



FORCE GYMS POLICY

Executive Summary

Force gyms enable employees to reach the highest level of fitness, while providing a safe and comfortable environment to live life to the fullest, healthiest potential. Becoming an employer of choice is one of our long-term strategic aims and providing services and support that help colleagues look after their health and wellbeing is an important part of achieving this.

Authorised Professional Practice (APP)

This policy has been checked against APP and there is none in relation to the subject matter of this policy.

Scope

The Chief Constable has overall direction and control of West Midlands Police (WMP) and is ultimately accountable for all policies and supporting documents of the organisation and its actions. Adherence to this force policy will be expected from all WMP officers, staff and volunteers using WMP gyms for their own personal fitness.

Objectives

The purpose of this policy is to:

- Ensure standardised procedures are in place for setting up and operating indoor gyms in WMP, ensuring the health and safety of staff during their use.
- Detail rules of the gym, ensuring staff safety.
- Outline responsibilities in ensuring the gyms are managed as an integral part of WMP workforce wellbeing.

Definitions/Acronyms

Gym	Any area designated by WMP in which there are a collection of exercise or fitness equipment.
Gym User	Any officer, staff member or volunteer using the gym for the purposes of exercise and physical activity.
Gym SPOC	Specific gym users that support the Local Policing Area (LPA) in management of the gym provision across WMP premises.

FET	Force Executive Team
IHRSA	International Health, Racquet & Sports club Association
NHS	National Health Service
LGBTQ+	Lesbian, Gay, Bisexual, Transgender and Queer or Questioning
LPA	Local Policing Area
PSD	Professional Standards Department
WMP	West Midlands Police



Policy Information

1. GYM ESTABLISHMENT

- 1.1 The decision to establish a new gym must be made by the Force Executive Team (FET).
- 1.2 Only gyms authorised by FET will be classed as Force Gyms. These are listed in Appendix 1.
- 1.3 Technical advice about the type and suitability of equipment must be sought via the Force Gym Lead.
- 1.4 All equipment must be purchased through the WMP procurement processes using preferred suppliers.
- 1.5 Rooms used as gyms must be large enough to accommodate the number and types of equipment to be housed, with enough gaps between pieces of equipment to maintain safety of people using the gym, and with sufficient ventilation to maintain a comfortable temperature.
- 1.6 Gym equipment is standard in nature, and not adapted or resourced for those with specific or individual requirements.
- 1.7 In signing up online and using the gym, users are accepting the risk personally that they are fit and able, and appropriately familiar with the instructions for the use of the equipment.
- 1.8 WMP are not responsible for any injury, risk, loss and/or damage to users and/or any user's property.
- 1.9 If anyone is unsure of their suitability and/or accessibility needs for use of the gym, professional medical advice for the avoidance of doubt will need to be sought before using the gym facilities.

2. HEALTH AND SAFETY

- 2.1 All gyms will either have or be near to a first aid kit.
- 2.2 All gyms must display signage to nearest defibrillator.
- 2.3 Emergency procedure details must be in place on posters in gyms.
- 2.4 A reporting system must be in place for all incidents and accidents recorded in the gyms.
- 2.5 All gym users must inform someone of any lone use, and estimated finish time.

3. RISK ASSESSMENTS

- 3.1 WMP must have a risk assessment in place for the gyms, completed by the Health and Safety Team.



4. MAINTENANCE OF GYM EQUIPMENT

- 4.1 A contract for maintenance of the gym equipment must be in place and managed by the Estates and Facilities function.
- 4.2 Equipment maintenance records must be retained by the Estates and Facilities function.
- 4.3 Any equipment that has out of date maintenance must not be used and the equipment must clearly be marked as “Out of Use” or removed.
- 4.4 Similarly, any equipment waiting for repair must be marked “Out of Use” or removed. This is equally applicable to stand alone exercise equipment.
- 4.5 Electrical PAT testing should be carried out in the same way as for all other WMP electrical equipment.

5. ACCESS

- 5.1 In order to access the gym, users must complete the online health and safety induction on [MyService Portal Gym Section](#).
- 5.2 Users must update/submit a new form if they are aware of any changes to their health which is linked to health/fitness activity.
- 5.3 Most gyms have gateway access, for those that do not, the door codes are displayed on the [MyService Portal Gym Section](#).
- 5.4 Gym users are not permitted to use the gym without completing the online registration, and in doing so are accepting that they are physically fit enough to train, and they are satisfied that they are sufficiently familiar with the equipment to use it safely
- 5.5 The provision of WMP gyms is solely for the use of WMP employees and volunteers.

6. INSURANCE

- 6.1 All insurance policies for buildings with gyms must include gym use.

7. USAGE

- 7.1 The gym facilities are open 24/7, 365 days.
- 7.2 They can be utilised outside of paid working hours as below:
 - WMP officers and staff may use the gym facilities outside of their working hours and during periods of annual leave.
 - Police staff can use the gym facilities during unpaid lunch breaks.



- Police officers are not permitted to use the facilities during lunch breaks due to this forming part of their paid duty hours and the requirement to be ready for deployment at all times.
- Police officers and staff may use the facilities during periods of absence, such as sickness absence, if authorised by Occupational Health.

8. RULES OF THE GYM

- 8.1 By using the gym, you are declaring yourself fit to train. You are responsible for your own health and safety, and you use the facilities at your own risk.
- 8.2 You must wear suitable sports shoes and clothing.
- 8.3 You must use closed plastic vessels for drinking. No food must be consumed or taken into the gym.
- 8.4 You must tell someone before using the gym alone, giving them the location and your estimated finish time.
- 8.5 You must check all equipment for faults before using.
- 8.6 You must label faulty equipment and report it via [MyService Portal](#).
- 8.7 You must read the equipment instructions before using and use each piece of equipment only for the specified exercise.
- 8.8 You must report all incidents, injuries and near miss on the eSAFETY system.
- 8.9 Clean all of the equipment before and after use.
- 8.10 Replace weights and other equipment once used.
- 8.11 Think of others and operational disturbance if using the Bluetooth speakers to play music.
- 8.12 No responsibility is taken for the damage or loss of your property.
- 8.13 Gym users are prohibited from adding their own equipment to the gym.
- 8.14 Close windows and doors, and switch off lights and air conditioning if you are the last person out.

9. ROLES AND RESPONSIBILITIES

9.1 All

- 9.1.1 All users, and those involved with the operation of force gyms, are expected to follow the Code of Ethics for Policing at all times, which has been considered in creation of this policy.
- 9.1.2 All users must be mindful of, and practice WMP values and behaviours.



9.1.3 All users must follow force gym rules.

9.2 Facilities

9.2.1 Force gyms must be regularly cleaned to reduce accidents.

9.2.2 Respond promptly to the maintenance of defects.

9.3 Gym SPoC

9.3.1 Complete quarterly checks of the gym and equipment, completing a record and forwarding to The Force Gym Lead.

9.3.2 Ensure any equipment defects are reported to facilities in a timely manner.

9.3.3 Ensure gym posters are updated with the current Gym SPOC contact details.

9.3.4 Attend relevant LPA Health and Safety meetings.

Relevant Legislation / Policies / Procedural Guidance

- [Control of Substances Hazardous to Health Regulations 2002](#)
- [Health and Safety at Work etc. Act 1974](#)
- [Health and Safety \(First-Aid\) Regulations 1981](#)
- [Management of Health and Safety at Work Regulations 1999](#)
- [Provision and Use of Work Equipment Regulations 1998](#)
- [Regulatory Reform \(Fire Safety\) Order 2005](#)
- [Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 \(RIDDOR\)](#)
- [The Equality Act 2010](#)
- [Exercise in pregnancy - NHS \(www.nhs.uk\)](#)
- [The Immigration Act 2016](#)
- [MyService Portal Gym Section](#)
- [Force Gyms Appendix 1](#)

Equality Impact Assessment

WMP places trust in their employees to comply with force policies and to work in accordance with and in support of:

- [WMP Vision and Values](#)
- [Code of Ethics | College of Policing](#)
- [Voice of the Child](#)



	What impact has this policy had on the nine protected characteristics in relation to the three general duties? (If applicable)	How will this updated policy positively impact each of the nine protected characteristics in relation to the three general duties? If not, explain why it will not.
<p>Age (including children and young persons)</p>	<p><u>Age-related health deterioration.</u> Defined by the NHS, encompasses a natural decline in physical and cognitive functions that typically occur with age. It's characterised by a decrease in resilience and an increased vulnerability to illness and injury. (NHS England)</p> <p><u>Cost of Living.</u> This is significantly impacting young adults, with many struggling to afford basic necessities and feeling the strain on their mental health. Young people are disproportionately affected by rising costs for essentials like housing, food, and transportation, often spending a larger percentage of their income on these items compared to older generations HALF OF 16-25 YEAR OLDS IN THE UK SAY THE COST OF LIVING CRISIS HAS HAD A WORSE IMPACT ON THEIR LIFE THAN THE PANDEMIC (natwestgroup.com)</p> <p><u>Age of Gym Users.</u> Future Fit UK have reported that in 2024-2025 people aged 25-34 were most likely to use gyms. IHRSA Health reported that people aged 55+ visited the gym more often.</p> <p><u>Age related injury.</u> Young males were more associated with fitness injuries, potentially due to different 'risk-taking' behaviour or training intensity compared to elder people and females. Factors associated with gym-based fitness injuries: A case-control study - ScienceDirect</p>	<p>This provision has been designed to be as inclusive as possible. Colleagues of all ages will be able to use our gyms.</p> <p>All WMP colleagues will be able to use gym facilities at no extra cost.</p> <p>WMP will not collect the diversity data of gym users, currently there are no plans to introduce specific age-related health or fitness initiatives.</p> <p>WMP expect all employees to take part in an online gym induction. Younger people are generally more likely to take part in risk taking behaviours. WMP Health and Safety will manage and mitigate any emerging themes or issues relating to gym accidents, injuries will be managed by Wellbeing.</p>
<p>Disability</p>	<p><u>Accessibility.</u> Colleagues with certain disabilities will be unable to access some gym spaces.</p>	<p>WMP Sports and Social club and WMP Benefits allow colleagues to join local gyms using GymFlex salary sacrifice.</p>



WMP have used existing estate for gyms. Financial restraints restrict the ability of the force to deliver accessible spaces across all WMP estate. This is a financial decision and one designed to align with public sector spending.

Gyms with limited physical accessibility. Doors, stairs and no lifts/ramps.

██████████ – Access issues as it is in the basement with no lift, only stairs

██████████ – No access issues

██████ - No access issues

██████████ – No access issues

██████████ – No access issues

██████████ – No access issues

██████████ – No access issues, the goods lift is available to take staff to the basement

██████████ – Limited access issues, the gym is on two floors with cardio equipment based upstairs without lift access

Equipment Restrictions

Not all equipment in our gyms will be suitable for all colleagues. Certain equipment may not be suitable for wheelchairs users etc.

Unsupervised Gyms

WMP cannot provide round 24/7 supervision for our gyms. Colleagues with certain medical conditions will be required to dynamically risk assess if it is safe for them to use the facilities.

QR Codes for Neuro-diverse colleagues

Those with neurodiversity conditions they will be supported by having QR codes on each of machines that will show them clips of how to use the machines via their mobile phone. This is only on new equipment supplied by ██████████ at the following gyms

- ██████████
- ████████████████████
- ██████████

Colleagues will be asked to complete a mandatory online induction to familiarise themselves with the equipment provided and decide if it is safe for them to use it.

Colleagues will be asked to complete an online mandatory induction to ensure they understand the risks involved.



	<p><u>Visual Impairments</u> Gyms will not be supervised and we have no plans to introduce braille communications. Our induction will have audio but may not be suitable for all colleagues.</p> <p><u>Hearing Loops Gym Acoustics</u> In certain settings good acoustics can be more beneficial than Hearing Loops. Colleagues with hearing impairments may be adversely impacted as hearing loops may not be provided in all gym's spaces.</p> <p><u>Hearing Aids</u> Some hearing aid users may remove hearing aids in order to prevent damage to aids. It may well be the case that some of our colleagues with hearing impairments are training without the use their hearing aids.</p> <p><u>Changing and Showering</u> New WMP gyms will use existing changing and showering spaces. Some locations do not have gender neutral spaces.</p>	<p>WMP have no plans to improve current gym provision for visually impaired colleagues. Any request for additional reasonable adjustment will be managed locally and on a case by case basis.</p> <p>WMP do not currently have any plans to improve gym space acoustics. Any issues that arise will be dealt with on a case by case basis.</p> <p>WMP have no plans to improve current gym provision for hearing impaired colleagues. Any request for additional reasonable adjustment will be managed locally and on a case by case basis.</p> <p>No action, WMP will use existing estates standards. No new spaces will be created at existing sites.</p>
<p>Gender Reassignment</p>	<p>New WMP gyms will use existing changing and showering spaces. Some locations do not have gender neutral spaces.</p>	<p>No action, WMP will use existing estates standards. No new spaces will be created at existing sites.</p>
<p>Pregnancy & Maternity</p>	<p><u>Pregnancy.</u> Pregnant colleagues may be advised not to use certain gym equipment as per existing WMP Health & Safety and NHS guidelines. Exercise in pregnancy - NHS (www.nhs.uk)</p> <p><u>Carers, Maternity, Paternity, Adoption and other leave</u> Colleagues on leave may not be able to receive updates or key gym information.</p>	<p>WMP currently have a policy for colleagues who are pregnant. It is for the user to decide what is safe. NHS guidance</p> <p>For local managers to keep colleagues on leave updated using keeping in touch days and for laptop and mobile devices to be allocated where possible. To be managed on a case by case basis.</p>



<p>Marriage & Civil Partnership</p>	<p>We have been unable to find any potential impact for this protected characteristic</p>	
<p>Race</p>	<p><u>Heath Outcome Data</u> Racial disparities in health and social care in the UK NHS are significant, with individuals from ethnic minority backgrounds experiencing inequalities in access to and experience of healthcare services, as well as poorer health outcomes. These disparities are influenced by factors such as structural racism, discrimination, and socioeconomic factor (NHS England)</p> <p><u>Language, Signage & Comms</u> <u>The Immigration Act 2016</u> requires all public sector employees in public facing roles to have a good level of English. Posters and comms will be produced in English. This may have an adverse impact on some employees.</p>	<p>WMP does not discriminate on the grounds of race or any other protected characteristic. We will not collect diversity data on gym users and at present have no plans to have any diversity related initiatives or programs.</p> <p>WMP gyms will be open to all colleagues who have completed a mandatory online induction. Courses will be available in English only. Any requests for additional language will be managed locally on a case basis.</p>
<p>Religion or Belief</p>	<p><u>Privacy Religious Headwear and Articles of Faith</u> WMP has recently fitting out designated Ablution facilities in some parts of the estate. Design standards have been agreed, they include in addition to wudu sinks mirrors and clothes hooks are available for colleagues to be able to adjust headwear, clothing and articles of faith. Not all gym users will have access to mirrors and private lockable changing spaces. Colleagues who require private spaces to adjust religious headwear or articles of faith may be adversely impacted by this.</p> <p><u>Gym Dress Code</u> WMP has a New Uniform Policy in development. At present no specific guidance has been written to dictate what colleagues can wear in the gym.</p>	<p>Corporate Asset Management are able to amend their design standards to ensure their spaces are as accessible as possible. Local managers can also ask for slight alterations in design as they see fit.</p> <p>Uniform Policy Lead in collaboration with Health & Safety must decide if they would like to address this.</p> <p>This will not impact colleagues of faith.</p>
<p>Sex</p>	<p><u>Reflective WMP</u> Women make up approximately 51% of our workforce but in an internal WMP survey only 5% of our gym users are female.</p>	<p>WMP Women in Policing have the option to develop an attraction strategy should they wish to do so.</p>



	<p><u>Inappropriate behaviour in gyms</u> WMP prides itself on providing a safe place for all employees to work and thrive. Wider societal issues of gym behaviour remain an issue. The Walnut research found that while only 5% of female gym users reported feeling unsafe in relation to sexual harassment and intimidation within facilities, 42% of women had experienced at least one form of sexual harassment or intimidation – such as inappropriate comments, staring or encroachment of personal space – in their fitness or leisure centre. This figure almost doubles, to 83%, for those aged 16-24 and 76% of those who had experienced sexual harassment or intimidation reported changing their behaviour as a result – including doing things such as changing the way they dressed or the times they visited the facility. We strive to create a space for exercise at work where all individuals feel comfortable regardless of their sex.</p> <p><u>Women only spaces</u> The Equality Act 2010 prohibits discrimination based on protected characteristics, including sex. However, it also includes exceptions that allow for single-sex services in certain circumstances. Some private fitness organisations offer women only classes and spaces</p> <p><u>Risk taking by men</u> Young males were more associated with fitness injuries, potentially due to different ‘risk-taking’ behaviour or training intensity compared to elder people and females. Factors associated with gym-based fitness injuries: A case-control study - ScienceDirect</p>	<p>Any inappropriate behaviour will be reported to standards managers, supervisors or PSD. All WMP gym users are expected to behave in line with WMP Standards of Behaviour and Codes of Conduct. Any breaches will be dealt with in line with existing WMP protocol.</p> <p>WMP does not plan to introduce woman only gym facilities. Gym space and location is limited due to cost and estate. The extra expense would not be appropriate in the current climate.</p> <p>WMP expect all employees to take part in an online gym induction. Men, especially younger men are generally more likely to take part in risk taking behaviours. WMP Health and Safety will manage and mitigate any emerging themes or issues relating to gym accidents, injuries will be managed by Wellbeing.</p>
<p>Sexual Orientation</p>	<p><u>Inclusive spaces</u> Some private fitness organisations provide specific LGBTQ+ initiatives. They do this in order to provide a space for people with specific protected characteristics. Gyms predominately used by heterosexual men.</p>	<p>The Network will have the opportunity to develop a strategy to improve attraction.</p>



Publication Instructions

Suitable for publication to public.

Document Control

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Any enquiries in relation to this policy should be made directly with the Strategic Lead.

All policies are subject to a formal consultation process which encompasses Legal, Professional Standards, Faith Groups, Trade Unions, Independent Advisory Groups and wider force groups and any other relevant parties. A record of consultation can be found on the Policy Portal.

It is responsibility of the Strategic Lead to ensure that all links within the policy are correct and accessible.

Amendment History:

Version Number:	Effective Date:	Summary of Amendments:	Author: