

Equality Impact Assessment (EqIA) form: the initial impact assessment

1. Process and guidance

The purpose of an EqIA is to make sure that the council is meeting the needs of all our residents by ensuring we consider how different groups of people may be affected by or experience a proposal in different ways. EqIAs help us to meet our [Public Sector Equality Duty](#) and where applicable the [Armed Forces Duty](#)

The council has a two stage EqIA process:

- Stage 1 - the initial impact assessment
- Stage 2 - the full impact assessment.

This form is for use at Stage 1 of the process. This must be completed when undertaking a project, policy change, or service change. It can form part of a business case for change and must be completed and attached to a Project Initiation Document. The findings of the initial impact assessment will determine whether a full impact assessment is needed.

Guidance and tools for council officers can be accessed on the council's Tackling Inequality Together intranet pages.

Date started:	06 November 2023	
Completed by:	Joseph Howorth/Susan Bentley	
Service:	Sport & Leisure (Resources & Assets)	
Project or policy EqIA relates to:	St Crispins Future Use – transfer to school for School Placement requirements	
Date EqIA discussed at service team meeting:	07 November 2023	
Conclusion (is a full assessment needed?):	No	

Signed off by (AD):	Yes – Peter Kilkenny	
Sign off date:	07 November 23	

2. Summary of the policy, project, or service

This section should be used to summarise the project, policy, or service change (the proposal).

What is the purpose of the proposal, what are the aims and expected outcomes, and how does it relate to service plans and the corporate plan?

Following the consultation for the future use of St Crispins Leisure Centre, an executive report has been produced for executive decision on 30th November 2023. In principle the closure of St Crispin’s Leisure Centre and transfer of the land to St Crispin’s School (The Circle Trust) to fulfil the school placement requirements. The recommendations in the report include that the school is keen to work with the Council and Local Communities to continue the local squash provision in addition to the current community activities the school provide. This proposal will work alongside the WBC corporate plan by supporting the school in providing the right environment for effective learning for all pupils. The Wokingham Borough Secondary Schools Strategy (age 11 to 16) Needs and Options Paper Consultation 2021: Background paper; demonstrates that the projected number of Year 7 pupils within the borough will exceed the number of Year 7 places available by 2024/2025 and therefore additional secondary school places are required to meet the needs. In relation to our Leisure Strategy 2020-25, £52.9m has been invested in Leisure facilities, this includes £23m in Wokingham Leisure Centre which is located within 1 mile of St Crispins Leisure Centre which is part of the proposal for existing leisure members.

How will the proposal be delivered; what governance arrangements are in place and who are the key internal stakeholders?

The proposal will go to the executive committee for a decision to be made, which in turn will trigger further collaboration between respected legal teams, the school, and Place Leisure (leisure provider) addressing current and future contractual arrangements with all parties. Internal property team will then be involved in the change of use for the Leisure Centre to be utilized by the school. Children’s services will be involved across all decisions made between parties to ensure the efficient transfer of the facility, to the school.

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Who will be affected by the proposal? Think about who it is aimed at and who will deliver it.

All existing users of the Leisure Centre will be contacted by Places Leisure (the leisure provider) and given options to move their membership to Wokingham Leisure Centre @ Carnival Hub. Discussions will take place with Places Leisure in regards to the running of leisure activities at Montague Park Community Centre or elsewhere.

Existing squash provisions and existing non-sporting activities will be discussed further with St Crispins School as recommendations are for the school to continue to sport these activities.

There will be no impact to current school students.

3. Data & Protected Characteristics

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This section should be used to set out what data you have gathered to support the initial impact assessment. The table below sets out the equality groups that need to be considered in the impact assessment. These comprise the nine protected characteristics set out in the Equality Act 2010 and other priority areas defined by the council.

Age	Disability	Gender reassignment	Marriage and Civil Partnership	Pregnancy/Maternity
Religious belief	Race	Sex	Sexual Orientation	Socio-economic disadvantage

The Armed Forces Act 2021 also requires consideration of the [impact on Armed Forces Communities](#) when exercising certain housing, education or healthcare functions (excluding social care). Further guidance can be found [here](#).

What data and information will be used to help assess the impact of the proposal on different groups of people? A list of useful resources is available for officers on the Council’s Tackling Inequality Together intranet pages.

- Data based on school places need vs capacity available at St Crispins school.
- Demographic and membership data for St Crispins and Wokingham to ensure similar provision and usage is observed
- Places leisure data on members transferred from St Crispins to alternative facility.
- Assessment of population trend data.
- Membership data single vs multi-site memberships.
- Data on other squash provisions across the borough.
- Data on investment in Leisure Services in Wokingham Borough.

4. Assessing & Scoring Impact

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This section should be used to assess the likely impact on each equality group, consider how significant any impacts could be and explain how the data gathered supports the conclusions made.

Scoring impact for equality groups	
Positive impact	The proposal promotes equality of opportunity by meeting needs or addressing existing barriers to participation and/or promotes good community relations
Neutral or no impact	The proposal has no impact or no disproportionate impact.
Low negative	The proposal is likely to negatively impact a small number of people, be of short duration and can easily be resolved.
High negative	The proposal is likely to have a significant negative impact on many people or a severe impact on a smaller number of people.

Referring to the Scoring table above, please give an impact score for each group, explain what the likely impact will be, and briefly set out how the data supports this conclusion.

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Equality group	Impact score	Impact and supporting data
Age	No Impact	The age profile for St Crispins is very similar to the profile for the nearest centre Wokingham leisure centre with no increased number of young people or older adults in comparison between centres. Therefore, there is no age bias of use at St Crispins vs Wokingham.
Disability	No Impact	
Gender reassignment	No Impact	
Marriage and Civil Partnership	No Impact	
Pregnancy/Maternity	No Impact	
Religious belief	No Impact	
Race	No Impact	
Sex	No Impact	
Sexual Orientation	No Impact	
Socio-economic disadvantage	No Impact	Although St Crispins is the located adjacent to Norreys ward which is an area of high deprivation in Wokingham, the investigation of alternative provisions such as Montague Park under 1 mile and option of utilisation of Wokingham leisure centre located 1 mile from St Crispins allows mitigation of impact on this equality group Cycle, walking, bus and car access routes between facilities ensures adequate and options of transport within Wokingham.
Armed Forces Communities	No Impact	

5. Conclusion and next steps.

Based on your findings from your initial impact assessment, you must complete a full impact assessment if you have identified any groups as having a low or high negative impact.

If no impact, or a positive impact has been identified, you do not need to complete a full assessment. However, you must include reference to the initial assessment in any associated reports, and it must receive formal approval from the Assistant Director responsible for the project, policy, or service change.