

# Public Document Pack



Please reply to: Darryl White  
Service: Strategy & Commissioning  
Direct Dial: (01803) 861247  
E-mail address: Darryl.White@swdevon.gov.uk  
Date:

Dear Councillor

## **SOUTH HAMS EXECUTIVE - THURSDAY, 22ND NOVEMBER, 2018**

I refer to the agenda for the above meeting and attach papers in connection with the following item(s).

<b>Agenda No</b>	<b>Item</b>
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- |     |  |
|-----|--|
| 10. | <b><u>Public Toilet Review</u> (Pages 1 - 54)</b>            |
| 12. | <b><u>Request for Long Lease Renewal</u> (Pages 55 - 58)</b> |
| 13. | <b><u>Waste Procurement</u> (Pages 59 - 106)</b>             |

Yours sincerely

Darryl White  
Senior Specialist – Democratic Services

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Report to: **Executive**  
Date: **22 November 2018**  
Title: **Public Toilet Project**  
Portfolio Area: **Environment Services**  
Wards Affected: **All**

Relevant Scrutiny Committee: Overview and Scrutiny Panel

Urgent Decision: **N** Approval and clearance obtained: **Y**

Date next steps can be taken: following the Scrutiny Call-in period at 5.00pm on Monday, 3 December

Author: **Cathy Aubertin** Role: **CoP Lead - Environment Services**  
**Alexandra Walker** **Finance Business Partner**  
**Emma Widdicombe** **Senior Specialist**

Contact: [Cathy.Aubertin@swdevon.gov.uk](mailto:Cathy.Aubertin@swdevon.gov.uk)  
[Alexandra.Walker@swdevon.gov.uk](mailto:Alexandra.Walker@swdevon.gov.uk)  
[Emma.Widdicombe@swdevon.gov.uk](mailto:Emma.Widdicombe@swdevon.gov.uk)

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## Recommendations:

That the Executive resolves to proceed as per the recommendation in respect of each public toilet facility as follows:

1. Pay on Entry (PoE) to be installed at:  
**Dittisham** – The Ham.  
**East Portlemouth** – Ferry Steps.  
**Ivybridge** – Glanville’s Mill.  
**Salcombe** – Batson Creek, North Sands, South Sands and Whitestrand.  
**South Huish** – Hope Cove.  
**Totnes** – Civic Hall, Coronation Road and Steamer Quay (with code or card access permitted for staff from the nearby Riverside Café and Ferry Office).
2. Income to be generated in lieu of PoE through alternative charges:  
**Bigbury** – toilet service charges to be supported through a

review of Pay & Display charges.

**Kingsbridge** – Fore Street – Town Council to make annual payment in lieu of PoE.

**Stokenham** – Torcross – toilet service charges to be supported through a review of Pay & Display charges.

**Strete Gate** – toilet service charges to be supported through a review of Pay & Display charges.

3. Asset transfers to take place or facility to close in September 2019:

**Holbeton.**

**Kingswear** – Lower Ferry.

**Malborough** (asset transfer agreed).

**Newton & Noss** – Newton Ferrers.

**Salcombe** – Cliff House Gardens (to not be re-opened in Spring 2019 following winter closure).

**South Brent** (asset transfer agreed).

**Staverton.**

**Stoke Fleming** (Parish Council have confirmed that an asset transfer is not required).

**Thurlestone** (asset transfer agreed in principle).

**Ugborough** – Bittaford and Ugborough.

4. Other arrangements:

**Dartmouth** – Manor Gardens – to close in September 2019 with no asset transfer to the Town Council.

**East Portlemouth** – Mill Bay - to close in September 2019 unless a 75% contribution from a stakeholder is achieved next financial year, with an asset transfer to be completed by financial year 2020/ 21.

**Kingswear** – Higher Ferry – to close with no asset transfer to the Parish Council.

**South Brent** – Shipley Bridge – withdraw cleaning service.

**South Milton** – to close in September 2019 unless a 75% contribution from a stakeholder is achieved next financial year, with an asset transfer to be completed by financial year 2020/ 21.

**Wembury** – to allow the current lease with the National Trust to expire in June 2020.

## **1. Executive summary**

- 1.1 This report requests that Members consider the above recommendations and resolve to proceed as recommended for each facility.

## **2. Background**

- 2.1 Members will be aware that the public toilet service was previously considered, as part of the budget process, on 1<sup>st</sup> February and 26<sup>th</sup>

April this year, where decisions in respect of the way forward were resolved.

2.2 Appendix 3 gives Members some narrative behind the business case for each public toilet.

2.3 There are now some recommended amendments to previous resolutions in some cases, as a result of further consideration, as follows:

- i. **Bigbury** – it was previously resolved that PoE be installed. However, the Parish Council would prefer that the anticipated revenue needed to support the service be generated from a review of the car parking charges. As the car park and public toilets support each other and the surrounding public realm, this provides a solution with minimal additional installation or maintenance costs.
- ii. **Dartmouth** – Manor Gardens – due to low footfall, the close proximity of three other public toilet buildings that have recently been transferred to Dartmouth Town Council, and the relatively high value of the site, it is recommended that the facility close in September 2019.
- iii. **East Portlemouth** - Mill Bay – it was previously resolved that PoE be installed. However, further assessment of the facility at Mill Bay has shown that the installation of PoE equipment at this site is significantly more expensive than at other sites, is likely to prove unreliable, and will cause frustration for customers. This is because, due to the lack of electricity supply, the PoE would need to be solar-powered and the tree canopy surrounding the building means that we will not be able to rely on this to provide enough power to keep the equipment operating.

It is, therefore, now recommended that, unless a 75% contribution from a stakeholder is achieved next financial year, with an asset transfer to be completed by financial year 2020/21, it should close in September 2019.

- iv. **Kingswear** – Higher Ferry – due to the exceptionally low footfall at this facility, and the relatively high value of the site, it is recommended that the facility not be re-opened after the winter closure.
- v. **Kingsbridge** - Fore Street – it was previously resolved that PoE be installed. However, the Town Council would prefer to compensate the District Council, though a financial contribution, for the anticipated income from such a scheme, and for the toilets to remain free to use.
- vi. **Salcombe** - Cliff House Gardens – there was previously no resolution made in respect of this facility, as it is one that fell

between high footfall (where PoE was resolved) and low footfall (where transfer or closure was resolved). However, due to the relatively close proximity of Whitestrand public toilets, and the requirement for money to be invested in Cliff House Gardens toilets to bring them to a reasonable standard, it is now recommended that they be transferred or closed.

Cliff House Gardens was gifted to South Hams District Council and is classed as 'Charity Land', which precludes a freehold disposal of the toilet building. However, it could be used in accordance with the provisions of the Charity, ie recreational use (or ancillary to). Options will be explored should it be resolved to close this facility.

- vii. **South Brent** – Shipley Bridge – as the building is the responsibility of Dartmoor National Park Authority, it is recommended that we cease our cleaning service with effect from September 2019. The District Council has no obligation to dispose of or demolish the toilet building, so it will be transferred back DNPA, who will then take on the responsibility for it.
- viii. **South Huish** - Hope Cove – following a Member request at the meeting held on 26<sup>th</sup> April, officers have established that Hope Cove is suitable for a PoE scheme.
- ix. **South Milton** – as there appear to be several stakeholders with an interest in this public toilet facility, it is now recommended that, unless a 75% contribution from one or more of those stakeholders is achieved next financial year, with an asset transfer to be completed by financial year 2020/21, it should be closed in September 2019.
- x. **Stokenham** - Torcross – it was previously resolved that PoE be installed. This site is suitable for a similar solution to that proposed for Bigbury. A review of overall charges will also give the opportunity for the overnight charge to be reviewed, as this has not had the desired effect of reducing overnight camping in the area.
- xi. **Strete Gate** – as per Stokenham above.
- xii. **Wembury** – it was previously resolved that PoE be installed. However, it has since come to light that the current lease of the building expires in June 2020. In discussions with the National Trust, who own the land the building sits on, concerns were raised about a new lease due to coastal erosion. The National Trust anticipate that the current public toilet building will be impacted and will be at risk within 10 years. It is, therefore, now recommended that the lease be allowed to expire.

- 2.3 Financial information to support the recommendations above is attached at Appendix 1 and the business case narrative is attached at Appendix 3.
- 2.4 It should be noted that the figures for service costs set out in Appendix 1 are the costs for South Hams DC to provide services to each facility. If a facility is transferred to a parish council (or another stakeholder) then it is very likely that they can provide the service locally at a lower cost. If that is the case then the increase to the parish precept to fund the service would be less than that shown in the financial modelling.
- 2.5 Some key figures to note are as follows:
- i. Should it be resolved to install PoE equipment at the sites listed in Recommendation 1, the total capital cost of this will be £121,265. The budget approved in the 2018/ 19 Capital Programme for PoE equipment was £130,000.
  - ii. The net anticipated saving/ income from these PoE sites is estimated at £37,314 per annum (see Appendix 1, Recommendation 1) based on specialist site analysis from Healthmatic Ltd. This was previously estimated at £36,000 per annum.
  - iii. Further income will be generated from the sites listed in Recommendation 2, where officers have recommended an alternative option to PoE, in the sum of £16,200 per annum (see Appendix 1, Recommendation 2). This income will be generated through either a review of parking charges or, in the case of Kingsbridge, an annual contribution to the District Council.
  - iv. Service provision savings from the sites where facilities are to be closed or transferred, or have other arrangements in place will total approximately £184,501 per annum (see Appendix 1, Recommendation 3 and Recommendation 4). If the Council resolves to award a contract for waste and cleansing services approximately 20% of this saving would be achieved by a reduction in the cleansing contract as opposed to an operational saving (the £184,501 has been based on in-house costs).
  - v. From the financial year 2020/21 onwards, as a result of the Government's proposal in respect of 100% business rate relief on public toilets, a further saving of approximately £23,500 per annum will be made on the sites to be retained by the Council.
- 2.6 A Comprehensive Impact Assessment in respect of all facilities is attached at Appendix 2, and this includes the locations of alternative facilities where the proposal is that the District Council's public toilet should transfer or close.

2.7 Sites where no action has been recommended in this review are the ones which demonstrate medium usage levels so are considered relatively well used but do not demonstrate significant usage which would support a pay on entry scheme, and are:

- **Chivelstone** – East Prawle
- **Dartmouth** – Park & Ride
- **Ermington**
- **Kingsbridge** – Bowcombe
- **Loddiswell**
- **Modbury**
- **Newton & Noss** – Noss Mayo
- **Ringmore** – Challaborough
- **Stokenham** – Beesands.

Members may wish to consider these at a later stage.

### **3. Outcomes/outputs**

3.1 Consultation has already been undertaken with Towns, Parishes and other stakeholders, and this will continue as necessary in order to ensure the smooth completion of all recommendations.

3.2 Press releases have gone out and Towns and Parishes in particular have engaged in constructive dialogue with both Members and officers.

3.3 It should be noted that free access to public toilets will continue to be available for disabled customers, who are able to purchase a RADAR key. This is a national scheme allowing anyone who is registered as disabled to access disabled toilet facilities.

### **4. Options available and consideration of risk**

4.1 Information to support each recommendation is provided at Appendix 1 and Appendix 3, and each facility above has been the subject of an individual Comprehensive Impact Assessment, attached at Appendix 2.

### **5. Implications**

Implications	Relevant to proposals Y/N	Included in Appendix 2.
Legal/Governance		
Financial		Appendix 1 sets out the annual savings from the proposals, being £144,275 in 2019/ 20, £256,328 in 2020/ 21 and £261,515 for 2021/ 22 onwards.
Risk		The closure of some public toilets is likely to result in adverse publicity for the District Council.

		However, there is sound information to demonstrate the requirement to make the associated financial savings and, where possible, alternative solutions have been highlighted in Appendix 2.
Comprehensive Impact Assessment Implications		
Equality and Diversity		A comprehensive impact assessment has been completed (Appendix 2) in respect of this each facility which shows that there are limited numbers of customers which are adversely by these recommendations.
Safeguarding		No implications.
Community Safety, Crime and Disorder		The implementation of PoE at the facilities above is likely to have a positive impact in respect of anti-social behaviour and vandalism.
Health, Safety and Wellbeing		As per Appendix 2.
Other implications		None.

## **Appendices**

Appendix 1 – financial information

Appendix 2 – Comprehensive Impact Assessment

Appendix 3 – Business case narrative

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## Public Toilet Costings

## Modelling for pay on entry scheme (Recommendation 1)

Facility	Parish	Total annual service cost (for info only)	Annual income from pay on entry scheme	Annual savings from consumables and utilities	Annual cost of collection and maintenance of equipment	Total financial benefit	One off capital cost of installing pay on entry	Pay back period
		£	£	£	£		£	Years
Ham	Dittisham	9,740	-1,600	-420	641	-1,379	7,368	5.3
Ferry Steps	East Portlemouth	11,599	-2,000	-525	665	-1,860	7,368	4.0
Glanville's Mill	Ivybridge	25,313	-2,000	-525	983	-1,542	10,552	6.8
Batson Creek*	Salcombe	15,674	-1,750	-569	1,355	-964	14,419	15.0
North Sands	Salcombe	12,338	-1,750	-569	650	-1,669	7,368	4.4
South Sands	Salcombe	11,827	-1,750	-569	623	-1,696	7,104	4.2
Whitestrans**	Salcombe	29,388	-8,000	-2,100	1,025	-9,075	7,368	0.8
Hope Cove	South Huish	14,531	-2,000	-525	665	-1,860	7,368	4.0
Civic Hall	Totnes	16,186	-5,600	-1,820	2,066	-5,354	19,220	3.6
Coronation Road	Totnes	20,462	-5,600	-1,820	2,066	-5,354	19,860	3.7
Steamer Quay	Totnes	27,747	-6,400	-1,680	1,519	-6,561	13,270	2.0
		<b>194,807</b>	<b>-38,450</b>	<b>-11,122</b>	<b>12,258</b>	<b>-37,314</b>	<b>121,265</b>	

See note \*

See note \*\*

\*Batson Creek included for PoE scheme as part of a solution for Salcombe town. Figures shown are for paddle gate, however coin entry system would substantially reduce cost and pay back period

\*\*Whitestrans also part of Salcombe town solution. Giving a pay back period of 2.2 years across both sites, or less if not using paddle gate

## Modelling for income to be generated in lieu of pay on entry scheme (Recommendation 2)

Facility	Parish	Total annual service cost	Income in lieu of pay on entry income	
		£	£	
Bigbury	Bigbury	32,234	-8,000	Review of pay & display charges
Fore Street	Kingsbridge	13,738	-4,200	Annual contribution
Torcross	Stokenham	21,934	-2,000	Review of pay & display charges
Strete Gate	Strete	7,651	-2,000	Review of pay & display charges
		<b>75,557</b>	<b>-16,200</b>	

2018/19 Parish Precept	Proposed Parish Precept 2019/20	% increase on proposed Parish Precept 2019/20	2018/19 Parish Band D	£ increase on Parish Band D (based on 2018/19 tax base)
£	£		£	£
N/A	N/A	N/A	N/A	N/A
136,000	140,200	3.09%	62.94	1.94
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
<b>136,000</b>	<b>140,200</b>			

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## Public Toilet Costings

## Modelling for asset transfers to take place or facility to close in September 2019 (Recommendation 3)

Parish	Facility	Total annual service cost	Less current parish contribution	Proposed increase to 2019/20 Parish Precept
		£	£	£
Malborough	Malborough	6,470	-915	5,555
South Brent	South Brent	7,543		7,543
Holbeton	Holbeton	4,788		4,788
Kingswear	Lower Ferry	16,462		16,462
Newton & Noss	Newton Ferrers	7,918		7,918
Salcombe	Cliff House Gardens	4,858		4,858
Staverton	Staverton	6,617		6,617
Stoke Fleming	Stoke Fleming	12,695		12,695
Thurlestone	Thurlestone	8,671		8,671
Ugborough	Bittaford and Ugborough	14,883		14,883
		<b>90,905</b>	<b>-915</b>	<b>89,990</b>

2018/19 Parish Precept	Proposed Parish Precept 2019/20	% increase on proposed Parish Precept 2019/20	2018/19 Parish Band D	£ increase on Parish Band D (based on 2018/19 tax base)
£	£		£	£
24,445	30,000	22.73%	51.70	11.75
59,280	66,823	12.72%	60.21	7.66
9,805	14,593	48.83%	32.31	15.77
32,453	48,915	50.72%	40.85	20.73
50,099	58,017	15.80%	43.59	6.89
81,153	86,011	5.99%	41.11	2.46
14,811	21,428	44.68%	43.79	19.57
16,766	29,461	75.72%	28.31	21.44
17,273	25,944	50.20%	23.25	11.68
20,000	34,883	74.41%	26.99	20.09
<b>£326,085</b>	<b>£416,075</b>			

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## Public Toilet Costings

## Modelling for other arrangements to take place or facility to close in September 2019 (Recommendation 4)

Parish	Facility	Total annual service cost	
			£
Dartmouth	Manor Gardens	18,263	To close in September 2019 with no asset transfer to the Town Council
East Portlemouth	Mill Bay	17,614	To close in September 2019 unless a 75% contribution from a stakeholders is achieved next financial year, with an asset transfer to be completed by 2020-21
Kingswear	Higher Ferry	10,571	To close with no asset transfer to the Parish Council
South Brent	Shipley Bridge	9,389	Will be transferred back to Dartmoor National Park in September 2019
South Milton	South Milton	17,925	To close in September 2019 unless a 75% contribution from one or both stakeholders is achieved
Wembury	Wembury	20,748	To allow current lease with the National Trust to expire on 24th June 2020
		<b>94,511</b>	

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Schedule of savings 2019-20 to 2021-22

Savings identified	2019-20	2020-21	2021-22
	£	£	£
<b>Income to be generated from pay on entry scheme from April 2019 (Recommendation 1)</b>	<b>37,314</b>	<b>37,314</b>	<b>37,314</b>
<b>Income to be generated in lieu of pay on entry scheme from April 2019 (Recommendation 2)</b>	<b>16,200</b>	<b>16,200</b>	<b>16,200</b>
<b>Savings from transfer or closure, to take place in September 2019 (Recommendation 3)</b>	<b>44,995</b>	<b>89,990</b>	<b>89,990</b>
<b>Savings from other arrangements (Recommendation 4):</b>	<b>45,766</b>	<b>89,324</b>	<b>94,511</b>
- Manor Gardens (Dartmouth). To transfer or close in September 2019	9,132	18,263	18,263
- Mill Bay (East Portlemouth). To close in September 2019 unless a 75% contribution from a stakeholder is achieved in 2019-20 (from 1st April 2019), with a full asset transfer to be completed in 2020-21	13,211	17,614	17,614
- Higher Ferry (Kingswear). To close in September 2019	5,285	10,571	10,571
- Shipley Bridge (South Brent). Will be transferred back to Dartmoor National Park in September 2019	4,694	9,389	9,389
- South Milton. To close in September 2019 unless a 75% contribution is achieved from one or both stakeholders (from 1st April 2019)	13,444	17,925	17,925
- Wembury. Current lease with the National Trust to expire on 24th June 2020	0	15,561	20,748
<b>100% business rate relief saving in 2020-21 from public conveniences retained by the Council (listed in Recommendation 1 and 2, and 2.7 of the main report - sites where no action has been recommended)</b>	<b>0</b>	<b>23,500</b>	<b>23,500</b>
<b>Total saving</b>	<b>144,275</b>	<b>256,328</b>	<b>261,515</b>

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**South Hams District Council**  
**Public Conveniences Site Costing 2017-18**

Wages & Vehicles

Location	Cleaning Costs	Property and Grounds Repair & Maintenance	Electricity	Business Rates	Water Charges	Consumables (Cleaning Materials, Toilet Roll etc)	Total Annual Service Cost (excl Management & Support Service Costs)
	£'s	£'s	£'s	£'s	£'s	£'s	£'s
Beesands	4,491	999	420	594	2,911	738	10,152
Bigbury on Sea	15,268	7,398	1,409	0	5,651	2,508	32,234
Bittaford	3,593	1,594	(81)	548	98	590	6,341
Challaborough	6,287	1,631	332	827	1,796	1,033	11,905
Dittisham	4,491	3,554	543	0	415	738	9,740
Ivybridge	8,981	6,789	632	0	7,435	1,475	25,313
Fore Street (Kingsbridge)	6,287	3,489	159	1,037	1,734	1,033	13,738
Kingsbridge Quay	11,676	3,578	412	2,144	1,579	1,918	21,306
Lower Ferry (Kingswear)	7,185	4,780	343	1,130	1,843	1,180	16,462
Loddiswell	5,389	1,121	306	1,165	508	885	9,373
Malborough	1,796	1,585	1,353	1,107	334	295	6,470
Modbury	5,389	1,220	443	641	704	885	9,282
Noss Mayo	2,694	1,771	210	629	2,060	443	7,807
Cliff House	2,694	491	627	0	603	443	4,858
North Sands (Salcombe)	5,389	2,384	541	1,127	2,013	885	12,338
South Sands (Salcombe)	5,389	1,384	374	2,093	1,702	885	11,827
Whitestrans (Salcombe)	8,981	4,388	1,085	0	13,459	1,475	29,388
South Brent	3,593	1,408	306	944	702	590	7,543
Staverton	3,593	1,039	238	594	564	590	6,617
Stoke Fleming	6,287	2,011	159	1,584	1,622	1,033	12,695
Thurlestone	4,491	1,767	331	536	809	738	8,671
Torcross	8,083	3,233	462	3,041	5,787	1,328	21,934
Civic Hall (Totnes)	7,185	1,932	378	1,107	4,404	1,180	16,186
Coronation Road (Totnes)	9,879	1,799	651	1,748	4,761	1,623	20,462
Steamer Quay (Totnes)	10,778	5,789	880	3,588	4,942	1,770	27,747
Ugborough	3,593	3,007	289	711	351	590	8,542
Wembury	7,185	6,226	566	1,468	4,123	1,180	20,748
Manor Gardens (Dartmouth)	7,185	4,392	3,040	1,118	1,348	1,180	18,263
Park & Ride (Dartmouth)	11,676	8,488	294	0	1,140	1,918	23,517
Millbay	8,083	6,525	204	967	508	1,328	17,614
East Prawle	4,491	2,366	407	676	190	738	8,868
Ermington	2,694	907	68	433	552	443	5,097
Holbeton	2,694	574	68	438	571	443	4,788
Hope Cove	7,185	3,897	181	524	1,563	1,180	14,531
Bowcombe (Kingsbridge)	898	191	23	151	132	148	1,543
Newton Ferrers	4,491	1,108	113	489	979	738	7,918
Memorial, Slapton	8,981	16,025	226	1,887	853	1,475	29,448
Strete Gate	4,491	1,420	113	548	341	738	7,651
Shipley Bridge (South Brent)	5,389	1,270	136	1,421	287	885	9,389
Batson Creek	8,083	3,414	204	932	1,713	1,328	15,674
South Milton	4,491	9,984	113	583	2,017	738	17,925
Ferry Steps (East Portlemouth)	5,389	4,626	136	457	106	885	11,599
Higher Ferry, Bridge Rd Kingswear	6,287	1,145	594	1,060	452	1,033	10,571
<b>Totals</b>	<b>263,154</b>	<b>142,700</b>	<b>19,285</b>	<b>40,047</b>	<b>85,662</b>	<b>43,229</b>	<b>594,077</b>

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# Comprehensive Impact Assessment

**Insert Assessment title  
(should be the same title as the council report)**

Public Toilet Project

# Comprehensive Impact Assessment Template

<b>Assessment being undertaken</b>		Public Convenience Review
<b>Group: Commercial Services</b>		<b>Commercial Services</b>
<b>Service:</b>		<b>Environment Services</b>
<b>Name of Officer/s completing assessment:</b>		<b>Emma Widdicombe</b>
<b>Date of Assessment:</b>		<b>31 October 2018</b>
1.	<p>Why are you doing this CIA?</p> <p>Provide a brief explanation of the reason. Is it: new/change in policy, procedures, strategy, function, service.</p>	<p>Further to the review of the public conveniences in South Hams a number of toilets have been identified to be transferred to the Parish Councils however, should this not arise, these facilities could close. The purpose of this CIA is to identify if the proposed closure of these selected public toilets will impact on health &amp; safety, equality &amp; diversity etc and to assess whether any mitigating action is required.</p>
2.	<p>What are the aims, objectives, outcomes, purpose of the policy, service change, function that you are assessing?</p>	<p>South Hams District Council resolved to make a £226,000 saving in the cost of providing and maintaining public conveniences. It was agreed these savings would be achieved through the installation of pay on entry at its higher footfall facilities with anticipated income of £36,000 to be achieved by 2019/20 and the proposed transfer of a number of identified public conveniences to Parish/Town Councils or should this not occur the closure of these sites where the footfall and cost of running are</p>

		<p>low with a saving of £180,000 by 2020/21.</p> <p>The Council has a power but not a duty to provide public conveniences (Public Health Act 1936). It currently provides 41 public toilet facilities within the South Hams at a cost of just under £1 million. The aim of this project is to provide a sustainable level of public conveniences within the available budget.</p>
3.	Who implements or delivers the above? State if this is undertaken by more than one team, service, and department including any external partners.	The project will be managed by the public review project group which consists of officers from environment services, assets, support services, property maintenance, ICT, legal and the project sponsor being the Executive Director. The team have met with Parish and Town Councils as required to discuss the freehold transfers.
4.	<b>Equality and Diversity, safeguarding, health, safety and wellbeing</b> - Who will be affected by this proposal? Is the proposal likely to result in positive or negative impacts/risks? If so what are they? What plans do you have in place, or are developing, that will mitigate the likely identified negative impacts/risks?	<p>All members of the public and local communities which include more specifically:</p> <ul style="list-style-type: none"> <li>• Users with chronic health issues (bowel and bladder problems)</li> <li>• People with young families</li> <li>• Disabled people</li> <li>• Parish and Town Councils who could potentially be recipients of existing facilities</li> <li>• Travellers</li> <li>• Homeless people</li> <li>• Young people</li> </ul>

		<ul style="list-style-type: none"> <li>• Older people</li> <li>• Pregnant mothers</li> <li>• Public health teams</li> <li>• Outdoor/mobile workers</li> <li>• Holiday makers/day visitors</li> <li>• Private businesses (restaurants/pubs/shops/cafes)</li> <li>• Tourist groups</li> </ul> <p><b>Positive Impacts</b></p> <ul style="list-style-type: none"> <li>• Through devolution these public conveniences will be spared from closure, or even enhanced</li> <li>• Services may be designed in accordance with local priorities and needs, using local knowledge and resources</li> <li>• There may be the potential to foster a greater degree of civic pride and increased involvement in public services by local residents</li> <li>• Where alternative facilities have been recognised eg pub, café this may have a positive impact on local businesses due to increased footfall, with an increase in money spent in local areas</li> <li>• The Council has retained some facilities and will be introducing charges at others to ensure that they remain open and operational</li> </ul> <p><b>Negative Impacts</b></p> <ul style="list-style-type: none"> <li>• A reduction in the provision of public conveniences will mean users will have to travel further to find alternative provision, where it is available</li> <li>• Individuals with disabilities, older people or individuals with health related problems may find</li> </ul>
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		<p>alternative facilities difficult to use</p> <ul style="list-style-type: none"><li>• It is likely that there will be an increased demand for remaining facilities</li><li>• There could be potential negative impacts on tourism in certain areas due to facilities being available and accessible however there is a view that reduced availability of facilities would not impact on a family's choice to visit certain areas. The perception is that private facilities are more modern and have better facilities for mothers and babies.</li><li>• Some groups such as elderly, those with particular disabilities and mothers with young children will be negatively affected. However, the availability of alternative facilities and the remaining facilities of which there will still be 27 available will go some way to mitigating the worst impacts.</li></ul> <p>To mitigate the impact the following has been carried out:</p> <ul style="list-style-type: none"><li>• Towns and villages with multiple facilities have been assessed and alternative toilet provisions identified</li><li>• Areas with low usage have been identified first for transfer/closure in order to maximise the benefit of those facilities kept open in higher use areas.</li><li>• Toilets identified for closure are low usage sites</li><li>• Appropriate knowledge transfer and due diligence processes prior to devolution and during negotiations</li></ul>
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5.	<p><b>Information Management</b> – What type of information will be required to deliver this proposal? Is the proposal likely to result in increased risks to the information? If so, what are they? What plans do you have in place, or are developing, that will mitigate the likely identified negative impacts/risks?</p>	<p>To achieve the aims of the project, data will be required on the service running costs.</p> <p>During negotiations with Town &amp; Parish Councils, it will be necessary for data to be shared.</p>
6.	<p><b>Community Safety/Crime and Disorder</b> - Who will be affected by this proposal? Is the proposal likely to result in positive or negative impacts/risks? If so what are they? What plans do you have in place, or are developing, that will mitigate the likely identified negative impacts/risks?</p>	<p>If toilets are closed there is a risk of vandalism of the empty building.</p> <p>Positive</p> <ul style="list-style-type: none"> <li>• Where toilets have been devolved to Parish and Town Councils it will have a positive impact in terms of keeping properties in use and reducing the risks associated with crime and vandalism in disused premises</li> </ul> <p>Negative</p> <ul style="list-style-type: none"> <li>• Risk of vandalism and antisocial behaviour of the empty building should closure occur</li> </ul>
7.	<p>Have the impacts identified in Questions 4 to 6 been assessed using up to date and reliable <b>evidence and data</b>? Please provide a link to the evidence/data or state what the evidence/data is. The data and research page on the intranet is a useful resource.</p> <p>Do you need to engage or consult with any representative group/s?</p> <p>Are our staff affected? Have the unions or staff forums</p>	<p>A full review of existing facilities including types and quality has been carried out as well as detailed assessments of costs. See details per toilet below</p> <p>Consultation has been undertaken with the Town and Parish Councils</p> <p>A members drop in session was also carried out</p>

	been involved? If not do they need to be?	
8.	What plans do you have in place to <b>monitor the impact</b> of the proposals once they have been implemented? The full impact of the policy/decision may only be known after the proposals have been implemented.	<p>Once a transfer of services and assets has taken place, in legal terms the Council no longer retains an interest or responsibility therefore in such cases there is an argument that the need for ongoing monitoring does not arise. However, in the short term there will need to be a clear communications and support to direct enquiries appropriately.</p> <p>Where facilities may close the opportunity to dispose through sale or demolition would be considered. However, during this time empty buildings would be monitored by our MLO's for antisocial behaviour and vandalism</p>
9.	<p>Are there <b>other implications</b> not covered by this CIA that need to be considered? These can include: staffing, procurement and contracts, property, climate change, transport, waste and economy. If yes then please explain.</p> <p>Refer to the Committee Report Template Guidance page for further information.</p>	No other implications.

**Summary of Comprehensive Impact Assessment Implications (These should be copied and pasted into your report)**

Equality and Diversity

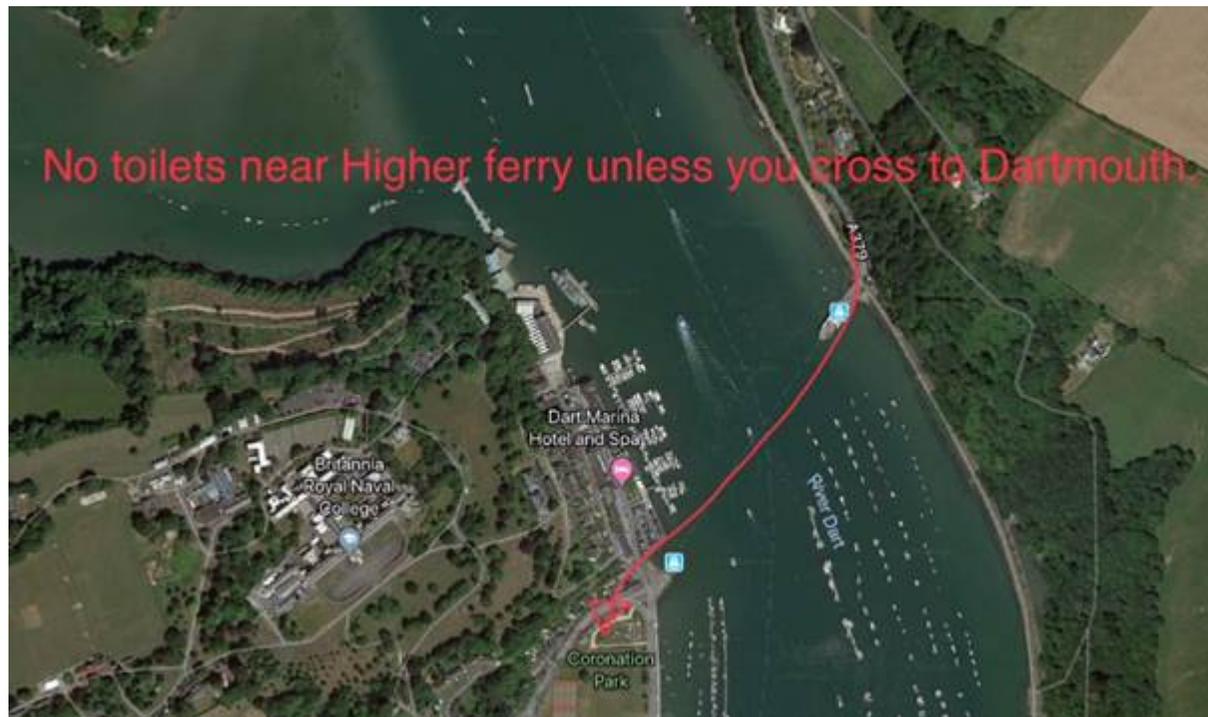
Alternative facilities have been identified where possible.

Acknowledge that this project will result in a reduced service but the result will be the provision of a

	sustainable number of public toilets (the higher footfall facilities) within the available budget.
Safeguarding	Vulnerable customers are more likely to be affected by the outcome of this review. However, as above, alternative facilities have been identified.
Community Safety, Crime and Disorder	The installation of PoE should result in reduced vandalism within toilets and will discourage anti-social behaviour. Closed facilities will be sold where feasible so that empty, unused buildings are not left as targets for vandals, and, in the meantime, will be monitored.
Health, Safety and Wellbeing	Alternative facilities have been identified where it is proposed that public toilet facilities are closed. Where PoE is proposed, disabled customers will still have free access to toilets (where we have disabled facilities in place) using a RADAR key.
Other implications	

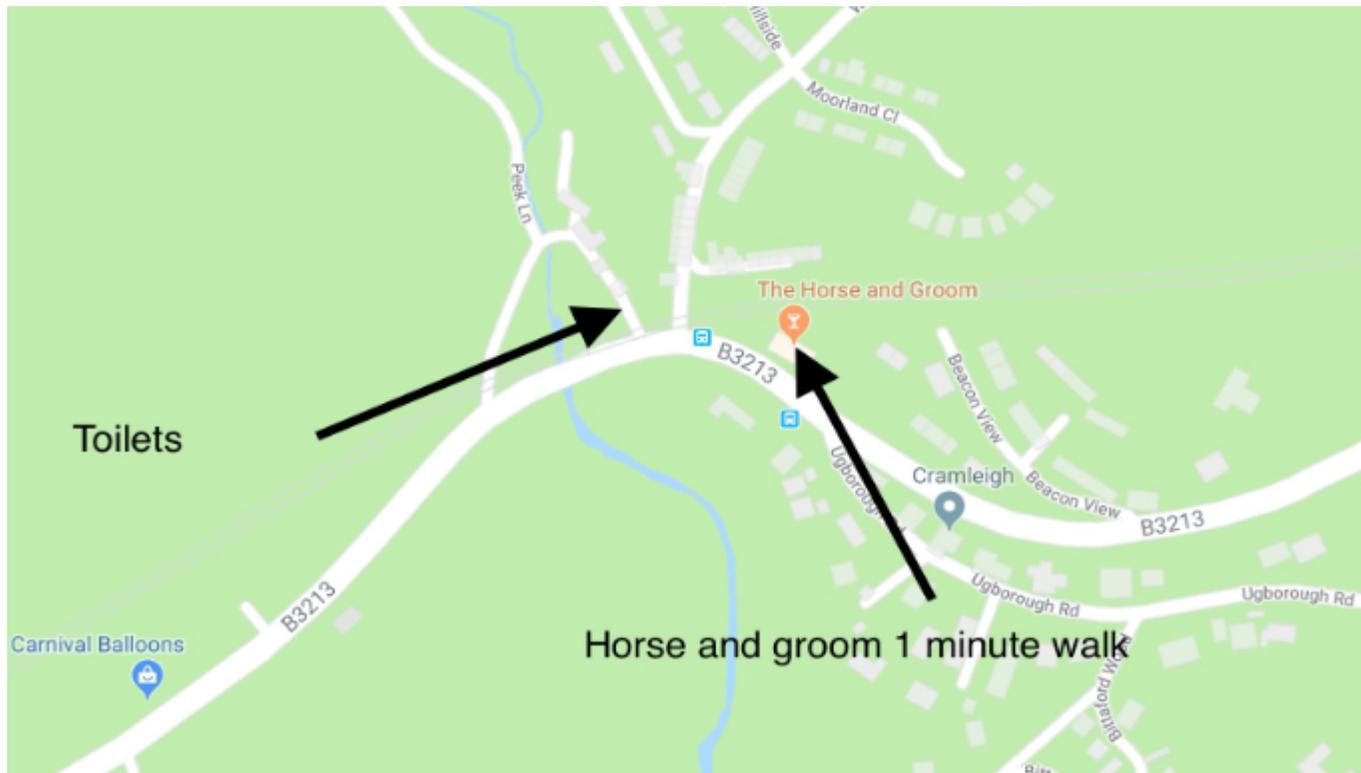
**Higher Ferry**

- Minimal usage due to very poor access to the toilets. Minor use by the occasional walker. The increased capacity on the higher ferry and the crossing times means this toilet is no longer required as in previous years
- No other toilets in the area unless you cross on the ferry where there are a number of toilets
- Already subject to winter closure Nov – Feb with no complaints



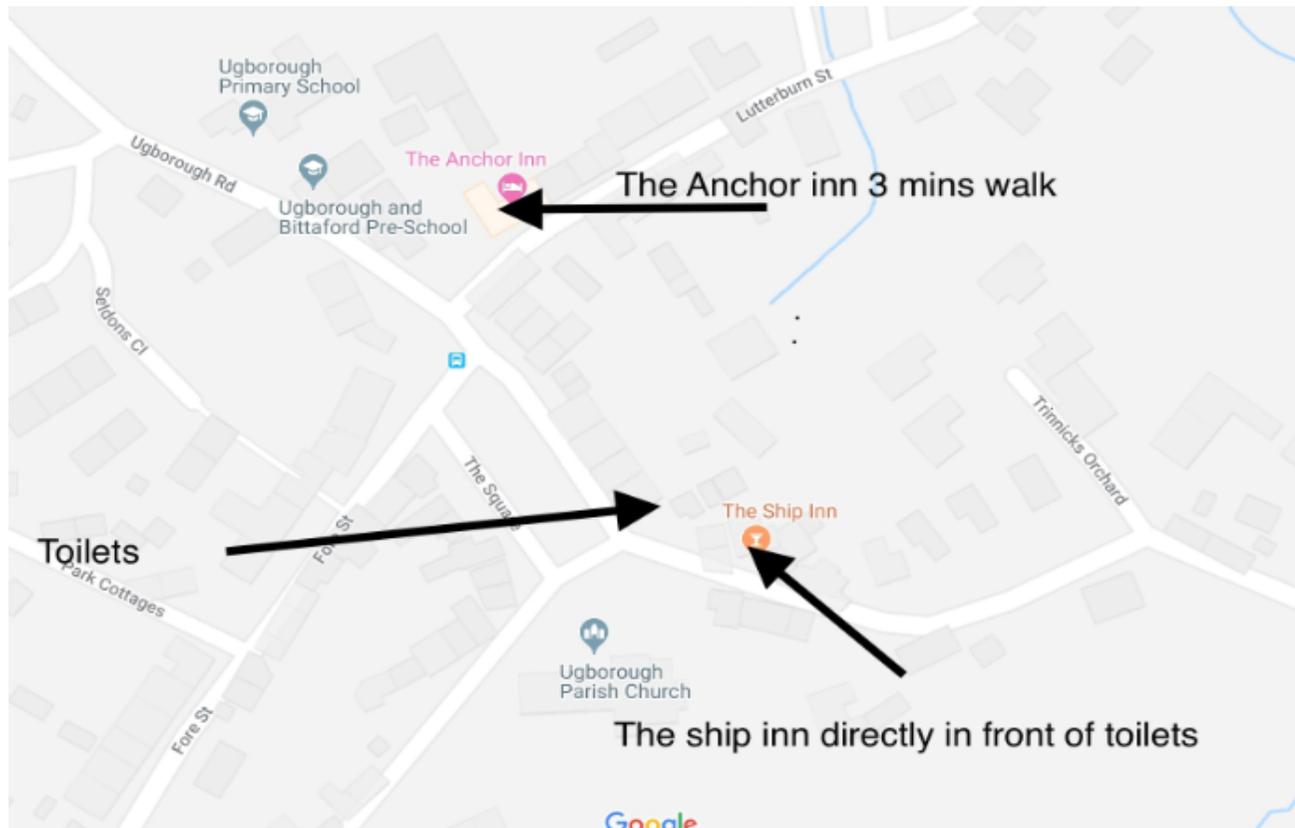
**Bittaford**

- Already subject to a seasonal closure of Nov – Feb
- Minimal usage
- There is one public house – The Horse and Groom located 1 minute walk from the public toilets and another public convenience in Ivybridge which is a short drive



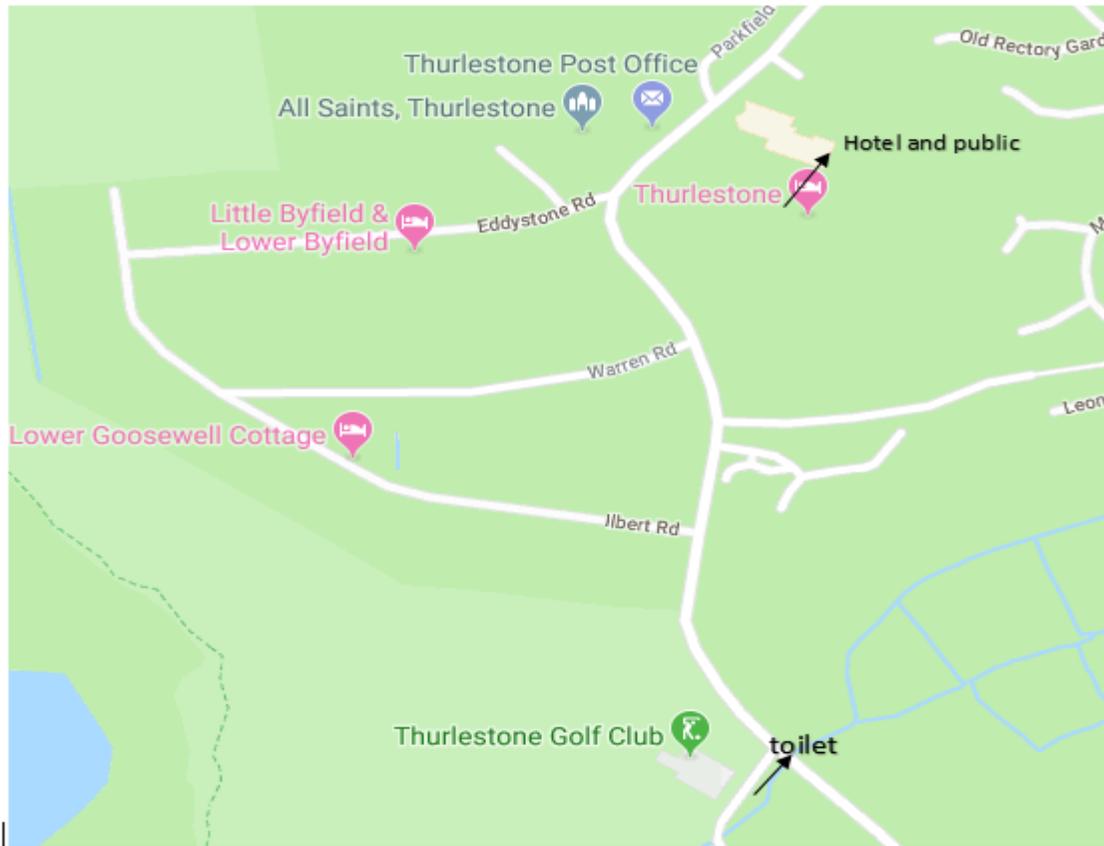
**Ugborough**

- Already subject to a seasonal closure of nov- feb
- Minimal usage
- There are currently two public houses located in the area with The Ship located directly in front of the toilets and The Anchor Inn located a 3 minute walk from the public toilets.



**Thurlestone**

- Already on a seasonal winter closure Nov-Feb
- Minimal use due to location
- There is the Thurlestone Hotel/Public House located approximately 3 minutes from the current public toilets



**Holbeton**

- The Parish Council already clean this toilet during the winter shutdown of Nov-Feb

- There are no cafes within the village but two public houses – Dartmoor Union and Mildmay Colours, a short walk from the current toilets



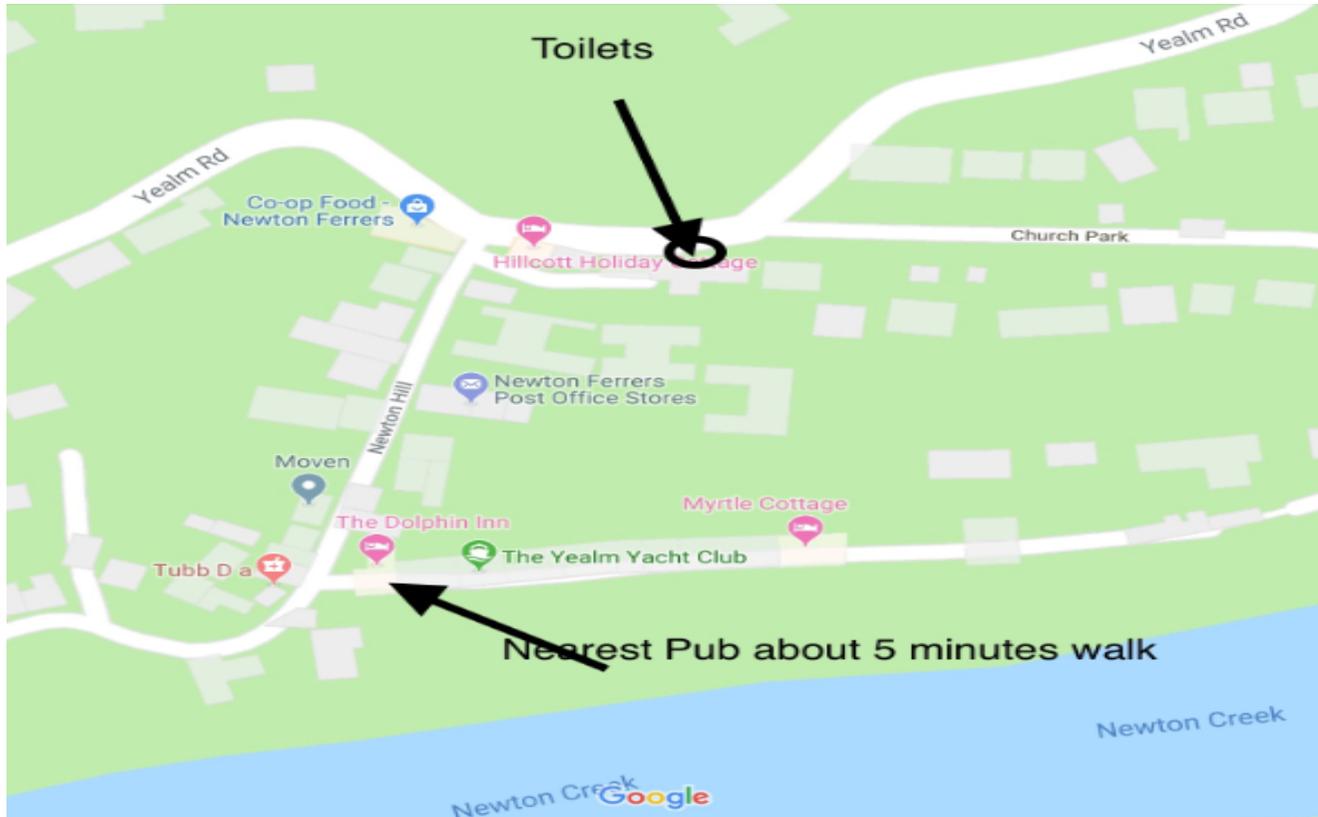
- Seasonal closure already applies from Nov – Feb
- Sea Trout Inn located across the road from the current public toilets



### **Newton Ferrers**

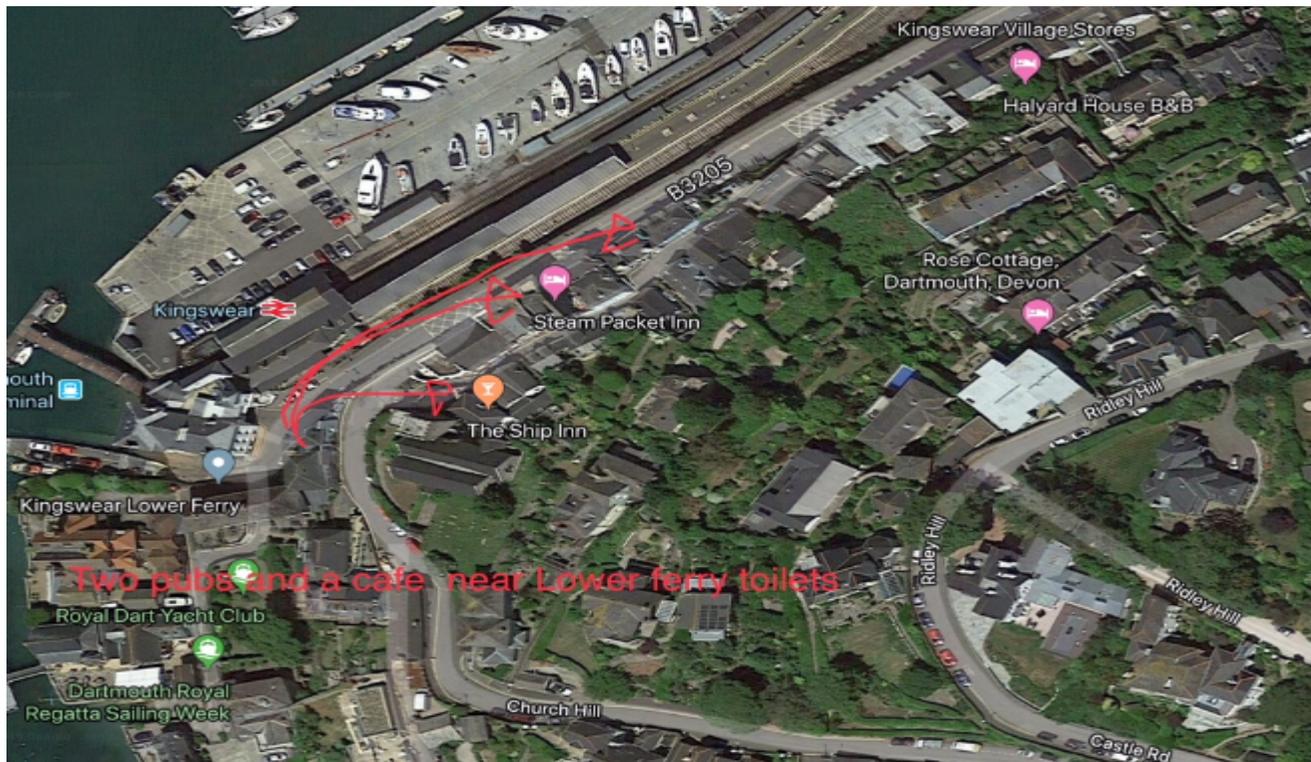
- Seasonal closure already applies between Nov-Feb

- There is a café located within the village but they do not want customers just using the toilets. There is also a public house located within 5 minutes walk



### Lower Ferry

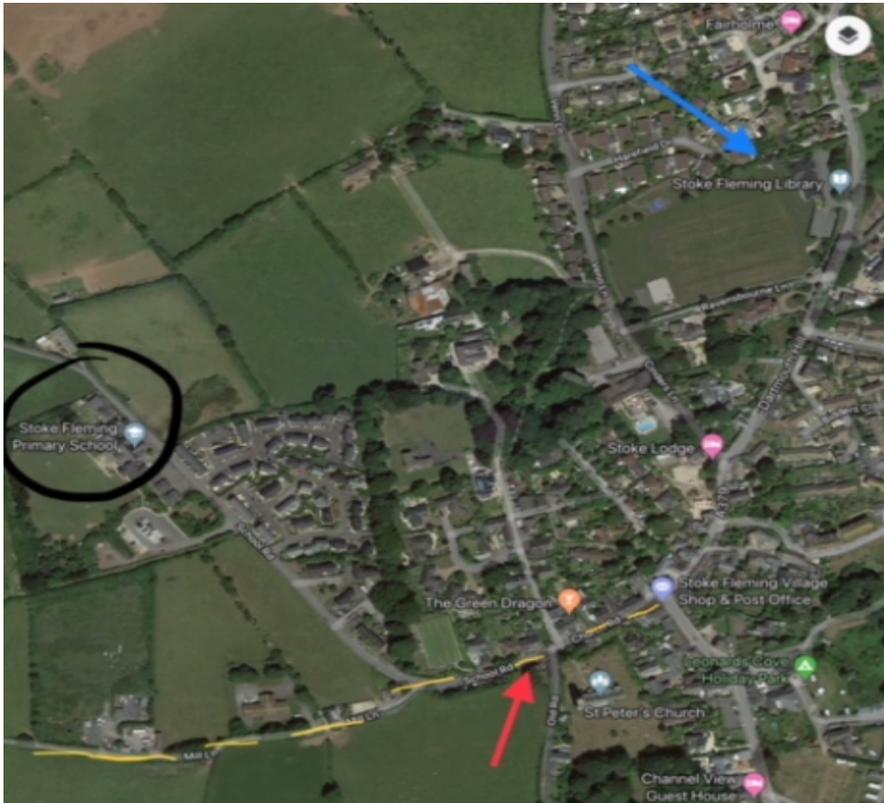
- There are currently two public houses located within close proximity to the current public toilets as well as the Steam Train toilets located next to their café



### Stoke Fleming

- Minimal usage but is located on a footpath used by visitors to the area or potentially on the school visit

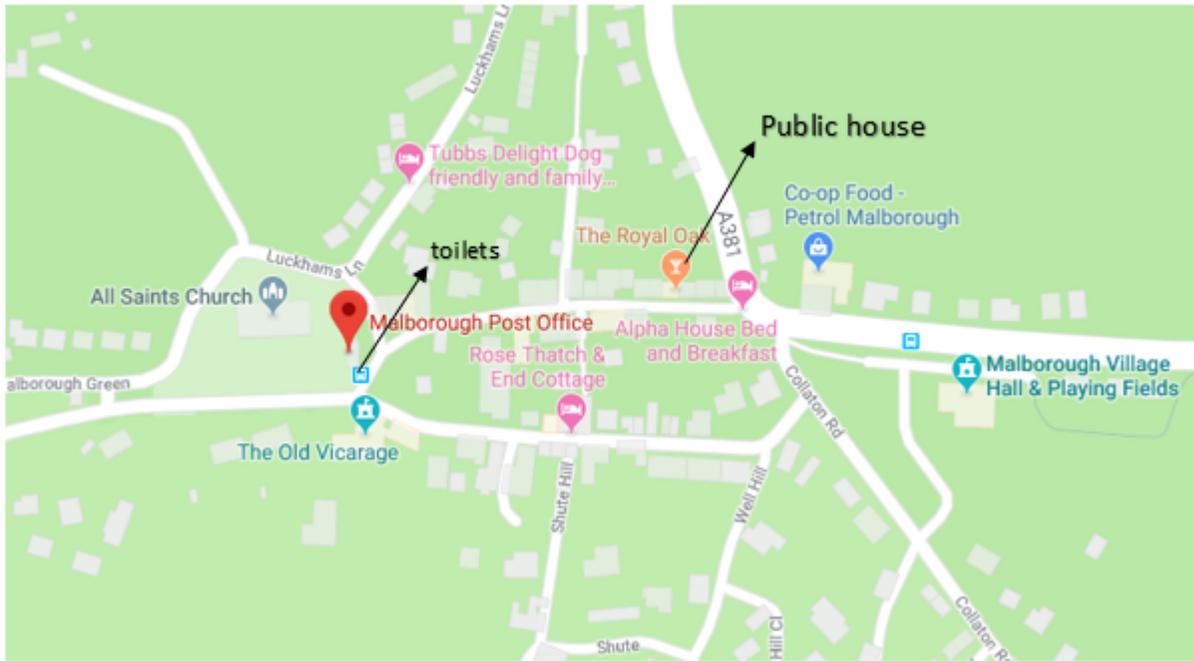
- There are toilets available to use in the playing field however only open when events are on at the field
- The Green Dragon public house is located on the same road as the toilets but with limit opening hours



### Malborough

- Already subject to reduced cleaning in from Nov – Feb

- The Royal Oak public house is located a short walk from the current toilets and alternative public conveniences available in Salcombe



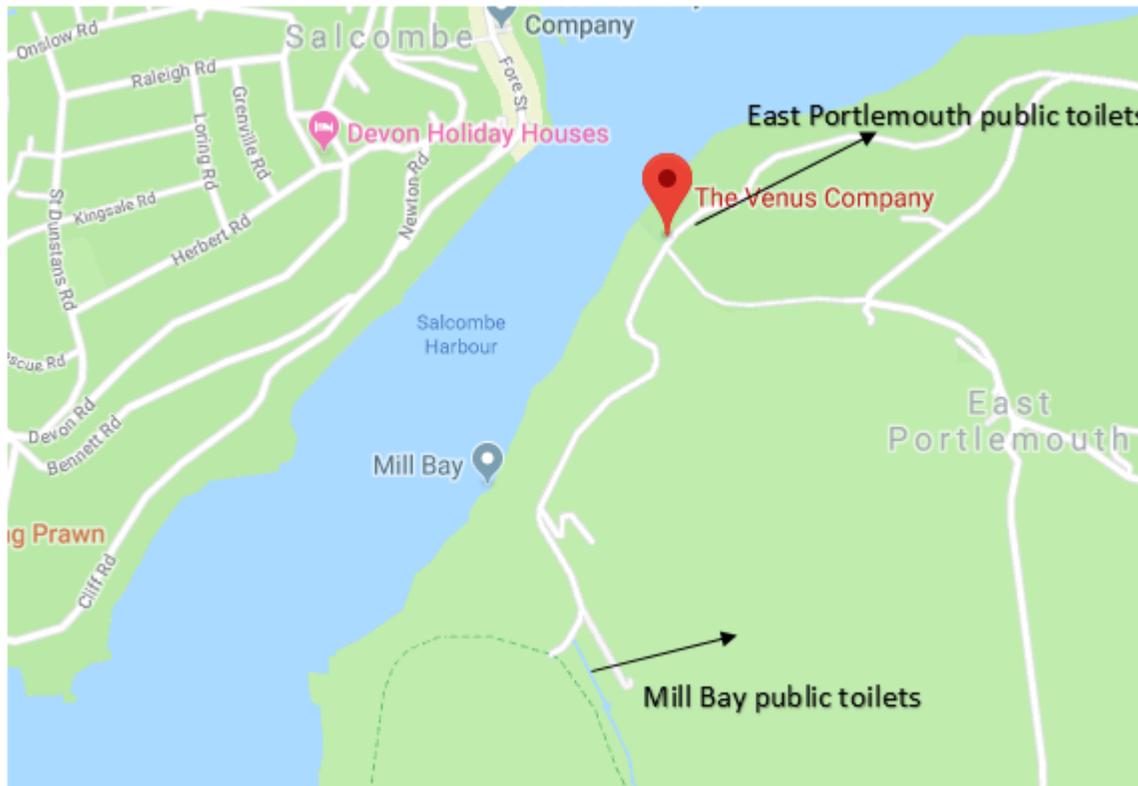
**Manor Gardens**

- There are numerous restaurants, public houses and cafes with toilets provided in the centre of Dartmouth which is a short distance walk (approximately 5 minutes) from the Manor Garden toilets
- Public toilets are also available at Royal Avenue Gardens, Coronation Park, Market Square and the Castle which are provided by Dartmouth Town Council
- Access to these toilets are down a number of steps and are not highly visible to the general public unless you knew they were there



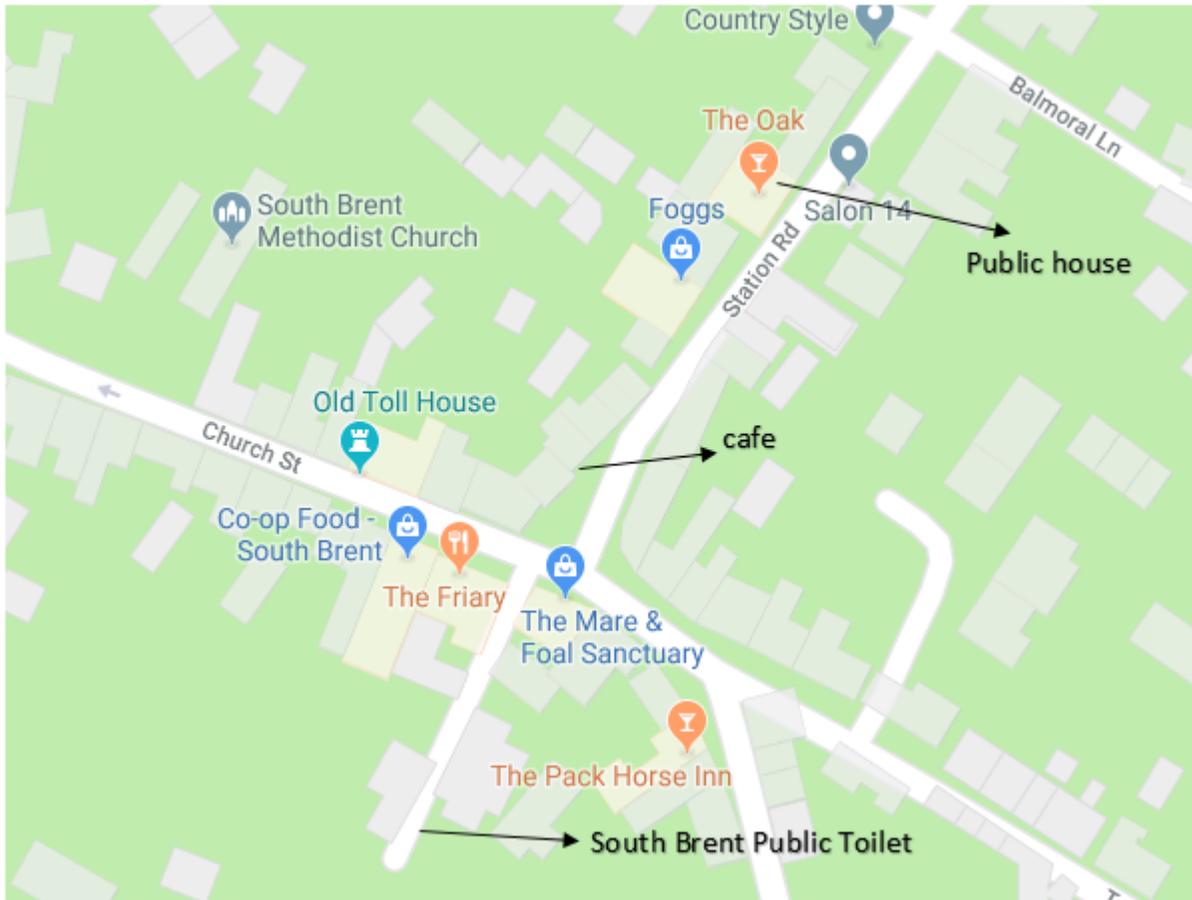
## Mill Bay

- Alternative public toilets available at Ferry Steps, opposite the Venus Café which is a short walk from the current Mill Bay toilets



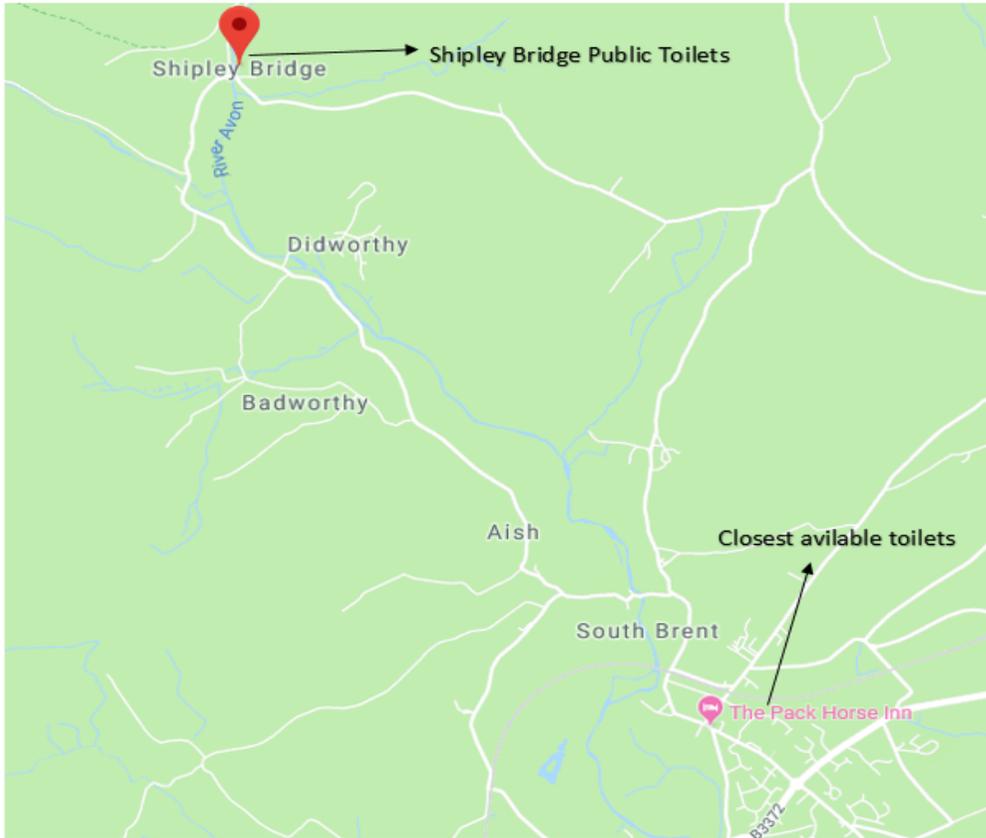
**South Brent**

- There are cafes and public house within the centre of South Brent which have toilet facilities



**Shipley Bridge**

- Closest public toilets would be those in South Brent
- Public toilet already subject to a winter closure from Nov-Feb



**Cliff House Gardens**

- Already subject to a winter closure of Nov-Feb
- Numerous public houses, restaurants and café providing toilets within a few minutes' walk of these toilets
- Whitestrand and Creek public conveniences also located within walking distance



<u>Public Conveniences</u>	Location	Tourism and Retail	Seasonality	Footfall	Proximity to public space	Proximity to other PC	Council car park / service within 50m	Disabled Facilities	Historical or Future Issues	Fit for purpose	Subtotal
Kingswear HF	1	0	5	3	1	3	0	3	3	0	19
Bittaford	3	0	5	3	1	5	0	0	5	0	22
Newton Ferrers	3	0	5	1	1	3	0	0	7	3	23
Thurlestone GC	1	0	3	3	5	5	0	0	7	0	24
East Prawle	3	5	3	3	1	7	0	0	3	0	25
East Portlemouth Ferry	1	5	3	3	7	3	0	0	3	0	25
Ermington	3	0	5	1	1	5	0	0	7	3	25
Ugborough	3	0	5	1	1	5	0	0	7	3	25
Holbeton	3	0	5	1	1	7	0	0	7	3	27
Malborough	3	0	5	1	1	7	0	0	7	3	27
Slapton	1	5	3	5	1	3	3	3	3	0	27
Staverton	3	0	5	1	1	7	0	0	7	3	27
Bowcombe	1	0	1	1	7	5	0	3	7	3	28
Noss	3	0	5	1	7	3	0	0	7	3	29
Salcombe Cliff House	7	0	3	3	7	1	0	0	5	3	29
Dartmouth Manor Gardens	7	0	3	5	7	3	0	0	5	0	30
Loddiswell	3	0	5	3	1	7	0	3	5	3	30
EP Millbay	1	5	1	5	7	3	0	3	3	3	31
South Milton Sands	1	5	3	5	7	5	0	0	5	0	31
Shipley Bridge	1	5	5	3	7	7	0	0	5	0	33
Challaborough	3	5	1	5	7	3	0	3	7	0	34

Strete Gate	1	5	3	7	7	3	3	0	5	0	34
Salcombe South Sands	1	5	3	3	7	3	0	3	7	3	35
Kingswear SQ	3	5	5	5	1	3	3	3	5	3	36
Dartmouth P&R	7	5	3	3	1	5	3	3	5	3	38
Hope Cove	3	5	3	5	7	5	0	0	7	3	38
Salcombe North Sands	1	5	3	5	7	3	3	3	5	3	38
Stoke Fleming	3	0	5	9	1	7	0	3	7	3	38
South Brent	5	5	5	3	1	7	0	3	7	3	39
Dittisham	3	5	3	5	7	5	3	3	3	3	40
Kingsbridge Fore Street	7	5	5	7	1	3	3	3	3	3	40
Modbury	5	5	5	3	1	5	3	3	7	3	40
Wembury	1	5	5	7	7	7	0	0	5	3	40
Beesands	3	5	3	5	7	5	3	0	7	3	41
Totnes Coro	7	5	5	7	5	3	0	3	5	3	43
Torcross	3	5	5	5	7	3	3	3	7	3	44
Bigbury	3	5	5	9	7	3	3	3	5	3	46
Salcombe Creek	7	5	3	7	5	3	3	3	7	3	46
Kingsbridge QY	7	5	5	7	7	3	3	3	5	3	48
Ivybridge	7	5	5	7	7	5	3	3	5	3	50
Salcombe Whitestrand	7	5	5	9	7	1	3	3	7	3	50
Totnes Civic	7	5	5	7	7	3	3	3	7	3	50
Totnes Quay	7	5	5	7	7	3	3	3	7	3	50

Major			>1000							
Town 7			9							
Small			<1000	<100m 7				High 1		
Town 5		All year 5	7	101-	<500m 1			Medium		
Village 3	Yes 5	Mar-Oct 3	<500 5	500m 5	500m-1k			3 Low		
Rural 1	No 0	Peak 1	<200 3	501-1km	3 1-3km	Yes 3	Pass 3	5	Yes 3	
			<100 1	3 >1km 1	5 >3km 7	No 0	Fail 0	None 7	No 0	

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## South Hams Public Toilet Review

The factors which have been considered when assessing options for each public toilet are:

- Water usage – broadly speaking, we have classed footfall for each facility as high, medium or low and this has been determined using annual water costs to give an estimation of use –  
High – cost more than £1,500 per annum  
Medium – cost between £1,000 and £1,499  
Low – cost less than £999.  
However, this cannot be used as a guide in isolation and all other factors have been taken into account in reaching recommendations.
- In some cases, where Pay on Entry (PoE) has been considered as an option, Healthmatic, the Council's appointed contractor has reviewed toilet facilities and estimated footfall and, where this is available, this has been used as part of the assessment.
- Value of the consumables used in public toilets have also been used as a guide. This assists when looked at in conjunction with water usage.
- The location of the public toilets, other public toilets or non-Council owned toilet facilities have also been considered.
- The condition of each toilet has also been considered, together with the cost of bringing facilities up to a standard where the Council could justify charging for their use.
- Officers have assessed the viability of PoE systems. This has been based on cost of installation, anticipated income and the resulting pay-back period. The business case typically shows a pay-back period of up to 5 years.
- In towns with more than one facility, there is a requirement to have a consistent approach, to avoid the situation where a PoE is installed at one site which drives up footfall on another site.
- A further consideration is the cost of the District Council running public toilets in relation to transport, labour, fuel etc. A Town or Parish Council is likely to find that it can substantially reduce these costs.

Using the above considerations, the business case for each facility has been assessed and a summary of the context, rationale and key data is presented below in alphabetical order by Town or Parish.

### **Bigbury**

Bigbury toilets are classed as high footfall and are exceptionally busy during the summer months, with water charges at £5,650 per annum. The vast majority of this water usage is during the tourist season. The estimated usage from Healthmatic analysis is 100,000 people per annum. On this basis, PoE was recommended.

The toilets are located in the District Council-run car park and most customers are beach visitors.

At over £32,000 running costs, this is one of our most expensive toilets. It is estimated that PoE income could generate annual income to contribute to these costs of £8,000.

The original proposal to install PoE at Bigbury was considered by the Parish Council, who have responded to say that they would prefer that the income that would have been generated from PoE be generated from parking charges instead, so that customers only have to pay once. Where a public toilet is so intrinsically linked to the car park, this does seem to be a good solution, so is the recommendation to the Executive.

Should the recommendation to review parking charges to generate the required income level be resolved, it will be important to ensure that signs in Bigbury car park highlight this, so that customers know their parking fee is also directly contributing towards the cost of running the public toilet.

#### **Dartmouth – Manor Gardens**

Whilst the water costs of £1,350 per annum would put Manor Gardens in to the medium footfall category, it should be remembered that this facility is in a very busy town, so it would be natural to expect higher water costs if it was used as frequently as other town centre toilets. The total cost of running this toilet is £18,270 per annum.

Following the recent large-scale asset transfer to Dartmouth Town Council, where three public toilet facilities were transferred from the District Council, this is the one remaining District Council facility. The other facilities available in Dartmouth are in a better condition.

Due to the value of the building and land, it is recommended that this facility close. It is further recommended that the District Council should retain the freehold but alternative uses for both the land building and are considered, which would generate income for the District Council. Three other public toilets are in close proximity, along with many cafes and pubs in the town.

#### **Dittisham – The Ham**

This facility has low footfall, with water costs of £415 per annum and most of the use is concentrated on the holiday period. Healthmatic have estimated footfall at 20,000 per annum.

Due to the higher footfall in summer months it is recommended that PoE is installed so that we are equitable in the way in which all coastal public toilets are dealt with.

The Parish Council has indicated an acceptance of PoE, which will be in the form of two Coinpay units, and the pay-back period on the capital cost will be just over five years.

#### **East Portlemouth – Ferry Steps & Mill Bay**

Water costs for the Ferry Steps facility are low at £106.00 per annum but, as this is another coastal location, that is the reason that PoE is being recommended. In addition it should be noted that there is a septic tank at this site, which keeps the water charges down. Septic tank emptying costs were £3,975 last year, which puts this facility firmly in the high footfall category. Healthmatic estimate footfall at 25,000 per annum.

Mill Bay toilet has higher water usage (£508 per annum) but this facility also has a septic tank which brings the facility up to the high footfall category. Healthmatic estimate a lower footfall at this facility than at nearby Ferry Steps, of 15,000 per annum. The building is in need of a new roof and other maintenance work. The original proposal for this building was that PoE should be installed. However, there is no electricity to the building which would mean the PoE would be solar-powered and, due to the tree canopy surrounding the building, it is felt that such a scheme would result in frustration for customers and complaints to the Council, as the system would be unreliable.

Of the two toilet facilities in East Portlemouth, Ferry Steps represents the most economical long-term solution to provide a public toilet service in the parish.

Officers will be meeting with the National Trust in the near future, who own the land surrounding the Mill Bay public toilet, and this will be one of the topics of discussion. Should the National Trust, or another stakeholder, be willing to take on the facility, it is recommended that the stakeholder pay 75% of the total running costs next financial year, with a full asset transfer taking place by financial year 2020/ 21. If this is not achievable, it should close in September 2019.

### **Holbeton**

Due to the low footfall, with water charges of £571 per annum, in this facility, it is recommended that it transfer to the Parish Council or close. Officers met with the Parish Council on 11<sup>th</sup> September, and the Council are still considering the way forward. There are two pubs in close proximity to the toilets.

### **Ivybridge – Glanville’s Mill**

Water rates for Glanville’s Mill toilets are £7,435 per annum, which would indicate a high footfall. Healthmatic have estimated a footfall of 10,000 per annum.

PoE has been recommended for this facility, partly so that we have a consistent approach to all town centre facilities, and the Town Council has indicated that it has no objection to this approach. The pay-back period is estimated to be 6.8 years which is higher than our target but as stated above it is important to provide a consistent approach across the town centre to avoid driving usage to free facilities and away from PoE sites.

### **Kingsbridge – Fore Street**

Water charges for Fore Street toilets are £1,734 indicating high usage. Although the original proposal for Fore Street was to install PoE, in line with other town centre facilities, the Town Council has requested that the toilets remain free to use, and the Town Council will pay to the District Council the amount that PoE would have generated.

Although there is already a PoE facility at the Quay it is felt, by the Town Council, that these are largely used by visitors to the area, with Fore Street being used mostly by local residents, hence the wish to keep it free for the current time. The use of water supports this theory. Water charges are less than half of that for the Quay, despite the requirement to pay to use.

### **Kingswear – Higher Ferry and Lower Ferry**

Higher Ferry public toilets have exceptionally low use and are closed in the winter months. Water charges are £452 per annum indicating very low usage. These were previously used more but, now that the Higher Ferry has capacity for more vehicles and passengers, those passengers don’t have to wait so long to cross the river so don’t have the same need for a public toilet. However, due to the value of the plot that the toilets are on, and the fact that they are little used, it is recommended that they close permanently with immediate effect and that the land and building are sold by auction.

Lower Ferry public toilets had water charges £1,843 in 2017/ 18. However, the building has been closed for all of this financial year due to a leaking roof, which made the building unsafe to use. The roof is not the responsibility of the District Council and we have been in dispute with the responsible party over the repairs, which are now, however, almost completed. It should be noted that we have received no complaints or comments about the length of time that this facility has been unavailable for use. The building has a restriction on it which means that it can only be used as a public toilet. We have received comments from the Parish Council that indicate they may wish to take on the

asset, but with reduced toilet capacity, providing only one unisex disabled facility. Officers are meeting with the Parish Council for further discussion on 30<sup>th</sup> November. Should the Parish Council decide not to take on the asset, there are two pubs within close proximity of the toilet building, and it will close in September 2019.

### **Malborough**

Water charges at Malborough are only £334 per annum, which indicates a low footfall. However, the Parish Council has confirmed that it would like to take on the facility with an asset transfer. Should this not have been the case, there is a pub only a short walk from the public toilet building and further public toilets available in nearby Salcombe.

### **Newton & Noss – Newton Ferrers**

Again, water charges indicate a relatively low footfall at £979 per annum. Discussions were held with the Parish Council on 8<sup>th</sup> November but the PC has subsequently decided against an asset transfer. The toilets are already closed during the winter months and it is recommended that they are closed permanently in September 2019. There is a café close to the toilet building and a pub approximately five minutes' walk away.

### **Salcombe town centre – Batson Creek, Cliff House Gardens and Whitestrand**

The solutions proposed for Salcombe town centre are mindful of the principle that, if PoE is installed in one town facility, it should be installed in all to avoid driving customers to a free facility.

Although water charges for Batson Creek are relatively low for such a busy town (£1713 per annum), PoE has been recommended so that, in Salcombe town centre, both Batson Creek and Whitestrand toilets operate in the same way. This is also consistent with other towns in the District. Although, initially, it may appear that PoE would not be worthwhile for Batson Creek, Whitestrand PoE would not be successful without it, as such a step would drive customers to use the free toilet. Healthmatic have estimated footfall at 25,000.

Although there is space for paddle-gates at Batson Creek, and that is the recommended solution from our contracted PoE provider, Coinpay units should be considered, as these are cheaper to install and maintain, at approximately half the cost of a paddle-gate. This would also reduce the capital pay-back period to approximately eight years, rather than 15.

For Whitestrand, PoE is a clear recommendation. Water charges are £13,459 per annum, which indicate an exceptionally high footfall (estimated at 100,000 per annum by Healthmatic).

The Harbour Board will consider whether it may wish to take on both Batson Creek and Whitestrand public toilets, but the issue is the subject of a workshop to be held on 19<sup>th</sup> November and it is anticipated that officers will be able to give Members a verbal update on this at the Executive meeting.

There was previously no recommendation made for Cliff House Gardens but further consideration of this has resulted in the recommendation to transfer or close the facility. The building is in need of much maintenance work and, with Whitestrand toilets only a few minutes' walk away, it doesn't seem worthwhile investing in these toilets. Footfall is low for such a busy town (water costs are £603 per annum). The toilet building is on charity land, which precludes a freehold disposal, and its use is limited to recreational or ancillary to recreational. Next door a previous public toilet building has been developed into a takeaway facility, so a complimentary type of business could be considered in the future.

### **Salcombe periphery –North Sands and South Sands**

North Sands and South Sands toilets are recommended for PoE – both are busy facilities in the summer months. Water charges are £2,013 for North Sands and £1,702 for South Sands, which indicates high footfall. Healthmatic have estimated footfall at 25,000 per facility. Installing PoE at these sites will ensure that all coastal locations are treated equitably, with a pay-back period of 4.4 and 4.2 years respectively.

### **South Brent – Shipley Bridge and South Brent**

Both facilities in South Brent have low footfall, as indicated by the water charges of £702 for South Brent and £287 for Shipley Bridge.

South Brent Parish Council has agreed to an asset transfer of the facility within the town, so this one will remain open.

Shipley Bridge is owned by South West Water but leased to Dartmoor National Park Authority (DNPA). The District Council has no responsibility to dispose of or demolish the building so it is recommended that notice is given to DNPA that the cleaning service will cease in September 2019 and the building will be transferred back to them. DNPA will then have the option to either arrange cleaning or close the facility.

### **South Huish – Hope Cove**

Hope Cove is a busy toilet, particularly during the summer months, and water charges are approximately £1,563 per annum. Although not originally recommended for PoE that is now the case, so that all coastal locations become PoE or equivalent.

### **South Milton**

Water charges for South Milton are £2,017 per annum but much of the footfall is concentrated on the summer months. The original proposal was that the nearby café manager should contribute 75% of the cost of running this public toilet (they already contribute towards winter opening of the facility). However, as the café is leased from the National Trust, officers will also discuss the issue with National Trust officers at a meeting in the near future. It is now recommended that, unless a 75% contribution from one or more of those stakeholders is achieved next financial year, with an asset transfer to be completed by financial year 2020/ 21, it should be closed in September 2019.

### **Staverton**

Water charges at Staverton are only £564 per annum, which indicates low usage, and the facility is already closed during the winter months. Nonetheless the Parish Council is still considering an asset transfer. Should a transfer not take place then the facility will be closed in September 2019. There is a pub across the road from the toilet building.

### **Stoke Fleming**

Stoke Fleming public toilet water charges are £1,622, which would seem to indicate high footfall. However, the use of consumables doesn't support this, so a possible water leak or fault is currently being investigated. There is an alternative public toilet in the playing field but this is only open when there are events on the field. In addition, there is a nearby pub but this has limited opening hours. Stoke Fleming Parish Council has confirmed that an asset transfer is not required so the recommendation is that this facility should close in September 2019.

### **Stokenham – Torcross**

PoE was originally recommended for Torcross toilets due to the high summer footfall. Water charges are £5,787 with most use concentrated in the holiday season. Healthmatic estimate footfall

at 25,000 per annum. However, as with Bigbury, the toilets and car park are intrinsically linked so the same solution seems sensible as it will save the District Council the cost of installing and maintaining PoE equipment. As in Bigbury, the initiative will need to be highlighted by signs in the car park. This recommendation to review parking charges will also give the opportunity to review the overnight parking charge in all car parks along the Slapton line, as this hasn't worked as anticipated. The Parish Council has indicated its support of this proposal.

### **Strete – Strete Gate**

Again, the use of the public toilet at Strete Gate is concentrated in the holiday season. Water charges are £341 per annum. This is another facility which has a septic tank and the costs of emptying this would bring the facility into the high footfall category. It is recommended that the parking charges at Strete Gate be reviewed, as per Stokenham above.

### **Thurlestone**

Water rates at Thurlestone cost £809 per annum, which indicates limited use, and the facility is already closed during the winter months. Nonetheless the Parish Council has requested that the asset be transferred, so the facility will remain open. Should this not be the case then the facility will be closed in September 2019. There is a hotel/ pub located approximately three minutes' walk from the toilet building.

### **Totnes – Civic Hall, Coronation Road and Steamer Quay**

Totnes toilets seem to have a steady stream of high footfall, although this does peak during the summer months. Water charges are £4,404 for Civic Hall, £4,761 for Coronation Road and £4,942 for Steamer Quay. The Town Council has indicated an acceptance of the proposal to install PoE in Totnes, which is the recommended course of action.

In Steamer Quay toilets, a card reader or token system will allow free access for the nearby café staff and ferry office staff. It seems that many of the customers here have arrived in the town by coach or ferry so it is important that we highlight the requirement for payment with local organisations who may bring their passengers to the town.

### **Ugborough – Bittaford and Ugborough**

Both Bittaford and Ugborough public toilets are closed during the winter months and both have exceptionally low footfall. Water charges for Ugborough are £351 per annum and £98 for Bittaford.

Officers met with the Parish Council on 3<sup>rd</sup> October but a decision on whether an asset transfer will be required has not yet been made. The Parish Council will reconsider the matter at their meeting on 5<sup>th</sup> December.

Should an asset transfer not take place, there is a pub very close to the facility in Bittaford, plus Glanville's Mill public toilet in nearby Ivybridge. In Ugborough, there are three pubs near to the toilet building.

### **Wembury**

Wembury public toilet has high footfall, with water charges at £4,123 per annum, but largely focussed on the summer months. Healthmatic have estimated footfall at 20,000 per annum which isn't as high as at other coastal locations.

The original proposal was to install PoE at this facility, but we have since determined that the current lease of the building, which is owned by the National Trust, expires in June 2020. As the building is surrounded by National Trust land, it is now recommended that we simply allow the lease to expire.

Should the National Trust require it, we will have an obligation to demolish the building, but it seems more likely that we will be able to negotiate a sum in lieu of this.

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