

SERVICE DELIVERY EXECUTIVE ADVISORY BOARD

4 NOVEMBER 2021

SUPPLEMENTARY INFORMATION

ITEM 4 - PUBLIC CONVENIENCES REVIEW

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Equality Impact Assessment – Allen House toilet

The purpose of an assessment is to understand the impact of the Council's activities* on people from protected groups and to assess whether unlawful discrimination may occur. It also helps to identify key equality issues and highlight opportunities to promote equality across the Council and the community. The assessment should be carried out during the initial stages of the planning process so that any findings can be incorporated into the final proposals and, where appropriate, have a bearing on the outcome.

(*Activity can mean strategy, practice, function, policy, procedure, decision, project or service)

Name of person completing the assessment	Stuart Riddle	Date of assessment	26/11/21
Name of the proposed activity being assessed	Potential closure of Allen House public conveniences	Is this a new or existing activity?	Existing
Who will implement the activity and who will be responsible for it?	Implementation – Stuart Riddle Responsible – Chris Wheeler		

1. Determining the relevance to equality

What are the aims, objectives, and purpose of the activity?	To review Guildford Borough Council's public conveniences and determine which locations are feasible to close while considering limiting the negative impact on residents and visitors to Guildford Borough.		
Is this a major activity that significantly affects how services or functions are delivered?	Yes, a 25% reduction in Guildford Borough Council's directly provided toilets.	Who will benefit from this activity and how?	Guildford Borough Council via a £65k per year costs saving
Does it relate to a function that has been identified as being important to people with particular protected characteristics?	Yes, Allen House toilets include a disabled toilet and baby changing facilities.	Who are the stakeholders? Does the activity affect employees, service users or the wider community?	Residents and visitors that use Allen House to access Guildford's workplaces, shops, and hospitality

Based on the above information, is the activity relevant to equality?

Yes – continue to section 2 No – please record your reasons why the activity is not relevant to equality	Yes
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2. Is the proposed activity accessible for all the protected groups listed below?
(Consider in what ways the activity might create difficulties or barriers to parts of the workforce, community, or protected groups. How might one or more groups be excluded because of the activity?)

Protected groups	Yes	No	Evidence
Disability		No	No access for all individuals as proposed activity is closure.
Race		No	
Gender		No	
Sexual orientation		No	
Age		No	
Religion or belief		No	
Transgender or transsexual		No	
Marriage and civil partnership		No	
Pregnancy or maternity		No	

3. Is it likely the proposed activity will have a negative impact on one or more protected groups?

Protected groups	Yes	No	Evidence
Disability	Yes		Closure of disabled toilets and closest toilets if York Road car park used. The next nearest facility has the same provisions and is on Ward Street.
Race		No	Closure will affect all races equally – the next nearest facility has the same provisions as Allen House.
Gender		No	Closure will affect all genders equally – the next nearest facility has the same provisions as Allen House.
Sexual orientation		No	Closure will affect all sexual orientations equally - the next nearest facility has the same provisions as Allen House.
Age	Yes		Older residents and visitors have an increased chance of urinary incontinence. The next nearest facility has the same provisions and is on Ward Street.
Religion or belief		No	Closure will affect all religions and beliefs equally - the next nearest facility has the same provisions as Allen House. This is the closest public facility to York Road Synagogue but it is assumed the Synagogue has its own toilets.
Transgender or transsexual		No	Closure will affect all sexual orientations equally - the next nearest facility has the same provisions as Allen House.

Marriage and civil partnership		No	Closure will affect all individuals, no matter marital or partnership status equally – the next nearest facility has the same provisions as Allen House.
Pregnancy or maternity	Yes		Closure of baby changing facilities and closest toilets if York Road car park used. Pregnant women have an increased chance of urinary incontinence. The next nearest facility has the same provisions and is on Ward Street.

4. What action can be taken to address any negative impact? What measures could be included to promote a positive impact? (*Consider whether it is possible to amend or change the activity due to the likely adverse impact whilst still delivering the objective. Is it possible to consider a different activity which still achieves the aims but avoids an adverse impact? Is an action plan required to reduce any actual or potential adverse impact?*)

The negative impact affects all individuals. The closure of Allen House toilets would have a greater negative impact on some protected groups, as outlined in part 3, but it is considered this impact is indirect. We will be placing notices on the relevant toilet doors informing residents of their nearest facilities, both when it goes out to consultation and at sites that are approved for closure following consultation. We will also be encouraging businesses to sign up to The British Toilet Associations Use our Loos Campaign in the hope that there are more alternatives nearby.

There is no way to achieve a positive impact while looking to fulfil the approved mandate.

5. What are the main sources of evidence that have been used to identify the likely impacts on the different protected groups? (*Use relevant quantitative and qualitative information that is available from sources such as previous EIA's, engagement with staff and service users, equality monitoring, complaints, comments, customer equality profiles, feedback, issues raised at previous consultations and known inequalities*).

In January 2021 there was a Budget Survey published, undertaken by SMSR research, and it asked residents to consider Council services in terms of importance, priority, and spending. The survey found that public facilities ranked 9th for all 3 categories, out of the 12 noted services Guildford Borough Council provides. The survey has a mix of responses from all age groups, BAME, transgender and around 10% of all responders identified as having a disability. However, the report does not separate out responses from those in protected groups and the results leading to the ranking are averages.

Usage numbers of male and female toilets are contained in a report by Healthmatic. The report, completed in 2018, was a user survey of all Guildford Borough Council provided facilities and could show the number of users per hour.

6. Has any consultation been carried out (e.g., with employees, service users or the wider community)? Please provide details

Not yet – a public consultation on the closure of public conveniences is due in January 2022.

7. Is further consultation required as a result of any negative impact identified? If so, what groups do you intend to engage with and how?

All groups will be encouraged to respond to the public convenience consultation starting in January 2022. Charities, Government support services, specialists and resident groups will be encouraged to engage. This will include groups like Guildford Access Group, Surrey Coalition, Age UK, Outline Surrey, and the local NHS trust.

8. Conclusion of Equality Impact Assessment - please summarise your findings

The potential closure of Allen House toilets is part of an approved mandate to generate cost savings of £65k per annum. This facility has existed for many years and although its closure would directly affect all regular or potential users of this public toilet, its potential additional negative effect on those in protected groups is indirect. Leaving facilities open purely for one or more protected group is not financially viable given the Council's financial position.

Name of person completing assessment: Stuart Riddle

Date: 26th October 2021

Job title: Project Lead - Public Conveniences Review

Senior manager name: Chris Wheeler

Date: 1st November 2021

Equality Impact Assessment – Farnham Road toilets

The purpose of an assessment is to understand the impact of the Council's activities* on people from protected groups and to assess whether unlawful discrimination may occur. It also helps to identify key equality issues and highlight opportunities to promote equality across the Council and the community. The assessment should be carried out during the initial stages of the planning process so that any findings can be incorporated into the final proposals and, where appropriate, have a bearing on the outcome.

(*Activity can mean strategy, practice, function, policy, procedure, decision, project or service)

Name of person completing the assessment	Stuart Riddle	Date of assessment	26/11/21
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Name of the proposed activity being assessed	Potential closure of Farnham Road public conveniences	Is this a new or existing activity?	Existing
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Who will implement the activity and who will be responsible for it?	Implementation – Stuart Riddle Responsible – Chris Wheeler		
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1. Determining the relevance to equality

What are the aims, objectives, and purpose of the activity?	To review Guildford Borough Council's public conveniences and determine which locations are feasible to close while considering limiting the negative impact on residents and visitors to Guildford Borough.		
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Is this a major activity that significantly affects how services or functions are delivered?	Yes, a 25% reduction in Guildford Borough Council's directly provided toilets.	Who will benefit from this activity and how?	Guildford Borough Council via a £65k per year costs saving
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Does it relate to a function that has been identified as being important to people with particular protected characteristics?	Yes, Farnham Road toilets include a disabled facility.	Who are the stakeholders? Does the activity affect employees, service users or the wider community?	Residents and visitors that use Farnham Road to access Guildford's train station and workplaces.
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Based on the above information, is the activity relevant to equality?

Yes – continue to section 2 No – please record your reasons why the activity is not relevant to equality	Yes
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2. Is the proposed activity accessible for all the protected groups listed below?
(Consider in what ways the activity might create difficulties or barriers to parts of the workforce, community, or protected groups. How might one or more groups be excluded because of the activity?)

Protected groups	Yes	No	Evidence
Disability		No	No access for all individuals as proposed activity is closure.
Race		No	
Gender		No	
Sexual orientation		No	
Age		No	
Religion or belief		No	
Transgender or transsexual		No	
Marriage and civil partnership		No	
Pregnancy or maternity		No	

3. Is it likely the proposed activity will have a negative impact on one or more protected groups?

Protected groups	Yes	No	Evidence
Disability	Yes		Closure of disabled toilets and closest toilets if Farnham Road car park used. The closest facility is not Council provided but have the same relevant provisions - Guildford Train Station and the Friary Shopping Centre.
Race		No	Closure will affect all races equally – the next nearest facilities have the same relevant provisions.
Gender		No	Closure will affect all genders equally – the next nearest facilities are not Council provided but have the same relevant provisions.
Sexual orientation		No	Closure will affect all sexual orientations equally - the next nearest facilities are not Council provided but have the same relevant provisions.
Age	Yes		Older residents and visitors have an increased chance of urinary incontinence.
Religion or belief		No	Closure will affect all religions and beliefs equally. This is the closest public facility to St Nicolas Church but it is assumed the Church has its own toilets.
Transgender or transsexual		No	Closure will affect all sexual orientations equally - the next nearest facilities are not Council provided but have the same relevant provisions.
Marriage and civil partnership		No	Closure will affect all individuals, no matter marital or partnership status equally – the next nearest facilities are not Council provided but have the same relevant provisions.

Pregnancy or maternity	Yes		Pregnant women have an increased chance of urinary incontinence. The closest facility is not Council provided but has better provisions as they include baby changing facilities - Guildford Train Station and the Friary Shopping Centre.
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4. What action can be taken to address any negative impact? What measures could be included to promote a positive impact? (*Consider whether it is possible to amend or change the activity due to the likely adverse impact whilst still delivering the objective. Is it possible to consider a different activity which still achieves the aims but avoids an adverse impact? Is an action plan required to reduce any actual or potential adverse impact?*)

The negative impact affects all individuals. The closure of Farnham Road toilets would have a greater negative impact on some protected groups, as outlined in part 3, but it is considered this impact is indirect. We will be placing notices on the relevant toilet doors informing residents of their nearest facilities, both when it goes out to consultation and at sites that are approved for closure following consultation. We will also be encouraging businesses to sign up to The British Toilet Associations Use our Loos Campaign in the hope that there are more alternatives nearby.

There is no way to achieve a positive impact while looking to fulfil the approved mandate.

5. What are the main sources of evidence that have been used to identify the likely impacts on the different protected groups? (*Use relevant quantitative and qualitative information that is available from sources such as previous EIA's, engagement with staff and service users, equality monitoring, complaints, comments, customer equality profiles, feedback, issues raised at previous consultations and known inequalities*).

In January 2021 there was a Budget Survey published, undertaken by SMSR research, and it asked residents to consider Council services in terms of importance, priority, and spending. The survey found that public facilities ranked 9th for all 3 categories, out of the 12 noted services Guildford Borough Council provides. The survey has a mix of responses from all age groups, BAME, transgender and around 10% of all responders identified as having a disability. However, the report does not separate out responses from those in protected groups and the results leading to the ranking are averages.

Usage numbers of male and female toilets are contained in a report by Healthmatic. The report, completed in 2018, was a user survey of all Guildford Borough Council provided facilities and could show the number of users per hour.

6. Has any consultation been carried out (e.g., with employees, service users or the wider community)? Please provide details

Not yet – a public consultation on the closure of public conveniences is due in January 2022.

7. Is further consultation required as a result of any negative impact identified? If so, what groups do you intend to engage with and how?

All groups will be encouraged to respond to the public convenience consultation starting in January 2022. Charities, Government support services, specialists and resident groups will be encouraged to engage.

This will include groups like Guildford Access Group, Surrey Coalition, Age UK, Outline Surrey, and the local NHS trust.

8. Conclusion of Equality Impact Assessment - please summarise your findings

The potential closure of Farnham Road toilets is part of an approved mandate to generate cost savings of £65k per annum. This facility has existed for many years and although its closure would directly affect all regular or potential users of this public toilet, its potential additional negative effect on those in protected groups is indirect. Leaving facilities open purely for one or more protected group is not financially viable given the Council's financial position.

Name of person completing assessment: Stuart Riddle

Date: 26th October 2021

Job title: Project Lead - Public Conveniences Review

Senior manager name: Chris Wheeler

Date: 1st November 2021

Equality Impact Assessment – Onslow Recreation Ground toilets

The purpose of an assessment is to understand the impact of the Council's activities* on people from protected groups and to assess whether unlawful discrimination may occur. It also helps to identify key equality issues and highlight opportunities to promote equality across the Council and the community. The assessment should be carried out during the initial stages of the planning process so that any findings can be incorporated into the final proposals and, where appropriate, have a bearing on the outcome.

(*Activity can mean strategy, practice, function, policy, procedure, decision, project or service)

Name of person completing the assessment	Stuart Riddle	Date of assessment	26/11/21
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Name of the proposed activity being assessed	Potential closure of Onslow Recreation Ground public conveniences	Is this a new or existing activity?	Existing
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Who will implement the activity and who will be responsible for it?	Implementation – Stuart Riddle Responsible – Chris Wheeler
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1. Determining the relevance to equality

What are the aims, objectives, and purpose of the activity?	To review Guildford Borough Council's public conveniences and determine which locations are feasible to close while considering limiting the negative impact on residents and visitors to Guildford Borough.
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Is this a major activity that significantly affects how services or functions are delivered?	Yes, a 25% reduction in Guildford Borough Council's directly provided toilets.	Who will benefit from this activity and how?	Guildford Borough Council via a £65k per year costs saving
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Does it relate to a function that has been identified as being important to people with particular protected characteristics?	Yes, Onslow Recreation Ground toilets have no nearby alternative.	Who are the stakeholders? Does the activity affect employees, service users or the wider community?	Residents and visitors that use Onslow Recreation Ground, Onslow Village Lawn Tennis Club and the changing room for football.
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Based on the above information, is the activity relevant to equality?

Yes – continue to section 2 No – please record your reasons why the activity is not relevant to equality	Yes
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2. Is the proposed activity accessible for all the protected groups listed below? (Consider in what ways the activity might create difficulties or barriers to parts of the workforce, community, or protected groups. How might one or more groups be excluded because of the activity?)			
Protected groups	Yes	No	Evidence
Disability		No	No access for all individuals as proposed activity is closure.
Race		No	
Gender		No	
Sexual orientation		No	
Age		No	
Religion or belief		No	
Transgender or transsexual		No	
Marriage and civil partnership		No	
Pregnancy or maternity		No	

3. Is it likely the proposed activity will have a negative impact on one or more protected groups?			
Protected groups	Yes	No	Evidence
Disability	Yes		There is not a disabled provision at Onslow Recreation Ground toilets. However, closure could leave those that may need quicker access to a toilet, due to their disability, with no alternative.
Race		No	Closure will affect all races equally – there is no nearby public provision.
Gender		No	Closure will affect all genders equally – there is no nearby public provision.
Sexual orientation		No	Closure will affect all sexual orientations equally - there is no nearby public provision.
Age	Yes		Older residents and visitors have an increased chance of urinary incontinence so may need quicker access to a toilet. The Recreation Ground and its playground is regularly used by children. Particularly children aged 4 - 7 after the neighbouring Onslow Infant School finishes.
Religion or belief		No	Closure will affect all religions and beliefs equally. This is the closest public facility to St Nicolas Church but it is assumed the Church has its own toilets.
Transgender or transsexual		No	Closure will affect all sexual orientations equally - the next nearest facilities are not Council provided but have the same relevant provisions.
Marriage and civil partnership		No	Closure will affect all individuals, no matter marital or partnership status equally – there is no nearby public provision.

Pregnancy or maternity	Yes		There is no baby changing facility at this toilet. However, pregnant women have an increased chance of urinary incontinence so may need quicker access to a toilet.
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4. What action can be taken to address any negative impact? What measures could be included to promote a positive impact? *(Consider whether it is possible to amend or change the activity due to the likely adverse impact whilst still delivering the objective. Is it possible to consider a different activity which still achieves the aims but avoids an adverse impact? Is an action plan required to reduce any actual or potential adverse impact?)*

The negative impact affects all individuals. The closure of Onslow Recreation Ground toilets would have a greater negative impact on some protected groups, as outlined in part 3, but it is considered this impact is indirect. We will be placing notices on the relevant toilet doors informing residents of their nearest facilities, both when it goes out to consultation and at sites that are approved for closure following consultation. We will also be encouraging businesses to sign up to The British Toilet Associations Use our Loos Campaign in the hope that there are more alternatives nearby.

There is no way to achieve a positive impact while looking to fulfil the approved mandate.

5. What are the main sources of evidence that have been used to identify the likely impacts on the different protected groups? *(Use relevant quantitative and qualitative information that is available from sources such as previous EIA's, engagement with staff and service users, equality monitoring, complaints, comments, customer equality profiles, feedback, issues raised at previous consultations and known inequalities).*

In January 2021 there was a Budget Survey published, undertaken by SMSR research, and it asked residents to consider Council services in terms of importance, priority, and spending. The survey found that public facilities ranked 9th for all 3 categories, out of the 12 noted services Guildford Borough Council provides. The survey has a mix of responses from all age groups, BAME, transgender and around 10% of all responders identified as having a disability. However, the report does not separate out responses from those in protected groups and the results leading to the ranking are averages.

Usage numbers of male and female toilets are contained in a report by Healthmatic. The report, completed in 2018, was a user survey of all Guildford Borough Council provided facilities and could show the number of users per hour.

6. Has any consultation been carried out (e.g., with employees, service users or the wider community)? Please provide details

Not yet – a public consultation on the closure of public conveniences is due in January 2022.

7. Is further consultation required as a result of any negative impact identified? If so, what groups do you intend to engage with and how?

All groups will be encouraged to respond to the public convenience consultation starting in January 2022. Charities, Government support services, specialists and resident groups will be encouraged to engage.

This will include groups like Guildford Access Group, Surrey Coalition, Age UK, Outline Surrey, and the local NHS trust.

8. Conclusion of Equality Impact Assessment - please summarise your findings

The potential closure of Onslow Recreation Ground toilets is part of an approved mandate to generate cost savings of £65k per annum. This facility has existed for many years and although its closure would directly affect all regular or potential users of this public toilet, its potential additional negative effect on those in protected groups is indirect. Leaving facilities open purely for one or more protected group is not financially viable given the Council's financial position.

Name of person completing assessment: Stuart Riddle

Date: 26th October 2021

Job title: Project Lead - Public Conveniences Review

Senior manager name: Chris Wheeler

Date: 1st November 2021

Equality Impact Assessment – Ripley toilets

The purpose of an assessment is to understand the impact of the Council's activities* on people from protected groups and to assess whether unlawful discrimination may occur. It also helps to identify key equality issues and highlight opportunities to promote equality across the Council and the community. The assessment should be carried out during the initial stages of the planning process so that any findings can be incorporated into the final proposals and, where appropriate, have a bearing on the outcome.

(*Activity can mean strategy, practice, function, policy, procedure, decision, project or service)

Name of person completing the assessment	Stuart Riddle	Date of assessment	26/11/21
Name of the proposed activity being assessed	Potential closure of Ripley public conveniences	Is this a new or existing activity?	Existing
Who will implement the activity and who will be responsible for it?	Implementation – Stuart Riddle Responsible – Chris Wheeler		

1. Determining the relevance to equality

What are the aims, objectives, and purpose of the activity?	To review Guildford Borough Council's public conveniences and determine which locations are feasible to close while considering limiting the negative impact on residents and visitors to Guildford Borough.		
Is this a major activity that significantly affects how services or functions are delivered?	Yes, a 25% reduction in Guildford Borough Council's directly provided toilets.	Who will benefit from this activity and how?	Guildford Borough Council via a £65k per year costs saving
Does it relate to a function that has been identified as being important to people with particular protected characteristics?	Yes, Ripley toilets have a disabled facility.	Who are the stakeholders? Does the activity affect employees, service users or the wider community?	Residents and visitors that use Ripley Green or shops and hospitality along Ripley High Street

Based on the above information, is the activity relevant to equality?

Yes – continue to section 2 No – please record your reasons why the activity is not relevant to equality	Yes
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2. Is the proposed activity accessible for all the protected groups listed below?

(Consider in what ways the activity might create difficulties or barriers to parts of the workforce, community, or protected groups. How might one or more groups be excluded because of the activity?)

Protected groups	Yes	No	Evidence
Disability		No	No access for all individuals as proposed activity is closure.
Race		No	
Gender		No	
Sexual orientation		No	
Age		No	
Religion or belief		No	
Transgender or transsexual		No	
Marriage and civil partnership		No	
Pregnancy or maternity		No	

3. Is it likely the proposed activity will have a negative impact on one or more protected groups?

Protected groups	Yes	No	Evidence
Disability	Yes		Closure of disabled toilets. There is no nearby public provision but many businesses, that residents or visitors may use, will have toilets.
Race		No	Closure will affect all races equally – There is no nearby public provision but many businesses, that residents or visitors may use, will have toilets.
Gender		No	Closure will affect all genders equally – There is no nearby public provision but many businesses, that residents or visitors may use, will have toilets.
Sexual orientation		No	Closure will affect all sexual orientations equally - There is no nearby public provision but many businesses, that residents or visitors may use, will have toilets.
Age	Yes		Older residents and visitors have an increased chance of urinary incontinence so may need quicker access to a toilet.
Religion or belief		No	Closure will affect all religions and beliefs equally - There is no nearby public provision but many businesses and places of worship, that residents or visitors may use, will have toilets.
Transgender or transsexual		No	Closure will affect all sexual orientations equally - There is no nearby public provision but many businesses, that residents or visitors may use, will have toilets.
Marriage and civil partnership		No	Closure will affect all individuals, no matter marital There is no nearby public provision but many businesses, that residents or visitors may use, will have toilets.

Pregnancy or maternity	Yes		There is no baby changing facility at this toilet. Pregnant women have an increased chance of urinary incontinence so may need quicker access to a toilet.
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4. What action can be taken to address any negative impact? What measures could be included to promote a positive impact? (*Consider whether it is possible to amend or change the activity due to the likely adverse impact whilst still delivering the objective. Is it possible to consider a different activity which still achieves the aims but avoids an adverse impact? Is an action plan required to reduce any actual or potential adverse impact?*)

The negative impact affects all individuals. The closure of Ripley toilets would have a greater negative impact on some protected groups, as outlined in part 3, but it is considered this impact is indirect. We will be placing notices on the relevant toilet doors informing residents of their nearest facilities, both when it goes out to consultation and at sites that are approved for closure following consultation. We will also be encouraging businesses to sign up to The British Toilet Associations Use our Loos Campaign in the hope that there are more alternatives nearby.

We hope that Ripley Parish Council may be able to take this toilet over. However, if not possible, there is no way to achieve a positive impact while looking to fulfil the approved mandate.

5. What are the main sources of evidence that have been used to identify the likely impacts on the different protected groups? (*Use relevant quantitative and qualitative information that is available from sources such as previous EIA's, engagement with staff and service users, equality monitoring, complaints, comments, customer equality profiles, feedback, issues raised at previous consultations and known inequalities*).

In January 2021 there was a Budget Survey published, undertaken by SMSR research, and it asked residents to consider Council services in terms of importance, priority, and spending. The survey found that public facilities ranked 9th for all 3 categories, out of the 12 noted services Guildford Borough Council provides. The survey has a mix of responses from all age groups, BAME, transgender and around 10% of all responders identified as having a disability. However, the report does not separate out responses from those in protected groups and the results leading to the ranking are averages.

Usage numbers of male and female toilets are contained in a report by Healthmatic. The report, completed in 2018, was a user survey of all Guildford Borough Council provided facilities and could show the number of users per hour.

6. Has any consultation been carried out (e.g., with employees, service users or the wider community)? Please provide details

Not yet – a public consultation on the closure of public conveniences is due in January 2022.

7. Is further consultation required as a result of any negative impact identified? If so, what groups do you intend to engage with and how?

All groups will be encouraged to respond to the public convenience consultation starting in January 2022. Charities, Government support services, specialists and resident groups will be encouraged to engage.

This will include groups like Guildford Access Group, Surrey Coalition, Age UK, Outline Surrey, and the local NHS trust.

8. Conclusion of Equality Impact Assessment - please summarise your findings

The potential closure of Ripley toilets is part of an approved mandate to generate cost savings of £65k per annum. This facility has existed for many years and although its closure would directly affect all regular or potential users of this public toilet, its potential additional negative effect on those in protected groups is indirect. While it is possible that Ripley Parish Council could take this toilet over it would have to be closed if an agreement cannot be reached. Leaving facilities open purely for one or more protected group is not financially viable given the Council's financial position. It is important to note that the footfall survey showed Ripley having the lowest number of visitors.

Name of person completing assessment: Stuart Riddle

Date: 26th October 2021

Job title: Project Lead - Public Conveniences Review

Senior manager name: Chris Wheeler

Date: 1st November 2021

Equality Impact Assessment – Tunsgate toilet

The purpose of an assessment is to understand the impact of the Council's activities* on people from protected groups and to assess whether unlawful discrimination may occur. It also helps to identify key equality issues and highlight opportunities to promote equality across the Council and the community. The assessment should be carried out during the initial stages of the planning process so that any findings can be incorporated into the final proposals and, where appropriate, have a bearing on the outcome.

(*Activity can mean strategy, practice, function, policy, procedure, decision, project or service)

Name of person completing the assessment	Stuart Riddle	Date of assessment	26/11/21
Name of the proposed activity being assessed	Potential closure of Tunsgate public conveniences	Is this a new or existing activity?	Existing
Who will implement the activity and who will be responsible for it?	Implementation – Stuart Riddle Responsible – Chris Wheeler		

1. Determining the relevance to equality

What are the aims, objectives, and purpose of the activity?	To review Guildford Borough Council's public conveniences and determine which locations are feasible to close while considering limiting the negative impact on residents and visitors to Guildford Borough.		
Is this a major activity that significantly affects how services or functions are delivered?	Yes, a 25% reduction in Guildford Borough Council's directly provided toilets.	Who will benefit from this activity and how?	Guildford Borough Council via a £65k per year costs saving
Does it relate to a function that has been identified as being important to people with particular protected characteristics?	Yes, Tunsgate toilets include a disabled toilet and baby changing facilities.	Who are the stakeholders? Does the activity affect employees, service users or the wider community?	Residents and visitors that use Tunsgate to access Guildford's workplaces, shops, and hospitality.

Based on the above information, is the activity relevant to equality?

Yes – continue to section 2 No – please record your reasons why the activity is not relevant to equality	Yes
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2. Is the proposed activity accessible for all the protected groups listed below?
(Consider in what ways the activity might create difficulties or barriers to parts of the workforce, community, or protected groups. How might one or more groups be excluded because of the activity?)

Protected groups	Yes	No	Evidence
Disability		No	No access for all individuals as proposed activity is closure.
Race		No	
Gender		No	
Sexual orientation		No	
Age		No	
Religion or belief		No	
Transgender or transsexual		No	
Marriage and civil partnership		No	
Pregnancy or maternity		No	

3. Is it likely the proposed activity will have a negative impact on one or more protected groups?

Protected groups	Yes	No	Evidence
Disability	Yes		Closure of disabled toilets. The closest facility is Ward Street toilets, that also include disabled toilets.
Race		No	Closure will affect all races equally – the next nearest facility has the same provisions as Tunsgate.
Gender		No	Closure will affect all genders equally – the next nearest facility has the same provisions as Tunsgate.
Sexual orientation		No	Closure will affect all sexual orientations equally - the next nearest facility has the same provisions as Tunsgate.
Age	Yes		Older residents and visitors have an increased chance of urinary incontinence and may need to access a toilet quickly.
Religion or belief		No	Closure will affect all religions and beliefs equally - the next nearest facility has the same provisions as Tunsgate.
Transgender or transsexual		No	Closure will affect all sexual orientations equally - the next nearest facility has the same provisions as Tunsgate.
Marriage and civil partnership		No	Closure will affect all individuals, no matter marital or partnership status equally – the next nearest facility has the same provisions as Tunsgate.
Pregnancy or maternity	Yes		Closure of baby changing facilities. The closest facility is Ward Street toilets, that also include baby changing facilities. Pregnant women have an increased chance of

			urinary incontinence and may need to access a toilet quickly.
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<p>4. What action can be taken to address any negative impact? What measures could be included to promote a positive impact? (<i>Consider whether it is possible to amend or change the activity due to the likely adverse impact whilst still delivering the objective. Is it possible to consider a different activity which still achieves the aims but avoids an adverse impact? Is an action plan required to reduce any actual or potential adverse impact?</i>)</p>
<p>The negative impact affects all individuals. The closure of Tunsgate toilets would have a greater negative impact on some protected groups, as outlined in part 3, but it is considered this impact is indirect. We will be placing notices on the relevant toilet doors informing residents of their nearest facilities, both when it goes out to consultation and at sites that are approved for closure following consultation. We will also be encouraging businesses to sign up to The British Toilet Associations Use our Loos Campaign in the hope that there are more alternatives nearby.</p> <p>There is no way to achieve a positive impact while looking to fulfil the approved mandate. It is acknowledged that, due to the high footfall, it would not be possible for both Tunsgate and the alternative Ward Street to close.</p>

<p>5. What are the main sources of evidence that have been used to identify the likely impacts on the different protected groups? (<i>Use relevant quantitative and qualitative information that is available from sources such as previous EIA's, engagement with staff and service users, equality monitoring, complaints, comments, customer equality profiles, feedback, issues raised at previous consultations and known inequalities</i>).</p>
<p>In January 2021 there was a Budget Survey published, undertaken by SMSR research, and it asked residents to consider Council services in terms of importance, priority, and spending. The survey found that public facilities ranked 9th for all 3 categories, out of the 12 noted services Guildford Borough Council provides. The survey has a mix of responses from all age groups, BAME, transgender and around 10% of all responders identified as having a disability. However, the report does not separate out responses from those in protected groups and the results leading to the ranking are averages.</p> <p>Usage numbers of male and female toilets are contained in a report by Healthmatic. The report, completed in 2018, was a user survey of all Guildford Borough Council provided facilities and could show the number of users per hour.</p>

<p>6. Has any consultation been carried out (e.g., with employees, service users or the wider community)? Please provide details</p>
<p>Not yet – a public consultation on the closure of public conveniences is due in January 2022.</p>

<p>7. Is further consultation required as a result of any negative impact identified? If so, what groups do you intend to engage with and how?</p>
<p>All groups will be encouraged to respond to the public convenience consultation starting in January 2022. Charities, Government support services, specialists and resident groups will be encouraged to engage.</p>

This will include groups like Guildford Access Group, Surrey Coalition, Age UK, Outline Surrey, and the local NHS trust.

8. Conclusion of Equality Impact Assessment - please summarise your findings

The potential closure of Tunsgate toilets is part of an approved mandate to generate cost savings of £65k per annum. This facility has existed for many years and although its closure would directly affect all regular or potential users of this public toilet, its potential additional negative effect on those in protected groups is indirect. Leaving facilities open purely for one or more protected group is not financially viable given the Council's financial position.

Name of person completing assessment: Stuart Riddle

Date: 26th October 2021

Job title: Project Lead - Public Conveniences Review

Senior manager name: Chris Wheeler

Date: 1st November 2021

Equality Impact Assessment – Ward Street toilet

The purpose of an assessment is to understand the impact of the Council's activities* on people from protected groups and to assess whether unlawful discrimination may occur. It also helps to identify key equality issues and highlight opportunities to promote equality across the Council and the community. The assessment should be carried out during the initial stages of the planning process so that any findings can be incorporated into the final proposals and, where appropriate, have a bearing on the outcome.

(*Activity can mean strategy, practice, function, policy, procedure, decision, project or service)

Name of person completing the assessment	Stuart Riddle	Date of assessment	26/11/21
Name of the proposed activity being assessed	Potential closure of Ward Street public conveniences	Is this a new or existing activity?	Existing
Who will implement the activity and who will be responsible for it?	Implementation – Stuart Riddle Responsible – Chris Wheeler		

1. Determining the relevance to equality

What are the aims, objectives, and purpose of the activity?	To review Guildford Borough Council's public conveniences and determine which locations are feasible to close while considering limiting the negative impact on residents and visitors to Guildford Borough.		
Is this a major activity that significantly affects how services or functions are delivered?	Yes, a 25% reduction in Guildford Borough Council's directly provided toilets.	Who will benefit from this activity and how?	Guildford Borough Council via a £65k per year costs saving
Does it relate to a function that has been identified as being important to people with particular protected characteristics?	Yes, Ward Street toilets include a disabled toilet and baby changing facilities.	Who are the stakeholders? Does the activity affect employees, service users or the wider community?	Residents and visitors that use Ward Street to access Guildford's workplaces, shops, and hospitality.

Based on the above information, is the activity relevant to equality?

Yes – continue to section 2 No – please record your reasons why the activity is not relevant to equality	Yes
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2. Is the proposed activity accessible for all the protected groups listed below?
(Consider in what ways the activity might create difficulties or barriers to parts of the workforce, community, or protected groups. How might one or more groups be excluded because of the activity?)

Protected groups	Yes	No	Evidence
Disability		No	No access for all individuals as proposed activity is closure.
Race		No	
Gender		No	
Sexual orientation		No	
Age		No	
Religion or belief		No	
Transgender or transsexual		No	
Marriage and civil partnership		No	
Pregnancy or maternity		No	

3. Is it likely the proposed activity will have a negative impact on one or more protected groups?

Protected groups	Yes	No	Evidence
Disability	Yes		Closure of disabled toilets. The closest facility is Tunsgate toilets, that also include disabled toilets.
Race		No	Closure will affect all races equally – the next nearest facility has the same provisions as Ward Street.
Gender		No	Closure will affect all genders equally – the next nearest facility has the same provisions as Ward Street.
Sexual orientation		No	Closure will affect all sexual orientations equally - the next nearest facility has the same provisions as Ward Street.
Age	Yes		Older residents and visitors have an increased chance of urinary incontinence and may need to access a toilet quickly.
Religion or belief		No	Closure will affect all religions and beliefs equally - the next nearest facility has the same provisions as Ward Street.
Transgender or transsexual		No	Closure will affect all sexual orientations equally - the next nearest facility has the same provisions as Ward Street.
Marriage and civil partnership		No	Closure will affect all individuals, no matter marital or partnership status equally – the next nearest facility has the same provisions as Ward Street.
Pregnancy or maternity	Yes		Closure of baby changing facilities. The closest facility is Tunsgate toilets, that also include baby changing facilities. Pregnant women have an increased chance of

			urinary incontinence and may need to access a toilet quickly.
4.	<p>What action can be taken to address any negative impact? What measures could be included to promote a positive impact? (<i>Consider whether it is possible to amend or change the activity due to the likely adverse impact whilst still delivering the objective. Is it possible to consider a different activity which still achieves the aims but avoids an adverse impact? Is an action plan required to reduce any actual or potential adverse impact?</i>)</p> <p>The negative impact affects all individuals. The closure of Ward Street toilets would have a greater negative impact on some protected groups, as outlined in part 3, but it is considered this impact is indirect. We will be placing notices on the relevant toilet doors informing residents of their nearest facilities, both when it goes out to consultation and at sites that are approved for closure following consultation. We will also be encouraging businesses to sign up to The British Toilet Associations Use our Loos Campaign in the hope that there are more alternatives nearby.</p> <p>There is no way to achieve a positive impact while looking to fulfil the approved mandate. It is acknowledged that, due to the high footfall, it would not be possible for both Ward Street and the alternative Tunsgate to close.</p>		
5.	<p>What are the main sources of evidence that have been used to identify the likely impacts on the different protected groups? (<i>Use relevant quantitative and qualitative information that is available from sources such as previous EIA's, engagement with staff and service users, equality monitoring, complaints, comments, customer equality profiles, feedback, issues raised at previous consultations and known inequalities</i>).</p> <p>In January 2021 there was a Budget Survey published, undertaken by SMSR research, and it asked residents to consider Council services in terms of importance, priority, and spending. The survey found that public facilities ranked 9th for all 3 categories, out of the 12 noted services Guildford Borough Council provides. The survey has a mix of responses from all age groups, BAME, transgender and around 10% of all responders identified as having a disability. However, the report does not separate out responses from those in protected groups and the results leading to the ranking are averages.</p> <p>Usage numbers of male and female toilets are contained in a report by Healthmatic. The report, completed in 2018, was a user survey of all Guildford Borough Council provided facilities and could show the number of users per hour.</p>		
6.	<p>Has any consultation been carried out (e.g., with employees, service users or the wider community)? Please provide details</p> <p>Not yet – a public consultation on the closure of public conveniences is due in January 2022.</p>		
7.	<p>Is further consultation required as a result of any negative impact identified? If so, what groups do you intend to engage with and how?</p> <p>All groups will be encouraged to respond to the public convenience consultation starting in January 2022. Charities, Government support services, specialists and resident groups will be encouraged to engage.</p>		

This will include groups like Guildford Access Group, Surrey Coalition, Age UK, Outline Surrey, and the local NHS trust.

8. Conclusion of Equality Impact Assessment - please summarise your findings

The potential closure of Ward Street toilets is part of an approved mandate to generate cost savings of £65k per annum. This facility has existed for many years and although its closure would directly affect all regular or potential users of this public toilet, its potential additional negative effect on those in protected groups is indirect. Leaving facilities open purely for one or more protected group is not financially viable given the Council's financial position.

Name of person completing assessment: Stuart Riddle

Date: 26th October 2021

Job title: Project Lead - Public Conveniences Review

Senior manager name: Chris Wheeler

Date: 1st November 2021

Equality Impact Assessment – Woodbridge Road toilets

The purpose of an assessment is to understand the impact of the Council's activities* on people from protected groups and to assess whether unlawful discrimination may occur. It also helps to identify key equality issues and highlight opportunities to promote equality across the Council and the community. The assessment should be carried out during the initial stages of the planning process so that any findings can be incorporated into the final proposals and, where appropriate, have a bearing on the outcome.

(*Activity can mean strategy, practice, function, policy, procedure, decision, project or service)

Name of person completing the assessment	Stuart Riddle	Date of assessment	26/11/21
Name of the proposed activity being assessed	Potential closure of Woodbridge Road public conveniences	Is this a new or existing activity?	Existing
Who will implement the activity and who will be responsible for it?	Implementation – Stuart Riddle Responsible – Chris Wheeler		

1. Determining the relevance to equality

What are the aims, objectives, and purpose of the activity?	To review Guildford Borough Council's public conveniences and determine which locations are feasible to close while considering limiting the negative impact on residents and visitors to Guildford Borough.		
Is this a major activity that significantly affects how services or functions are delivered?	Yes, a 25% reduction in Guildford Borough Council's directly provided toilets.	Who will benefit from this activity and how?	Guildford Borough Council via a £65k per year costs saving
Does it relate to a function that has been identified as being important to people with particular protected characteristics?	Yes, Woodbridge Road toilets have a disabled facility.	Who are the stakeholders? Does the activity affect employees, service users or the wider community?	Residents and visitors that use Woodbridge Road Café or are walking into Guildford centre or the train station

Based on the above information, is the activity relevant to equality?

Yes – continue to section 2 No – please record your reasons why the activity is not relevant to equality	Yes
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2. Is the proposed activity accessible for all the protected groups listed below?

(Consider in what ways the activity might create difficulties or barriers to parts of the workforce, community, or protected groups. How might one or more groups be excluded because of the activity?)

Protected groups	Yes	No	Evidence
Disability		No	No access for all individuals as proposed activity is closure.
Race		No	
Gender		No	
Sexual orientation		No	
Age		No	
Religion or belief		No	
Transgender or transsexual		No	
Marriage and civil partnership		No	
Pregnancy or maternity		No	

3. Is it likely the proposed activity will have a negative impact on one or more protected groups?

Protected groups	Yes	No	Evidence
Disability	Yes		Closure of disabled toilets. The nearest equivalent public facility is provided by the National Trust. The next nearest Council facility has the same provisions relevant provisions and is at Guildford College and Stoke Park Playground.
Race		No	Closure will affect all races equally – the next nearest facilities are not Council run and is at the BP filling station or the National Trust's Dapdune Wharf.
Gender		No	Closure will affect all genders equally – the next nearest facilities are not Council run and is at the BP filling station or the National Trust's Dapdune Wharf.
Sexual orientation		No	Closure will affect all sexual orientations equally - the next nearest facilities are not Council run and is at the BP filling station or the National Trust's Dapdune Wharf.
Age	Yes		Older residents and visitors have an increased chance of urinary incontinence so may need quicker access to a toilet.
Religion or belief		No	Closure will affect all religions and beliefs equally. the next nearest facilities are not Council run and is at the BP filling station or the National Trust's Dapdune Wharf.
Transgender or transsexual		No	Closure will affect all sexual orientations equally - the next nearest facilities are not Council run and is at the BP filling station or the National Trust's Dapdune Wharf.
Marriage and civil partnership		No	Closure will affect all individuals, no matter marital or partnership status equally – the next nearest facilities

			are not Council run and is at the BP filling station or the National Trust's Dapdune Wharf.
Pregnancy or maternity	Yes		There is no baby changing facility at this toilet. However, the nearby National Trust provided Dapdune Wharf toilets so have changing facilities. Pregnant women have an increased chance of urinary incontinence so may need quicker access to a toilet.

4. What action can be taken to address any negative impact? What measures could be included to promote a positive impact? (*Consider whether it is possible to amend or change the activity due to the likely adverse impact whilst still delivering the objective. Is it possible to consider a different activity which still achieves the aims but avoids an adverse impact? Is an action plan required to reduce any actual or potential adverse impact?*)

The negative impact affects all individuals. The closure of Woodbridge Road toilets would have a greater negative impact on some protected groups, as outlined in part 3, but it is considered this impact is indirect. We will be placing notices on the relevant toilet doors informing residents of their nearest facilities, both when it goes out to consultation and at sites that are approved for closure following consultation. We will also be encouraging businesses to sign up to The British Toilet Associations Use our Loos Campaign in the hope that there are more alternatives nearby.

There is no way to achieve a positive impact while looking to fulfil the approved mandate.

5. What are the main sources of evidence that have been used to identify the likely impacts on the different protected groups? (*Use relevant quantitative and qualitative information that is available from sources such as previous EIA's, engagement with staff and service users, equality monitoring, complaints, comments, customer equality profiles, feedback, issues raised at previous consultations and known inequalities*).

In January 2021 there was a Budget Survey published, undertaken by SMSR research, and it asked residents to consider Council services in terms of importance, priority, and spending. The survey found that public facilities ranked 9th for all 3 categories, out of the 12 noted services Guildford Borough Council provides. The survey has a mix of responses from all age groups, BAME, transgender and around 10% of all responders identified as having a disability. However, the report does not separate out responses from those in protected groups and the results leading to the ranking are averages.

Usage numbers of male and female toilets are contained in a report by Healthmatic. The report, completed in 2018, was a user survey of all Guildford Borough Council provided facilities and could show the number of users per hour.

6. Has any consultation been carried out (e.g., with employees, service users or the wider community)? Please provide details

Not yet – a public consultation on the closure of public conveniences is due in January 2022.

7. Is further consultation required as a result of any negative impact identified? If so, what groups do you intend to engage with and how?

All groups will be encouraged to respond to the public convenience consultation starting in January 2022. Charities, Government support services, specialists and resident groups will be encouraged to engage. This will include groups like Guildford Access Group, Surrey Coalition, Age UK, Outline Surrey, and the local NHS trust.

8. Conclusion of Equality Impact Assessment - please summarise your findings

The potential closure of Woodbridge Road toilets is part of an approved mandate to generate cost savings of £65k per annum. This facility has existed for many years and although its closure would directly affect all regular or potential users of this public toilet, its potential additional negative effect on those in protected groups is indirect. Leaving facilities open purely for one or more protected group is not financially viable given the Council's financial position.

Name of person completing assessment: Stuart Riddle

Date: 26th October 2021

Job title: Project Lead - Public Conveniences Review

Senior manager name: Chris Wheeler

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