

Draft EqIA Template – for DECISIONS

This template should be completed alongside proposals that will be subject to decision by Councillors.

Summary of decision to be made:	To approve the preferred option to progress the procurement of a new leisure operator for Edenbridge and Sevenoaks Leisure Centres and Lullingstone Park Golf Course for 5 years (with an option to extend for a further two years).		
Lead Officer (job title):	Sarah Robson (Deputy Chief Executive, Chief Officer for People & Places)		
Date the final decision is due to be made:	14/03/2024	Date this assessment commenced:	02/01/2024
Is the decision relevant to the aims of the Public Sector Equality Duty?			Yes
Eliminate discrimination, harassment and victimisation			Yes
Advance equality of opportunity			Yes
Foster good relations			Yes
If the answer is yes to any of the above, proceed with the assessment. If the answer is no, please say why and summarise any evidence:			
For each of the following characteristics, summarise any existing data, consultation activity, interpretation of the impacts and actions that can be taken to reduce or mitigate any negative impacts:			
Characteristic:	Data and consultation	Summary of impact	Actions
Disability	<p>Sevenoaks District Community Plan; Sevenoaks Health & Wellbeing Strategy & Action Plan.</p> <p>Local Plan 2040 – evidence assessment (supply, demand and need between now and 2040).</p>	<p>The procurement process being recommended will require the successful bidder to have an equality and diversity policy and a staff training programme in place.</p> <p>The successful bidder will work to promote opportunities for people with a disability to use the services provided at the council’s leisure facilities.</p> <p>Demographic information will be collected by the leisure providers where people provide demographic and equalities information when they subscribe. This information is reported through the contract management process.</p> <p>The new leisure contract will require the operator to take account of the different needs of users, existing and prospective, in structuring their leisure offer. This will relate both to customer service, in ensuring users receive a consistently appropriate and high standard of service regardless of background and needs, and ensuring that need-specific activities.</p>	<p>WKEP Aim: Events and activities are open to all and raise awareness</p>

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<p>Carers</p>	<p>As above</p>	<p>The procurement process being recommended will require the successful bidder to have an equality and diversity policy and a staff training programme in place.</p> <p>The facilities and health and wellbeing interventions will be open to all and will continue to provide opportunities for carers to access services.</p> <p>The future contract will build upon existing initiatives to ensure that there is a programme of holiday activities that children of different ages can participate in, as well as ways to increase the participation of families in health and wellbeing activities.</p> <p>Concessionary memberships are included within the procurement specification.</p>	<p>WKEP Aim: Events and activities are open to all and raise awareness</p>
<p>Race</p>	<p>As above</p>	<p>The procurement process being recommended will require the successful bidder to have an equality and diversity policy and a staff training programme in place.</p> <p>The facilities and health and wellbeing interventions will be open to all.</p> <p>Demographic information will be collected by the leisure providers where people provide demographic and equalities information when they subscribe. This information is reported through the contract management process.</p>	<p>WKEP Aim: Events and activities are open to all and raise awareness</p>
<p>Gender</p>	<p>As above</p>	<p>The procurement process being recommended will require the successful bidder to have an equality and diversity policy and a staff training programme in place.</p>	<p>WKEP Aim: Events and activities are open to all and raise awareness</p>

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		<p>The facilities and health and wellbeing interventions will be open to all.</p> <p>Demographic information will be collected by the leisure providers where people provide demographic and equalities information when they subscribe. This information is reported through the contract management process.</p>	
Age	As above	<p>The procurement process being recommended will require the successful bidder to have an equality and diversity policy and a staff training programme in place.</p> <p>The facilities and health and wellbeing interventions will be open to all.</p> <p>Demographic information will be collected by the leisure providers where people provide demographic and equalities information when they subscribe. This information is reported through the contract management process.</p> <p>The operator contract will ensure that the leisure operator provides classes/activities that are tailored to the needs of different age groups, including sessions that are open only to a specified age range</p> <p>Concessionary memberships are included within the procurement specification.</p>	<p>WKEP Aim: Events and activities are open to all and raise awareness</p>
Religion / Belief	As above	<p>The procurement process being recommended will require the successful bidder to have an equality and diversity policy and a staff training programme in place.</p> <p>The facilities and health and wellbeing interventions will be open to all.</p>	<p>WKEP Aim: Events and activities are open to all and raise awareness</p>

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		Demographic information will be collected by the leisure providers where people provide demographic and equalities information when they subscribe. This information is reported through the contract management process.	
Sexual Orientation	As above	<p>The procurement process being recommended will require the successful bidder to have an equality and diversity policy and a staff training programme in place.</p> <p>The facilities and health and wellbeing interventions will be open to all.</p> <p>Demographic information will be collected by the leisure providers where people provide demographic and equalities information when they subscribe. This information is reported through the contract management process.</p>	<p>WKEP Aim: Events and activities are open to all and raise awareness</p>
Pregnancy / Maternity	As above	<p>The procurement process being recommended will require the successful bidder to have an equality and diversity policy and a staff training programme in place.</p> <p>The facilities and health and wellbeing interventions will be open to all.</p> <p>Demographic information will be collected by the leisure providers where people provide demographic and equalities information when they subscribe. This information is reported through the contract management process.</p>	<p>WKEP Aim: Events and activities are open to all and raise awareness</p>
Marital or Civil Partnership Status	As above	<p>The procurement process being recommended will require the successful bidder to have an equality and diversity policy and a staff training programme in place.</p> <p>The facilities and health and wellbeing interventions will be open to all.</p>	<p>WKEP Aim: Events and activities are open to all and raise awareness</p>

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		<p>Demographic information will be collected by the leisure providers where people provide demographic and equalities information when they subscribe. This information is reported through the contract management process.</p> <p>There is no anticipated impact in respect of residents who are or are not married or in a civil partnership.</p>	
Gender reassignment	As above	<p>The procurement process being recommended will require the successful bidder to have an equality and diversity policy and a staff training programme in place.</p> <p>The facilities and health and wellbeing interventions will be open to all.</p> <p>Demographic information will be collected by the leisure providers where people provide demographic and equalities information when they subscribe. This information is reported through the contract management process.</p>	<p>WKEP Aim: Events and activities are open to all and raise awareness</p>
Summary of impacts : (to be included in committee reports)	<p>Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to (i) eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010, (ii) advance equality of opportunity between people from different groups, and (iii) foster good relations between people from different groups. The decisions recommended through this paper directly impact on end users. The impact has been analysed and does not vary between groups of people.</p>		
Please tick the outcome of this assessment:	No impact <input checked="" type="checkbox"/>	<input type="checkbox"/> Adjust the policy	<input type="checkbox"/> Continue the policy
Date assessment will be reviewed:	01/05/2031		