

DRAFT

Cambridge City Council

Equality Impact Assessment

Leisure Management Contract Re-tender (2013 onwards)

Equality Impact Assessment

General Information		
1.	Title of strategy, policy, plan, project, contract, major change in service or decision:	Leisure Management Contract Re-tender (2013 onwards)
2.	What is the objective or purpose of the strategy, policy, plan, project, contract, major change in service or decision?	<p>The organisation that is awarded the contract will deliver the City Council's Leisure Management portfolio from October 2013 onwards.</p> <p>Key objectives of the contract will be to ensure that the authority is securing value for money, improving the accessibility and affordability of the services on offer, as well as reducing the carbon emissions of the services.</p> <p>The purpose of this EqIA is to consider what equalities issues need to be considered in the tendering and award process in order to improve accessibility to the City Council's leisure services & facilities.</p>
3.	Who will be affected by this strategy, policy, plan, project, contract, major changes in services or decision? <i>(Please tick those that apply)</i>	<div> <input checked="" type="checkbox"/> Residents <input checked="" type="checkbox"/> Visitors <input checked="" type="checkbox"/> Staff </div> <div> A specific client group or groups (please state): Existing swimming and diving Clubs, groups and schools that use the facilities. </div>
4.	What type of strategy, policy, plan, project, contract, major change in service or decision is this? <i>(Please tick)</i>	<input type="checkbox"/> New <input checked="" type="checkbox"/> Revised – this is a re-tendering exercise of an existing contract. <input type="checkbox"/> Existing

5.	Responsible department, section, service manager and Head of Service.	<p>Department: Customer & Community Services</p> <p>Section: Client team in Arts and Recreation</p> <p>Service Manager: Ian Ross</p> <p>Head of Service: Debbie Kaye</p>
6.	Are other departments or partners involved in delivering this strategy, policy, plan, project, contract, major change in service or decision?	<p><input type="checkbox"/> No</p> <p><input checked="" type="checkbox"/> Yes (please give details):</p> <p>Procurement, Legal, Finance, Strategy and Partnerships, Environmental Health, Chypps, Corporate Health & Safety, Human resources, Property, ICT, and Streets & Open Spaces are all involved in helping shape the future leisure management contract.</p>

Gathering Performance Data

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| 7. | <p>How do you (or how will you) monitor the impact of the strategy, policy, plan, project, contract, major change in service or decision?
 <i>(Please tick any that apply and give examples e.g. bench marking with the Housing Quality Network)</i></p> | <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Performance indicators/targets <input checked="" type="checkbox"/> Benchmarking with other organisations <input checked="" type="checkbox"/> User satisfaction survey results <input checked="" type="checkbox"/> Consultation results <input checked="" type="checkbox"/> Complaints information <input type="checkbox"/> Freedom of Information requests <input checked="" type="checkbox"/> Service uptake data <input checked="" type="checkbox"/> External verification e.g. inspection results, views of organisations representing equalities groups <input type="checkbox"/> Staff survey results <input checked="" type="checkbox"/> Workforce monitoring data <input checked="" type="checkbox"/> Partnership consultation <input checked="" type="checkbox"/> Other (please state:) NBS – National Benchmarking Services & Quest Quality Assurance <input type="checkbox"/> None |
|----|--|---|

8.	Which of the equalities groups does this monitoring data relate to? (Please tick any that are relevant)	<input checked="" type="checkbox"/> Age <input checked="" type="checkbox"/> Disability <input type="checkbox"/> Gender/transgender (inc gender re-assignment, pregnancy and maternity) <input type="checkbox"/> Marriage and Civil Partnership <input checked="" type="checkbox"/> Race <input checked="" type="checkbox"/> Religion/belief <input type="checkbox"/> Sexual orientation <input type="checkbox"/> None	<p>Other factors that may lead to inequality e.g. social class, income or financial exclusion, children in care, ex-offenders (please state):</p> <p>Income</p> <p>Availability of public transport network</p> <p>If you collect different monitoring data for different groups for different aspects of your service please give details here:</p>
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Analysing Performance Data

	Same impact	Not same impact	Positive (P)/ / Negative(N)	Insufficient evidence
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9.	Using the monitoring information that you have or will be collecting, please indicate if the impact of the strategy, policy, plan, project, contract, major change in service or decision is/is likely to be the same for the equalities groups as it is for the population or the workforce as a whole.	Age	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Disability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Gender (Inc pregnancy and maternity)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Transgender (inc gender re-assignment)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Marriage and Civil Partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
		Race	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

		Religion/belief	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> P	<input checked="" type="checkbox"/>
		Sexual orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
		Other factors that may lead to inequality (please state):				
		1. Income	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> P	<input type="checkbox"/>
		2. Physical accessibility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
		3. Transport	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
		4. Ability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> P	<input type="checkbox"/>

		Equalities Group Affected	What the potential negative impact is	Evidence of potential negative impact if there is any.
10.	<p>List and explain any negative impacts identified in Qu 9. State which equalities group is/may be affected, what the negative impact is/may be and give details of any evidence of this impact/potential impact e.g. document titles, web links.</p> <p>If you have no evidence of the negative impact but believe it may exist, please say so.</p>	<p>People on low incomes</p> <p>Disabled people</p> <p>Women and people from different religions and cultures</p> <p>Older people</p> <p>Younger people</p> <p>Transgender</p>	<p>Cost is a key barrier that prevents people from participating in leisure services activities to improve their health and well being. The contract will need to consider how a range of activities and participation events can be more affordable.</p> <p>A range of activities and specialist facilities are currently in place at all sites to enable disabled people to use the facilities. The contract will need to ensure that the new provider continues to consider the needs of disabled people.</p> <p>Some religions and cultures prefer that there are exclusively women only sessions. The contract will need to ensure that the new provider continues to consider the needs of different cultures.</p> <p>Programming provision made specifically for older people. This may be required in the new leisure contract, however evidence for demand for exclusivity is limited.</p> <p>Programming provision made specifically for younger people (schools).</p> <p>Uncomfortable about using single sexed changing facilities. Contract will need to be flexible to retain village and mixed changing areas.</p>	<p>Low uptake of Free leisure Card A's to targeted City resident groups. Work undertaken with the Judge Business School</p> <p>Lack of available pool time and complaints from public about exclusive use of pool spaces for 3-4 people during busy holiday periods.</p> <p>Availability of suitable locations and pool time. Screening of Pool hall activities at Parkside due to expanse of glass frontage.</p> <p>Lack of available pool time and complaints from public about exclusive use of pool spaces for 3-4 people during busy holiday periods</p> <p>Timetable dedication to off peak hours traditionally not always suitable for the age groups to attend.</p> <p>Parkside Pools changing room consultations. Main pools offer "village" changing.</p>

11.	<p>Are or will people from equalities groups take up services associated with the strategy, policy, plan, project, service, contract, major change in service or decision at the same rate as the population or the workforce as a whole?</p> <p><i>(Please tick)</i></p>	<p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p> <p><input type="checkbox"/> Insufficient evidence</p>	<p>If no, please provide details....</p> <p>Local representation from disabled participation and that of older age groups is very good and reflects the local population demographic.</p> <p>Younger people and those on low incomes participation is lower than expected.</p> <p>Use of the facilities by ethnic groups is improving and dedicated sessions at certain sites are popular but need to be embedded into core programming rather than just short term taster sessions.</p>
12.	<p>Is your strategy, policy, plan, project, service, contract, major change in service or decision likely to exclude or disadvantage equalities groups in the longer term?</p> <p><i>(Please tick)</i></p>	<p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p> <p><input type="checkbox"/> Insufficient evidence</p>	<p>If yes, please indicate which groups will be affected and what the impact will be...</p> <p>The purpose of consulting people is to identify what the community needs and key areas for improvement that can be built into the new contract to prevent disadvantage in the longer term.</p>

Checking Delivery Arrangements

		Yes	No	Insufficient evidence	Reason	
13.	<p>Please check the delivery arrangements for the strategy, policy, plan, project, service, contract, major change in service or decision against these criteria:</p> <p>If you answered no to any of the criteria, please explain why, giving details of any legal justification if there is one.....</p>	<p>Are any premises involved accessible to all?</p> <p>Is any ICT software and equipment accessible to all?</p> <p>Is consultation and participation inclusive of all?</p> <p>Are public events and meetings accessible to all?</p> <p>Do public meetings and events avoid conflict with religious events?</p> <p>Is electronic, web based and paper information accessible for all?</p> <p>Are images and text in documents and publicity campaigns representative of all?</p>	<p><input checked="" type="checkbox"/></p> <p><input checked="" type="checkbox"/></p> <p><input checked="" type="checkbox"/></p> <p><input checked="" type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input checked="" type="checkbox"/></p> <p><input checked="" type="checkbox"/></p>	<p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>	<p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input checked="" type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>	<p>Yes all sites are accessible.</p> <p>ICT – N/a Equipment full range disabled provisions at main sites.</p>
Conclusions and Next Steps						
14.	a) The evidence has not identified any disadvantages or negative impacts.	No further action required. Sign off this form and send to Andrew Limb, Head of Corporate Strategy, Andrew.limb@cambridge.gov.uk who will arrange for it to be published on the Internet and Intranet.				
	b) The evidence indicates that there are no disadvantages or negative impacts that cannot be easily addressed.	Completed the Action Plan				

	c) It has not been possible to say whether or not there is a disadvantage or negative impact e.g. there is insufficient evidence.	Go to Question 15
	d) The evidence indicates potential disadvantages or negative impacts that cannot be easily addressed.	Complete Action Plan
Gathering additional information		
15.	<p>What additional evidence are you going to gather? <i>(Please tick any that apply)</i></p> <div> <input type="checkbox"/> Advice from experts <input type="checkbox"/> Demographic profile e.g. Census <input checked="" type="checkbox"/> Existing consultation results <input checked="" type="checkbox"/> Existing user data <input checked="" type="checkbox"/> External verification e.g. expert views of people/organisations representing equality group(s) <input type="checkbox"/> Local needs analysis e.g. Joint Strategic Needs Assessments <input type="checkbox"/> National best practice information e.g. Audit Commission reports <input checked="" type="checkbox"/> New consultation with a specific equality group(s) <input checked="" type="checkbox"/> Research reports <input checked="" type="checkbox"/> Relevant staff group expertise </div>	<p>Other <i>(please state)</i>:</p> <p>Currently ongoing</p> <p>Supplied by SLM and Performance Management reports. From club and group consultation exercises</p> <p>Currently being undertaken</p> <p>Judge Business School on low uptake of LCA</p> <p>Internal working groups</p>

16.	If you have any additional comments please add them here.	
Completion		
17.	Name and job title of assessment lead officer:	Ian Ross, Sports and Recreation Manager
	Date of completion:	December 2011 – updated May 2012
	Names of other assessment team members and people consulted:	Mac McDonald, Technical Officer Dashlina Souleeyo, Senior Community Worker Julie Durrant – Project Support Officer
	Date of next review of the EqIA <i>This should be within three years of the date of completion of the original EqIA.</i>	The assessment will be refined following further consultation, including with equalities groups.

Note: when completed a copy of this form should be saved with the relevant strategy, plan, policy, project, contract, major change in service or decision and an electronic copy sent to Andrew Limb, Head of Corporate Strategy, Andrew.limb@cambridge.gov.uk who will arrange for publication on the Council's web pages and the Intranet.

ACTION PLAN

Equality Impact Assessment Title: Leisure Management Contract Re-tender

Date: 1 June 2012

Equality Group	Details of possible disadvantage or negative impact	Action to be taken to address the disadvantage or negative impact	Officer responsible for progressing the action	Date action to be completed by
All	Identification of further requirements	Undertake further consultation to identify equalities issues.	Sport and Recreation Manager	October 2012
Age	Loss of exclusive age related classes opened up to ability levels	Undertake further consultation to identify equalities issues.	Sport and Recreation Manager	October 2012
Disability	Loss of exclusive pool times	Ensure programming enables exclusive use whilst balancing public demand of shallow pool water space in key holiday periods.	Sport and Recreation Manager	October 2012
Gender/Transgender <i>Inc gender reassignment Pregnancy and Maternity</i>	None - Identified	Main pools have changing rooms unisex/mixed village changing spaces.		N/A
Marriage and Civil Partnership	None - Identified	None.		N/A
Race/ethnicity	Loss of exclusive pool times	Ensure programming enables exclusive use whilst balancing public demand.	Sport and Recreation Manager	October 2012
Religion or belief	Loss of exclusive pool times	Ensure programming enables exclusive use whilst balancing public demand.	Sport and Recreation Manager	October 2012
Sexual orientation	None - Identified	None		N/A
Income	Leisure services are unaffordable	Ensure concession pricing is a firm requirement in the tender with appropriate importance.	Sport and Recreation Manager	October 2012

Name and Job Title of Officer completing the Action Plan: Ian Ross, Sport and Recreation Manager

Department/Service: Customer & Community Services, Arts and Recreation Service

This plan will next be updated (*Please give date*): April 2013