

Equality impact assessment form

Directorate	Growth and Vibrancy
Culture and	Culture and Leisure
Proposal	To identify a new operator for Sinfin Golf Course
Reason for proposal	Sheffield City Trust, the current operator has determined to surrender its interest in Sinfin Golf Course
Sign off (Director/Head of Service)	
Date of assessment	18/03/2024

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 Customers 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, Events, Golf and Facilities Management)

Other team members if appropriate

Name	Job title	Organisation	Area of Expertise
Stuart Bailey	Springwood Leisure Centre Manager	Derby City Council	Leisure Management, Staffing, Sport Development
Mark Williamson	Health and Operations Manager – Derby Arena	Derby City Council	Leisure Management, Staffing, Sport Development
Cait Aldridge	Sport and Events Manager – Derby Arena	Derby City Council	Event & Leisure Management, Staffing, Sport Development
Tom Booth	Sinfin Golf General Manager	Sheffield City Trust	Golf Management
Simon Leighton	Sinfin Golf Course Grounds Maintenance	Sheffield City Trust	Golf Management
Graham Bentley	Change Manager	Derby City Council	Leisure Management, Change Management
Linda Noble	HR Advisor	Derby City Council	HR
Ann Webster	Lead on Equality and Diversity	Derby City Council	Equality, Diversity and Inclusion

As part of the ongoing consultation process Sheffield City Trust has been asked to share the EIA with Sinfin Golf Course colleagues and Trade Union representatives to feed into. The list of Sinfin Golf Course colleagues is available.

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.

What are the main aims, objectives and purpose of the decision you want to make?	To take an evidence based approach to ensure that the Council considers the impact of the process to identify a new operator is fair and that it does not present barriers to participation or disadvantage any protected groups from participation
Why do you need to make this decision?	<p>Sheffield City Council has approved a long-term plan for major improvements and investment in their facilities along with an approach to appointing an external partner to run the facilities.</p> <p>SCT has advised SCC that they do not intend to bid to operate the Sheffield facilities from 2024 and consequently a provisional date of 31 August 2024 has been agreed for the hand back of the Sheffield facilities to the Council.</p> <p>SCT has also informed DCC that it wishes to hand back the operation of Sinfin Golf Course from a date in 2024, yet to be agreed. - OK</p>
Who delivers/will deliver the changed service/policy including any consultation on it and any outside organisations who deliver under procurement arrangements?	Sinfin Golf Course is managed by Sheffield City Trust on behalf of Derby City Council
Who are the main customers, users, partners, Customers or groups affected by this decision?	<p>The individuals and groups affected by the proposal are:</p> <p>Customers</p> <ul style="list-style-type: none"> Casual, clubs and organisations who use these facilities Event's organisers who access Sinfin Golf Course <p>Colleagues Sinfin Golf Course colleagues</p>

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Step 2 – collecting information and assessing impact

<p>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>	<p>The following have been consulted on the proposal:</p> <ul style="list-style-type: none"> • Sinfin Golf Club • Ward Councillors
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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?
Age – 15yrs and under				
Customers	Customers who are under 15yrs of age affected by the proposal to outsource the management of Sinfin Golf Course to an alternative management operator.			

	What do you already know?	Positive impact	Negative impact	Mitigation - what actions will you take to lessen impact?
	All programmes currently being delivered for children and young people aged 15yrs and under – the expectation is that these programmes and activities will continue to be delivered in the first two years.	✓		Stakeholder engagement will take place with customer groups, clubs, partners and organisations as detailed in the Stakeholder Engagement Plan.
	Golf lessons available through resident golf professional			Regular communications with clubs, individuals and resident professional
Age – Over 16's				
Customers	Customers who are over 16 years of age affected by the proposal to outsource the management of Sinfin Golf Course to an alternative management operator.			
	Any programmes currently being delivered to over 16's – the expectation is that these programmes and activities will continue to be delivered in the first two years.	✓		Stakeholder engagement will take place with customer groups, clubs, partners and organisations as detailed in the Stakeholder Engagement Plan.
	Golf lessons available through resident golf professional			Regular communications with clubs, individuals and resident professional
	Colleagues will be anxious and worried due to the impact of the proposals will have on them	✓		Regular communication with employees, including a meeting with the Director of Sport & Leisure & HR representatives. All employees are offered the same level of support and guidance and are treated with dignity & respect throughout any formal or informal process. Open dialogue & FAQ documentation.

	What do you already know?	Positive impact	Negative impact	Mitigation - what actions will you take to lessen impact?
				Full TUPE consultation when the time is appropriate, including electing employee representatives. Employee Bulletin. Support from People & Culture Team.
	Colleagues can also get support through their Trade Unions if they are members	✓		
	What do you know?	Positive impact	Negative impact	Mitigation – what actions will you take to lessen impact?
Disability – 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				
Customers	Customers who are affected by the proposal to transfer the management of Sinfin Golf Course to an alternative management operator All programmes currently being delivered for children and young people aged 15yrs and under – the expectation is that these programmes and activities will continue to be delivered in the first two years.	✓		
	Golf lessons available through resident golf professional			Regular communications with clubs, individuals and resident professional

	What do you already know?	Positive impact	Negative impact	Mitigation - what actions will you take to lessen impact?
SCT Colleagues	Disabled colleagues who are affected by the proposal to transfer the management of Sinfin Golf Course from SCT to an alternative third-party operator	✓		
	Disabled colleagues will be anxious and worried due to the impact of the proposals will have on them	✓		<p>Regular communication with employees, including a meeting with the Director of Sport & Leisure & HR representatives. All employees are offered the same level of support and guidance and are treated with dignity & respect throughout any formal or informal process.</p> <p>Open dialogue & FAQ documentation.</p> <p>Full TUPE consultation when the time is appropriate, including electing employee representatives.</p> <p>Employee Bulletin.</p> <p>Support from People & Service Team.</p>
	Disabled colleagues can also get support through their Trade Unions if they are members	✓		
Gender identity- 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				
	Customers who identify as trans and those people who don't identify with a particular gender who are affected by the proposal to transfer the management of Sinfin Golf Course to an alternative management operator			

	What do you already know?	Positive impact	Negative impact	Mitigation - what actions will you take to lessen impact?
	Customers who identify as trans and those people who don't identify with a particular gender will continue to be able to access all facilities and activities delivered.	✓		
	Golf lessons available through resident golf professional			Regular communications with clubs, individuals and resident professional
SCT Colleagues	Trans and those people who don't identify with a particular gender colleagues who are affected by the proposal to transfer the management of Sinfin Golf Course from SCT to an alternative third-party operator			
	trans and those people who don't identify with a particular gender colleagues will be anxious and worried due to the impact of the proposals will have on them			<p>Regular communication with employees, including a meeting with the Director of Sport & Leisure & HR representatives. All employees are offered the same level of support and guidance and are treated with dignity & respect throughout any formal or informal process.</p> <p>Open dialogue & FAQ documentation.</p> <p>Full TUPE consultation when the time is appropriate, including electing employee representatives.</p> <p>Employee Bulletins.</p> <p>Support from People & Culture Team.</p> <p>The information we have, indicates that we do not believe that any employees who may be affected</p>

	What do you already know?	Positive impact	Negative impact	Mitigation - what actions will you take to lessen impact?
				by a transfer identify as trans male/trans female or non-binary.
	trans and those people who don't identify with a particular gender colleagues can also get support through their Trade Unions if they are members			
Marriage and Civil Partnership				
Customers	Marriage and Civil Partnerships are not affected by this proposal			
SCT Colleagues	Colleagues who are married or in a civil partnership who are affected by the proposal to transfer the management of Sinfin Golf Course from SCT to an alternative third-party operator			
	Colleagues who are married or in a civil partnership will be anxious and worried due to the impact of the proposals will have on them	✓		<p>Regular communication with employees, including a meeting with the Director of Sport & Leisure & HR representatives. All employees are offered the same level of support and guidance and are treated with dignity & respect throughout any formal or informal process.</p> <p>Open dialogue & FAQ documentation.</p> <p>Full TUPE consultation when the time is appropriate, including electing employee representatives.</p>

	What do you already know?	Positive impact	Negative impact	Mitigation - what actions will you take to lessen impact?
				Employee Bulletins Support from People & Culture Team.
	Colleagues who are married or in a civil partnership can also get support through their Trade Unions if they are members	✓		NONE
Pregnancy and maternity - women who are pregnant or who have recently had a baby, including breast feeding mothers				
Customers	<p>Customers who are affected by the proposal to outsource the management of Leisure Facilities: Derby Arena, Springwood Leisure Centre and Sinfin Golf Course to an alternative management operator.</p> <p>All programmes currently being delivered for pregnant and colleagues who have recently had a baby – the expectation is that these programmes and activities will continue to be delivered in the first two years.</p>			
SCT Colleagues	Colleagues who are pregnant or who have recently had a baby who are affected by the proposal to transfer the management of Sinfin Golf Course from SCT to an alternative third-party operator			
	Colleagues who are pregnant or who have recently had a baby will be anxious and worried due to the impact of the proposals will have on them	✓		Regular communication with employees, including a meeting with the Director of Sport & Leisure & HR representatives. All employees are offered the same level of support and guidance and are

	What do you already know?	Positive impact	Negative impact	Mitigation - what actions will you take to lessen impact?
				<p>treated with dignity & respect throughout any formal or informal process.</p> <p>Open dialogue & FAQ documentation.</p> <p>Full TUPE consultation when the time is appropriate, including electing employee representatives.</p> <p>Employee Bulletins</p> <p>Support from People & Culture Team.</p>
	Colleagues who are pregnant or who have recently had a baby can also get support through their Trade Unions if they are members	✓		
Race - the effects on minority ethnic communities, including newer communities, Gypsies and Travellers and the Roma community				
Customers	<p>Customers who are affected by the proposal to outsource the management of transfer the management of Sinfin Golf Course to an alternative management operator</p> <p>All programmes currently being delivered for minority ethnic communities, including newer communities, Gypsies and Travellers and the Roma community – the expectation is that these programmes and activities will continue to be delivered in the first two years.</p>	✓		
	Golf lessons available through resident golf professional			Regular communications with clubs, individuals and resident professional

	What do you already know?	Positive impact	Negative impact	Mitigation - what actions will you take to lessen impact?
SCT Colleagues	Colleagues from minority ethnic communities, including newer communities, Gypsies and Travellers and the Roma community who are affected by the proposal to transfer the management of Sinfin Golf Course from SCT to an alternative third-party operator			
	Colleagues from minority ethnic communities, including newer communities, Gypsies and Travellers and the Roma community will be anxious and worried due to the impact of the proposals will have on them			<p>Regular communication with employees, including a meeting with the Director of Sport & Leisure & HR representatives. All employees are offered the same level of support and guidance and are treated with dignity & respect throughout any formal or informal process.</p> <p>Open dialogue & FAQ documentation.</p> <p>Full TUPE consultation when the time is appropriate, including electing employee representatives.</p> <p>Employee Bulletins</p> <p>Support from People & Culture team.</p>
	Colleagues from minority ethnic communities, including newer communities, Gypsies and Travellers and the Roma community can also get support through their Trade Unions if they are members			
	What do you already know?	Positive impact	Negative impact	Mitigation - what actions will you take to lessen impact?
Religion or belief or none - the effects on religious and cultural communities, customers, and Customers				
	Religion or beliefs are not affected by this proposal			

	What do you already know?	Positive impact	Negative impact	Mitigation - what actions will you take to lessen impact?
	What do you already know?	Positive impact	Negative impact	Mitigation - what actions will you take to lessen impact?
Sex - the effects on both men and women and boys and girls				
Customers	Customers who are affected by the proposal to outsource the management of transfer the management of Sinfin Golf Course to an alternative management operator			
	All programmes currently being delivered to single sex sessions / communities – the expectation is that these programmes and activities will continue to be delivered in the first two years.			
	Golf lessons available through resident golf professional			Regular communications with clubs, individuals and resident professional
	What do you already know?	Positive impact	Negative impact	Mitigation – what actions will you take to lesson impact?
Sexual orientation - the effects on lesbians, gay men, bisexuals, pansexual, asexual and those questioning their sexuality				
Customers	Customers who are affected by the proposal to outsource the management of transfer the management of Sinfin Golf Course to an alternative management operator	✓		
	All programmes currently being delivered to lesbians, gay men, bisexuals, pansexual, asexual and those questioning their sexuality communities – the expectation is that these programmes and activities will continue to be delivered			
	Golf lessons available through resident golf professional			Regular communications with clubs, individuals and resident professional
SCT Colleagues	Colleagues who are lesbians, gay men, bisexuals, pansexual, asexual and those questioning their sexuality who are affected by			

	What do you already know?	Positive impact	Negative impact	Mitigation - what actions will you take to lessen impact?
	the proposal to transfer the management of Sinfin Golf Course from SCT to an alternative third-party operator			
	Colleagues who are lesbians, gay men, bisexuals, pansexual, asexual and those questioning their sexuality will be anxious and worried due to the impact of the proposals will have on them			<p>Regular communication with employees, including a meeting with the Director of Sport & Leisure & HR representatives. All employees are offered the same level of support and guidance and are treated with dignity & respect throughout any formal or informal process.</p> <p>Open dialogue & FAQ documentation.</p> <p>Full TUPE consultation when the time is appropriate, including electing employee representatives.</p> <p>Employee bulletins.</p> <p>Support from People & Culture team.</p>
	Colleagues who are lesbians, gay men, bisexuals, pansexual, asexual and those questioning their sexuality can also get support through their Trade Unions if they are members			

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