

APPENDIX C Equality Impact Full Assessment

Name of project, policy, function, service or proposal being assessed:	FUTURE OPERATION AND PROVISION OF PUBLIC CONVENIENCES
Date EIA Screening assessment completed:	6 November 2017
Full assessment date for completion (from EIA screening):	8 June 2018

At this stage you will need to re-visit your initial screening template to inform your consultation and refer to [guidance notes on completing a full EIA](#)

Consultation

	Method	Action Points
Who do you need to consult with (which equality groups)?	<p>Public consultation.</p> <p>Available to all residents, including local community, equality and diversity Groups</p>	<p>Consultation went live on 7 February 2018 to 4 April 2018.</p> <p>Online, paper and accessible versions in Welsh and English were available throughout the consultation period.</p>
How will you ensure your consultation is inclusive?	<p>Consultation survey forms were available online and at 12 local libraries across the county of Bridgend and at Bridgend Bus Station.</p> <p>Citizens' Panel were informed of consultation. Articles in Gem and Wales on line.</p> <p>Social media posts on twitter and Facebook.</p>	<p>Information circulated on social media regularly throughout the consultation period. (Facebook and Twitter)</p> <p>Hard copies and posters made available at local libraries and Bridgend and Maesteg Bus Stations. Residents could also request a paper copy.</p> <p>Poster promoting the consultation placed in local public conveniences and information shown on council website</p>

		<p>Use of local press to advertise the consultation</p> <p>Circulation to respondents from previous consultation in 2015</p> <p>Circulating questionnaire through Council's Citizen Panel, local groups, organisations and visiting appropriate groups</p>
<p>What consultation was carried out? Consider any consultation activity already carried out, which may not have been specifically about equality but may have information you can use</p>	<p>It had been agreed in Cabinet meeting on 3 October 2017 that the council would undertake a further review of the public conveniences as part of its Medium Term Financial strategy (MTFS) and the council would consult with the public in order to ensure all views were obtained in relation to the continued provision of this service were fully considered.</p> <p>A survey was developed in line with national consultation guidance which enabled residents to provide their feedback on the proposals.</p> <p>The survey was taken to the Bridgend Coalition of Disabled people and the SHOUT meeting.</p>	<p>Survey responses as well as social media, phone, email and letter responses were received and analysed.</p>

Record of consultation with people from equality groups

Group or persons consulted	Date/venue and number of people	Feedback/areas of concern raised	Action Points
Bridgend Coalition of Disabled People	13 February 2018 at St John's on Minerva Street. 15 group members in attendance	Advised attendees of the on-going consultation in respect of public conveniences. 14 people completed the public convenience survey.	Paper copies were made available to the group and those who needed it were offered support to complete the survey.
Bridgend SHOUT meeting	Invited to attend on 21 March 2018 at Evergreen Hall. 20 group members in attendance	Mixed response as only a few used public conveniences.	Hard copies were distributed and a few volunteered to participate in the Council's Citizens Panel. Some members told us that they had already completed the survey prior to the meeting.
Citizens' Panel	All members of the Citizens Panel were made aware of the consultation	At the beginning of this consultation there were 1685 Citizens' Panel members.	n/a
'Your Bus Matters' event	Advised attendees and passers-by of the on-going consultation in respect of public conveniences	Advised attendees of the on-going consultation in respect of public conveniences.	Paper copies were made available to the group and those who needed it were offered support to complete the survey.

Assessment of Impact

Based on the data you have analysed, and the results of consultation or research, consider what the potential impact will be upon people with protected characteristics (negative or positive). Include any examples of how the policy helps to promote equality. If you do identify any adverse impact you **must seek legal advice as to whether, based on the evidence provided, an adverse impact is or is potentially discriminatory, and identify steps to mitigate any adverse impact – these actions will need to be included in your action plan.**

	Impact or potential impact	Actions to mitigate
Gender	<p>Removal or reduction of services would have a potentially negative impact on any members of the community.</p> <p>However, the consultation report does not give evidence to suggest that this group would be any more disproportionately affected than others.</p>	N/A
Disability	<p>133 respondents considered themselves to have a disability.</p> <p>93% of respondents told us that they utilised the toilets in the town centre. With 18% of respondents stating that they used the toilets daily and 60% using the toilets weekly.</p> <p>19% of those who respondents believed there would be an impact on disabled/older generation with health issues if the facilities were removed</p>	<p>Identify alternative facilities and extend Comfort Scheme</p> <p>Explore Town and Community Council options to secure the transfer of some public toilets under the Councils Community Asset Transfer (CAT) programme.</p> <p>Review a 'pay to use' option to support the expenditure for retaining the facilities where appropriate</p>
Race	<p>Removal or reduction of services would have a potentially negative impact on any members of the community.</p> <p>However, the consultation report does not give evidence to suggest that this</p>	N/A

	group would be any more disproportionately affected than others.	
Religion and belief	<p>Removal or reduction of services would have a potentially negative impact on any members of the community.</p> <p>However, the consultation report does not give evidence to suggest that this group would be any more disproportionately affected than others.</p>	N/A
Sexual Orientation	<p>Removal or reduction of services would have a potentially negative impact on any members of the community.</p> <p>However, the consultation report does not give evidence to suggest that this group would be any more disproportionately affected than others.</p>	N/A
Age	<p>Respondents aged over 55 made up 46% of respondents. 17.8% of respondents were aged 65-74.</p> <p>93% of respondents told us that they utilised the toilets in the town centre. With 18% of respondents stating that they used the toilets daily and 60% using the toilets weekly.</p> <p>When asked to provide further comments about the future of public conveniences 57 people made a comment about the impact on disabled or older generation with health issues. A further 9 raised the</p>	<p>Identify alternative facilities and extend Comfort Scheme</p> <p>Explore Town and Community Council options to secure the transfer of some public toilets under the Councils Community Asset Transfer (CAT) programme.</p> <p>Review a 'pay to use' option to support the expenditure for retaining the facilities where appropriate</p>

	<p>concern of risks associated with social isolation and toilet accidents.</p> <p>19% of respondents believed there would be an impact on disabled/older generation with health issues if the facilities were removed</p>	
Pregnancy & Maternity	<p>This service would not impact upon employees and therefore pregnancy and maternity is considered on the part of pregnant women within the community or nursing mothers.</p> <p>There was one comment received in relation to breastfeeding mums within the survey, however this was not specific to the use of toilets:</p> <p><i>As a breastfeeding mum I've struggled to find anywhere public to feed my baby in private. We need more support.</i></p> <p>All toilets currently have baby changing facilities within them, and the criteria for the comfort scheme includes baby changing facilities which are available to both men and women.</p>	<p>Identify alternative facilities and extend Comfort Scheme</p> <p>Explore Town and Community Council options to secure the transfer of some public toilets under the Councils Community Asset Transfer (CAT) programme.</p> <p>Review a 'pay to use' option to support the expenditure for retaining the facilities where appropriate</p>
Transgender	<p>Removal or reduction of services would have a potentially negative impact on any members of the community.</p> <p>However, the consultation report does not give evidence to suggest that this group would be any more disproportionately affected than others.</p>	N/A

Marriage and Civil partnership	<p>Removal or reduction of services would have a potentially negative impact on any members of the community.</p> <p>However, the consultation report does not give evidence to suggest that this group would be any more disproportionately affected than others.</p>	N/A
Welsh language	<p>Removal or reduction of services would have a potentially negative impact on any members of the community.</p> <p>However, the consultation report does not give evidence to suggest that this group would be any more disproportionately affected than others.</p>	N/A

Equality Impact assessment Action Plan

It is essential that you now complete the action plan. Once your action plan is complete, please ensure that the actions are mainstreamed into the relevant Service Development Plan.

Action	Lead Person	Target for completion	Resources needed	Service Development plan for this action
Identify future development opportunities which could incorporate access to public conveniences	Group Manager	1 April 2019	£0	MTFS 2017/18
Identify suitable business which could participate in the council's 'Comfort Scheme'	Service Manager	1 April 2019	Each business identified could receive a maximum of £500 contribution.	MTFS 2017/18

Work closely with Town and Community Councils to secure the transfer of some public toilets under the Councils Community Asset Transfer (CAT) programme. Alternatively, where Town and Community Councils wish to install new or alternative facilities to those currently provided by the Council, the Council, work closely with the Town and Community Council to support them in this aim.	Group Manager	1 April 2019	May result in expenditure as a contribution from the council or cost incurred throughout the transfer process	MTFS 2017/18
Review a 'pay to use' option to support the expenditure for retaining the facilities where appropriate	Service Manager	1 April 2019	Purchase, installation and collection costs. On-going annual maintenance revenue	MTFS 2017/18

Please detail the name of the independent person (someone other than the person undertaking the EIA) countersigning this EIA below:

Countersigned:	Role:	Date:
ANDREW HOBBS	GROUP MANAGER – STREET SCENE	11.06.18

Please outline how and when this EIA will be monitored in future and when a review will take place (max. three years):

Monitoring arrangements:	Date of Review:
CONTINUAL MONITORING OF ACCESSIBILITY TO ALTERNATIVE FACILITIES AND ACCESS TO COMFORT SCHEME	01.04.21

Details of person completing the Full EIA:

Name:	Role:	Date:
ZAK SHELL	HEAD OF NEIGHBOURHOOD SERVICES	11.06.18

Publication of a Full EIA and feedback to consultation groups

It is important that the results of this impact assessment are published in a user friendly accessible format.

It is also important that you feedback to your consultation groups with the actions that you are taking to address their concerns and to mitigate against any potential adverse impact.

When complete, this form must be signed off and retained by the service area. The Full EIA should be recorded as complete on share point (your business manager has access to share point). Where a full EIA is needed this should be included as an appendix with the relevant cabinet report and therefore available publically on the website.

If you have queries in relation to the use of this toolkit please contact the Equalities Team on 01656 643664 or equalities@bridgend.gov.uk