

# **Equality Impact Assessment (EIA)**

## Queens Leisure Centre

**Equality impact, needs and requirements assessment form**

Please use this form to record your findings, proposed actions, equality objectives and targets. Use the guidance notes to help you do the assessment or contact the Equality Standard Project Manager if you need some advice.

**About the policy, practice, service or function you are assessing**

Name of policy, practice, service or function: Queen’s Leisure Centre

Assessment team leader name: Wayne Sills

Department responsible: Neighbourhoods

Service Area: Sport and Leisure

Other members of assessment team:

Name	Position	Area of e a r e a o f e	Comments

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Wayne Sills	Principal Sports Centre Manager LGBT Employee Champion	M e m b e r  o f  R a n g e r s  R e s i d e n t  o f	
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		Team	
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Robert Smithers	Children's Physical Activities Coordinator	M e m b e r  o f  R a n g e r s  R e s t r i c t e d  e n t i t y  o	
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		Section 19(1)(b) of the Equality Act 2010	
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		e c t G o u p	
<b>Question</b>		<b>Response/findings</b>	
<b>What are the main aims and objectives or purpose of the policy, practice, service or function that you are assessing?</b>		To restructure Derby City Councils Park Ranger Service	
<b>Who implements, carries out or delivers the policy, practice, service or function? Please state where this is more than one person, team, department or body – and include any outside organisations who deliver under procurement arrangements</b>		<p>The restructure will be implemented by the Head of Leisure Facilities.</p> <p>The Heads of Service will be supported by tier four officers across Leisure Facilities and Leisure and Cultural Development.</p> <p>As the restructure cascades down the Service, then appropriate Senior Officers, Managers and Team Leaders will be responsible for assisting in its implementation.</p>	

<b>Who is affected by the policy, practice, service or function, or by how it is delivered? Such as who are the external and internal customers, groups, or communities?</b>		The existing Parks Ranger team and Green Rangers Team.	
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<p><b>What outcomes do we want to achieve, why and for whom? For example, what do you want to be providing, how well, what changes or improvements and what should the benefits be for customers, groups or communities?</b></p>		<p>The outcomes from the restructure are two-fold; firstly around improving opportunities for staff and secondly improving the service offered to our customers.</p> <p><u>Improving opportunities for staff</u></p> <ul style="list-style-type: none"> <li>○ A more structured 'operational' and 'development' provides <b>real</b> opportunities for individual personal development and career opportunities. This will be managed through the MIP and PDP process.</li> <li>○ Address the inconsistent pay issues within the Ranger structure relating to weekend enhancements, static and mobile pay rates, annualised hours and salaried hours pay.</li> <li>○ Through the development of self-managed teams Rangers will have greater opportunities to manage budgets, resources, etc for the benefit of their area.</li> </ul>	
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		<ul style="list-style-type: none"> <li>○ Additional support through the Leisure Facilities structure (sports centre's and parks management), improved ICT, more engagement with their local community and greater autonomy, will reduce 'felt' isolation, improve motivation and job satisfaction.</li> <li>○ Rangers will have the opportunity to be involved in 'development' and encourage people to come to and develop pride in their parks.</li> <li>○ To adapt the principles of the current 'Green' Ranger service.</li> </ul> <p><u>Improving the service offered to our customers.</u></p> <ul style="list-style-type: none"> <li>○ Leisure Facilities and Leisure and Cultural Development working together as one unit. This will improve programming of parks, allow research and development of new activities that focus on the Physical activity/sport and Health, Education and Environment.</li> </ul>	
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		<ul style="list-style-type: none"> <li>○ A more structured, effective and efficient operational ranger team that allows them to concentrate on the customer experience</li> <li>○ Through the development of self-managed teams in the rangers service, they will be able to deal directly with customer issues rather than having to refer then to either the Parks Management team or higher; thus providing a better customer experience.</li> </ul>		
<p><b>What existing or previous inspections of the policy, practice, service or function are there? For example, Best Value inspections, policy reviews, research in to the effects of a policy or practice</b></p> <p><b>What did they tell you?</b></p>		Best Value in 2004		

**Identifying potential equality issues and factors**

<b>What do you already know about the equality impact or need? For example, from research, feedback, consultation or any performance monitoring</b>	From initial workshops with the Rangers no-one has raised a specific issue on the grounds of: <ul style="list-style-type: none"> <li>○ Race, Sexuality, Ethnicity, Disability, Age, Gender</li> </ul>
<b>Is there any evidence of higher or lower take up under the policy or practice, or of the service or function for any particular groups? For example, who uses the service, who doesn't and why not?</b>	Not Applicable
<b>Have there been any important demographic changes or trends locally? For example, is the population changing, and if so, how and what might that mean for the service or function?</b>	Not Applicable
<b>Is there an indication that any of the policies or practices involved with the service or function creates particular problems or difficulties for any groups of customers or communities?</b>	From initial workshops with the Rangers no-one has raised a specific issue on the grounds of: <ul style="list-style-type: none"> <li>○ Race, Sexuality, Ethnicity, Disability, Age, Gender</li> </ul>
<b>What information or data exists? For example, statistics, customer feedback, complaints, research, monitoring – who keeps it and can you get hold of it?</b>	<p>As part of the review a customer consultation was undertaken on the Ranger service. This was fed in to the process. Held by Ranger Review Project Team</p> <p>Ranger presentation produced (not yet made public). Held by Ranger Review Project Team</p> <p>Notes from initial workshops have been made available to all Rangers.</p>

Question	Response/findings
<b>Does any equality or diversity objectives already exist? If so, what are they and what is current performance like against them?</b>	No, not in relation to the restructure of the Service
<b>Is the service having a positive or negative effect on particular people in the community, or particular groups or communities?</b>	There is a negative impact at present at rangers are aware of the review, but the detail has not yet been released.

**Collecting the information and data about how the policy, practice, service or function, impacts on communities**

Please record your information and data in this table and think about:

- What information or data you will need
- Using both quantitative and qualitative data
- Making sure that where possible there is information that allows all perspectives to be considered
- Identifying any gaps in the information/data and what it can tell you

<b>Data or information</b>	<b>When and how was it collected?</b>	<b>Where is it from?</b>	<b>What does it tell you? You need to consider all six equality strands where you can</b>	<b>Gaps in information</b>
<b>Customer feedback and complaints</b>	Feedback has been obtained from Rangers in initial workshops.	Employees	None	All
	Feedback from customers via consultation process	Customers	Age, Race, Ethnicity Sexuality, Disability Gender	None
<b>Consultation and community involvement</b>	As above	As above	As above	As above

<b>Performance information including Best Value</b>	Number attending the initial workshops	Workshops	None	All
	Number attending formal consultation events	Consultation event	None	All
	Numbers of staff employed, put on redeployment and redeployed and made redundant.	Interview Training Interview process	None	All

<b>Data or information</b>	<b>When and how was it collected?</b>	<b>Where is it from?</b>	<b>What does it tell you? You need to consider all six equality strands where you can</b>	<b>Gaps in information</b>
<b>Take up and usage data</b>	Data will be used by management and HR	Workshops Interview Training Interview process	Age Race Ethnicity Sexuality Disability Gender	None
<b>Comparative information or data where no local information</b>	Not applicable			
<b>Census, national or regional statistics</b>	Not applicable			

<b>Access audits or assessments such as DDA assessments</b>	Not applicable			
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<b>Workforce profile</b>	Collected throughout the process as required	Vision	All	None
<b>Where service delivered under procurement arrangements – workforce profile for deliverers</b>	Derby Homes contract for inspection of play areas. Data collected at point of appointment of contract and employee	Vision	All	None
<b>Monitoring and scrutiny outcomes</b>	The process is monitored and scrutinised by Service Director and HR			

**Analysing the information and data and setting equality objectives and targets**

Please give your detailed findings in this table

<b>Service or function</b>	<b>Policy or practice</b>	<b>Findings</b>	<b>Which groups are affected and how?</b>	<b>Whose needs are not being met and how?</b>

**Objectives – process, impact or outcome based**

Please give your proposed objectives/targets in this table



<b>Objective/Target:</b>	To arrange meeting with HR to discuss formal consultation process within 10 days
Specific	/
Measurable	/
Achievable	/
Relevant	/
Timed	/

<b>Objective/Target:</b>	To meet HR to discuss the inclusion of the include the Green Ranger service within the formal consultation process within 10 days
Specific	/
Measurable	/
Achievable	/
Relevant	/
Timed	/

<b>Objective/Target:</b>	
Specific	/
Measurable	/
Achievable	/
Relevant	/
Timed	/

## Monitoring and reviewing – incorporating in to performance management

Please summarise your objectives and targets in this table with your proposed monitoring and reporting arrangements

Objectives	Planned action	Target performance			Responsible lead officer	Reporting cycle, for example quarterly
		2010/11	2011/12	2012/13		
<b>1</b>	Arrange OH referrals with HR	Staff met and reports received			Wayne Sills	N/A
<b>2</b>	Arrange to meet with staff	Staff met			Wayne Sills	N/A
<b>3</b>	Arrange interview training	Interview training arranged and delivered			Wayne Sills	N/A