Neighbourhood Services |
| Wards affected: | All |

REPORT SUMMARY

This report provides an update on the events and projects that the Royal Borough are currently involved in to support the Queen's Platinum Jubilee celebrations throughout 2022.

A number of these events/projects are being delivered/proposed by the Royal Borough. The Council is also supporting organisations to deliver a number of events/projects either through officer support or through financial contributions.

Should the recommendations be approved they will ensure that a number of planned Platinum Jubilee events are supported and some additional events/projects that have been identified can be delivered.

1. DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That Cabinet notes the report and:

- i) Welcomes the variety of Platinum Jubilee events and projects the Royal Borough is supporting as detailed in Appendix A**
- ii) Gives in principle support to the project to illuminate Windsor and Eton Bridge, subject to the costs associated with the installation of the lights being met from funds raised through a public appeal.**
- iii) Notes the ongoing additional revenue costs associated with the illumination of the Windsor and Eton Bridge if the scheme is delivered.**
- iv) Approves the waiving of the fee to be charged for processing traffic management measures for street parties to be held between 2-5 June on classified roads or roads that are part of a bus route.**
- v) Notes the ongoing additional revenue costs associated with the maintenance of the Platinum Jubilee Fountain.**
- vi) Endorses the proposal to provide free parking for RBWM volunteers supporting the delivery of the various Platinum Jubilee events.**

2. REASON(S) FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

Options

Table 1: Options arising from this report

| Option | Comments |
|--|--|
| <p>Gives in principle support to the project to illuminate Windsor and Eton Bridge, subject to the costs associated with the installation of the lights being met from funds being raised through a public appeal</p> <p>This is the recommended option</p> | <p>Consultation to be undertaken on the proposal in order to raise the required funding for the project.</p> |
| <p>Notes the ongoing additional revenue costs associated with the illumination of the Windsor and Eton Bridge if the scheme is delivered.</p> <p>This is the recommended option</p> | <p>The additional cost to be reflected in subsequent revenue budgets.</p> |
| <p>Approves the waiving of the fee to be charged for processing traffic management measures for street parties to be held between 2-5 June on classified roads or roads that are part of a bus route.</p> <p>This is the recommended option</p> | <p>Event organisers to request that the fee be waived.</p> |
| <p>Notes the ongoing additional revenue costs associated with the Platinum Jubilee Fountain.</p> <p>This is the recommended option</p> | <p>The additional cost to be reflected in subsequent revenue budgets.</p> |
| <p>Endorses the proposal to provide free parking for RBWM volunteers supporting the delivery of the various Platinum Jubilee events</p> <p>This is the recommended option</p> | <p>The use of volunteers is essential for the successful running of the events.</p> |
| <p>Do nothing</p> <p>This is not the recommended option</p> | <p>Doing nothing means that a number of the Platinum Jubilee events/projects are unable to be delivered.</p> |

- 2.1 On 6th February 2022 Her Majesty The Queen became the first British Monarch to celebrate a Platinum Jubilee, marking 70 years of service to the people of the United Kingdom, the Realms and the Commonwealth. To celebrate this unprecedented anniversary, there will be a number Platinum Jubilee celebrations taking place throughout the year. The official Platinum Jubilee website <https://platinumjubilee.gov.uk/> contains detailed information, including an interactive map which will display all the events and activities that will be taking place across the UK.

- 2.2 In particular, the extended bank holiday from Thursday 2nd to Sunday 5th June, will provide an opportunity for local residents to come together at various events being held in the Borough to celebrate this historic milestone.
- 2.3 Although the main national Platinum Jubilee events will take place in London, there will be a lot of focus on Windsor, particularly as Windsor has been the home of the Queen for almost 96 years. It is therefore essential that the events and activities being held are befitting the occasion. Through the regular and deep cleaning programme, the cleanliness of the highways and public areas will also ensure that the towns are as welcoming as possible and presented at their best.
- 2.4 Appendix A details the identified Platinum Jubilee events and projects that are planned, or which are proposed within the Borough.

3. KEY IMPLICATIONS

Table 2: Key Implications

| Outcome | Unmet | Met | Exceeded | Significantly Exceeded | Date of delivery |
|--|---|--|----------|------------------------|-------------------------------|
| Platinum Jubilee events/projects are delivered | No Platinum Jubilee events/projects are delivered | All Platinum Jubilee events/projects are delivered on time and within budget | N/A | N/A | Various dates throughout 2022 |

4. FINANCIAL DETAILS / VALUE FOR MONEY

Table 3: Financial impact of report's recommendations

| REVENUE COSTS | 2021/22 | 2022/23 | 2023/24 |
|------------------|---------|---------|---------|
| Additional total | £0 | £1250 | £5,000 |
| Reduction | £0 | £0 | £0 |
| Net Impact | £0 | £0 | £0 |

| CAPITAL COSTS | 2021/22 | 2022/23 | 2023/24 |
|------------------|---------|---------|---------|
| Additional total | £0 | £0 | £0 |
| Reduction | £0 | £0 | £0 |
| Net Impact | £0 | £0 | £0 |

5. LEGAL IMPLICATIONS

- 5.1 A legal agreement will be entered into to formally hand over responsibility for the Platinum Jubilee Fountain to the Council. The legal agreement to include a commitment that funding from the project would be set aside to cover the first 3-5 years annual revenue costs of maintaining the fountain.

6. RISK MANAGEMENT

Table 4: Impact of risk and mitigation

| Risk | Level of uncontrolled risk | Controls | Level of controlled risk |
|--|-----------------------------------|--|---------------------------------|
| The annual maintenance and running cost of the Platinum Jubilee Fountain is greater than anticipated | Medium | Funding to be identified from the project funding to cover the proposed running costs for up to the first 5 years. | Low |

7. POTENTIAL IMPACTS

7.1 Equalities. Equality Impact Assessments are published on the council's website. The proposal does not have any equality impacts and a screening assessment has been completed.

7.2 Climate change/sustainability.

- The water fountain will enable people to refill their water bottles, which will help to reduce the effects that plastics have on the environment and reduce waste in landfills.
- Energy Use – There will be an increase in electricity consumption because of the proposal to illuminate Windsor and Eton Bridge. The Council does purchase 100% renewably sourced electricity to mitigate.
- Single Use Plastics – There is likely to be an increase in the use of plastics and other materials in celebrations such as the Ox Roast, Big Lunch and Street Parties. There will be the need for appropriate communication and promotion of alternative options to ensure that this is reduced as far as possible by both organisers and attendees.
- Transport Emissions – People travelling to the Borough will increase carbon emissions and impact local air quality. Sustainable transport options will be promoted to mitigate.
- Deep Clean Programme will reduce litter which will have a positive impact on the natural environment.

7.3 Data Protection/GDPR. No personal data has been processed.

8. CONSULTATION

8.1 Statutory consultation will take place on those proposals requiring planning permission, namely the Commemorative Plaque, Platinum Jubilee Drinking Fountain and Illumination of Windsor and Eton Bridge.

8.2 A number of the events/projects are being delivered in association with the Windsor Platinum Jubilee Committee, on which Councillors and Officers are represented.

9. TIMETABLE FOR IMPLEMENTATION

9.1 Implementation date if not called in: Immediately

10. APPENDICES

10.1 This report is supported by two appendices:

Appendix A – Summary of Platinum Jubilee Events/Projects

Appendix B – EQIA

11. BACKGROUND DOCUMENTS

11.1 This report is supported by no background documents:

12. CONSULTATION

| Name of consultee | Post held | Date sent | Date returned |
|-----------------------------------|--|-----------|---------------|
| <i>Mandatory:</i> | <i>Statutory Officers (or deputies)</i> | | |
| Adele Taylor | Executive Director of Resources/S151 Officer | 03/03/22 | 03/03/22 |
| Emma Duncan | Deputy Director of Law and Strategy / Monitoring Officer | 02/03/22 | 02/03/22 |
| <i>Deputies:</i> | | | |
| Andrew Vallance | Head of Finance (Deputy S151 Officer) | 03/03/22 | 03/03/22 |
| Elaine Browne | Head of Law (Deputy Monitoring Officer) | 04/03/22 | |
| Karen Shepherd | Head of Governance (Deputy Monitoring Officer) | 02/03/22 | 02/03/22 |
| <i>Mandatory:</i> | <i>Procurement Manager (or deputy) - if report requests approval to award, vary or extend a contract</i> | | |
| Lyn Hitchinson | Procurement Manager | 04/03/22 | 07/03/22 |
| <i>Other consultees:</i> | | | |
| <i>Directors (where relevant)</i> | | | |
| Duncan Sharkey | Chief Executive | 04/03/22 | |
| Andrew Durrant | Executive Director of Place | 04/03/22 | 07/03/22 |
| Kevin McDaniel | Executive Director of Children's Services | 04/03/22 | |
| Hilary Hall | Executive Director of Adults, Health and Housing | 04/03/22 | 05/03/22 |
| <i>Heads of Service</i> | <i>(where relevant)</i> | | |
| Alysse Strachan | Head of Neighbourhood Services | 02/03/22 | 03/03/22 |

| | | | |
|--------------------------------------|---|----------|--|
| Chris Joyce | Head of Infrastructure Sustainability and Economic Growth | 02/03/22 | |
| <i>External (where relevant)</i> | | | |
| N/A | | | |

| | | |
|---|--|-----|
| Confirmation relevant Cabinet Member(s) consulted | Cabinet Member for Corporate & Resident Services, Culture & Heritage and Windsor | Yes |
|---|--|-----|

REPORT HISTORY

| Decision type: | Urgency item? | To follow item? |
|-----------------------|----------------------|------------------------|
| Non-key decision | No | No |

| |
|--|
| Report Author: Andrew Scott, Civic Team Manager – 07887 565589 |
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Summary of Platinum Jubilee Events/Projects

APPENDIX A

| Date | Event/Project | Description | Funding Arrangements | Notes |
|-----------------------|---|--|---|--------------|
| Council Events | | | | |
| 06 February 2020 | Civic Service | A Civic Service held at Windsor Parish Church to mark the 70th Anniversary of Her Majesty's Accession to the Throne. | Fully funded. To be met from existing budget. | |
| 21 April 2022 | 21 Gun Salute - Long Walk | Annual 21 Gun salute to mark HM The Queen's Birthday held on the Long Walk. The birthday tribute will be led by the Mayor and a number of children attending are invited to fire a cannon. | Fully funded. To be met from existing budget. | |
| 21 April 2022 | HM The Queen's birthday - Platinum Jubilee Reception | The Mayor will be hosting a champagne reception to celebrate HM The Queen's birthday in her Platinum Jubilee year. | Fully funded from the sale of tickets. | |
| May - July | Garden In Bloom Competition | The Annual Garden in Bloom scheme acknowledges the important contribution private gardens can make to the appearance of neighbourhoods. Entrant's for this year's competition, which will be open to any garden visible to passers-by from the footpath or road, will be encouraged to have a Platinum Jubilee theme. | Fully funded. To be met from existing budget and sponsorship funding. | |
| 23 May 2022 | Mayor's Platinum Jubilee Children's Party | The Mayor will be inviting two children aged between 5-11 from all schools in the Borough to a Platinum Jubilee Party in the Guildhall. The children will be shown around the museum and then they will make platinum jubilee crowns. Wearing the crowns the children will be served a specially baked Platinum Jubilee cake and a drink. | Fully Funded. To be met from existing budget | |
| May/June | Library - 70 photographs for 70 years | Local residents have been invited to share their photos of Royal Jubilee street parties and memorabilia from The Queen's previous milestone anniversaries, to help create an exciting exhibition. The exhibition, entitled 70 Years 70 Photos, will be on display around local libraries, ahead of the main Platinum Jubilee weekend in June. | Fully Funded. To be met from existing budget | |
| 30 July 2022 | En Plein Air - Windsor Castle | RBWM Largest Arts competition held in the grounds of Windsor Castle with prize money for the winner and their painting being donated to the Queen's private collection. | Fully Funded. To be met from sponsorship funding. | |
| June - September | Bandstand Live | A 13 week programme of free live musical entertainment on the Queen's Bandstand in Alexandra Gardens, Windsor from June - September every weekend. | Fully funded. To be met from existing budget. | |
| 20 August 2022 | Town Criers Competition | Around 40 official Town Criers will parade in their ceremonial liveries before competing in a friendly day long competition on the lawn beneath Salisbury Tower, close to the Henry VIII Gate, Windsor. Following the rules laid down by the Ancient and Honourable Guild of Town Criers, the competitors will be judged on Diction, Inflection, Volume and Clarity. | Fully Funded. To be met from existing budget | |

Summary of Platinum Jubilee Events/Projects

| Date | Event/Project | Description | Funding Arrangements | Notes |
|-------------------------|---|---|--|---|
| Council Projects | | | | |
| 22 March 2022 | Commemorative Plaque - Guildhall, Windsor | A Commemorative plaque to be installed at the Guildhall to commemorate the Queen's Platinum Jubilee and the centenary of King George V confirming Windsor as a Royal Borough. The Plaque to be unveiled on 22nd March 2022 by HRH the Earl of Wessex in the presence of invited guests. | Fully funded. To be met from existing budget. | Planing consent granted for the erection of the plaque. |
| April/May | Platinum Jubilee Mugs | The Mayor is to present a specially made commemorative platinum jubilee mug to all care home residents in the Royal Borough | Fully funded. To be met from the Mayor's Allowance. | |
| April - September | Street decorations - bunting | Installation of bunting in the Town Centres. Street bunting is to be erected in Eton, Maidenhead and Windsor to ensure that the towns are suitably decorated and look their best for the jubilee activities. | Fully funded. To be met from existing budget. | |
| Nov/Dec 2022 | Proposal to illuminate Windsor and Eton Bridge | The legacy scheme to create a permanent and dynamic illuminated enhancement of Windsor and Eton Bridge has been proposed by the Mayor. The illumination of the | It is proposed that the funding of the illumination works is | The potential cost of the scheme is £50-70,000. The estimated ongoing running costs is estimated at £5,000. |

Summary of Platinum Jubilee Events/Projects

| Date | Event/Project | Description | Funding Arrangements | Notes |
|---------------------------------------|--|---|---|-------|
| Events being Supported by RBWM | | | | |
| 12-15 May | Royal Windsor Horse Show - Platinum Jubilee Celebration: A Gallop Through History | The annual International Show Jumping, the Land Rover International Driving Grand Prix, International Endurance and Horse Show held in the grounds of Home Park Private. The event also includes a special Platinum Jubilee Celebration: A Gallop Through History, which will be a military, musical and equestrian spectacular, taking the form of a play charting the majesty of monarchy from Queen Elizabeth I to | Fully Funded by the event organisers. | |
| May - June | Street decorations - Ceremonial Flags, Windsor | The Ceremonial Flagpoles in Windsor will be erected as usual for the Windsor Horse Show. Following the Horse Show the flagpoles will remain in place and the Horse Show banners will be replaced with Union Flag banners. There will ensure that the town is suitably dressed for the extended Platinum Jubilee weekend. | Ceremonial Flagpoles/Flags to be installed and funded by DCMS. | |
| 23-27 May | Windsor Platinum Jubilee Schools' Week | Opportunity for schools to participate in Jubilee activities organised within school time. The range of activities is broad, spanning from art and poetry competitions to rowing, soccer and cricket challenges. The Jubilee Schools' Week was launched on the 14th February at Windsor Boys' School. | To be funded by the schools participating in the event. | |
| 02-Jun | Ox Roast – Bachelors Acre | An ox donated the Queen's own farm will provide the centrepiece for a day of celebration and joy on the historic Bachelors Acre. The Acre has been used as a meeting place and an area for Markets and fetes from the Middle Ages and is still used for those activities today, hosting a number of ox roasts in the past. The Governor and Constable of Windsor Castle, Sir James Perowne, will carve the first slice watched by the town's residents. Over 1000 slices (including vegetarian options) will be eaten on the day. There will also be live entertainment and community stalls. | Organised through the Windsor Platinum Jubilee Committee with cost being met through sponsorship funding. | |
| 02-Jun | Beacon Lighting and Fireworks | The Platinum Jubilee weekend in Windsor will commence with the lighting of the Windsor beacon, as part of the National Beacon lighting event which will see over | Fully funded. To be met from existing budgets and funding | |
| 2/3 June | Jubilee Picnic in the Park - Clewer Recreation Ground | A fun packed afternoon of activities for local residents to enjoy. There will be a stage for live music and stalls in the car park. | Fully Funded by the event organisers. | |

Summary of Platinum Jubilee Events/Projects

APPENDIX A

| Date | Event/Project | Description | Funding Arrangements | Notes |
|-----------------|---|---|--|-------|
| 04-Jun | Jubilee Picnic in the Park and Classic Car Show | A fun-packed afternoon of activities featuring cars and music from the 7 decades of The Queen's reign held on the Long Walk, Windsor. There'll be a variety of musical performances throughout the afternoon and evening from local bands, groups and individual performers. There will be giant screens so people can watch the national Platinum Jubilee Party at the Palace, staged by the BBC, that will bring together | Organised through the Windsor Platinum Jubilee Committee with cost met through sponsorship funding. | |
| 05-Jun | Windsor's Big Lunch – the longest lunch! | As part of the Big Jubilee Lunch an event is planned for the Long Walk to create the longest recorded picnic table – one very long table running from Cambridge Gate, down the Long Walk to Albert Road! Also included will be live entertainment and large screens on which will be shown the official Platinum Pageant parade in London. | Organised and fully funded by the Windsor Platinum Jubilee Committee. | |
| 05-Jun | Street Parties - The Big Jubilee Lunch | People across the country are being encouraged to come together in a spirit of fun and friendship and take part in the Big Jubilee Lunch. Central government has published guidance including tips, advice and support on organising a street party. RBWM website also includes advice for residents wishing to hold a street party, including an application form for residents who wish to apply for a temporary road closure which are not classified roads or roads that are part of a bus route. Council's are expected to take a light touch approach to applications to enable such small scale events to take place. The guidance makes it clear that this approach relates to street parties organised for local residents/neighbourhoods wishing to organise an event on quiet residential roads. | Road closure applications to be submitted by 25 March 2022. The application fee to be waived for those that meet the criteria. | |
| 03 - 05/06/2022 | Street Parties - (that fall outside of the criteria to be considered a "small street | There are some street party applications that fall outside the criteria for a small street party to which a light touch approach is to be taken. These need to be | Road closure applications to be submitted by 25 March 2022. | |
| 11-Jun | The Royal Windsor Rose and Horticultural Society Summer Show | The annual flower show, with a Platinum Jubilee emphasis. To be held at the York Club, Windsor Great Park. | To be funded by the event organiser. | |

Summary of Platinum Jubilee Events/Projects

| Date | Event/Project | Description | Funding Arrangements | Notes |
|---|---|---|--|--|
| April - November | Volunteer Parking | A large number of volunteers will be supporting the Platinum Jubilee events over the coming months. They give their time for free but are essential for the | To be met from existing budgets | |
| Projects being Supported by RBWM | | | | |
| Jan 2022 - Feb 2023 | Queen's Green Canopy | Everyone from individuals to Scout and Girlguiding groups, villages, counties, schools and corporate organisations are being encouraged to play their part to enhance their environment by planting trees. Children from more than 36 schools across the Royal Borough have already participated and planted trees as part of the initiative. A total of 1,080 trees have been supplied to 36 schools, colleges and nurseries and these were planted before Christmas, the majority in their grounds. | Fully Funded. To be met from existing budget. | |
| 2022 | Platinum Jubilee Drinking fountain | A wonderful Jubilee Fountain is being designed and created to commemorate The Queen's Platinum Jubilee. The drinking fountain will be located in Windsor at the junction of the High Street and Castle Hill. It will provide a valuable source of drinking water to help play our part in protecting the planet for future generations by reducing single use plastics. | All commissioning, production and project management costs of the fountain, including the installation costs, are to be met from funding raised by the | The ongoing running costs is estimated at £5,000. The funding raised for the project to include a sum of money to fund the ongoing revenue costs for up to 5 years. A planning application has been submitted. A legal agreement to be entered into to formalise the handover of |
| 2022 | Heritage Garden Project | Match funding to support the redevelopment of Windsor's smallest heritage garden location on the Guildhall. Over 400 spring bulbs have been planted by an army of volunteers. A local garden designer is currently developing a new seating area for visitors to enjoy one of Windsor's greatest kept secrets and space for quiet contemplation. | Match funding provided in kind | |

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

EQUALITY IMPACT ASSESSMENT

EqIA : The Queen's Platinum Jubilee 2022

Essential information

Items to be assessed: (please mark 'x')

| | | | | | | | | | |
|----------|--|--------|--|------|--|---------|---|-------------------|--|
| Strategy | | Policy | | Plan | | Project | X | Service/Procedure | |
|----------|--|--------|--|------|--|---------|---|-------------------|--|

| | | | | | |
|---------------------|---|--------------|------------|-------------|------------------|
| Responsible officer | Andrew Scott, Civic and Facilities Team Manager | Service area | Governance | Directorate | Law and Strategy |
|---------------------|---|--------------|------------|-------------|------------------|

| | | | |
|-------------------------------------|--------------------------|---|--------------------|
| Stage 1: EqIA Screening (mandatory) | Date created: 04/03/2022 | Stage 2 : Full assessment (if applicable) | Date created : N/A |
|-------------------------------------|--------------------------|---|--------------------|

Approved by Head of Service / Overseeing group/body / Project Sponsor:

"I am satisfied that an equality impact has been undertaken adequately."

K Shepherd

Dated: 07/03/2022

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

EQUALITY IMPACT ASSESSMENT

EqIA : The Queen's Platinum Jubilee 2022

Guidance notes

What is an EqIA and why do we need to do it?

The Equality Act 2010 places a 'General Duty' on all public bodies to have 'due regard' to:

- Eliminating discrimination, harassment and victimisation and any other conduct prohibited under the Act.
- Advancing equality of opportunity between those with 'protected characteristics' and those without them.
- Fostering good relations between those with 'protected characteristics' and those without them.

EqIAs are a systematic way of taking equal opportunities into consideration when making a decision, and should be conducted when there is a new or reviewed strategy, policy, plan, project, service or procedure in order to determine whether there will likely be a detrimental and/or disproportionate impact on particular groups, including those within the workforce and customer/public groups. All completed EqIA Screenings are required to be publicly available on the council's website once they have been signed off by the relevant Head of Service or Strategic/Policy/Operational Group or Project Sponsor.

What are the "protected characteristics" under the law?

The following are protected characteristics under the Equality Act 2010: age; disability (including physical, learning and mental health conditions); gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation.

What's the process for conducting an EqIA?

The process for conducting an EqIA is set out at the end of this document. In brief, a Screening Assessment should be conducted for every new or reviewed strategy, policy, plan, project, service or procedure and the outcome of the Screening Assessment will indicate whether a Full Assessment should be undertaken.

Openness and transparency

RBWM has a 'Specific Duty' to publish information about people affected by our policies and practices. Your completed assessment should be sent to the Strategy & Performance Team for publication to the RBWM website once it has been signed off by the relevant manager, and/or Strategic, Policy, or Operational Group. If your proposals are being made to Cabinet or any other Committee, please append a copy of your completed Screening or Full Assessment to your report.

Enforcement

Judicial review of an authority can be taken by any person, including the Equality and Human Rights Commission (EHRC) or a group of people, with an interest, in respect of alleged failure to comply with the general equality duty. Only the EHRC can enforce the specific duties. A failure to comply with the specific duties may however be used as evidence of a failure to comply with the general duty.

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

EQUALITY IMPACT ASSESSMENT

EqIA : The Queen's Platinum Jubilee 2022

Stage 1 : Screening (Mandatory)

1.1 What is the overall aim of your proposed strategy/policy/project etc and what are its key objectives?

The overall aim of the proposals is to provide opportunities for local people to participate in celebratory events to commemorate the Platinum Jubilee of HM The Queen.

1.2 What evidence is available to suggest that your proposal could have an impact on people (including staff and customers) with protected characteristics? Consider each of the protected characteristics in turn and identify whether your proposal is Relevant or Not Relevant to that characteristic. If Relevant, please assess the level of impact as either High / Medium / Low and whether the impact is Positive (i.e. contributes to promoting equality or improving relations within an equality group) or Negative (i.e. could disadvantage them). Please document your evidence for each assessment you make, including a justification of why you may have identified the proposal as "Not Relevant".

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

EQUALITY IMPACT ASSESSMENT

EqIA : The Queen's Platinum Jubilee 2022

| Protected characteristics | Relevance | Level | Positive/negative | Evidence |
|-----------------------------------|--------------|-------|-------------------|---|
| Age | Relevant | Low | Positive | All participants will positively impacted by the events/projects, the majority of which will be free and available for all to attend. Some events will be targeted to specific groups and will be age restricted. |
| Disability | Not Relevant | | | All participants will positively impacted by the events/projects, the majority of which will be free and available for all to attend. |
| Gender re-assignment | Not Relevant | | | All participants will positively impacted by the events/projects, the majority of which will be free and available for all to attend. |
| Marriage/civil partnership | Not Relevant | | | All participants will positively impacted by the events/projects, the majority of which will be free and available for all to attend. |
| Pregnancy and maternity | Not Relevant | | | All participants will positively impacted by the events/projects, the majority of which will be free and available for all to attend. |
| Race | Not Relevant | | | All participants will positively impacted by the events/projects, the majority of which will be free and available for all to attend. |
| Religion and belief | Not Relevant | | | All participants will positively impacted by the events/projects, the majority of which will be free and available for all to attend. |
| Sex | Not Relevant | | | All participants will positively impacted by the events/projects, the majority of which will be free and available for all to attend. |
| Sexual orientation | Not Relevant | | | All participants will positively impacted by the events/projects, the majority of which will be free and available for all to attend. |

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

EQUALITY IMPACT ASSESSMENT

EqIA : The Queen's Platinum Jubilee 2022

Outcome, action and public reporting

| Screening Assessment Outcome | Yes / No / Not at this stage | Further Action Required / Action to be taken | Responsible Officer and / or Lead Strategic Group | Timescale for Resolution of negative impact / Delivery of positive impact |
|--|------------------------------|--|---|---|
| Was a significant level of negative impact identified? | No | | | |
| Does the strategy, policy, plan etc require amendment to have a positive impact? | No | | | |

If you answered **yes** to either / both of the questions above a Full Assessment is advisable and so please proceed to Stage 2. If you answered "No" or "Not at this Stage" to either / both of the questions above please consider any next steps that may be taken (e.g. monitor future impacts as part of implementation, re-screen the project at its next delivery milestone etc).