

Appendix1 Equality Impact Full Assessment

Name of project, policy, function, service or proposal being assessed:	Shopmobility provision - proposed introduction of a charge for the service and changes to opening hours
Date EIA Screening assessment completed:	September 2019
Full assessment date for completion (from EIA screening):	November 2019

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)? Members of the shop mobility scheme and the local equality forum	Letter with return SAE sent to all current shopmobility service users	
How will you ensure your consultation is inclusive?	Letter provided in Welsh and English. All current registered users of the service were included in the consultation.	
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	The proposals for charging for shopmobility had been outlined in the MTFS consultation proposals for 2019-20 to 2022-23.	This consultation ran from 24 September to 18 Nov 2018 From this consultation 48% of responders indicated that we should explore charging for shopmobility – the council is therefore exploring options for

	<p>2,677 survey responses were received to the MTFS consultation 2018.</p> <p>The letter sent to all current service users outlined the following proposals:</p> <p>Introduce a charge for hire of £5 per day</p> <p>Introduce amended opening hours from 08:30 am to 5pm daily to 10am – 4pm daily (Monday to Saturday)</p>	charging for the service with current shopmobility users.
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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
Current shopmobility service users	281 letters sent	<p>41 written responses received</p> <p>18 (44%) stated they agreed with proposals</p> <p>16 (39%) provided alternative proposals. Alternatives suggested included a lesser fee £3 instead of £5. Some suggested an hourly tariff.</p>	Consideration given to alternative proposals

		<p>Also suggested maintaining a longer opening hours than the proposed 10am – 4pm</p> <p>7(17%) did not agree with proposals</p>	
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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	No specific impact identified from consultation	None identified
Disability	<p>The majority of users of this service have needs related to a disability or limited mobility.</p> <p>The proposal made was an opening time of 10am until 4pm – in this regard responses indicated a potential impact on medical appointments and accessing services within the town centre</p> <p>Also in terms of the proposed hire charge of £5 – whilst 44% of respondents agreed with this proposal there was also a</p>	<p>The original proposals have been amended to take into consideration feedback from service users as detailed below:</p> <p>Whilst the provision is not specifically to allow access to doctors surgeries that may be located in the town consideration of the 10am opening has been made against the comments received and the proposal now reflects revised opening hours of 09:15 until 4pm.</p>

	<p>significant response (39%) who commented on the hire charge, and offered an alternative amount for consideration.</p>	<p>In response to the feedback received in relation to the proposed fee this has now been amended in the proposals to £3 instead of £5.</p> <p>The introduction of a membership joining/renewal fee of £5 which would include the first hire on renewal or new membership</p>
Race	No specific impact identified from consultation	None identified
Religion and belief	No specific impact identified from consultation	None identified
Sexual Orientation	No specific impact identified from consultation	None identified
Age	<p>The majority of users of this service have needs related to a disability or limited mobility.</p> <p>The proposal made was an opening time of 10am until 4pm – in this regard responses indicated a potential impact on medical appointments and accessing services within the town centre</p> <p>Also in terms of the proposed hire charge of £5 – whilst 44% of respondents agreed with this proposal there was also a significant response (39%) who commented on the hire charge, and</p>	<p>The original proposals have been amended to take into consideration feedback from service users as detailed below:</p> <p>Whilst the provision is not specifically to allow access to doctors surgeries that may be located in the town consideration of the 10am opening has been made against the comments received and the proposal now reflects revised opening hours of 09:15 until 4pm.</p> <p>In response to the feedback received in relation to the proposed fee this has now</p>

	offered an alternative amount for consideration.	been amended in the proposals to £3 instead of £5. The Introduction of a membership joining/renewal fee of £5 which would include the first hire on renewal or new membership
Pregnancy & Maternity	No specific impact identified from consultation	None identified
Transgender	No specific impact identified from consultation	None identified
Marriage and Civil partnership	No specific impact identified from consultation	None identified
Welsh language	No specific impact identified from consultation	None identified

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
Recommendations to cabinet to approve the revised proposal in regard of charging and opening times	Group Manager Highways and Green Spaces	January 2020	N/A	

Continue to Monitor service provision	Traffic and Transportation Manager	N/A	Shop mobility staff	
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Please detail the name of the independent person (someone other than the person undertaking the EIA) countersigning this EIA below:

Countersigned:	Role:	Date:
Zak Shell	Head of Operations - Community Services	November 2019

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:
A review of this EIA to be monitored in relation to ongoing service provision of this facility	August 2022

Details of person completing the Full EIA:

Name:	Role:	Date:
Kevin Mulcahy	Group Manager Highways and Green Spaces	19 November 2019

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