

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)	Draped Seated Woman – selection of local hosting partner
Directorate / Service	Children's/ Sport, Leisure, Culture and Youth
Lead Officer	Judith St John, Acting Divisional Director – Sport, Leisure, Culture and Youth
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: #00b050; margin-right: 10px;"></div> <p>Proceed with implementation</p> </div> <p>As a result of performing the QA checklist, this 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	This report outlines the procurement exercise carried out to secure a local hosting partner for the Henry Moore sculpture "Draped Seated Woman" (locally known as "Old Flo").

			<p>Following the Mayor's decision on 1st December 2016, setting the contract strategy, officers led the procurement exercise and bid evaluation in line with the Council's procurement procedures. This report recommends that the contract to host the sculpture be awarded to the highest scoring bidder.</p> <p>The Mayor in the Cabinet is recommended to delegate to the Corporate Director – Children's Services and in her absence to the Acting Divisional Director, Sport, Leisure, Culture and Youth the decision making power to enter into a contract (and instruct the Head Of Legal Services so to do) with the organisation who are determined as being the highest scoring bidder in accordance with the relevant evaluation criteria.</p> <p>The report identifies outline parameters within which officers carried out a procurement exercise, which includes an education and outreach programme. Under this parameter, the hosting organisation would be required to provide and fund an education and outreach programme aimed at bringing the widest possible section of the community into contact with the sculpture.</p>
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	As above, once the sculpture is located in the borough, a hosting organisation will be required to provide and fund an education and outreach programme aimed at bringing the widest possible section of the community into contact with the sculpture.
2	Monitoring / Collecting Evidence / Data and Consultation		
a	Is there reliable qualitative and quantitative data to support claims made about impacts?	Yes	Submitted tender documents will be evaluated by the evaluation team.
	Is there sufficient evidence of local/regional/national research that can inform the analysis?	Yes	See above.
b	Has a reasonable attempt been made to ensure relevant knowledge and expertise (people, teams and partners) have been involved in the analysis?	Yes	Submitted tender documents will be evaluated by the evaluation team. The outline parameters within which officers carried out a procurement exercise are identified in the report.

c	Is there clear evidence of consultation with stakeholders and users from groups affected by the proposal?	Yes	The issue was part of the Mayor's manifesto. Following the election, the Mayor set up a cross-party working group to consider options for returning the sculpture to the borough.
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	The outlined parameters include the requirements for the education and outreach programme aimed at bringing the widest possible section of the community into the contact with the sculpture.
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	See above. The implementation of the education and outreach programme by a hosting organisation will be monitored by the Council.
4	Mitigation and Improvement Action Plan		
a	Is there an agreed action plan?	Yes	A timeline for the contract award is identified.
b	Have alternative options been explored	Yes	The report includes alternative options.
5	Quality Assurance and Monitoring		
a	Are there arrangements in place to review or audit the implementation of the proposal?	Yes	The council will monitor the services delivered by a hosting organisation.
b	Is it clear how the progress will be monitored to track impact across the protected characteristics??	Yes	The council has the contract monitoring procedure.
6	Reporting Outcomes and Action Plan		
a	Does the executive summary contain sufficient information on the key findings arising from the assessment?	Yes	