



COTSWOLD

District Council

Council name	COTSWOLD DISTRICT COUNCIL
Name and date of Committee	OVERVIEW AND SCRUTINY COMMITTEE-6 MAY 2025
Subject	PUBLIC TOILETS
Wards affected	All
Accountable member	Cllr Tristan Wilkinson, Cabinet Member for Economy and Environment Email: Tristan.wilkinson@cotswold.gov.uk
Accountable officer	Jon Dearing, Interim Executive Director Email: Democratic@Cotswold.gov.uk
Report author	Maria Wheatley, Parking Manager Email: Democratic@Cotswold.gov.uk
Summary/Purpose	To provide an update on the public toilets
Annexes	Annex A – Update and actions on recommendations from Cabinet on 1 February 2024
Recommendation(s)	That Overview and Scrutiny resolves to: 1. Note actions and progress since the Cabinet meeting on 1 February 2024 (Annex A)
Corporate priorities	<ul style="list-style-type: none">• Delivering Good Services• Supporting Communities
Key Decision	NO
Exempt	NO
Consultees/ Consultation	The Leader of the Council, The Deputy Leader and Cabinet Member for Finance and Transformation, The Chief Executive and Deputy Chief Executive Officers, The Monitoring Officer, The Interim Head of Legal Services, The Finance Business Partner, The Interim Executive Director.



1. EXECUTIVE SUMMARY AND BACKGROUND

- 1.1** The Council provides 11 public toilets which are open to the public for 364 days of the year. The provision of public toilets remains a discretionary service. 7 of the sites have a charge of 40p to enter and 4 are free of charge.
- 1.2** During 2023 the Overview and Scrutiny Committee established a Public Conveniences Review Group. The group reviewed all public convenience sites and reported back to Cabinet 1st February 2024. The report included recommendations to provide a balance between continued provision of good quality facilities and reducing the financial burden on the Council.
- 1.3** There were 11 recommendations considered by Cabinet 1st February 2024, 8 of which were agreed. Please see Annex A for full details and updates. A summary of each recommendation follows.

2. NEW CLEANING AND MAINTENANCE CONTRACT IN PLACE

- 2.1** The open tender process was completed and a new cleaning and maintenance contract started 1 October 2024.
- 2.2** Performance for the first 6 months has been good hitting the Key Performance indicator of 85% or more. Spot checks are carried out randomly by the Parking Enforcement Team checking off against multiple points to reach the level of acceptance on the contract.
- 2.3** A saving of circa £5,000 was made between the old and new contract per annum. The contract charge includes all staffing and materials for cleaning and internal maintenance.

3. BUDGET MONITORING

- 3.1** The main costs outside of the contract are the utilities and any structural repairs to the building. All invoices are authorised by senior members of the team before processing.
- 3.2** The current entry charge is 40p per entry. The council reviews all fees and charges during the budget setting period, and the fees for the public toilets will be reviewed for the 2026/27 period later in 2025.



4. COMMITMENT TO RETAIN AT LEAST ONE DISTRICT COUNCIL PROVIDED FACILITY

- 4.1** The Council has one facility in each of the following towns and villages, Cirencester, Tetbury, Moreton in Marsh, Bourton on the Water(2), Stow on the Wold, Chipping Campden, Northleach, Lechlade and Fairford.
- 4.2** Due to very high numbers of visitors to Bourton on the Water, 2 facilities are provided.

5. TRANSFER OF FACILITIES TO TOWN COUNCILS

- 5.1** Where more than 1 facility was provided in 3 of the Towns, (excluding Bourton on the Water), 1 of the facilities was offered to the Town councils to operate.
- 5.2** The Town Councils of Tetbury, Stow on the Wold and Cirencester were unable to take on the facilities and therefore the following sites were closed; The Chippings at Tetbury, London Road and Brewery at Cirencester and Mangersbury Road at Stow on the Wold.

6. INTRODUCE CHARGING AT THE 4 FREE SITES

- 6.1** The current capital balance of £34,000 is not sufficient to install the necessary equipment relating to introduce charging at the 4 free sites and a further report to Cabinet is necessary.

7. REPLACEMENT PADDLE GATES

- 7.1** There is a significant risk of the paddle gates failing at the Bourton on the water sites, which puts at risk £40,000 of income and a risk to customers through accidental injury.
- 7.2** The current gates are 18 years old and are no longer serviceable; as above, a further report to Cabinet is necessary to secure funding.



8. ASSET MANAGEMENT

- 8.1** The property services team have confirmed all units are in the councils Asset Management Strategy, as the responsibility for the fabric of the building remains with the council as the owners.

9. REVIEW OF CHARGING

- 9.1** The Council will review the current charge of 40p, later in 2025 as part of the budget setting cycle for 2026/27.

10. NEW INFORMATION SIGNS AT EACH SITE EXPLAINING THE NEED TO CHARGE AT PUBLIC TOILETS

- 10.1** New signs will be placed at each facility explaining to users the need to charge for entry in order for the council to continue to provide this non-statutory service.

11. RETAIN 1 'FREE TO USE' DISABLED ACCESS UNIT PER SITE.

- 11.1** The council continues to provide a free to use disabled accessing unit at each location. A RADAR key (Royal Association for Disability and Rehabilitation) gives free access to those in need.

12. ENCOURAGE KEY PARTNERS TO ALLOW PUBLIC ACCESS TO THEIR FACILITIES

- 12.1** The council will seek to encourage partners such as Town and Parish councils, and businesses to make their toilets available for public use and to register their toilets on popular public toilet apps.