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COTSWOLD
DISTRICT COUNCIL

Tel: 01285 623210/623236
e-mail – democratic@cotswold.gov.uk

CABINET MEMBER FOR THE ENVIRONMENT, WASTE AND RECYCLING DECISION-MAKING MEETING

A meeting of the Cabinet Member for the Environment, Waste and Recycling Decision-Making Meeting will be held in the Lib Dem Room, at the Council Offices, Trinity Road, Cirencester on **Tuesday, 15 June 2021 at 12.00 pm.**

Rob Weaver
Chief Executive

To: Members of the Cabinet Member for the Environment, Waste and Recycling Decision-Making Meeting
(Councillors Andrew Doherty)

Recording of Proceedings – The law allows the public proceedings of Council, Cabinet, and Committee Meetings to be recorded, which includes filming as well as audio-recording. Photography is also permitted.

As a matter of courtesy, if you intend to record any part of the proceedings please let the Committee Administrator know prior to the date of the meeting.

AGENDA

I. **Review of Public Convenience Charges and Payment Methods in Bourton on the Water**
(Pages 3 - 6)

To enable the Cabinet Member for the Environment, Waste and Recycling to review tariffs and payment methods for each of the Council's two public conveniences within Bourton on the Water.

Reporting Officer: Mandy Fathers – 01993 861232


DATE OF DECISION: No earlier than Wednesday 23rd June 2021

DEADLINE FOR COMMENTS: 5pm on Tuesday 22nd June 2021

Note: Any Member who wishes to comment on an item is requested to send those comments (preferably by e-mail) to the Reporting Officer, copied to Democratic Services, by the deadline identified.

Any comments received will be reported to the Decision-Maker prior to the decision(s) being taken.

(END)

 COTSWOLD DISTRICT COUNCIL	COTSWOLD DISTRICT COUNCIL
Name and date of Committee	CABINET MEMBER FOR THE ENVIRONMENT, WASTE AND RECYLING DECISION MAKING MEETING
Report Number	Agenda Item I
Subject	REVIEW OF PUBLIC CONVENIENCE CHARGES AND PAYMENT METHODS IN BOURTON ON THE WATER
Wards affected	Bourton on the Water
Accountable member	Cllr Andrew Doherty - Cabinet Member for the Environment, Waste and Recycling Tel: 01285 623000 Email: Andrew.doherty@cotswold.gov.uk
Accountable officer Author	Jon Dearing – Group Manager for Resident Services Tel: 01993 861221 Email: jon.dearing@publicagroup.uk Mandy Fathers – Business Manager for Operational Support and Enabling Tel: 01993 861232 Email: mandy.fathers@pubicagroup.uk
Summary/Purpose	To enable the Cabinet Member for the Environment, Waste and Recycling to review tariffs and payment methods for each of the Council's two public conveniences within Bourton on the Water.
Annexes	None
Recommendation/s	That the Cabinet Member approves; <ul style="list-style-type: none"> <i>a) The proposed charges for Public Conveniences set out in paragraph 3.2;</i> <i>b) The option to pay by cash or contactless;</i> <i>c) A waiver of the Council's Contract Rules for the reason set out in paragraph 3.7;</i> <i>d) The award of a contract to Danfo to implement the payment method changes; and,</i> <i>e) The additional set up costs as detailed in paragraph 3.4</i>
Corporate priorities	Delivering our services to the highest standards
Key Decision	NO
Exempt	NO
Consultees/ Consultation	The Leader of the Council, The Deputy Leader and Cabinet Member for Finance, Cabinet Member for the Environment, Waste and Recycling, Deputy Chief Executive, Chief Executive, Monitoring Officer, Publica Group Manager.

1. BACKGROUND

- 1.1.** The Council operates two public conveniences within the village of Bourton on the Water. One is located within the Rissington Road public car park and the other is located centrally within the village.
- 1.2.** The provision of public conveniences is not a statutory requirement; however it is recognised that public hygiene is of the utmost importance and that not having such facilities can increase the risk to public health.
- 1.3.** Payment for these chargeable public conveniences is cash only. There is currently no alternative method of payment.

2. MAIN POINTS

- 2.1.** The fee associated with the use of the public conveniences has not been reviewed since 2008 and remains at 20p.
- 2.2.** As Bourton on the Water is mainly a tourist destination the majority of users of its public conveniences are tourists or visitors to the village.
- 2.3.** During 2019/20, the door counter reported that 162,199 people used these facilities generating an income of £34,435. The total footfall does not match the income generated when dividing by 20p per use. The current cash collection system accepts all coins but does not provide change from 50p or £1 coins. This means that some individuals are overpaying for use of the toilet facilities.
- 2.4.** Whilst the provision of public toilets matter to everyone they are even more important to certain groups such as older people, people with disabilities, people with certain medical needs, children and young families. Poor publically accessible toilet provision can also have a negative impact on certain groups; as it can reduce confidence that adequate facilities are available for all.
- 2.5.** Having the option of paying by either cash or contactless ensures that the majority of people will be able to access the facilities.

3. FINANCIAL IMPLICATIONS

- 3.1.** In 2019/20 the cost of providing public convenience facilities in Bourton on the Water was £79,037 including cleaning and maintenance costs. In 2019/20, the Council received £34,435 of income from charges; making the net cost of providing the service £44,602.
- 3.2.** By increasing the charge for the use of the facilities it would reduce the net cost to the Council for service provision. It is proposed that fees are increased to 30p. This would increase annual income by £16,220 based on 2019/20 footfall.
- 3.3.** In order for the public convenience service to be fully funded by users, a charge of around 50p per use would be required. By increasing fees to 30p, annual taxpayer subsidy for the service is expected to reduce by £16,220 to £28,382
- 3.4.** There would be initial one-off set up costs as detailed below to change the current charging mechanism from cash only, to cash and contactless payments plus increasing the charge from 20p to 30p.

One-off cost to increase charge £	One-off Cost for cash and contactless card payments £
50.00	3,800

- 3.6.** The one-off costs would be funded from additional income in 2021/22, with the full financial gain being reflected in the Council's revenue budget in 2022/23.
- 3.7.** As Danfo is already the Council's appointed contractor, and as the recommendations is to only change those public conveniences in Bourton on the Water as a trial before considering the whole of the districts public conveniences, a waiver of the Council's Contract Rules is also being sought for the following reasons:

- Where the goods, materials, works or services are of a unique or specialised nature or are identical or similar to or compatible with an existing provision so as to render only one or two sources of supply appropriate, which includes an upgrade to the current provision.

- 3.8.** The lead time on implementing these changes if approved is:

- Change to charge 7 days on receipt of order
- Conversion to payment mechanisms 4 weeks on receipt of order.

4. LEGAL IMPLICATIONS

- 4.1.** There are no specific legal implications associated with these recommendations.

5. RISK ASSESSMENT

- 5.1.** There is a risk that by increasing the access charges for public conveniences could lead to reputational damage.

6. EQUALITIES IMPACT

- 6.1.** There are no unacceptable adverse effects on the protected characteristics covered by the Equalities Act that have been identified.

7. CLIMATE CHANGE IMPLICATIONS

- 7.1.** None

8. ALTERNATIVE OPTIONS

- 8.1.** Members may consider phasing in any increase in charge over a set period.
- 8.2.** Members could increase the fees by an amount up to 50p per use to make the service cost neutral to the taxpayer.

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