



Derby City Council

## Equality impact assessment form

Directorate	City Sustainability
Service area	Climate and Environment
Proposal	Price Report 2024
Reason for proposal	Annual Parks price review
Sign off (Director/Head of Service)	Duncan Cowie – Head of Climate and Environment
Date of assessment	December 2023

**Please read the support notes to help you in Appendix 1 before completing your assessment**

### 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** – Stuart Kitchen, Parks and Green Spaces Manager

Other team members if appropriate

Name	Job title	Organisation	Area of expertise

### 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?	Annual Price review for Derby City Council – Parks
2. Why do you need to make this decision?	Annual Price review for Derby City Council - Parks

3. Who delivers/will deliver the changed service/policy including any consultation on it and any outside organisations who deliver under procurement arrangements?	Derby City Council - Climate and Environment Service
4. Who are the main customers, users, partners, colleagues or groups affected by this decision?	Customers taking part in charged for activities within the city's parks.

## Step 2 – collecting information and assessing impact

5. 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.	Derby Live officers have inputted into the price review. Officers within the Physical Activity and Sport Team have been consulted and this has led to a new pricing category being introduced for partnership events with less than 50 people at a free of charge rate to support community events on parks run by partner organisations.
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6. 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.

7.

People with protected characteristics	What do you already know?	Positive impact	Negative impact	Mitigation - what actions will you take to lessen impact?
<b>Age</b> – older and younger people	As part of the annual pricing review, the general approach in most cases has been to consider an inflationary	✓		.

People with protected characteristics	What do you already know?	Positive impact	Negative impact	Mitigation - what actions will you take to lessen impact?
	<p>increase of between 3% and 6% on the fees and charges for the activities concerned, although there are some variations from this. Where appropriate, prices have been rounded to assist customers and staff and to aid marketing.</p> <p>Prices at Mundy Play Centre increased at 6% or below, other than the block of ten tickets price which has increased by 7% to retain a round figure and reduce the need for physical change.</p> <p>Prices increased above 6% for all grass football, including junior fixtures, to reflect increased costs, including utility costs for parks changing rooms and following benchmarking, but there is a reduced-price category for junior football. There are also enhanced new facilities on parks for junior football, including pitch improvement programmes and new all-weather pitches to provide more opportunity for the junior football programme to be less affected by wet winter weather.</p> <p>There are concessionary prices for certain parks facilities including Tennis and Pitch and Putt/Footgolf.</p> <p>Customers still able to pay by cash at Mundy Play Centre, maintaining this choice which may be a preference for some groups of people.</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>Improved facilities in parks for disabled people, including three new changing places toilets at Markeaton Park, Alvaston Park and Derby Arboretum to provide a better visitor experience for those visiting and using facilities on the City's three main parks.. Free of charge disabled people's parking facilities at Markeaton Park.</p>	✓		

People with protected characteristics	What do you already know?	Positive impact	Negative impact	Mitigation - what actions will you take to lessen impact?
<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.	Parks and Open Spaces are used for LGBTQ+ Derby Pride Events. The proposal should not negatively affect these events as the price increase for events on parks is below the rate of inflation applicable when the pricing schedule review was undertaken.			
<b>Marriage and Civil Partnership</b>	Marriage and Civil Partnerships are not affected by this proposal			
<b>Pregnancy and maternity</b> - women who are pregnant or who have recently had a baby, including breast feeding mothers	Parks Room Hire costs increased by less than 6% are used by a wide range of groups including baby yoga.	✓		
<b>Race</b> - the effects on minority ethnic communities, including newer communities, Gypsies and Travellers and the Roma community	Significant reduction in the price for five a side synthetic surface pay as you play football to encourage more use and improve physical activity outcomes in inner city areas. The five a side synthetic football courts are predominantly located in many of the most ethnically diverse areas of city.	✓		
<b>Religion or belief or none</b> - the effects on religious and cultural communities, customers and colleagues	Religion or belief or none is not affected by the proposal			
<b>Sex</b> - the effects on both men and women and boys and girls	Sex is not affected by the proposal			
<b>Sexual orientation</b> - the effects on lesbians, gay men, bisexuals, pansexual, asexual and those questioning their sexuality	Parks and Open Spaces are used for LGBTQ+ Derby Pride Events. The proposal should not negatively affect these events as the price increase for events on parks is below the rate of inflation applicable when the pricing schedule review was undertaken.	✓		
<b>Those who experience socio-economic disadvantages</b>	Significant reduction in the price for five a side synthetic surface pay as you play football to encourage more use and improve physical activity outcomes in inner city areas. The five a side synthetic football courts are predominantly located in the most deprived areas of the city and the price reduction is aimed at enabling more people with socio-economic disadvantages to be able to enjoy these facilities. There are also some free sessions available for	✓		

People with protected characteristics	What do you already know?	Positive impact	Negative impact	Mitigation - what actions will you take to lessen impact?
	<p>parks tennis courts. A new pricing category for partnership events with 50 participants or less has been added at a free of charge rate and is aimed at groups working together with the Council to improve inner city communities.</p> <p>Whilst there are price increases for the range of activities across parks these are broadly in line with or below the rate of inflation applicable when the pricing schedule review was undertaken. Whilst prices have been increased for grassroots football following benchmarking to help contribute to increased costs, grassroots football still operates at a significant subsidy where operating costs are greater than income, as the Council recognises its contribution to health and wellbeing.</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?

<b>Outcome 1</b>	<b>X</b>	<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
<b>Outcome 2</b>		<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?
<b>Outcome 3</b>		<p><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:</p> <ul style="list-style-type: none"> <li>• sufficient plans to stop or minimise the negative impact</li> <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?

The outcome of this pricing review is aimed to have a broadly neutral impact, incentivising facilities to be well used, whilst ensuring that charges remain comparable with those for other similar facilities and generate income to contribute to ensuring that parks facilities can be well maintained so ensuring good quality provision for customers.

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

## Appendix 1

### Equality impact assessment form– please read this section first before you do the assessment

This is our equality impact assessment form to help you equality check what you are doing when you are about to produce a new policy, review an older one, write a strategy or plan or review your services and functions. In fact, you need to do an equality impact assessment whenever a decision is needed about our services and functions that affects people and **before** that decision is made. This also includes quick Covid 19 related decisions.

We use the term 'policy' as shorthand on this form for the full range of policies, practices, plans, reviews, activities and procedures.

Policies will usually fall into three main categories...

- Organisational policies and functions, such as recruitment, complaints procedures, re-structures.
- Key decisions such as allocating funding to voluntary organisations, budget setting.
- Policies that set criteria or guidelines for others to use, such as criteria about school admissions, procurement methods, disabled facilities grants, on street parking bays.

So why do we need to do equality impact assessments? Although the law does not require us to do them now, the courts still place significant weight on the existence of some form of documentary evidence of compliance with the **Public Sector Equality**

**Duty** when determining judicial review cases. This method helps us to make our decisions fairly, taking into account any equality implications, so yes we still need to complete them.

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. The nine protected characteristics are age, disability, gender identity, marriage and civil partnership, pregnancy and maternity, race religion and 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
- encouraging people with certain protected characteristics to participate in public life or in other activities where the participation is disproportionately low.

This completed form should be attached to any Corporate Leadership, Senior Leadership, Cabinet or Personnel Committee report to help decision makers take the equality implications into account when they make the decision. Equality impact assessments **must be done before** decisions are made.

You'll find that completing these assessments will help you to:

- understand your customers' and communities needs
- develop service improvements
- improve service satisfaction
- demonstrate that you have been fair and open and considered equality when working on re-structuring
- make sure you pay due regard to the requirements of the Public Sector Equality Duty.

Unless this is a quick Covid 19 decision, don't do the form by yourself. Get a small team together and make sure you include key people in the team such as representatives from our Equality Hubs and Forums and employee networks and you could invite trade union representatives too – the more knowledge around the table the better. You also need to decide how and who you will consult with to help inform the equality impact assessment. Our Lead on Equality and Diversity can help with useful contacts – we have a team of people who are used to doing these assessments and can help with information on barriers facing particular groups and remedies to overcome these barriers.

You'll need to pull together all the information you can about how what you are assessing affects different groups of people and then examine this information to check whether some people 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 – this is where your assessment team is very useful and you can also use the wider community. Against every negative impact you will need to complete the mitigation section to explain how you will lessen the impact.

Agree an equality action plan with your assessment team, setting targets for dealing with any negative effects or gaps in information you may have found. Set up a way of monitoring these actions to make sure they are done and include them in your service business plans.

Remember, we need to complete these assessments as part of our everyday business, so we get our equality responsibilities right and stay within the law – Equality Act 2010. If in doubt – it's better and safer to do an Equality Impact Assessment than not to bother! You never know when we may get a legal challenge and someone applies for Judicial Review.

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 is a public document so must not contain any jargon and must be easy to understand.

## 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

[Sign Language Service](#)

We can give you this information in any other way, style or language that will help you access it. Please contact us on **01332 643722, 07812301144** or **[derby.gov.uk/signing-service/](https://derby.gov.uk/signing-service/)**

## 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 ਇੱਥੇ ਸੰਪਰਕ ਕਰੋ: **01332 64XXXX** ਜਾਂ **[derby.gov.uk/signing-service/](https://derby.gov.uk/signing-service/)**

## Polish

Aby ułatwić Państwu dostęp do tych informacji, możemy je Państwu przekazać w innym formacie, stylu lub języku. Prosimy o kontakt: **01332 64XXXX** lub **[derby.gov.uk/signing-service/](https://derby.gov.uk/signing-service/)**

### Slovak

Túto informáciu vám môžeme poskytnúť iným spôsobom, štýlom alebo v inom jazyku, ktorý vám pomôže k jej sprístupneniu. Prosím, kontaktujte nás na tel. č.: **01332 64XXXX** alebo na stránke **[derby.gov.uk/signing-service/](https://derby.gov.uk/signing-service/)**

### 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 **01332 640000** یا **[derby.gov.uk/signing-service/](https://derby.gov.uk/signing-service/)** پر ہم سے رابطہ کریں