

### Equality and Rurality Impact Assessment Form

When completing this form you will need to provide evidence that you have considered how the ‘protected characteristics’ may be impacted upon by this decision. In line with the General Equality Duty the Council must, in the exercise of its functions, have due regard for the need to:

- a) Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010;
- b) Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- c) Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

This form should be completed in conjunction with the guidance document available on the Intranet

Once completed a copy should be emailed to [cheryl.sloan@publicagroup.uk](mailto:cheryl.sloan@publicagroup.uk) to be signed off by an equalities officer before being published.

1. Persons responsible for this assessment:

Names: Claire Locke	
Date of assessment: 01/02/2024	Telephone: 01265 623000 Email: <a href="mailto:Claire.locke@cotswold.gov.uk">Claire.locke@cotswold.gov.uk</a>

2. Name of the policy, service, strategy, procedure or function: Public Conveniences

Is this a new or existing one? Existing
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3. Briefly describe it aims and objectives

<p>The service is the provision of Public Conveniences to provide access to facilities for those people visiting Towns and larger villages in the Cotswolds, principally for Tourism or shopping.</p> <p>Proposal is to transfer facilities to the Town Council or close facilities in four locations (three Towns) where there are more than one facility, so that these Towns just retain one site with Public Conveniences. A disabled access facility will be retained with free access using a RADAR key.</p> <p>Proposal to introduce charging at ALL facilities, as there is currently some inconsistency with some charging and some free.</p>
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4. Are there any external considerations? (e.g. Legislation/government directives)

Discretionary service but legislative provisions around disabled access.

5. What evidence has helped to inform this assessment?

Source	✓	If ticked please explain what
Demographic data and other statistics, including census findings	✓	Toilet usage, costs and income analysed
Recent research findings including studies of deprivation	<input type="checkbox"/>	
Results of recent consultations and surveys	✓	Consultation with disability groups as part of Overview and Scrutiny Working Group reviewing service provision
Results of ethnic monitoring data and any equalities data	<input type="checkbox"/>	
Anecdotal information from groups and agencies within Gloucestershire	✓	Discussion with service manager and contractor providing cleaning services
Comparisons between similar functions / policies elsewhere	✓	Comparison with actions some other local authorities have taken
Analysis of audit reports and reviews	<input type="checkbox"/>	
Other:	✓	O & S working group visited facilities

6. Please specify how intend to gather evidence to fill any gaps identified above:

NA

7. Has any consultation been carried out?

Yes – Town and parishes with public conveniences were invited to put forward comments on the public convenience service

Public Conveniences service provider

If NO please outline any planned activities

8. What level of impact either directly or indirectly will the proposal have upon the general public / staff? (Please quantify where possible)

Level of impact	Response
NO IMPACT – The proposal has no impact upon the general public/staff	<input type="checkbox"/>
LOW – Few members of the general public/staff will be affected by this proposal	<input type="checkbox"/>
MEDIUM – A large group of the general public/staff will be affected by this proposal	<input checked="" type="checkbox"/>
HIGH – The proposal will have an impact upon the whole community/all staff	<input type="checkbox"/>
Comments: e.g. Who will this specifically impact? Potential closure - Visitors to Towns and villages who may have less knowledge on the location of toilet facilities provided both by the Council and by others. Disabled people, very young children (and their parents/carers) and pregnant persons who may need to access facilities quickly. Charging at all facilities – will impact visitors to facilities that are currently free but enables a more consistent approach to cost recovery.	

9. Considering the available evidence, what type of impact could this function have on any of the protected characteristics?

*Negative – it could disadvantage and therefore potentially not meet the General Equality duty;*

*Positive – it could benefit and help meet the General Equality duty;*

*Neutral – neither positive nor negative impact / Not sure*

	Potential Negative	Potential Positive	Neutral	Reasons	Options for mitigating adverse impacts

Age – Young People	✓			Toddlers toilet training may need quick access to facilities	One set of Public conveniences being retained in each Town by CDC. Other facilities are available in publically accessible buildings such as Supermarkets, libraries, shops, restaurants and cafes. Facilities will be offered to the Town Council at each location, so they may retain them. Closure of some facilities reduces the ongoing subsidy and makes the service more sustainable, thereby protecting the service longer term. Signage will be erected to give advance warning of closure, if facilities are not transferring. Upon closure signage will advise customer of the nearest alternative facilities.
Age – Old People	✓			May require quick or frequent access to facilities	As Above
Disability	✓			May require quick or frequent access to facilities	As above. Free disabled access to facilities available in each location with a RADAR key.
Sex – Male					
Sex – Female					
Race including Gypsy and Travellers					
Religion or Belief					
Sexual Orientation					
Gender Reassignment					
Pregnancy and maternity	✓			May require quick or frequent access to facilities	As Above
Geographical impacts on one area					

Other Groups					
<b>Rural considerations:</b> ie Access to services; leisure facilities, transport; education; employment; broadband.					

10. Action plan (add additional lines if necessary)

Action(s)	Lead Officer	Resource	Timescale
Dialogue with relevant Town Councils to agree transfer or closure	Maria Wheatley/Susan Hughes/ Claire Locke	Legal and Estates input	February – March 2024
Timeline to be agreed	Maria Wheatley/Susan Hughes/ Claire Locke	Legal and Estates input	February – March 2024
Signage - Planned transfer/closure - Redirecting to other facilities - Explaining costs & charges	Maria Wheatley		To align with agreed timeline
Legal Transfer (if relevant)	Andrew Turner/Jasmine McWilliams	Legal	TBC
Closure (If relevant) – repurposing, conversion, lease or sale	Andrew Turner/Jasmine McWilliams	Property & Estates, Legal & Finance	TBC
Charging Mechanism introduced	Maria Wheatley	Liaison with Contractor	TBC

11. Is there is anything else that you wish to add?

**Declaration**

I/We are satisfied that an equality impact assessment has been carried out on this policy, service, strategy, procedure or function and where an negative impact has been identified actions have been developed to lessen or negate this impact. We understand that the Equality Impact Assessment is required by the District Council and that we take responsibility for the completion and quality of this assessment.

Completed By:	Claire Locke	Date:	01/02/24
Line Manager:	N/A	Date:	
Reviewed by Corporate Equality Officer:	Cheryl Sloan	Date:	01/02/2024