

As a public authority we need to ensure that all our strategies, policies, service and functions, both current and proposed have given proper consideration to equality, diversity, cohesion and integration. In all appropriate instances we will need to carry out an equality, diversity, cohesion and integration impact assessment.

This form:

- can be used to prompt discussion when carrying out your impact assessment
- should be completed either during the assessment process or following completion of the assessment
- should include a brief explanation where a section is not applicable

<b>Directorate: City Development</b>	<b>Service area: Sport &amp; Active Lifestyles</b>
<b>Lead person: Helen Evans</b>	<b>Contact number: 2243184</b>
<b>Date of the equality, diversity, cohesion and integration impact assessment: 15/8/14</b>	

<b>1. Title: Design &amp; Cost Report for Sport Maintenance</b>
Is this a:
<input type="checkbox"/> <b>Strategy /Policy</b> <input checked="" type="checkbox"/> <b>Service / Function</b> <input type="checkbox"/> <b>Other</b>
<b>If other, please specify</b>

**2. Members of the assessment team:**

<b>Name</b>	<b>Organisation</b>	<b>Role on assessment team e.g. service user, manager of service, specialist</b>
Helen Evans	LCC SAR	Service Improvement Manager
Ian Waller	LCC SAR	Operations Manager
David O'Loan	LCC SAR	Business Manager
Tim Quirke	LCC marketing	Annual survey
Mark Allman	LCC SAR	Head of Service

<b>3. Summary of strategy, policy, service or function that was assessed:</b>	
The essential maintenance of a number of leisure centres to both protect income and retain user numbers.	

<b>4. Scope of the equality, diversity, cohesion and integration impact assessment</b> (complete - 4a. if you are assessing a strategy, policy or plan and 4b. if you are assessing a service, function or event)
--

<b>4a. Strategy, policy or plan</b> (please tick the appropriate box below) NA	
The vision and themes, objectives or outcomes	<input type="checkbox"/>
The vision and themes, objectives or outcomes and the supporting guidance	<input type="checkbox"/>
A specific section within the strategy, policy or plan	<input type="checkbox"/>
<b>Please provide detail:</b>	

<b>4b. Service, function, event</b> please tick the appropriate box below	
The whole service (including service provision and employment)	<input type="checkbox"/>
A specific part of the service (including service provision or employment or a specific section of the service)	<input checked="" type="checkbox"/>
Procuring of a service (by contract or grant)	<input type="checkbox"/>
<b>Please provide detail: The maintenance of facilities in a number of leisure centres including Changing rooms and toilet areas, Ventilation, Reception areas, Outdoor play areas, Squash provision</b>	

**5. Fact finding – what do we already know**

Make a note here of all information you will be using to carry out this assessment. This could include: previous consultation, involvement, research, results from perception surveys, equality monitoring and customer/ staff feedback.

(priority should be given to equality, diversity, cohesion and integration related information)

Customer opinion has been catalogued through the annual customer survey which concluded

‘If the impact of capital investment has a favourable impact on customer satisfaction, then the opposite can be said of the lack of investment. All centres occupying the bottom five places could argue that there is a need for significant investment in those sites.’

Each leisure centre manager was invited to input their individual site requirements and these formed the basis of the current proposed works.

Customer feedback at sites has always indicated that the condition of facilities is a priority for their visit.

The Vision for Leisure Centres Exec Board report of 2009 endorsed the need to refurbish leisure centres to ensure customer satisfaction and to deliver fit for purpose facilities.

New centres at Armley, Morley, JCCS, Holt Park and John Smeaton were developed following considerable consultation and the facilities were adapted to the need of families, disabled people, older people and people with learning disabilities. The popularity of these centres is a reflection of providing facilities that address individual needs.

The emerging Sports Facility strategy acknowledges the need to provide fit for purposes facilities.

**Are there any gaps in equality and diversity information**

**Please provide detail:**

Customers are consulted on an annual basis as well as via the centre staff

**Action required:**

none

**6. Wider involvement – have you involved groups of people who are most likely to be affected or interested**

Yes

No

<p><b>Please provide detail:</b></p> <p>Centre staff and users</p>
<p><b>Action required:</b></p> <p>none</p>

<p><b>7. Who may be affected by this activity?</b>          please tick all relevant and significant equality characteristics, stakeholders and barriers that apply to your strategy, policy, service or function</p>												
<p><b>Equality characteristics</b></p> <table> <tr> <td><input checked="" type="checkbox"/> Age</td> <td><input checked="" type="checkbox"/> Carers</td> <td><input checked="" type="checkbox"/> Disability</td> </tr> <tr> <td><input type="checkbox"/> Gender reassignment</td> <td><input checked="" type="checkbox"/> Race</td> <td><input type="checkbox"/> Religion or Belief</td> </tr> <tr> <td><input checked="" type="checkbox"/> Sex (male or female)</td> <td><input type="checkbox"/> Sexual orientation</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Other</td> <td></td> <td></td> </tr> </table> <p>(Other can include – marriage and civil partnership, pregnancy and maternity, and those areas that impact on or relate to equality: tackling poverty and improving health and well-being)</p> <p><b>Please specify:</b></p>	<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Carers	<input checked="" type="checkbox"/> Disability	<input type="checkbox"/> Gender reassignment	<input checked="" type="checkbox"/> Race	<input type="checkbox"/> Religion or Belief	<input checked="" type="checkbox"/> Sex (male or female)	<input type="checkbox"/> Sexual orientation		<input type="checkbox"/> Other		
<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Carers	<input checked="" type="checkbox"/> Disability										
<input type="checkbox"/> Gender reassignment	<input checked="" type="checkbox"/> Race	<input type="checkbox"/> Religion or Belief										
<input checked="" type="checkbox"/> Sex (male or female)	<input type="checkbox"/> Sexual orientation											
<input type="checkbox"/> Other												
<p><b>Stakeholders</b></p> <table> <tr> <td><input checked="" type="checkbox"/> Services users</td> <td><input checked="" type="checkbox"/> Employees</td> <td><input type="checkbox"/> Trade Unions</td> </tr> <tr> <td><input type="checkbox"/> Partners</td> <td><input checked="" type="checkbox"/> Members</td> <td><input type="checkbox"/> Suppliers</td> </tr> <tr> <td><input type="checkbox"/> Other please specify</td> <td></td> <td></td> </tr> </table>	<input checked="" type="checkbox"/> Services users	<input checked="" type="checkbox"/> Employees	<input type="checkbox"/> Trade Unions	<input type="checkbox"/> Partners	<input checked="" type="checkbox"/> Members	<input type="checkbox"/> Suppliers	<input type="checkbox"/> Other please specify					
<input checked="" type="checkbox"/> Services users	<input checked="" type="checkbox"/> Employees	<input type="checkbox"/> Trade Unions										
<input type="checkbox"/> Partners	<input checked="" type="checkbox"/> Members	<input type="checkbox"/> Suppliers										
<input type="checkbox"/> Other please specify												
<p><b>Potential barriers.</b></p>												

<input checked="" type="checkbox"/>	<b>Built environment</b>	<input checked="" type="checkbox"/>	<b>Location of premises and services</b>
<input type="checkbox"/>	<b>Information and communication</b>	<input type="checkbox"/>	<b>Customer care</b>
<input type="checkbox"/>	<b>Timing</b>	<input type="checkbox"/>	<b>Stereotypes and assumptions</b>
<input checked="" type="checkbox"/>	<b>Cost</b>	<input type="checkbox"/>	<b>Consultation and involvement</b>
<input type="checkbox"/>	<b>Financial exclusion</b>	<input type="checkbox"/>	<b>Employment and training</b>
<input type="checkbox"/>	<b>specific barriers to the strategy, policy, services or function</b>		
<b>Please specify</b>			

<p><b>8. Positive and negative impact</b>  Think about what you are assessing (scope), the fact finding information, the potential positive and negative impact on equality characteristics, stakeholders and the effect of the barriers</p>
<p><b>8a. Positive impact:</b></p> <p>More accessible and functional facilities that will enhance the customer experience and address lack of maintenance in the past.  Ability to enhance the facilities to allow for the needs of a wider community including disabled, families and older people through provision of improved changing facilities and more open and welcoming reception areas.</p>
<p><b>Action required:</b></p> <p>Maintain the facilities</p>

<p><b>8b. Negative impact:</b></p> <p>Closure of facilities while the works are carried out</p>
<p><b>Action required:</b></p>

Keep staff and customers informed about closures and provide alternative facilities where possible.

**9. Will this activity promote strong and positive relationships between the groups/communities identified?**

Yes

No

**Please provide detail:**

**Action required:**

The groups using the centres will be given improved facilities that will enhance their visit

**10. Does this activity bring groups/communities into increased contact with each other? (e.g. in schools, neighbourhood, workplace)**

Yes

No

**Please provide detail:**

**Action required:**

No more than currently

**11. Could this activity be perceived as benefiting one group at the expense of another? (e.g. where your activity/decision is aimed at adults could it have an impact on children and young people)**

Yes

No

**Please provide detail:**

The facilities are open to the general public and therefore everyone should benefit from additional maintenance

**Action required:**

Keep people informed of the works

**12. Equality, diversity, cohesion and integration action plan**

(insert all your actions from your assessment here, set timescales, measures and identify a lead person for each action)

<b>Action</b>	<b>Timescale</b>	<b>Measure</b>	<b>Lead person</b>
Keep public informed of works and programme	Sept 2014 – March 2015	Posters / twitter etc methods of information	Centre managers
Consider the needs of disabled people / older people / families / carers	Sept 2014 – March 2015	Final plans	Helen Evans



**13. Governance, ownership and approval**

State here who has approved the actions and outcomes from the equality, diversity, cohesion and integration impact assessment

Name	Job Title	Date
Mark Allman	Head of Service	15/8/14
<b>Date impact assessment completed</b>		

**14. Monitoring progress for equality, diversity, cohesion and integration actions** (please tick)

- As part of Service Planning performance monitoring
- As part of Project monitoring
- Update report will be agreed and provided to the appropriate board  
Please specify which board
- Other (please specify)

**15. Publishing**

Though **all** key decisions are required to give due regard to equality the council **only** publishes those related to **Executive Board, Full Council, Key Delegated Decisions** or a **Significant Operational Decision**.

A copy of this equality impact assessment should be attached as an appendix to the decision making report:

- Governance Services will publish those relating to Executive Board and Full Council.
- The appropriate directorate will publish those relating to Delegated Decisions and Significant Operational Decisions.
- A copy of all other equality impact assessments that are not to be published should be sent to [equalityteam@leeds.gov.uk](mailto:equalityteam@leeds.gov.uk) for record.

Complete the appropriate section below with the date the report and attached assessment was sent:

For Executive Board or Full Council – sent to <b>Governance Services</b>	Date sent:
For Delegated Decisions or Significant Operational Decisions – sent to appropriate <b>Directorate</b>	Date sent:
All other decisions – sent to <a href="mailto:equalityteam@leeds.gov.uk">equalityteam@leeds.gov.uk</a>	Date sent: