

EQUALITY ANALYSIS QUALITY ASSURANCE CHECKLIST

Name of 'proposal' and how has it been implemented (proposal can be a policy, service, function, strategy, project, procedure, restructure/savings proposal)	Leisure Services Contract Fee Waiver Negotiations
Directorate / Service	Children's Services
Lead Officer	Debbie Jones, Corporate Director, Children's Services
Signed Off By (inc date)	
Summary – to be completed at the end of completing the QA (using Appendix A) (Please provide a summary of the findings of the Quality Assurance checklist. What has happened as a result of the QA? For example, based on the QA a Full EA will be undertaken or, based on the QA a Full EA will not be undertaken as due regard to the nine protected groups is embedded in the proposal and the proposal has low relevance to equalities)	<div style="display: flex; align-items: center; margin-bottom: 10px;"> <div style="width: 20px; height: 20px; background-color: #008000; margin-right: 10px;"></div> <div>Proceed with implementation</div> </div> <p>As a result of performing the QA checklist, the proposal does not appear to have any adverse effects on people who share <i>Protected Characteristics</i> and no further actions are recommended at this stage.</p>

Stage	Checklist Area / Question	Yes / No / Unsure	Comment (If the answer is no/unsure, please ask the question to the SPP Service Manager or nominated equality lead to clarify)
1	Overview of Proposal		
a	Are the outcomes of the proposals clear?	Yes	The current leisure service contract provides GLL, the contractor, a management fee payment of up to £2.3m annually. There is also a profit share arrangement for the

			<p>allocation of the surplus at the end of the financial year (currently £1.05m p.a.).</p> <p>This report proposes that both the management fee and profit share arrangement cease for the remainder of the contract period (3 years and 1 month from April 2016) and a three year contract extension be awarded to GLL.</p> <p>This arrangement will allow the Council to deliver a total savings over the Medium Term Financial Plan of £3.82m. It is also expected that the three year extension will enable GLL to recover the loss. GLL will be in a position which is no better or no worse than under the unaltered contract.</p> <p>The Mayor in Cabinet is recommended to:</p> <ol style="list-style-type: none"> 1. Agree and approve the fee waiver arrangements and three year contract extension to the current contract due to expire on 30th April 2019. This will be on the existing terms for the current Leisure Services Contract for the period up to April 2022. 2. Authorise the appropriate officers to execute the necessary contract extension agreement 3. Approve the use of Section 106 funds for investment in the Leisure facilities.
b	Is it clear who will be or is likely to be affected by what is being proposed (inc service users and staff)? Is there information about the equality profile of those affected?	Yes	<p>GLL will be in a position which is no better no worse than under the unaltered contract. Also, the agreement does not propose any changes to the current fees and changes structure. Therefore, there will be no/very little impact on the service provision and service users.</p> <p>It is also proposed that capital funding is to be provided from the shared development pot (£847k) and S106 resources (up to £1.4m) for investment into the facilities. This will positively affect the service users. Impact on various equality groups</p>

			by the capital development will be examined in due course.
2	Monitoring / Collecting Evidence / Data and Consultation		
a	Is there reliable qualitative and quantitative data to support claims made about impacts?	Yes	A financial model was developed. It informed the length of time (three year contract extension) necessary for GLL to recover the loss of income.
	Is there sufficient evidence of local/regional/national research that can inform the analysis?	Yes	The contents of the proposal have been agreed with GLL.
b	Has a reasonable attempt been made to ensure relevant knowledge and expertise (people, teams and partners) have been involved in the analysis?	Yes	A financial model was developed. The Council and GLL reached the agreement after detailed discussions.
c	Is there clear evidence of consultation with stakeholders and users from groups affected by the proposal?	Yes	See above.
3	Assessing Impact and Analysis		
a	Are there clear links between the sources of evidence (information, data etc) and the interpretation of impact amongst the nine protected characteristics?	Yes	An open book accounting will take place regularly to identify the point when recovery is actually achieved.
b	Is there a clear understanding of the way in which proposals applied in the same way can have unequal impact on different groups?	Yes	This proposal is to change the management fee provision and shared profit arrangement and to extend the contract three years. The service regularly monitors the service take-up by different groups.
4	Mitigation and Improvement Action Plan		
a	Is there an agreed action plan?	Yes	The agreement between the Council and GLL is identified in the report (3.6).
b	Have alternative options been explored	Yes	The report includes an option that the Mayor in Cabinet could choose not to accept the recommendations (2.1).
5	Quality Assurance and Monitoring		
a	Are there arrangements in place to review or audit the implementation of the proposal?	Yes	An open book accounting will take place regularly to identify the point when recovery is actually achieved. The service take-up by service users is regularly monitored.
b	Is it clear how the progress will be monitored to track	Yes	An open book accounting will take place regularly to identify

	impact across the protected characteristics??		the point when recovery is actually achieved. The service take-up by the protected characteristics is regularly monitored.
6	Reporting Outcomes and Action Plan		
a	Does the executive summary contain sufficient information on the key findings arising from the assessment?	Yes	