

Item: 3

St Magnus Cathedral Sub-committee: 13 March 2023.

Review of Policy on Lighting Up St Magnus Cathedral for Special Events and Charitable Campaigns.

Report by Corporate Director for Education, Leisure and Housing.

1. Purpose of Report

To review policy for illuminating the outside of St Magnus Cathedral for special events and charitable campaigns.

2. Recommendations

The Sub-committee is invited to note:

2.1.

That, since 2014, a number of requests have been received to light up the outside of St Magnus Cathedral in particular colours for special events or to raise awareness of charitable organisations and campaigns.

2.2.

That, on 4 November 2016, when considering the introduction of a policy for lighting up the outside of St Magnus Cathedral for special events and charitable campaigns, the St Magnus Cathedral Sub-committee recommended that consideration of adopting policy guidelines in respect of lighting up St Magnus Cathedral be deferred, to enable wider consultation with groups associated with the Church Session of St Magnus Cathedral.

2.3.

That, on 3 April 2019, when reconsidering the introduction of a policy for lighting up the outside of St Magnus Cathedral for special events and charitable campaigns, the St Magnus Cathedral Sub-committee recommended that powers be delegated to the Executive Director of Education, Leisure and Housing, in consultation with the Chair and Vice Chair of the Sub-committee, to determine requests from organisations wishing to light up St Magnus Cathedral, where the following conditions were met:

- Lighting up was part of a national charitable campaign, where the charity or its aims were relevant to Orkney.
- Lighting up was for a local charity as part of a wider local awareness raising or specific local targeted campaign.
- No political element to the activity.
- No commercial element to the activity.

- Lighting up was for a maximum of 24 hours.
- The charitable organisation provided and installed the coloured gels required, in liaison with the Traditional Stonemason or the Visitor Services Officer.
- No cost implication to the Council.
- No inappropriate clash with another activity, event or service taking place in St Magnus Cathedral.
- No physical impact or damage to the building.

2.4.

That, as requests are becoming more frequent and varied, the policy guidelines in respect of illuminating St Magnus Cathedral have been reviewed.

2.5.

The proposal that the following criteria be included in the policy guidelines in respect of illuminating St Magnus Cathedral:

- Lighting up is to mark a national event, so designated by the UK or national governments.
- Lighting up is in support of national campaigns to promote the equality, dignity and increased visibility of minority groups.

It is recommended:

2.6.

That the following policy guidelines in respect of illuminating St Magnus Cathedral be approved:

- Lighting up is:
 - part of a national charitable campaign, where the charity or its aims are relevant to Orkney; or
 - for a local charity as part of wider local awareness raising or specific local targeted campaign; or
 - to mark a national event, so designated by the UK or national governments; or
 - in support of national campaigns to promote the equality, dignity and increased visibility of minority groups.
- No political element to the activity.
- No commercial element to the activity.

2.7.

That powers be delegated to the Corporate Director for Education, Leisure and Housing, in consultation with the Convener and the Chair and Vice Chair of the St Magnus Cathedral Sub-committee, to determine applications for illuminating St Magnus Cathedral, which meet the policy guidelines outlined above, and subject to the following conditions:

- Lighting up is for a maximum of 24 hours.
- The charitable organisation provides and installs the coloured gels required in liaison with the Cathedral Conservations Team or the Visitor Services Officer.
- No cost implication to the Council.
- No inappropriate clash with another activity, event or service taking place in St Magnus Cathedral or its environ.
- No physical impact or damage to the building.

3. Background

3.1.

Over the last few years, various charitable bodies have sought to raise awareness for particular charitable campaigns through requesting that significant buildings are lit up in a particular colour for a specific period of time.

3.2.

Locally, requests have been received in the past seven years to light up St Magnus Cathedral from charities such as RNLI, ORSAS, Dementia UK, and Fairtrade Fortnight.

3.3.

On 4 November 2016, when considering the introduction of a policy for lighting up the outside of St Magnus Cathedral for special events and charitable campaigns, the St Magnus Cathedral Sub-committee recommended that consideration of adopting policy guidelines in respect of lighting up St Magnus Cathedral be deferred, to enable wider consultation with groups associated with the Church Session of St Magnus Cathedral.

3.4.

Following consultation, a report was subsequently submitted to the St Magnus Cathedral Sub-committee on 3 April 2019. The Sub-committee recommended that powers be delegated to the Executive Director of Education, Leisure and Housing, in consultation with the Chair and Vice Chair of the Sub-committee, to determine requests from organisations wishing to light up St Magnus Cathedral, where the following conditions were met:

- Lighting up was part of a national charitable campaign, where the charity or its aims were relevant to Orkney.

- Lighting up was for a local charity as part of a wider local awareness raising or specific local targeted campaign.
- No political element to the activity.
- No commercial element to the activity.
- Lighting up was for a maximum of 24 hours.
- The charitable organisation provided and installed the coloured gels required, in liaison with the Traditional Stonemason or the Visitor Services Officer.
- No cost implication to the Council.
- No inappropriate clash with another activity, event or service taking place in St Magnus Cathedral.
- No physical impact or damage to the building.

4. Proposed Policy Guidelines

4.1.

As requests are becoming more frequent and varied, the policy guidelines in respect of illuminating St Magnus Cathedral have been reviewed and following informal discussions with Visitor Services team, it is proposed that the following additional criteria be added to those listed at section 3.4 above:

- Lighting up is to mark a national event, so designated by the UK or national governments; or
- Lighting up is in support of national campaigns to promote the equality, dignity and increased visibility of minority groups.

4.2.

The conditions for Lighting up St Magnus Cathedral would remain the same, including no cost implication to the Council. However, in exceptional circumstances Cathedral staff may be required to provide additional assistance to enable a lighting up to take place, for example, for national organisations who cannot provide a local liaison.

4.3.

It is proposed that powers be delegated to the Corporate Director for Education Leisure and Housing, in consultation with the Convener and the Chair and Vice Chair of the St Magnus Cathedral Sub-committee to determine requests to light up St Magnus Cathedral which meet the criteria and conditions listed above.

5. Equalities Impact

An Equality Impact Assessment has been undertaken and is attached as Appendix 1 to this report.

6. Corporate Governance

This report relates to the Council complying with governance and procedural issues and therefore does not directly support and contribute to improved outcomes for communities as outlined in the Council Plan and the Local Outcomes Improvement Plan.

7. Financial Implications

The Service has indicated there are generally no direct financial implications for the Council resulting directly from the recommendations of this report. If an exception is requested, for example, from a national organisation then approval would be sought through the powers to be delegated to the Corporate Director for Education, Leisure and Housing and funded within existing resources.

8. Legal Aspects

There are no material legal implications arising from the recommendations contained in this report.

9. Contact Officers

James Wylie, Corporate Director for Education, Leisure and Housing, extension 2401, Email james.wylie@orkney.gov.uk.

Frances Troup, Head of Community Learning, Leisure and Housing, extension 2450, frances.troup@orkney.gov.uk.

Garry Burton, Service Manager (Leisure and Culture), extension 2440, Email garry.burton@orkney.gov.uk.

Nick Hewitt, Team Manager (Culture), extension 2716, Email nick.hewitt@orkney.gov.uk.

10. Appendix

Appendix 1: Equality Impact Assessment.



Equality Impact Assessment

The purpose of an Equality Impact Assessment (EqIA) is to improve the work of Orkney Islands Council by making sure it promotes equality and does not discriminate. This assessment records the likely impact of any changes to a function, policy or plan by anticipating the consequences, and making sure that any negative impacts are eliminated or minimised and positive impacts are maximised.

1. Identification of Function, Policy or Plan	
Name of function / policy / plan to be assessed.	Policy for lighting up the outside of St Magnus Cathedral for special events and charitable campaigns
Service / service area responsible.	Museums (Education, Leisure and Housing)
Name of person carrying out the assessment and contact details.	Fran Hollinrake, fran.hollinrake@orkney.gov.uk tel 01856 874894
Date of assessment.	6.12.22
Is the function / policy / plan new or existing? (Please indicate also if the service is to be deleted, reduced or changed significantly).	This is an amendment to an existing policy.

2. Initial Screening	
What are the intended outcomes of the function / policy / plan?	To put in place guidance for staff, the public and the organisations in relation to requests to light up the exterior of St Magnus Cathedral for special events and charitable campaigns. To ensure that all involved understand the conditions under which officers will determine whether or not to approve a request.
Is the function / policy / plan strategically important?	No, the policy aims to simplify, for all involved, under which circumstances a request to light up the Cathedral may be approved.
State who is, or may be affected by this function /	Officers in the Cultural Services section of the Council, in particular those who have a role in the

<p>policy / plan, and how.</p>	<p>management and day-to-day operations of St Magnus Cathedral.</p> <p>The Council's Traditional Stone Mason.</p> <p>The Minister of St Magnus Cathedral and the Cathedral congregation.</p> <p>Members of the public and visitors to Orkney.</p>
<p>How have stakeholders been involved in the development of this function / policy / plan?</p>	<p>Discussions have been held with the staff who have day-to-day responsibility for the management of St Magnus Cathedral, consultation has been undertaken by the Minister of St Magnus Cathedral with relevant groups and stakeholders, informal discussions have been held with members of the Society of the Friends of St Magnus Cathedral.</p>
<p>Is there any existing data and / or research relating to equalities issues in this policy area? Please summarise. E.g. consultations, national surveys, performance data, complaints, service user feedback, academic / consultants' reports, benchmarking (see equalities resources on OIC information portal).</p>	<p>The proposals are that approval be given for lighting up the Cathedral if particular conditions are met. They being that:</p> <ul style="list-style-type: none"> • Lighting up is part of a national charitable campaign, where the charity or its aims are relevant to Orkney; or • Lighting up is for a local charity as part of wider local awareness raising or specific local targeted campaign; • Lighting up is to mark a national event, so designated by the UK or national governments; • Lighting up is in support of national campaigns to promote the equality, dignity and increased visibility of minority groups; • There is no political element to the activity; • There is no commercial element to the activity; • Lighting up is for a maximum of 24 hours; • The charitable organisation provides and installs the coloured gels required in liaison with the Cathedral Conservations Team or Visitor Services Officer; • There is no cost implication to the Council; • There is no inappropriate clash with another activity, event or service taking place in St Magnus Cathedral or its environs; and • There is no physical impact or damage to the building.

	<p>The proposal does recognise that in exceptional circumstances Cathedral staff may require to provide additional help to enable a lighting up to take place, for example, for relevant requests from national organisations who cannot provide a local liaison.</p> <p>Lighting up the Cathedral will positively raise awareness of charitable works and to date lighting up has included raising awareness of cancer. In this sense the proposal should have a positive impact on many people within the community and raise awareness of important causes.</p> <p>Research demonstrates that there may be occasional perceived conflict of interest or negative attitudes between representative groups. The Council is confident in responding to, and preventing, issues of perceived conflicts and have explicit and clear policies about equality and diversity.</p> <p>A list can be collated of local and national organisations who have requested special lighting up since 2016.</p>
<p>Is there any existing evidence relating to socio-economic disadvantage and inequalities of outcome in this policy area? Please summarise.</p> <p>E.g. For people living in poverty or for people of low income. See The Fairer Scotland Duty Guidance for Public Bodies for further information.</p>	<p>N/A</p>
<p>Could the function / policy have a differential impact on any of the following equality areas?</p>	<p>(Please provide any evidence – positive impacts / benefits, negative impacts and reasons).</p> <p>The purpose of lighting up the Cathedral would be to highlight charitable causes and raise awareness.</p> <p>This proposal will support the Council in its duty to foster good relations between people who share a protected characteristic and those who do not.</p>
<p>1. Race: this includes ethnic or national groups, colour and</p>	<p>Yes, but only if the charitable cause being highlighted through lighting up the Cathedral</p>

nationality.	relates to race and equality.
2. Sex: a man or a woman.	Yes, but only if the charitable cause being highlighted through lighting up the Cathedral specifically relates to matters affecting one gender.
3. Sexual Orientation: whether a person's sexual attraction is towards their own sex, the opposite sex or to both sexes.	Yes, but only if the charitable cause being highlighted through lighting up the Cathedral relates to sexual orientation.
4. Gender Reassignment: the process of transitioning from one gender to another.	Yes, but only if the charitable cause being highlighted through lighting up the Cathedral relates to gender
5. Pregnancy and maternity.	Yes, but only if the charitable cause being highlighted through lighting up the Cathedral relates to pregnancy and maternity issues
6. Age: people of different ages.	Yes, but only if the charitable cause being highlighted through lighting up the Cathedral relates to age and equality
7. Religion or beliefs or none (atheists).	No
8. Caring responsibilities.	Yes, but only if the charitable cause being highlighted through lighting up the Cathedral relates to carers and caring
9. Care experienced.	Yes, but only if the charitable cause being highlighted through lighting up the Cathedral relates to caring
10. Marriage and Civil Partnerships.	No
11. Disability: people with disabilities (whether registered or not).	Yes, but only if the charitable cause being highlighted through lighting up the Cathedral relates to disability
12. Socio-economic disadvantage.	Yes, but only if the charitable cause being highlighted through lighting up the Cathedral relates to socio-economic disadvantage

3. Impact Assessment

Does the analysis above identify any differential impacts which need to be addressed?	The purpose of lighting up the Cathedral would be to raise awareness of charitable causes such as those relating to health, commemorating events such as armistice day etc. the policy aims to ensure that lighting up is confined to charitable and not political causes.
How could you minimise or remove any potential negative	The policy itself aims to minimise or remove potential negative aspects by ensuring that all

impacts?	requests are handled by the same set of terms and conditions.
Do you have enough information to make a judgement? If no, what information do you require?	Yes.

4. Conclusions and Planned Action	
Is further work required?	No.
What action is to be taken?	n/a.
Who will undertake it?	n/a.
When will it be done?	n/a.
How will it be monitored? (e.g. through service plans).	Feedback or complaints will be monitored in relation to the potential risk highlighted that there may be issues of perceived conflict arise or negative attitudes between representative groups.

Signature:



Date: 6.12.22

Name: Fran Hollinrake

FRAN HOLLINRAKE

Please sign and date this form, keep one copy and send a copy to HR and Performance. A Word version should also be emailed to HR and Performance at hrrsupport@orkney.gov.uk