

## Equality impact assessment form for quick COVID 19 decisions only

|                                     |  |
|-------------------------------------|--|
| Directorate                         | Leisure, Culture & Tourism   |
| Service area                        | Leisure and Business Development   |
| Proposal                            | To re-open Derby Active Leisure Facilities: Derby Arena, Moorways Stadium, Queen's Leisure Centre, Springwood Leisure Centre |
| Reason for proposal                 | Following the closure as a result government guidance and in response to the Covid-19 crisis                                 |
| Sign off (Director/Head of Service) | Ben Clawson-Chan Head of Leisure and Business Development  |
| Date of assessment                  | 30 June 2020   |

*Please read the support notes before completing your assessment that are set out in Appendix 1.*

### The form

You need to attach the completed form to any report to help councillors and colleagues make their decisions by taking equality implications into account.

#### The assessment team or name of individual completing this form

Team leader's name and job title – Wayne Sills – Area Leisure Centre Manager (Leisure / Facilities Management)

Other team members if appropriate

| Name                   | Job title                                   | Organisation       | Area of expertise                             |
|------------------------|---|--------------------|---|
| Jayne Ludden           | General Manager – Derby Arena               | Derby City Council | Leisure / Facilities Management               |
| Stuart Bailey          | Manager – Springwood Leisure Centre         | Derby City Council | Leisure / Facilities Management               |
| Kevin Cogan            | Manager – Queen's Leisure Centre            | Derby City Council | Leisure / Facilities Management               |
| Ben Hannan             | Sports Manager (Queen's Leisure Centre)     | Derby City Council | Aquatics / Learn to Swim / Sports Development |
| Graham Bentley         | Sales and Retention Manager                 | Derby City Council | Health and Fitness                            |
| Jessika Limbert-Dalton | Health and Operations Manager (Derby Arena) | Derby City Council | Health and Fitness and Facility Operations    |
| Helen Redfern-Sears    | Sports and Events Manager (Derby Arena)     | Derby City Council | Cycling / Sports Development / Events         |

### Step 1- setting the scene

Make sure you have clear aims and objectives on what you are impact assessing – this way you keep to the purpose of the assessment and are less likely to get side- tracked.

|   |   |
|---|---|
| 1. What are the main aims, objectives and purpose of the decision you want to make? | To re-open Derby Active Leisure Facilities: Derby Arena, Moorways |
|---|---|

|  |  |
|--|--|
|  | Stadium, Queen's Leisure Centre, Springwood Leisure Centre provide opportunities for health and fitness, physical activity and play. To benefit health and wellbeing.  |
| 2. Why do you need to make this decision?  | Because the above areas have been closed since March due to the Government lockdown to prevent the spread of Covid-19 and manage the pressure on the National Health Service resulting from the Covid-19 epidemic.   |
| 3. Who delivers/will deliver the changed service/policy including any consultation on it and any outside organisations who deliver under procurement arrangements?<br>4. | The reopening of these facilities will be managed by the Leisure and Business Development Team.  |
| 5. Who are the main customers, users, partners, colleagues or groups affected by this decision?  | Children, Young People, Adults from recreational to performance level who use the facilities.<br><br>It will also allow sports clubs and partners who operate in our 'sites' to return also, providing wider opportunities for people to participate in sport, health and fitness and physical activity. |

## Step 2 – collecting information and assessing impact

|  |   |
|--|---|
| 6. Who have you consulted and engaged with so far about this change, and what did they tell you? Who else do you plan to consult with? – tell us here how you did this consultation and how you made it accessible for the equality groups, such as accessible locations, interpreters and translations, accessible documents. | <p>UKActive and Swim England have carried out national consultation on health and fitness and swimming. Our customers had the opportunity to take part in this consultation and we have received Derby specific feedback on the reopening of sports facilities. Customers were provided with the link to the online consultation document.</p> <p>Staff have been in contact with customers: learn to swim, health and fitness, cycling, Clubs and Partners, etc during the closure and to discuss reopening. Feedback on reopening has been positive.</p> <p>The decision being taken is to fully reopen Derby Active Leisure Facilities on a phased basis in line with easing of lockdown restrictions, Government and relevant National Governing Body of Sport guidelines.</p> <p>Reopening these facilities will benefit a range of resident groups across the City giving them access to sport and physical and give them access to sport and physical and social activity. This will provide the opportunity for both physical and mental health and well-being benefits, after the strain and anxiety some will have felt</p> |
|--|---|

during lockdown, and may continue to feel due to the resulting economic uncertainty, potentially affecting jobs and income.

7. Using the skills and knowledge in your assessment team or what you know yourself, and from any consultation you have done, what do you already know about the equality impact of the proposed change on particular groups? Also, use any other information you know about such as any customer feedback, surveys, national research or data. Indicate by a tick for each protected characteristic group whether this is a negative or a positive impact. Only fill in the mitigation box if you think the decision will have a negative impact and then you'll need to explain how you are going to lessen the impact.

|  | What do you already know?  | Positive impact | Negative impact | Mitigation - what actions will you take to lessen impact? |
|--|--|-----------------|-----------------|---|
| <p><b>Age – older and younger people</b></p> | <p>Reopening will provide opportunities for children, young people and older people to participate in sport and physical activity.</p> <p>This has the benefit of contributing to improving their physical and mental health.</p> <p>Some children and young people or elderly people will have suffered disproportionately during the lockdown due to living in 'abusive' homes / situations.</p> <p>Some older or elderly people will have suffered disproportionately during the lockdown due to self-isolation.</p> <p>In both the above instances, reopening facilities provide them with an opportunity to 'get out' even for a short period of time and reconnect with friends and support next works through sport and physical activity.</p> <p>All customers will be asked to observe social distance and personal hygiene measures, such as using hand sanitisers on entry to facilities.</p> <p>Customer information on reopening will be provided in a range on a range of platforms – direct email, Derby Active newsletters, website, text/pictorial banners and posters in-centre, social media, and general media. Information will include video's showing 'new' customer journey for a range of actives, such as lean to swim, gym, exercise classes.</p> | <p>✓</p>        |                 |   |

|   | What do you already know?   | Positive impact | Negative impact | Mitigation - what actions will you take to lessen impact? |
|---|---|-----------------|-----------------|---|
|   | <p>Customers will be required to queue to access the Centre's. Customers are advised to turn up no more than 10 minutes before the start of their session to reduce waiting time. For some activities such as learn to swim – children, young people and adults, alternative access arrangement are in place to reduce the number of customers queue in the same locations.</p>   |                 |                 |   |
| <p><b>Disability</b> – the effects on the whole range of disabled people, including Deaf people, hearing impaired people, visually impaired people, people with mental health issues, people with learning difficulties, people living with autism and people with physical impairments</p> | <p>Reopening will provide opportunities for disabled customers to participate in sport and physical activity.</p> <p>This has the benefit of contributing to improving their physical and mental health.</p> <p>All customers will be asked to observe social distance and personal hygiene measures, such as using hand sanitisers on entry to facilities.</p> <p>Where facilities have their own car park, designated disabled parking spaces are provided. Where facilities don't have their own car park, disabled parking is provide either via designated disabled parking spaced in local public car park on on-street bays.</p> <p>Customer information on reopening will be provided in a range on a range of platforms – direct email, Derby Active newsletters, website, text/pictorial banners and posters in-centre, social media, and general media. Information will include video's showing 'new' customer journey for a range of actives, such as lean to swim, gym, exercise classes.</p> <p>Customers will be required to queue to access the Centre's. Customers are advised to turn up no more than 10 minutes before the start of their session to reduce waiting time. For some activities such as learn to swim – children, young people and adults, alternative access arrangement are in place to reduce the number of customers queue in the same locations.</p> | <p>✓</p>        |                 |   |

|   | What do you already know?  | Positive impact | Negative impact | Mitigation - what actions will you take to lessen impact? |
|---|--|-----------------|-----------------|---|
|   | <p>As part of booking their activity, customers will be asked to let us know they are disabled, so we can manage their access in and egress out of the Centre's.</p> <p>Learn to swim disabled parents/children will be asked to access and egress the Centre via the main entrance.</p> <p>Clear screens or 2m customer distance markers have been placed at receptions to avoid the need for staff having to wear face masks. This ensures deaf / hearing impaired customers who lip-read are not affected.</p> <p>Where face coverings are required, clear visors are to be provided to enable deaf / hearing impaired customers who lip-read not to be affected.</p>   |                 |                 |   |
| <p><b>Gender identity-</b> trans and those people who don't identify with a particular gender, for example, non-binary, genderfluid, genderqueer, polygender and those who are questioning their gender or non-gendered identity.</p> | <p>Reopening will provide opportunities for trans and those people who don't identify with a particular gender customers to participate in sport and physical activity.</p> <p>This has the benefit of contributing to improving their physical and mental health.</p> <p>Some for trans and those people who don't identify individuals, especially teenagers and young adults, will have suffered disproportionately during the lockdown due to living in 'transphobic' homes. Reopening facilities provide them with an opportunity to 'get out' even for a short period of time and reconnect with friends and support next works through sport and physical activity.</p> <p>All customers will be asked to observe social distance and personal hygiene measures, such as using hand sanitisers on entry to facilities.</p> <p>Customer information on reopening will be provided in a range on a range of platforms – direct email, Derby Active newsletters, website, text/pictorial banners and posters in-</p> | <p>✓</p>        |                 |   |

|   | What do you already know?  | Positive impact | Negative impact | Mitigation - what actions will you take to lessen impact? |
|---|--|-----------------|-----------------|---|
|   | <p>centre, social media, and general media. Information will include video's showing 'new' customer journey for a range of actives, such as lean to swim, gym, exercise classes.</p> <p>Customers will be required to queue to access the Centre's. Customers are advised to turn up no more than 10 minutes before the start of their session to reduce waiting time. For some activities such as learn to swim – children, young people and adults, alternative access arrangement are in place to reduce the number of customers queue in the same locations.</p>   |                 |                 |   |
| <p><b>Marriage and Civil Partnership</b></p>  | <p>Reopening will provide opportunities for customers who are married or in a civil partnership to participate in sport and physical activity.</p> <p>This has the benefit of contributing to improving their physical and mental health and helping address some of the strain and anxiety some relationships will have suffered during lockdown. All customers will be asked to observe social distance and personal hygiene measures, such as using hand sanitisers on entry to facilities.</p> <p>Customer information on reopening will be provided in a range on a range of platforms – direct email, Derby Active newsletters, website, text/pictorial banners and posters in-centre, social media, and general media. Information will include video's showing 'new' customer journey for a range of actives, such as lean to swim, gym, exercise classes.</p> <p>Customers will be required to queue to access the Centre's. Customers are advised to turn up no more than 10 minutes before the start of their session to reduce waiting time. For some activities such as learn to swim – children, young people and adults, alternative access arrangement are in place to reduce the number of customers queue in the same locations.</p> | <p>✓</p>        |                 |   |
| <p><b>Pregnancy and maternity - women</b></p> | <p>Reopening will provide opportunities for pregnant women, and those who have recently given birth to participate in sport and</p>  | <p>✓</p>        |                 |   |

|   | What do you already know?   | Positive impact | Negative impact | Mitigation - what actions will you take to lessen impact? |
|---|---|-----------------|-----------------|---|
| <p>who are pregnant or who have recently had a baby, including breast feeding mothers</p>   | <p>physical activity.</p> <p>This has the benefit of contributing to improving their physical and mental health.</p> <p>All customers will be asked to observe social distance and personal hygiene measures, such as using hand sanitisers on entry to facilities.</p> <p>Customer information on reopening will be provided in a range on a range of platforms – direct email, Derby Active newsletters, website, text/pictorial banners and posters in-centre, social media, and general media. Information will include video's showing 'new' customer journey for a range of actives, such as lean to swim, gym, exercise classes.</p> <p>Customers will be required to queue to access the Centre's. Customers are advised to turn up no more than 10 minutes before the start of their session to reduce waiting time. For some activities such as learn to swim – children, young people and adults, alternative access arrangement are in place to reduce the number of customers queue in the same locations.</p> |                 |                 |   |
| <p><b>Race</b> - the effects on minority ethnic communities, including newer communities, Gypsies and Travellers and the Roma community</p> | <p>Reopening will provide opportunities for those customers from BAME and other minority communities to participate in sport and physical activity.</p> <p>This has the benefit of contributing to improving their physical and mental health.</p> <p>Many minority ethnic communities may have been disproportionately affected by the lockdown, often living in areas of greatest deprivation and the disproportionate effect covid-19 have had on some of these communities.</p> <p>All customers will be asked to observe social distance and personal hygiene measures, such as using hand sanitisers on entry to facilities.</p>  | <p>✓</p>        |                 |   |

|  | What do you already know?  | Positive impact | Negative impact | Mitigation - what actions will you take to lessen impact? |
|--|--|-----------------|-----------------|---|
|  | <p>Customer information on reopening will be provided in a range on a range of platforms – direct email, Derby Active newsletters, website, text/pictorial banners and posters in-centre, social media, and general media. Information will include video's showing 'new' customer journey for a range of actives, such as lean to swim, gym, exercise classes.</p> <p>Customers will be required to queue to access the Centre's. Customers are advised to turn up no more than 10 minutes before the start of their session to reduce waiting time. For some activities such as learn to swim – children, young people and adults, alternative access arrangement are in place to reduce the number of customers queue in the same locations.</p>  |                 |                 |   |
| <p><b>Religion or belief or none</b> - the effects on religious and cultural communities, customers and colleagues</p> | <p>Reopening will provide opportunities for customers to participate in sport and physical activity.</p> <p>This has the benefit of contributing to improving their physical and mental health.</p> <p>All customers will be asked to observe social distance and personal hygiene measures, such as using hand sanitisers on entry to facilities.</p> <p>Customer information on reopening will be provided in a range on a range of platforms – direct email, Derby Active newsletters, website, text/pictorial banners and posters in-centre, social media, and general media. Information will include video's showing 'new' customer journey for a range of actives, such as lean to swim, gym, exercise classes.</p> <p>Customers will be required to queue to access the Centre's. Customers are advised to turn up no more than 10 minutes before the start of their session to reduce waiting time. For some activities such as learn to swim – children, young people and adults, alternative access arrangement are in place to reduce the number of customers queue in the same locations.</p> | <p>✓</p>        |                 |   |



|  | What do you already know?   | Positive impact | Negative impact | Mitigation - what actions will you take to lessen impact? |
|--|---|-----------------|-----------------|---|
| <p><b>Sex</b> - the effects on both men and women and boys and girls</p>   | <p>Reopening will provide opportunities for men and women to participate in sport and physical activity.</p> <p>This has the benefit of contributing to improving their physical and mental health.</p> <p>Some men and women will have suffered disproportionately during the lockdown due to living in 'domestic abuse' homes. Reopening facilities provide them with an opportunity to 'get out' even for a short period of time and reconnect with friends through sport and physical activity.</p> <p>All customers will be asked to observe social distance and personal hygiene measures, such as using hand sanitisers on entry to facilities.</p> <p>Customer information on reopening will be provided in a range on a range of platforms – direct email, Derby Active newsletters, website, text/pictorial banners and posters in-centre, social media, and general media. Information will include video's showing 'new' customer journey for a range of actives, such as learn to swim, gym, exercise classes.</p> <p>Customers will be required to queue to access the Centre's. Customers are advised to turn up no more than 10 minutes before the start of their session to reduce waiting time. For some activities such as learn to swim – children, young people and adults, alternative access arrangement are in place to reduce the number of customers queue in the same locations.</p> | <p>✓</p>        |                 |   |
| <p><b>Sexual orientation</b> - the effects on lesbians, gay men, bisexuals, pansexual, asexual and those questioning their sexuality</p> | <p>Reopening will provide opportunities for LGBTQ+ customers to participate in sport and physical activity.</p> <p>This has the benefit of contributing to improving their physical and mental health.</p> <p>Some LGBTQ+ individuals, especially teenagers and young adults, will have suffered disproportionately during the lockdown due to living in 'homophobic' homes. Reopening facilities</p>   | <p>✓</p>        |                 |   |

|  | What do you already know?  | Positive impact | Negative impact | Mitigation - what actions will you take to lessen impact? |
|--|--|-----------------|-----------------|---|
|  | <p>provide them with an opportunity to 'get out' even for a short period of time and reconnect with friends and support next works through sport and physical activity.</p> <p>All customers will be asked to observe social distance and personal hygiene measures, such as using hand sanitisers on entry to facilities.</p> <p>Customer information on reopening will be provided in a range on a range of platforms – direct email, Derby Active newsletters, website, text/pictorial banners and posters in-centre, social media, and general media. Information will include video's showing 'new' customer journey for a range of actives, such as lean to swim, gym, exercise classes.</p> <p>Customers will be required to queue to access the Centre's. Customers are advised to turn up no more than 10 minutes before the start of their session to reduce waiting time. For some activities such as learn to swim – children, young people and adults, alternative access arrangement are in place to reduce the number of customers queue in the same locations.</p> |                 |                 |   |

**Important** - For any of the equality groups you don't have any information about, then please contact our Lead on Equality and Diversity for help. You can also get lots of information on reports completed from organisations' websites such as the Equality and Human Rights Commission, Stonewall, Press for Change, Joseph Rowntree Trust and so on. Please don't put down that the impact affects 'everyone the same' – it never does!

### Step 3 – deciding on the outcome

7 What outcome does this assessment suggest you take? – You might find more than one applies. Please also tell us why you have come to this decision?

|           |   |  |
|-----------|---|--|
| Outcome 1 | ✓ | <b>No major change needed</b> – the EIA hasn't identified any potential for discrimination or negative impact and all opportunities to advance equality have been taken  |
| Outcome 2 |   | <b>Adjust the proposal</b> to remove barriers identified by the EIA or better advance equality. Are you satisfied that the proposed adjustments will remove the barriers you identified?   |
| Outcome 3 |   | <b>Continue the proposal</b> despite potential for negative impact or missed opportunities to advance equality identified. You will need to make sure the EIA clearly sets out the justifications for continuing with it. You need to consider whether there are: <ul style="list-style-type: none"> <li>• sufficient plans to stop or minimise the negative impact</li> </ul> |

|                  |  |  |
|------------------|--|--|
|                  |  | <ul style="list-style-type: none"> <li>• mitigating actions for any remaining negative impacts</li> <li>• plans to monitor the actual impact.</li> </ul> |
| <b>Outcome 4</b> |  | <b>Stop and rethink</b> the proposal when the EIA shows actual or potential unlawful discrimination  |

Why did you come to this decision?

If you have decided on **Outcome 3**, then please tell us here the justification for continuing with the proposal. You also need to make sure that there are actions in the Mitigation Box to lessen the effect of the negative impact. This is so important and may face a legal challenge in the future.

If you have decided on **Outcome 4** then if the proposal continues, without any mitigating actions, it may be likely that we will face a legal challenge and possibly a Judicial Review on the process - it is so important that the equality impact assessment is done thoroughly, as this is what the Judge will consider.

We've adapted our usual equality impact assessment form so you can use it for quick decisions needed concerning COVID 19. Remember it needs to be completed **before** that decision is made, but we hope it will just act as a reminder that we still need to 'pay due regard to equality' under our **Public Sector Equality Duty** as this is still very much in force. The Equality and Human Rights Commission are keeping an eye on examples of discrimination and collecting evidence so it's important we still check for equality impact.

The Public Sector Equality Duty is part of the Equality Act 2010 and this Duty requires us as a public body to have '**due regard**' to eliminating discrimination, harassment and victimisation and any other conduct that is prohibited by or under the Act. It requires us to advance equality of opportunity and foster good relations between people who share a '**relevant protected characteristic**' and people who don't. Protected characteristics are age, disability, gender identity, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

Having 'due regard' means:

- removing or minimising disadvantages suffered by people due to their protected characteristics
- taking steps to meet the needs of people with certain protected characteristics where these are different from the needs of other people – this also involves taking account of disabled people's barriers and may involve treating some people more favourably than others to achieve this
- encouraging people with certain protected characteristics to participate in public life or in other activities where the participation is disproportionately low.

We usually ask for teams to complete Equality impact assessments, but we realise this is not helpful for quick decisions to do with COVID 19 so you can complete them yourself, if you can't get a team together. Please ask Ann Webster, our Lead on Equality and Diversity for help and advice if you're not sure about something. You'll need to pull together all the information you can about how your proposal affects different groups of people so you can check whether they will be negatively or positively affected. Then you'll need to look at ways of lessening any negative effects or making the service more accessible. Against every negative impact you will need to complete the mitigation section to explain how you will lessen the impact and what action you will take.

When you have completed the assessment, get it signed by your Head of Service or Service Director and **send it to our Lead on Equality and Diversity for checking and to publish on our website**. It's a public document so make it easy to understand and no jargon please.

### Contact for help

Ann Webster – Lead on Equality and Diversity

[ann.webster@derby.gov.uk](mailto:ann.webster@derby.gov.uk) Tel 01332 643722 Mobile 07812301144

We can give you this information in any other way, style or language that will help you access it. Please contact us on: 01332 Minicom: 01332 640666

#### Polish

Aby ułatwić Państwu dostęp do tych informacji, możemy je Państwu przekazać w innym formacie, stylu lub języku. Prosimy o kontakt: Tel. tekstowy: 01332 640666

#### Punjabi

ਇਹ ਜਾਣਕਾਰੀ ਅਸੀਂ ਤੁਹਾਨੂੰ ਕਿਸੇ ਵੀ ਹੋਰ ਤਰੀਕੇ ਨਾਲ, ਕਿਸੇ ਵੀ ਹੋਰ ਰੂਪ ਜਾਂ ਬੋਲੀ ਵਿੱਚ ਦੇ ਸਕਦੇ ਹਾਂ, ਜਿਹੜੀ ਇਸ ਤੱਕ ਪਹੁੰਚ ਕਰਨ ਵਿੱਚ ਤੁਹਾਡੀ ਸਹਾਇਤਾ ਕਰ ਸਕਦੀ ਹੋਵੇ। ਕਿਰਪਾ ਕਰਕੇ ਸਾਡੇ ਨਾਲ ਟੈਲੀਫੋਨ ਮਿਲੀਕਮ 01332 640666 'ਤੇ ਸੰਪਰਕ ਕਰੋ।

#### Slovakian

Túto informáciu vám môžeme poskytnúť iným spôsobom, štýlom alebo v inom jazyku, ktorý vám pomôže k jej sprístupneniu. Skontaktujte nás prosím na tel.č.: Minicom 01332 640666

#### Urdu

یہ معلومات ہم آپ کو کسی دیگر ایسے طریقے، انداز اور زبان میں مہیا کر سکتے ہیں جو اس تک رسائی میں آپ کی مدد کرے۔ براہ کرم مٹی کام 01332 640666 پر ہم سے رابطہ کریں۔



Derby City Council

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[www.derby.gov.uk](http://www.derby.gov.uk)