

Impact Assessment template

Step 1: Screening for relevance

Name of a policy Date:	Public Convenience Review (Policy Option)
Lead Officer:	Sue Fernandes
External Challenger:	
Other members of team undertaking Impact Assessment:	

Main aims, purpose and outcomes and how does it fit in with the wider aims of the organisation:

This policy option is to reduce the overall costs to the Council of the public convenience service within Cheshire West. The review includes an assessment on the condition, usage and costs of the current public conveniences in the management of the Streetscene Service.

Is the above relevant to equality and diversity?

Yes No

Quick check:

- ✓ *Is the policy (function, procedure etc.) concerned with people?* Yes x No
- ✓ *Is the policy (function, procedure etc.) outward looking (i.e. community, employees, partners)* Yes x No
- ✓ *Does the policy (function etc.) involve face to face contact?* Yes No x
- ✓ *Does it include making decisions based on someone's individual characteristics, circumstances or needs?* Yes x No
- ✓ *Is there history of long-established pattern of unequal outcomes? (and do I have enough evidence to prove otherwise?)* Yes No x
- ✓ *Is the policy (function, procedure....) likely to have a significant impact on someone's life, health or wellbeing?* Yes No x

Exit the process if you answered No to all of the above questions, otherwise please continue.

Please delete guidance notes (*in italic*) after completion

Cheshire West & Chester Council

Step 2: Scoping

What do you already know about the policy (decision etc), **what are the main issues you need to consider:**

(Prompts: promotion of equality in the areas of age, disability, gender, gender reassignment, race, religion or belief, sexual orientation, or human rights; meeting the needs of different communities and groups; outcomes of any relevant consultation already undertaken; examples of good practice in this area)

Target group / area	Main issues (<i>bullet points</i>)	Evidence and data currently available (<i>qualitative & quantitative</i>)	Consultation / involvement carried out	Further information needed to undertake the assessment
Race and Ethnicity <i>(including Gypsy and Travellers; migrant workers, asylum seekers etc.)</i>	Current provision is open to all, any reduction made may impact on whole of community not specifically a particular element thereof.		.	None
Disability <i>(as defined by the DDA: ..."someone who has a physical or mental impairment that has a substantial and long-term adverse effect on his or her ability to carry out normal day-to-day activities)</i>	It is already known that some of the PC's do not comply to the required DDA standards and this is to be addressed as part of the review			None
Gender / Gender reassignment	Toilets will continue to be provided for both genders in a modern format.			None
Religion and belief				None
Sexual orientation <i>(inc. heterosexual, lesbian, gay, bi-sexual)</i>				None

Please delete guidance notes (*in italic*) after completion

Age Children and young people Adults Younger older people Older older people	.		.	<i>None</i>
				<i>None</i>
Rural communities	There is limited provision currently in these areas, it is expected that the proposal for community toilet scheme will provide additional provision (although this cannot be guaranteed)			<i>None</i>
Areas of deprivation				<i>None</i>

Step 3: Assessing impact and strengthening the policy

Target group / area	Is the policy (function etc.) likely to have an adverse impact on any of the groups? If yes please comment <i>Please start by considering the aspects below</i>	Are there any particularly positive impacts of the policy (function etc.) on any of the groups you would like to highlight?	Please rate the impact taking into account any measures already in place to reduce the potential impact highlighted in the previous column. High -significant potential impact, risk of exposure, history of complaints, no mitigating measures in place or no evidence available, urgent need for consultation with service users, general public, employees Medium -some potential impact, some mitigating measures in place but no evidence available how effective they are, would be beneficial to consult with service users, general public etc. but not urgent Low -almost bordering with non relevance to the EIA process (heavily legislation led - very little discretion exercised, limited public facing aspect			Future actions that may need to take place to further reduce the impact.
			High	Medium	Low	
Race and Ethnicity <i>(including Gypsy and Travellers; migrant workers, asylum seekers etc.)</i>	The review is not considered likely to have an adverse impact on this group				X	
Disability <i>(as defined by the DDA: ..."someone who has a physical or mental impairment that has a substantial and long-term adverse effect on his or her ability to carry out normal day-to-day activities)</i>	The review is likely to have a positive impact on this group as it will be a requirement to ensure DDA compliance in PC's and may also provide additional "Changing Places" opportunities				X	

Gender / Gender reassignment	The review is not considered likely to have an adverse impact on this group				X	
Religion and belief	N/A					
Sexual orientation <i>(includes heterosexual, lesbian, gay, bi-sexual)</i>	N/A					
Age Children and young people	The review is not considered likely to have an adverse impact on this group				X	
Adults	The review is not considered likely to have an adverse impact on this group				X	
Younger older people	The review is not considered likely to have an adverse impact on this group				X	
Older older people	The review is not considered likely to have an adverse impact on this group. The policy may have a positive effect on this group as it will help ensure parking provision / accessibility.				X	
Rural communities Service availability (access)	The review is not considered likely to have an adverse impact on this group as current provision is likely to remain in some format and will be DDA compliant				X	

Cost of service delivery and costs to community to access the service	There will be no change to the cost to access but there is a budget saving most of which relates to the removal of APC's currently in Chester.				x	
Impact on quality and character of the natural rural landscape and residents	N/A					
Impact on people wishing to visit the countryside	N/A					
Areas of deprivation	N/A					
Human rights			No Rating Needed			

Step 4: Health and wellbeing

	Race and Ethnicity	Disability	Gender / Gender reassignment	Religion and belief	Sexual orientation	Rural communities	Areas of deprivation	Age
Is the policy (function etc.) likely to have the potential to impact on human health (pls. comment). If yes please specify. NO								
Will there be a significant impact on any of the following lifestyle related variables? Pls. comment	Physical activity NO							
	Smoking, Drugs or alcohol use NO							
	Sexual behaviour NO							
	Accidents and stress at home or work NO							
	Diet NO							
Is there likely to be a significant demand on any of the following health and social care services?	Social services Primary care NO							
	Community services NO							
	Primary / hospital care/ A&E / Need for medicines etc. NO							

Step 5: Procurement and partnership

Is this project due to be carried out wholly or partly by contractors?	No
If yes, what steps did you take to ensure that any partner organisation you work with complies with equality and human rights legislation, specifically in relation to:	
<ul style="list-style-type: none"> tendering and specifications 	
<ul style="list-style-type: none"> awards process 	
<ul style="list-style-type: none"> contract clauses 	
<ul style="list-style-type: none"> monitoring and performance measures 	

Step 6: Making a decision and actions

What practical actions do you recommend to reduce, justify or remove any adverse/negative impact? N/A Reflect these actions in the E&D part of the Directorate Business plans.		
Action	Lead Officer	Deadline
Community Toilet Scheme is aimed at increasing provision particularly where any provision changes	Sue Fernandes	March 2013

Step 7: Monitoring and review

How will you monitor the impact and effectiveness of this policy (function etc.)?	Service outcomes provided by the CU through grant funding are monitored on a quarterly basis and to linked to grant payments.
Next review of the policy (function etc.) Work will be reviewed 12 months after it has been endorsed and implemented	

Step 8 Signing off; Overview and Scrutiny involvement; Publishing

Lead Officer:	Sue Fernandes	
Approved by Head of Service:	John Jeffrey	
Overview and Scrutiny involvement		
Date:		
Comments / Actions emerging from challenge session	Lead Officer	Deadline

All Impact Assessments are publicly available from a designated area of the Council’s website, please forward the completed EIA to the Equality and Diversity Managers for publishing.