

EQUALITY IMPACT ASSESSMENT

Stage 1: Title and aims of the activity (“activity” is an umbrella term covering policies, procedures, guidance and decisions).	
Service	Business Services
Section	Property & Facilities Management
Title of the activity etc.	Budget Developments – T34
Aims Of The Activity	<p>Please note this EIA deals with the implications of changes arising from budget savings proposals.</p> <p>Proposals which involve seeking an increase in income generation from the letting of presently vacant property or the more focused targeting of income generation from existing let property will have no adverse impact on anyone or any group of service users.</p> <p>The reduction in the budget for managing Public Conveniences will result in a reduction in the number of managed facilities. This will necessarily include a reduction in the number of disabled facilities provided by the Council.</p> <p>However, the facilities to be reduced will be those with lower footfall and the detrimental impact on the number of potential users, including groups with protected status, will be significantly lessened.</p> <p>It should be noted that the intended approach is to encourage either communities to take over the management of their facilities or local and existing businesses to offer facilities through a Comfort Partnership before any Council facility is closed.</p> <p>Through the targeting of future investment the Service is aiming to provide a smaller number of improved facilities particularly on transport corridors or identified tourist routes which will enhance the overall experience.</p> <p>The proposals further include more efficient use of public halls.</p>
Author(s) & Title(s)	Head of Property and Facilities Management

Stage 2: List the evidence that has been used in this assessment.	
Internal data (customer satisfaction surveys; equality monitoring data; customer complaints).	None
Internal consultation with staff and other services affected.	<p>Proposed changes to Budget are reported through the Strategic Leadership Team before going to Policy and Resources for Committee.</p> <p>Furthermore, the draft Public Convenience Strategy has been presented to each Area Committee for their views before these are reflected in the final proposal</p> <p>This structured process ensures all Members and services are consulted on and involved in the development of the proposals.</p>
External consultation (partner organisations, community groups, and councils).	<p>The increase in rental income is generally agreed with (prospective) tenants in advance and will reflect market conditions.</p> <p>Before any decision is taken to close a public convenience and public halls we will consult with local communities where possible.</p>
External data (census, available statistics).	None
Other (general information as appropriate).	None

Stage 3: Evidence Gaps.	
Are there any gaps in the information you currently hold?	We do not have empirical evidence of the footfall of any particular Public Convenience. We have anecdotal evidence from the level of cleaning required from which we have extrapolated activity levels.

Stage 4: Measures to fill the evidence gaps.		
What measures will be taken to fill the information gaps before the activity is implemented? These should be included in the action plan at the back of this form.	Measures:	Timescale:
	N/A	
	N/A	
	N/A	
	N/A	

Stage 5: Are there potential impacts on protected groups? Please complete for each protected group by inserting "yes" in the applicable box/boxes below.				
	Positive	Negative	Neutral	Unknown
Age – Younger		Yes, but limited		
Age – Older		Yes, but limited		
Disability		Yes, but limited		
Race – (includes Gypsy Travellers)			Yes	
Religion or Belief			Yes	
Gender – male/female			Yes	
Pregnancy and maternity			Yes	
Sexual orientation – (includes Lesbian/ Gay/Bisexual)			Yes	
Gender reassignment – (includes Transgender)			Yes	
Marriage and Civil Partnership			Yes	

Stage 6: What are the positive and negative impacts?		
Impacts.	Positive (describe the impact for each of the protected characteristics affected)	Negative (describe the impact for each of the protected characteristics affected)
Please detail the potential positive and/or negative impacts on those with protected characteristics you have highlighted above. Detail the impacts and describe those affected.		Younger – more limited number of facilities overall There may be fewer numbers of available facilities but the impact will be limited by the careful selection of facilities with low footfall numbers.
		Older– more limited number of facilities overall There may be fewer numbers of available facilities but the impact will be limited by the careful selection of facilities with low footfall numbers.
		Disability – more limited number of facilities overall. There may be fewer numbers of available facilities but the impact will be limited by the careful selection of facilities with low footfall numbers.

Stage 7: Have any of the affected groups been consulted?	
If yes, please give details of how this was done and what the results were. If no, how have you ensured that you can make an informed decision about mitigating steps?	No, but there will be consultation with Community Groups as appropriate.

Stage 8: What mitigating steps will be taken to remove or reduce negative impacts?		
These should be included in any action plan at the back of this form.	Mitigating Steps	Timescale
	Already discussed above.	
	N/A	
	N/A	
	N/A	
	N/A	

Stage 9: What steps can be taken to promote good relations between various groups?	
These should be included in the action plan.	N/A

Stage 10: How does the policy/activity create opportunities for advancing equality of opportunity?

Stage 11: What equality monitoring arrangements will be put in place?	
These should be included in any action plan (for example customer satisfaction questionnaires).	Any monitoring will be done by the service/Lead Officer responsible for the project.

Stage 12: What is the outcome of the Assessment?		
Please complete the appropriate box/boxes	1	No negative impacts have been identified –please explain.
	N/A	
	2	Negative Impacts have been identified, these can be mitigated - please explain. * Please fill in Stage 13 if this option is chosen.

	N/A	
	3	The activity will have negative impacts which cannot be mitigated fully – please explain. * Please fill in Stage 13 if this option is chosen
	N/A	

* Stage 13: Set out the justification that the activity can and should go ahead despite the negative impact.

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Stage 14: Sign off and authorisation.

Sign off and authorisation.	1) Service and Team		
	2) Title of Policy/Activity		
	3) Authors: I have completed the equality impact assessment for this policy/activity.	Name: Position: Facilities Manager Date: 16 December 2015 Signature:	Name: Position: Date: Signature:
		Name: Position: Date: Signature:	Name: Position: Date: Signature:
	4) Consultation with Service Manager	Name: Date:	
5) Authorisation by Director or Head of Service	Name: Position: Head of Property and Facilities Management Date: 16 December 2015	Name: Position: Date:	

	<p>6) If the EIA relates to a matter that has to go before a Committee, Committee report author sends the Committee Report and this form, and any supporting assessment documents, to the Officers responsible for monitoring and the Committee Officer of the relevant Committee. e.g. Social Work and Housing Committee.</p>	<p>Date: N/A</p>
	<p>7) EIA author sends a copy of the finalised form to: eia@abdnshire</p>	<p>Date: N/A</p>
<p>(Equalities team to complete) Has the completed form been published on the website? YES/NO</p>		<p>Date:</p>

