

**Proposed Cabinet response to recommendations from the Overview and Scrutiny Committee's Public Conveniences Review Group**

Recommendation arising from the [report of the Public Conveniences Review Group](#).

Recommendation	Agree (Y / N)	Comment	Responsible Cabinet Member	Lead Officer
1. That the Council seeks to re-tender the cleaning and maintenance contract rather than bring the service in house.	Y	Agree to retender contract prior to expiry on 30/09/24. Also, request costings from Ubico to benchmark against tenders from external suppliers.	Councillor Mike Evely, Deputy Leader and Cabinet Member for Finance	David Stanley, Deputy Chief Executive Officer
2. That the Council seeks to reduce the annual revenue cost of providing public conveniences facilities, given that it would not be realistic to seek full cost recovery through charging, or to provide facilities that are free to use.	Y	The current budget provision of £161k for a non-statutory service is coming under increasing pressure hence the request for this review. It's accepted that neither achieving full cost recovery or making the service completely free are viable options.	Councillor Mike Evely, Deputy Leader and Cabinet Member for Finance	David Stanley, Deputy Chief Executive Officer
3. That the Council commits to retaining at least one district council provided public conveniences facility in each town and village within the district that currently has one.	Y	We wish to continue providing this service in locations across the District, but recognise that closing some facilities will reduce costs whilst maintaining a public service.	Councillor Mike Evely, Deputy Leader and Cabinet Member for Finance	David Stanley, Deputy Chief Executive Officer



<p>4. That the Council opens discussions with the relevant Town Councils about the transfer of responsibility for four sites in towns that have more than one district council provided facility, or where town councils are not willing, the Council seeks to close the facilities and repurpose the buildings to generate a commercial opportunity, as set out in Exempt Annex B. This approach is expected to result in a maximum annual revenue saving of £39,061.</p>	<p>Y</p>	<p>See comment above.</p>	<p>Councillor Mike Evemy, Deputy Leader and Cabinet Member for Finance</p>	<p>David Stanley, Deputy Chief Executive Officer</p>
<p>5. That the Council allocates £47,200 in the capital programme to introduce charging at the four retained sites that are currently free to use, utilising the existing capital budget (of c. £34,000) for purchasing and installing card readers. This investment will ensure that the Council can charge for usage, with card payment as an option, at all district council run facilities and will have a payback period of c. 1 year.</p>	<p>N</p>	<p>It's agreed that the balance of the capital allocation for card readers should be used to facilitate charging at the currently non-charged sites. The proposed capital budget for 24/25 allows for this. We will seek to re-use card readers and charging mechanisms from any closed facilities. Any identified additional capital requirements will come forward as a report to Cabinet following agreement on any closures.</p>	<p>Councillor Mike Evemy, Deputy Leader and Cabinet Member for Finance</p>	<p>David Stanley, Deputy Chief Executive Officer</p>
<p>6. That the Council allocates capital funding of £27,650 in priority works to remedy condition (the replacement of paddle gates)</p>	<p>N</p>	<p>It's acknowledged that this investment is required. Funding for this to be</p>	<p>Councillor Mike Evemy, Deputy Leader</p>	<p>David Stanley, Deputy Chief Executive Officer</p>



at the two sites in Bourton on the Water, in order to protect future income, as set out in Annex B of the Review Group's report.		identified and subject to a separate Cabinet report alongside the works identified in recommendation 5.	and Cabinet Member for Finance	
7. That the Council seeks to maintain the condition of its public convenience facilities through the Council's Asset Management Strategy.	Y		Councillor Mike Evemy, Deputy Leader and Cabinet Member for Finance	David Stanley, Deputy Chief Executive Officer
8. That usage charges are set at 70p at all retained district council public conveniences facilities. Based on current usage levels this could reduce the cost of the service by a maximum of £62,425 per annum.	N	Given the increase in the charge to 40p in April 2023 and the implementation of card readers at all charging sites in November 2023, it is very difficult to forecast revenue based on these two factors and therefore understand the impact of any price change proposal. It's proposed to review the charge once we have clarity over the future cost of the service and when we have at least six months of usage and revenue data for currently charged sites.	Councillor Mike Evemy, Deputy Leader and Cabinet Member for Finance	David Stanley, Deputy Chief Executive Officer



9. That the Council uses signage at public convenience facilities to explain to users that public conveniences are not a statutory service and the usage charge does not cover the full cost to the Council of running the service.	Y		Councillor Mike Evemy, Deputy Leader and Cabinet Member for Finance	David Stanley, Deputy Chief Executive Officer
10. That the Council continues to provide one disabled access unit at each retained site which can be accessed free of charge with a RADAR key (Royal Association for Disability and Rehabilitation).	Y		Councillor Mike Evemy, Deputy Leader and Cabinet Member for Finance	David Stanley, Deputy Chief Executive Officer
11. That the Council encourages key partners such as town and parish councils and local businesses to make their toilets available for public use and to register their toilets on popular public toilet apps.	Y		Councillor Mike Evemy, Deputy Leader and Cabinet Member for Finance	David Stanley, Deputy Chief Executive Officer