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28 February 2018

To: All Councillors

As a Member of the **Council**, please treat this as your summons to attend a **Special meeting** to discuss Public Conveniences on **Thursday 8 March 2018 at 6.00pm in the COUNCIL CHAMBER, TOWN HALL, MATLOCK.**

Yours sincerely



Sandra Lamb
Head of Corporate Services

AGENDA

1. APOLOGIES

Please advise Democratic Services on 01629 761133 or e-mail committee@derbyshiredales.gov.uk of any apologies for absence.

2. PUBLIC PARTICIPATION

To enable members of the public to ask questions, express views or present petitions, **IF NOTICE HAS BEEN GIVEN**, (by telephone, in writing or by electronic mail) **BY NO LATER THAN 12 NOON OF THE DAY PRECEDING THE MEETING.**

3. INTERESTS

Members are required to declare the existence and nature of any interests they may have in subsequent agenda items in accordance with the District Council's Code of Conduct. Those interests are matters that relate to money or that which can be valued in money, affecting the Member her/his partner, extended family and close friends. Interests that become apparent at a later stage in the proceedings may be declared at that time.

Page Nos.

4. REVIEW OF PUBLIC CONVENIENCES – FINAL REPORT

3 - 46

To receive the final report of an internal working group which has reviewed the provision of public conveniences and consider approval of the recommendations to charge for use of certain facilities, the closure of some facilities, the adoption of a Community Toilet Scheme and the future adoption of a Public Convenience Strategy.

NOTE

For further information about this Agenda or on “Public Participation” call 01629 761133 or e-mail committee@derbyshiredales.gov.uk

**COUNCIL
8 MARCH 2018**

Report of the Head of Corporate Services

REVIEW OF PUBLIC CONVENIENCES – FINAL REPORT

PURPOSE OF REPORT

This is the final report of an internal working group which has reviewed the provision of public conveniences. The report recommends charging for use of certain facilities; the closure of some facilities; the adoption of a Community Toilet Scheme, and the future adoption of a Public Convenience Strategy.

RECOMMENDATION

1. That the Community Asset Transfer of the facilities at Ashford in the Water and Wirksworth to the relevant parish and town councils are noted.
2. That the proposed one year lease to transfer the facilities at Eyam to the parish council in return for a 50% contribution towards running costs is noted.
3. That charging for use is introduced at the following town centre facilities, open 52 weeks of the year:
 - a. Ashbourne Shawcroft
 - b. Bakewell, Granby Road
 - c. Matlock Hall Leys Park,
 - d. Matlock Bus Station
 - e. Matlock Bath Memorial Gardens
4. That charging for use is introduced in the following rural convenience, open 26 weeks of the year
 - a. Bakewell Recreation Ground
5. That the fee for use of the District Council's charged for facilities is set at 20p for 2018/19
6. That the facility at Middleton by Youlgreave is retained as a 26 week per year facility during April to October each year without charge.
7. That formal consultation is undertaken as required, to consider the amendment of the Off Street Parking Order for the following proposal:

- a. That the facilities at Baslow, Over Haddon, and Hartington are retained as rural conveniences and that a 20p levy for car parking spaces and £1 for coach parking, is introduced on the pay and display car parks in those named villages to make a direct contribution to the cost of maintenance.
 - b. That all monies received through the levy be directed to repairs and improvements at the specific locations listed above.
8. That business cases be presented to the relevant Committee in due course to scope the potential to introduce a commercial element at the facilities at the Bus Station, Matlock and Bakewell Recreation Ground.
9. That the Community Toilet Scheme as set out in Appendix 3 is adopted for use in 2018/19 and that the cost of grant awards is met from the repairs budget.
10. That a 3 week period of public consultation takes place to assess the potential impact of the proposed closure of the following facilities
 - a. Ashbourne Recreation Ground, Cokayne Avenue
 - b. Bakewell Riverside, Agricultural Way
 - c. Birchover, Main Street
 - d. Bonsall, The Dale
 - e. Bradwell, Brookside
 - f. Cromford, Market Place
 - g. Darley Dale, Station Road
 - h. Matlock Bath Artists Corner, Dale Road
 - i. Matlock Bath Pavilion, South Parade
 - j. Matlock Hall Leys Park Play Area, Knowleston Place
 - k. Monsal Head
 - l. Monyash
 - m. Thorpe, Ilam Road
11. That having regard to the results of the consultation identified above, a report is presented to the April 2018 meeting of Council to make an informed and final decision on whether or not to close the above facilities and any associated disposals of assets.
12. That the Head of Corporate Services be authorised to continue negotiations with willing partners on the prospect of further Community Asset Transfers on the terms agreed in paragraph 1.2
13. That consultation continues to take place with the staff employed to clean the facilities on the review generally and the potential to move to more flexible working hours.
14. That the Communications and Marketing Hub be requested to include signage, sponsorship and advertising of public conveniences as part of its work plan for 2018/19.
15. That a specification is drawn up to invite tenders to outsource the cleaning of the District Council's public convenience facilities during 2019/20
16. That as a final step in this review of Public Conveniences, a policy on the provision of public conveniences is drawn up to reflect the final agreed principles of this Review.

WARDS AFFECTED - All

STRATEGIC LINK

The provision of public conveniences links to the District Council's Community Strategy, Health and Wellbeing, its aspiration for vibrant Market Towns and a Clean and Green District.

1 BACKGROUND

- 1.1 The Community and Environment Committee considered on 7 September 2017, an Interim Report of an internal working group set up to review the provision of Public Conveniences. The Committee's decision called for:
- A 6 week public consultation exercise on the adoption of a Community Toilet Scheme and the concept of introducing a charging policy for the use of public toilets, initially in the following locations:
 - Matlock Hall Leys
 - Granby Road, Bakewell
 - Shawcroft Car Park, Ashbourne
 - Baslow
 - Memorial Gardens, Matlock Bath
 - The continuance of discussions with town/parish council and other potentially interested bodies on the prospect of transferring responsibility for the remaining public toilet facilities.
 - An assessment of the remaining public conveniences in accordance with the following agreed criteria:
 - Running costs proportionate to use
 - Cost of maintenance and future liability
 - Vandalism and anti-social behaviour
 - Complaints
 - Equality Act considerations
 - Proximity to other facilities
 - Potential alternative use of facilities from a commercial viewpoint.
- 1.2 Following publication of the interim report it became clear in discussions with town and parish councils that the £3,000 per facility set aside as an incentive to enter into a Community Asset Transfer was insufficient. In consultation with the Chairman of the Community and Environment and Leader of the Council, the Head of Corporate Services was given delegated authority to increase that offer to include the estimated cost of backlog repairs, and be roughly in line with one year's running costs of the facility.
- 1.3 This is the final report of the Review team which reports back on all matters listed above. The matter is referred to Council in the first instance as required by the District Council's Constitution.

2. INTRODUCTION

2.1 Context and Aims of the Review

The review of public conveniences is an outcome of the 2017 Savings, Transformation, Efficiency and Performance (STEP) programme approved by the Governance and Resources Committee. The STEP programme is a quick and efficient means of reviewing services which can progress into a full review where significant savings are required, to contribute towards the overall savings target identified in the Medium Term Financial Plan (MTFP), and for driving improvement. This is the case of the Public Convenience Review.

2.2 Council is reminded that the District Council has a savings target of £1.m by 2020/21. The Efficiency Plan, prepared in support of the Medium Term Financial Plan was approved by the Council on 5 March 2018. In approving the Plan, Council agreed to the need in principle to make significant savings in the cost of providing and maintaining public conveniences. This report sets out how those savings may be achieved.

2.3 The amount is significant and this will be a challenging decision for the Council to make. Forecasted savings identified in the Efficiency Plan which are not realised through the review of public conveniences will need to be found elsewhere and the impact on the delivery of non-discretionary services is potentially high. The recommended focus of debate is therefore on the District as a whole, no matter how compelling a local argument may appear.

2.4 The Review has been extremely thorough in establishing how the current budget is spent and estimates the level of benefit across the District. Time has been spent in discussions with town/parish councils for potential community asset transfers and the results are documented here. The future potential for advertising and sponsorship has also been examined and appears worthy of further investigation.

2.5 The recommendations are considered to be proportionate and reasonable and aim to rationalise the stock in the short term to protect diminishing revenue whilst continuing to provide facilities where they are needed most. This does not mean that the Council cannot be ambitious in the future and seek to replace worn facilities. To do this will require a strategy, the creation of which forms part of this report.

2.6 About the Working Group

The Working Group comprises Sandra Lamb (Corporate Services), Tim Braund (Regulatory Services), Helen Dennis (Environmental Services), Mike Galsworthy (Resources), Helen Bowmer (Resources), Adelle Chappel (Corporate Services), Rob Wilks (Community and Environmental Services, Martin Rickards (Community and Environmental services) and James Riggott-Collings (Corporate Support Apprentice).

3 REVIEW METHODOLOGY

3.1 The following research has been undertaken in support of the review:

Method	Purpose	Index to paragraph of report
Desk top research	<ul style="list-style-type: none"> To understand the legal and financial context of the review Current budgetary position To identify any relevant national trends in the provision of toilets and charging policies and to learn from others' experiences of similar projects. 	4.1 – 4.1.3
Mapping of public provision in District	To map the location of all toilets open to the public in the District of Derbyshire Dales.	4.2
Recording usage of facilities	To help in apportioning costs and gain a better understanding in terms of use.	Appendix 1
Cost analysis	To provide a more detailed break-down of how the revenue budget is spent in terms of cleaning and repair costs.	Appendix 1
Consultation with general public – online	To gauge opinion on the current levels of satisfaction with the facilities, potential to charge; potential to introduce Community Toilet Scheme; tolerance levels for charging, and future expectations.	4.4.1
Consultation with town and parish councils with facilities in their area	To negotiate potential Community Asset Transfers	4.4.2
Targeted communication regarding Community Toilet Scheme	To gauge opinion on a proposed scheme and likely take-up.	4.4
Title check	To check on any restrictions that might affect disposal or alternative use and any liens on the property.	Background paper
Potential to charge	<ul style="list-style-type: none"> To learn from others' experiences of introducing a charge Tender exercise for charging units and ancillary equipment 	4.5
Tender exercise for charging units	To complete the cost analysis.	4.7
Review of signage	To ensure that the District Council's facilities are properly signposted both in situ and for the benefit of travellers planning to visit the Derbyshire Dales.	4.8
Advertising and sponsorship	Tentative look at potential sources of income from different types of advertising and sponsorship.	4.9

Method	Purpose	Index to paragraph of report
Staffing and Cleaning	Examination of current staffing and cleaning standards with a view to setting appropriate standards if charging policy is introduced, and to form the basis of a specification to potentially outsource the service to a private contractor.	4.10
Potential Closures	To test the criteria for closure agreed by the Community and Environment Committee to determine whether any facilities should be recommended for closure.	4.12
Cost of providing new, low maintenance facilities	To inform the review generally on the future potential.	4.13.4
Mitigating the risk of closure	To examine viable options to continue to run facilities and potential income streams to mitigate the potential to close facilities.	4.13.3
Potential alternative use of facilities	To critically examine potential alternative use of facilities from a commercial viewpoint both in terms of sharing a current facility or to dispose of facilities recommended for closure.	4.13.2
Equalities Impact Assessment	To ensure that the recommendations and future policy does not discriminate against any disadvantaged or vulnerable people.	4.14

4 FINDINGS

4.1 Desk Top Research

4.1.2 Legal Position

The Public Health Act 1936 gives local authorities a power to provide public toilets. There is no legal duty to do so. Local Authorities are allowed to charge for toilet provision under the same Act and the Sex Discrimination Act (Amendment) Regulations 2008 removed the long standing anomaly that meant that authorities could only charge for toilets that included cubicles but not those that contained urinals.

4.1.3 Current Budgetary Provision

The following table shows the current revenue budget for public conveniences, based on the 2016/17 outturn. Committed capital expenditure is also shown.

Revenue	
Cleaning	£204,406
Maintenance	<u>£243,254</u>
Total	£467,121

Capital	
Condition survey works	£102,606
Rural conveniences*	<u>£ 41,000</u>
Total	£143,606

*The Rural convenience budget head was identified as part of the initial STEP review of public conveniences to fund Community Asset Transfers.

4.1.4. National Trends

The Government last commissioned a review of public toilets in 2008 and reported a downward trend in the number of public toilets open to the public. Data from the Valuation Office indicated a 16% reduction in the number of facilities from 2000 to 2008.

In April 2017, APSE (Association of Public Service Employees) conducted a UK wide survey to gain a wider understanding of the current position in relation to the facilities that local authorities provide.

154 local authorities responded, 91.3% of which confirmed that they provided and maintained public conveniences. The top two reasons for not providing public toilet facilities was lack of resources and more pressing priorities. The number of facilities provided varied. 56.7% did not charge for any of their provision, whilst 30% charged for some of their conveniences and a small number 13.3% charged for most or all of their public conveniences. Of those that did charge, 20p was the most popular cost.

The survey then focused on the future and 27.9% of respondents reported that they would reduce provision and only 1.3% was planning on increasing provision. 135 of the respondents however stated that they did not have a strategy in place. This is a legal requirement for all local authorities in Wales.

4.2 Mapping of Public Toilet Provision in the Derbyshire Dales

The District Council currently provides 26 public toilet facilities in the Derbyshire Dales. Whilst no organisation claims to be the definitive source on provision, the District Council contributes to data held by the Great British Toilet Map web site which gives the location of toilets open to the public. The information is available on-line and forms the basis of popular 'apps' to locate nearest toilet provision open to the public.

Public toilet provision is also plotted on the District Council's mapping systems. Based on a combination of those two resources, valid at the start of 2018, the following facilities are open to the public in the Derbyshire Dales.

Parish	Location	Provider
Ashbourne	Shawcroft Car Park, Park Road, Ashbourne, Derbyshire	DDDC
Ashbourne	Ashbourne Recreation Ground And Playing Fields, Cokayne Avenue, Ashbourne, Derbyshire	DDDC
Ashford in the Water	Court Lane, Ashford In The Water, Derbyshire	DDDC
Ashford in the Water	Monsal Head, Derbyshire	DDDC

Parish	Location	Provider
Bakewell	Granby Road, Bakewell, Derbyshire	DDDC
Bakewell	Rutland Recreation Ground, Haddon Road, Bakewell, Derbyshire	DDDC
Bakewell	Agricultural Way, Bakewell, Derbyshire	DDDC
Baslow	Nether End, Baslow, Derbyshire	DDDC
Beeley	Calton Lees, Beeley, Derbyshire	Private
Birchover	Main Street, Birchover, Derbyshire	DDDC
Bonsall	The Dale, Bonsall, Derbyshire	DDDC
Bradwell	Brookside, Bradwell, Derbyshire	DDDC
Carsington	Millfield Picnic Area, Carsington, Derbyshire	STWA
Carsington	Visitor Centre, Carsington Reservoir	STWA
Cromford	Market Place, Cromford, Derbyshire	DDDC
Cromford	Canal Wharf, Cromford, Derbyshire	DCC
Cromford	Cromford Mill, Mill Road, Cromford, Derbyshire	Private
Cromford	High Peak Junction	DCC
Darley Dale	Station Road, Darley Dale, Derbyshire	DDDC
Eyam	Hawkhill Road, Eyam, Derbyshire	DDDC
Eyam	Eyam Hall Craft Centre, Main Road, Eyam, Derbyshire	Private
Hartington	Mill Lane, Hartington, Derbyshire	DDDC
Hartington	Tissington Trail Car Park, Hand Dale, Hartington, Derbyshire	PDNPA
Hathersage	Hollin Bank Road, Hathersage, Derbyshire	PDNPA
Hathersage	Main Road, Hathersage, Derbyshire	Parish Council
Mappleton	Mappleton Lane Car Park (Tissington Trail), Mappleton	PDNPA
Matlock	Knowleston Place, Matlock, Derbyshire	DDDC
Matlock	Causeway Lane, Matlock, Derbyshire	DDDC
Matlock	Bakewell Road, Matlock, Derbyshire	DDDC
Matlock	Bus Station, Derwent Way, Matlock, Derbyshire	DDDC
Matlock Bath	Artist Corner, Dale Road, Matlock, Derbyshire	DDDC
Matlock Bath	Masson Mill retail centre	Private
Matlock Bath	Grand Pavilion, South Parade, Matlock Bath, Derbyshire	DDDC
Matlock Bath	Memorial Gardens, North Parade, Matlock Bath, Derbyshire	DDDC
Middleton by Youlgrave	Weaddow Lane, Middleton By Youlgrave, Derbyshire	DDDC
Monyash	Monyash, Derbyshire	DDDC
Over Haddon	Dale Road, Over Haddon, Derbyshire	DDDC
Rowsley	Peak Village Estate, Chatsworth Road, Rowsley, Derbyshire	Private
Taddington	White Lodge car park	Peak Park
Thorpe	Ilam Road, Thorpe, Derbyshire	DDDC
Tideswell	Tideswell Dale Car Park, Millers Dale, Derbyshire	Peak Park
Tideswell	Queen Street, Tideswell, Derbyshire	Parish Council
Tissington	Tissington Trail Car Park, Darfield Lane, Tissington, Derbyshire	Peak Park
Winster	East Bank, Winster, Derbyshire	Parish Council

Parish	Location	Provider
Wirksworth	Black Rocks Picnic Site, Oakerthorpe Road, Bolehill, Derbyshire	DCC
Wirksworth	Cromford Road, Wirksworth, Derbyshire	Town Council
Wirksworth	Chapel Lane, Wirksworth, Derbyshire	DDDC
Youlgrave	Holywell Lane, Youlgrave, Derbyshire	Parish Council

This information has been used in drawing conclusions on the proximity of alternative provision as one of the limbs for potential closures, and informing recommendations in general.

4.3 Cost Analysis and Recorded use of Facilities

A detailed analysis of the current facilities and the cost of providing them is attached at Appendix 1. Costs are based on the out-turn of the 2016/17 budget. The Schedule shows:

- Annual running costs including staffing and fixed costs apportioned to each facility e.g. business rates, electricity and water charges. These are the costs that would be transferred to a town/parish council or community group should a community Asset Transfer be agreed.
- The cost of backlog repairs is based on a 2015 asset condition survey. The costings are therefore a conservative estimate. Council will note that the total cost of backlog repairs far exceeds the total available revenue budget and capital programme.
- Apportionment of the remainder of the revenue budget, including vehicle costs, management and support services to give an estimated cost per visit.
- Estimated annual usage based on actual readings taken (where practicable) during the period of the review.

4.4 Consultation

4.4.1. On-Line Public Survey

A 6 week period of public consultation took place from 18 September 2017. 1046 respondents took part online, with an additional 5 responding on paper. The comments on paper have been imported onto the online version for completeness. The full results of the survey are listed as a background paper and are available on request. The highlights of the survey in general terms are as follows, with more detailed analysis informing the Equalities Impact Assessments and Recommendations.

- 45% of respondents entered a Derbyshire Dales postcode (35 skipped)
- 42.2% of respondents visited the area for shopping with 'day out' being a close second at 40.9%
- 94.26% of respondents claimed to have visited a public convenience within the last 12 months
- The top three reasons for not wanting to use a public convenience were
 - not required – 69
 - preferred to use a toilet inside a pub or supermarket – 35
 - did not feel safe using a public convenience – 15

- Of the total respondents 99.05% believe that the District Council should provide public toilets.
- The most popular toilets visited in the District were those located in the Town Centres, closely followed by toilets based in popular walking areas such as Baslow.

Outside of the online survey, members of the public contacted the Council to comment on the review and a petition has been received which seeks to remove the Ashbourne facilities at Shawcroft from any proposal to charge. The petition promoter has been invited to the meeting to address the Council as part of the Public Participation section of the meeting. A summary of the comments received is tabled at Appendix 2.

4.4.2 Consultation – Town and Parish Councils

Several meetings with representatives of town and parish councils were attended during the review period to provide information on the review and to discuss and negotiate terms for potential Community Asset Transfers. Comments received from town and parish councils are incorporated into the response schedule at Appendix 2.

One of the main talking points and potential barriers to a Community Asset Transfer was the prospect of taking on business rates without the ability of the District Council to offer a discount. The Local Government Finance Bill included draft provisions to enable a 50% reduction in rates to community councils. The Bill is currently shelved and it is unlikely however that it will be introduced into the legislative timetable in the near future.

4.4.3. Area Community Forums

Presentations on the review took place during the October/November cycle of meetings. The presentations were well received with positive feedback on the team's obvious commitment to and in-depth review.

4.5 Community Toilet Scheme

The Community Toilet Scheme is an initiative, which could enable the District Council to offer grant aid to local businesses to allow the public to use their facilities. The Scheme may also provide public toilets in areas not currently served by a public facility.

58.05% of respondents to the online consultation favoured the introduction of a Community Toilet Scheme. Of those who didn't support the initiative and made comment -

- 2 reported feeling uncomfortable at the prospect of having to ask to use the toilet
- 8 had concerns on difficult to find locations and potentially unfavourable opening hours
- 9 objected to the idea as they believe it is the duty of the Council to provide the facilities
- 6 felt the scheme would disadvantage the elderly having to walk further

- 6 had concerns on health and safety grounds due to the reliance on businesses to provide a clean and safe environment.

Letters were sent during the consultation period to a sample of businesses to test potential take-up of the scheme. Only 1 response was received from a hotel near Lathkill, which already opens its doors to visitors, without charge.

The Community Toilet Scheme, with conditions, is attached at Appendix 3.

4.6 Charging

The Community and Environment Committee identified the following facilities as potentially suitable for charge based on the estimated usage figures.

- Matlock Hall Leys
- Granby Road, Bakewell
- Shawcroft Car Park, Ashbourne
- Baslow
- Memorial Gardens, Matlock Bath

Headlines from the online survey –

- 58.32% of respondents were prepared to pay for the use of public toilets. 56.73% of these would be willing to pay 20p.
- The 41.68% of respondents who stated they weren't willing to pay to use public toilets commented that they believe they already pay for the service in their Council Tax and that it would attract vandalism as well as encouraging visitors to urinate in the street.

Comments made by respondents fall into 8 common themes, plus 'other' as follows

Theme	No. of respondents		
	Gender specific	Disabled facilities	Parent
Concerns about not having the correct change	51	5	11
Facilities should be free and be the responsibility of the District Council	11	4	
Charging will encourage inappropriate behaviour	26	4	5
Potential for increased vandalism	4		1
Free use is a basic right	42		4
Already paying through other means – e.g. car parking, council tax	62	4	2
Negative impact on tourism	33	4	5
Health concerns/urgent need		4	4
Other (undefined)	40	2	9

Results of the survey also show that expectations on the general state of cleanliness of facilities would rise as illustrated below.

Attitude standards to	Poor	Fair	Acceptable	Good	Excellent
Now	35	40	122	107	43
On charging	12	8	24	51	243

4.7 Learning from others

Visits were made to Newark where the public conveniences are run by the Town Council, following a successful Community Asset Transfer, and a charge is made for entry. The town has much in common with areas such as Bakewell which benefit in that they are both market towns and popular with residents and tourists alike.

A visit was also made to a chargeable facility run by the Peak District National Park Authority in Dovedale. The Peak District National Park Authority has a policy of recovering the cost of running the facilities from its car parking revenue. Dovedale toilets sit on land owned by a third party. Income from the toilets goes directly to supporting the facility.

The Desk top research also pointed to national trends in terms of charging.

A summary of the learning points was:

- Charging for entry was proven as a means of reducing the opportunity for vandalism and anti-social behaviour.
- Charging enabled the Town Council to provide a higher level of cleaning standards.
- CCTV was installed near the premises to support staff from the perceived threat of abuse and generally in protecting the asset from vandalism and anti-social behaviour.
- Estimated footfall and income projections need to be dampened to cope with resistance to charge.
- Once charging is introduced local residents find alternatives and the main visitors to the facilities were judged to be the visitor economy.
- The Town Council was able to budget for a higher level of spend than the principal authority.
- Good quality conveniences were seen to be a boost to the local economy.
- Multiple coin options were a must to avoid visitors constantly asking staff for change.
- The staff were provided with top quality cleaning equipment.
- Income received enabled a discretionary service to continue maintain/improve standards.

4.8 Tenders

Tenders have been invited to supply, install and maintain suitable charging mechanisms. The Specification seeks the following features, many of which seek to mitigate the concerns of consultees.

Essential

- High security.
- Durability with features to prevent vandalism, graffiti, anti-jemmy and must be suitable for unmanned locations.

- The coin / payment operated entry system must be capable of taking multiple coin options to a variety of fee levels.
- Accessible for all users including those with prams and pushchairs
- The disabled facilities must not lose any functionality to prevent their use by the intended user groups.
- Manual override to allow free use of facility.
- Allow for bi-directional access to allow users to enter the facility as well as exiting.
- Provide a full audit trail to include usage and payments.
- Auto closing to any single door entry system.
- Failsafe device to stop on detection of an obstruction.
- Compliant to EU Safety Standards or British Safety Standards.
- The ability to take payments by credit or debit card including contactless transactions in suitable locations.

The results of the tender exercise are built into the options appraisal.

Charging barriers to main facilities may look something like this in a paddle gate style



Doors to single use facilities including disabled and parent changing units would be installed on individual doors and look something like this;



4.9 Review of Signage

Signage of toilet provision throughout the District is ad hoc and inconsistent, varying from pictogram to text, with many not attributing the District Council as owner and maintainer. Signs on some finger posts no longer give the correct direction of travel. Comments were also received through the consultation exercise that signs were positioned too high.

The Government's last review of public conveniences encourages public authorities to adopt a standard set of pictograms to identify gender and special facilities for consistency, for example:



4.10 Advertising and Sponsorship

A number of agencies specialise in washroom advertising campaigns based on A3 poster campaigns above urinals, hand driers and on cubicle doors. Based on the facilities with the highest estimated use, annual income of between £2,000 and £3000 is possible after fees. This information is based on soft market testing and would require a full specification to tender to get best value.

Advertising on external walls may involve the need for planning permission and may bring some non-business rated premises into charge. This option has therefore been discounted at this stage.

4.11 Staffing and Cleaning Operation

The permanent cleaning team comprises 4 individuals equating to 2.6 fte. The team is supported to cover holiday and sickness absence and daily opening of 9 facilities, by members of the Clean and Green Team and agency workers. All agency work carries a premium and the Clean and Green Team members incur overtime when covering weekend and Bank Holidays. Those costs are reflected in the cost summary at Appendix 1. Council will note that the budget was exceeded in 2016/17.

The team is extremely lean in terms of its ability to cover 26 facilities with a broad geographical spread. Time dedicated to each facility varies considerably. The facilities in Bakewell have a dedicated resource whereas other facilities are rostered into 3 other teams:

Area 1	Ashbourne and southern parishes
Area 2	Bakewell town
Area 3	Matlock and Matlock Bath
Area 4	Northern parishes returning to Cromford and Wirksworth

Area 4 has the greatest challenge covering 82km and 10 locations, some on alternate dates, sweeping through Cromford, Wirksworth, Monsal Head, Hartington, Birchover, Eyam, Bradwell and Monyash. Daily down time can be as much as 2 hours 40 minutes before any cleaning begins.

Supervision of the cleaning team is undertaken by an Area Supervisor and accounts for 30% of his time.

As part of the review a cleaning specification was drawn up by observing a member of the team and 408 minutes per week was required to thoroughly clean a facility. That level of service cannot be provided within existing resources and differing standards apply. Whilst the team do their best, this simple equation may explain the

variation in feedback on the cleanliness of the current facilities. The variance in standards is also visible in practice with the team only being able to carry out basic cleaning tasks in some of the outlying areas whilst they concentrate on the most frequently visited.

In terms of complaints about facilities, an online reporting system has only recently been activated. Feedback through the online questionnaire reported some facilities to be “disgusting”, “appalling”, “filthy” and “shabby”. Facilities named in that category were Baslow and Monsal Head.

During the review period mechanical scrubbers were evaluated, which clean and dry floors, scrub areas around cubicle legs and toilet bowls that traditional mops cannot reach. One set of the equipment has been purchased and a noticeable improvement of cleanliness can be seen. The staff are also very pleased with the new equipment. This type of modern equipment may cut down on cleaning times in the future and is currently being evaluated.

The cleaning specification now drawn up is being used to monitor performance. Ultimately it could be used as a specification to form part of a contract to outsource the cleaning service. Meanwhile the Council must accept that little can be done to improve standards across the board, whilst the workload exceeds its ability to provide.

Consultation has taken place with the staff directly involved in the cleaning operation throughout the review.

4.12 Repairs

Over the last 5 years, the cost of operating 26 public conveniences has grown due to increased vandalism where facilities are not locked overnight, together with fixtures and fittings and in some cases major building elements reaching the end of their operating lives. Whilst the facilities have been maintained in a safe condition, there are a mixture of standards of sanitary-ware, wall and floor finishes which make the facilities difficult to clean and are unattractive. The extent of backlog repairs at 2015 estimated prices is £173,693.

4.13 Potential Closures

The Community and Environment Committee agreed criteria to be used to evaluate the facilities where closure may be an option of last resort:

- Running costs proportionate to use
- Cost of maintenance and future liability
- Vandalism and anti-social behaviour
- Complaints
- Equality Act considerations
- Proximity to other facilities
- Potential alternative use of facilities from a commercial viewpoint.

The schedule shown at Appendix 4 assesses each facility against these criteria, with an added consideration on the viability to charge. Facilities shown in red are

considered to be of high risk to the Council moving forward, in that they match more than one of the criteria. A weighting has also been applied in terms of available finance given the trigger for the review is one of diminishing resources.

Public consultation to date has not focussed specifically on potential closures. Advice regarding the Council's Public Equality duty means that a period of public consultation should be undertaken prior to deciding on closures to assess the potential impact.

4.14 Alternatives to Closure

4.14.1 Community Asset Transfers

To date and subject to contract, the following facilities are due to be transferred to the relevant local councils. Transfers are projected to be complete in 2018/19 and savings have been incorporated in the savings plan.

Facility	Agreed Terms
Barmote Croft, Wirksworth	£7309
Ashford in the Water	£5964

In addition, Eyam Parish Council has made an offer to take on a one year lease of the premises and pay the District Council half of the running costs. This one year agreement is on an experimental basis so that the parish council can test the viability of taking on the facilities. A lease is being prepared to enable this to happen and the parish council's formal acceptance of the proposed heads of terms is awaited. The basis of the lease is for responsibility for the cleaning operation – staff and materials – will transfer to the parish council. The parish council will be responsible under the agreement for costs in the region of £6781 per annum.

Bonsall parish council are interested in taking on the facilities in the village and has requested a higher transfer figure of £5,000 plus backlog repairs. The figure is above the agreed formula applied elsewhere and is beyond the level delegated to the Head of Corporate Services to negotiate.

4.14.2 Potential Alternative Use

The District Council's Valuer has examined the sites at risk of closure and has examined the potential for alternative use. The potential sale value and rental is incorporated into Appendix 4.

4.14.3 Mitigation Against Closure

Whilst undertaking the Review officers have borne in mind that whilst there was a need to reduce expenditure on public conveniences there was also a desire to keep the number of facilities recommended for closure to a minimum.

Consequently a number of options have been considered that would enable the Council to keep some facilities open that might otherwise have been recommended for closure.

The most obvious method of keeping toilets open was to introduce charging. As detailed at paragraph 4.5 the Community and Environment Committee previously identified 5 facilities as potentially suitable for charge, as follows:

- Matlock Hall Leys Park
- Granby Road, Bakewell
- Shawcroft Car Park, Ashbourne
- Baslow
- Memorial Gardens, Matlock Bath

These facilities were identified on the basis of their estimated usage figures.

Further work on the issue of charging has led officers to believe that whilst direct charging of users of 4 of these facilities is viable and would enable the Council to provide a better standard of service in those facilities the same cannot be said in relation to the toilets at Baslow. The reasons for this are that the facility is remote from a large town centre and the level of service that could be provided would be less than that which could be provided in the town centre locations, and that the quality of fittings in this facility is lower than would be expected in a charged facility.

On the same basis officers considered that it would be viable to introduce charging for the toilets at Matlock Bus Station on Derwent Way as the standard of service that could be provided there could certainly be brought up to standard. This would mean that the facilities recommended for the introduction of direct charging would be:

- Matlock Hall Leys Park
- Matlock Bus Station, Derwent Way
- Granby Road, Bakewell
- Shawcroft Car Park, Ashbourne
- Baslow
- Memorial Gardens, Matlock Bath

However, on this basis it was feared that there would be few of the more rural conveniences that would be immune from a recommendation of closure. Consequently further calculations were undertaken for those rural facilities where the estimated usage figures were high and where the strategic need for a facility could be justified, for example in tourist hot-spots. Whilst direct charging of users did not seem viable it was considered that a secondary system of charging through a supplement on the parking charges at adjacent car parks could enable enough income to be raised to maintain a number of these rural facilities. Therefore whilst it would require a change to the Car Parking Order it is recommended that an additional charge of 20p per visit is added to car parking charges in the following locations, in order to be directed to the maintenance of the public conveniences in those areas:

- Baslow
- Hartington
- Over Haddon

Potential income by adding the 20p levy to all car parking tariffs and an additional £1 to coach tariffs at car parks associated with rural conveniences is as follows:

Location	Additional revenue as direct contribution to repairs/improvement £
Baslow	4,820
Hartington	2,812
Over Haddon	1,370
Total	9,002

The only exception to charge in a rural location is Bakewell Recreation Ground which offers a park location facility. Charging is a recommendation for this site.

4.14.4 Cost of Providing New, Low Maintenance Facilities

A suggestion in the early stages of the review was to look at low maintenance 'pod' type toilets that flush automatically and include an element of automatic disinfectant. This type of facility also requires an element of daily cleaning and visits to replenish stock.

Example designs are shown below.

This unisex, single unit would cost approximately £22,000 excluding installation and maintenance. The design is more common in urban areas. The units are not suitable for high volume use in a small geographical space.



This multi-unit would cost approximately £100,000 to purchase, excluding installation and maintenance and may require planning permission. Units are commonly configured as unisex and are transportable to a degree.



4.15 Equalities Impact Assessment

An equalities impact assessment has been completed reflecting on the result of the results of the consultation with due regard to the proposals in the report. The Assessment is set out in Appendix 5 attached.

5 **CONCLUSIONS**

5.1 Given the District Council's financial position and the need to secure savings in support of its Medium Term Financial Plan, the discretionary service of providing public conveniences is un-sustainable. To continue to provide the current level of service provision means that the District Council will need to identify savings elsewhere within its overall budget, which may have a serious impact on front line and statutory services.

5.2 Consultation so far has confirmed the high level of importance placed on the availability of toilets available for public use by residents, visitors and community groups alike.

5.3 There are however a number of limiting factors highlighted by this report:

- Assets are showing signs of age and are in need of extensive repairs above and beyond the current finance available.
- Staffing resources which are too lean to provide a consistently good level of service across the District. As a result some of the newer sites are degenerating prematurely due to lack of attention.
- The service is overly reliant on temporary workers and support from other service areas to provide a very basic level of service.
- Sites in some areas are particularly vulnerable to vandalism and undesirable anti-social behaviour.
- Customer satisfaction ratings from the online survey point to the need to provide higher quality standards and that there is a willingness to pay for the facility where an increase in standard goes hand in hand.
- The repairs budget is regularly overspent in a reactive manner to repair facilities and deal with vandalism. There is no scope to introduce a planned maintenance programme given the number of facilities and the geographical spread.
- The District Council is not alone in providing public conveniences and there is scope to encourage community organisations and businesses to take on facilities to reduce the financial burden to the Council.

5.4 Rationalisation of assets, resources and ambition are required to focus existing resources on providing a better service in areas most in need. The District Council is not alone in this problem. Many other local authorities are in a similar position and have been in a situation where closure of all facilities is the only option.

5.5 Options Appraisal

To achieve a balanced approach to rationalisation, the following options have been explored.

5.5.1 Status Quo

To continue as is, with 26 facilities, based on the current budget, the Council will have to accept that it cannot meet its savings target in support of its Medium Term Financial Plan. Ultimately, this may have a serious impact on the District Council's ability to set a sustainable budget. Such a decision would appear unreasonable given the fact that the financial position is known. To adopt a status quo position would simply be deferring a decision for another day.

5.5.2 Cease providing the service

This option would involve closing all facilities. This option has been adopted by neighbouring authorities and is seen to be the option of last resort. Immediate cash savings would be realised, in not providing the service, and further savings would be realised from human capital including the prospect of redundancies.

5.5.3 Rationalise stock

This option would involve the closure of some facilities which are financially unsustainable; introduce charging to town centre facilities and seeking an indirect income stream specifically for rural conveniences. A smaller portfolio would also enable a reduction in the reliance on temporary staff and allow for a planned programme of repairs.

Closures would be based on those which are assessed as the highest risk and financially unsustainable. Town Centre facilities which serve residents and visitors, would continue on a pay to use basis to offset the cost of providing them, and cleaning the facility, to a much better standard. Rural conveniences in key locations would continue to be provided with moderate levels of cleaning standards and with indirect revenue coming from other sources. In this example a levy on car parking charges close to the facilities has been used.

5.5.4 Externalise the service to private contractor

This option would involve transferring responsibility for the cleaning and maintenance of public toilets to a private provider. A private contractor ran the public convenience service on behalf of the District Council throughout the 1990's and in combination with the waste collection service from 2001 to 2012. The Council then took the service back in-house.

The benefit of such an approach would be reduced operational management time and resources and potentially lead to a more efficient service. The option would involve extensive work in preparing a specification for tender and is viewed by the internal working group as an option for the medium term future and potentially one to work in combination with the option outlined above in 5.5.3.

6. RECOMMENDATIONS

On balance the Option explored in paragraph 5.4.3 is recommended with specific proposals as set out below.

- That the Community Asset Transfer of the facilities at Ashford in the Water and Wirksworth to the relevant parish and town councils are noted.
- That the one year lease to transfer the facilities at Eyam to the parish council in return for a 50% contribution towards running costs is noted and subject to review in 2019.
- That charging for use is introduced at the following town centre facilities, open 52 weeks of the year:
 - Ashbourne Shawcroft
 - Bakewell, Granby Road
 - Matlock Hall Leys Park,
 - Matlock Bus Station
 - Matlock Bath Memorial Gardens
- That charging for use is introduced in the following rural convenience, open 26 weeks of the year
 - Bakewell Recreation Ground
- That the fee for use of the District Council's charged for facilities is set at 20p for 2018/19
- That the facility at Middleton by Youlgreave is retained as a 26 week per year facility during April to October each year without charge.
- That formal consultation is undertaken as required, to consider the amendment of the Off Street Parking Order for the following proposal:
 - a. That the facilities at Baslow, Over Haddon, and Hartington are retained as rural conveniences and that a 20p levy for car parking spaces and £1 for coach parking, is introduced on the pay and display car parks in those named villages to make a direct contribution to the cost of maintenance.
 - b. That all monies received through the levy be directed to repairs and improvements at the specific locations listed above.
- That business cases be presented to the relevant Committee in due course to scope the potential to introduce a commercial element at the facilities at the Bus Station, Matlock and Bakewell Recreation Ground.

- That the Community Toilet Scheme as set out in Appendix 3 is adopted for use in 2018/19 and that the cost of grant awards is met from the repairs budget.
- That a 3 week period of public consultation takes place to assess the potential impact of the proposed closure of the following facilities
 - Ashbourne Recreation Ground, Cokayne Avenue
 - Bakewell Riverside, Agricultural Way
 - Birchover, Main Street
 - Bonsall, The Dale
 - Bradwell, Brookside
 - Cromford, Market Place
 - Darley Dale, Station Road
 - Matlock Bath Artists Corner, Dale Road
 - Matlock Bath Pavilion, South Parade
 - Matlock Hall Leys Park Play Area, Knowleston Place
 - Monsal Head
 - Monyash
 - Thorpe, Ilam Road
- That having regard to the results of the consultation identified above, a report is presented to the April 2018 meeting of Council to make an informed and final decision on whether or not to close the above facilities and any associated disposals of assets.
- That the Head of Corporate Services be authorised to continue negotiations with willing partners on the prospect of further Community Asset Transfers on the terms agreed in paragraph 1.2
- That consultation continues to take place with the staff employed to clean the facilities on the review generally and the potential to move to more flexible working hours.
- That the Communications and Marketing Hub be requested to include signage, sponsorship and advertising of public conveniences as part of its work plan for 2018/19.
- That a specification is drawn up to invite tenders to outsource the cleaning of the District Council's public convenience facilities during 2019/20
- That as a final step in this review of Public Conveniences, a policy on the provision of public conveniences is drawn up to reflect the final agreed principles of this Review.

6.1 Implementation

Where Community Asset Transfers are proposed, the affected facilities would continue to be operated as normal whilst negotiations continue.

Where Closures are proposed, these would take effect as soon as practicable following the period of public consultation and final decision. Facilities would then be locked up and made secure, signage would be removed and any incoming services

would be turned off and drained down to minimise utilities costs. The public would be signposted to the location of the nearest facility. The aim would be to minimise the time closed facilities are left unused as those not in Parks may become liable for business rates even if empty after 3 months.

Where the intention is to sell the building/site on the open market, an assessment would be made by Estates and Facilities and Legal staff following which the sites will be placed on the open market by public auction. The advantage of this method is that the sale would complete within 1 month of the auction date and the District Council's auctioneers and solicitors costs would be met by the purchaser. Whilst each potential sale is slightly different, it is proposed that all sales would be completed well within financial year 2108/19.

6.2 Projected Costs and Savings

The cost of implementing the proposals is estimated to be

Capital cost of charging units	£120,000
Annual Maintenance of units, cash monitoring System and cashless payment	£ 18,200

The annual running costs as a revenue burden have been taken into account in projecting savings. The potential to make financial savings and introduce new income streams of implementing all recommendations is summarised as follows.

Initiative	£
Introduction of charges	154,731 pa
Income from car parking charges to support rural conveniences	9,002 pa
Savings in fixed costs from closure of facilities and community asset transfers	34,848 pa
Reduction in repairs in future years	5,000 pa
Cost of advertising car parking order	-800 pa
Potential income from commercial ventures	8,000 pa
Potential income from advertising	2,000 pa
Total Revenue Savings against 2018/19 budget	212,781
Savings against 2016/17 actual, already included in 2018/19 budget (agency staff and repairs)	60,340
Total savings from 2016/17	273,121 58.5%
Capital Receipt from disposal of assets – one off	180,000

7. **RISK ASSESSMENT**

7.1 Legal

The power to provide public conveniences and mechanisms to charge are set out in the report. The District Council is not legally required to provide public conveniences. There is a duty to consult and a further period of consultation needs to be undertaken to measure the potential impact of any proposed closures before a final decision is made.

The proposal to introduce a charge at three car parks requires a period of statutory consultation as contained in the Road Traffic Act 1984 (as amended).

Whilst all legal risk cannot be mitigated, the measures in the report place the overall risk to the Council as low/medium.

7.2 Financial

When the Council set its budget for 2018/19, it set a corporate savings target to make savings of £1m by 2020/21, as reported in the Medium Term Financial Plan (MTFP).

The Efficiency Plan shows how the Council expects to deliver the savings. The current Efficiency Plan includes £240,000 of savings from the review of Public Conveniences. This is the largest financial proposal included on the Efficiency Plan and so has the potential to significantly affect other proposals. This report identifies ongoing savings of £212,781.

Forecast savings which cannot be delivered through the review of public conveniences will increase the current gap and will need to be identified elsewhere.

7.3 Corporate Risk

As identified in the report, the key risks result from the need to make savings and therefore to change some current practices and be realistic in how the District Council can meet the public's expectations. The proposals in the report recommend rationalisation of a discretionary service and the savings identified will place the District Council in a much stronger position moving forward. Savings not made as part of this review will need to be found elsewhere and may impact on front line services. The overall risk remains high.

8. OTHER CONSIDERATIONS

In preparing this report, the relevance of the following factors has also been considered: prevention of crime and disorder, equalities, environmental, climate change, health, human rights, personnel and property.

9. CONTACT INFORMATION

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10. BACKGROUND PAPERS

Date	Description	Location
2017	Consolation Results via Survey Monkey and direct from correspondents	CS/SL
April 2017	APSE Survey – Public Conveniences	CS/SL
October 2008	The provision of public toilets. House of Commons, Communities and Local Government report.	CS/SL

11 ATTACHMENTS

Appendix 1- Cost Analysis and Recorded Use of Facilities

Appendix 2 – Responses to consultation

Appendix 3 – Community Toilet Scheme

Appendix 4 – Assessment of facilities and potential future use.

Appendix 5 – Equalities Impact Assessment

Cost Analysis and Recorded Use of Facilities

APPENDIX 1

Location	Town	Repairs	Electricity	Water	Business Rates	Stock	Staff (DDDC Employees)	Agency Staff	Support Services	Cleaning Materials/ Stock	Travel/ Transport Account	Contract Payments	Drain Clearing	Income	Total Cost 2016/17	Estimated Annual Usage	Cost per use
Granby Road	Bakewell	4,587.83	4,511.59	5,548.65	3,122.20	2,268.00	19,571.44	5,887.61	4,744.28	55.80	3,652.70			-23.29	53,926.82	769,496	0.07
Recreation Ground	Bakewell	893.55	23.35	247.55	0.00	504.00	3,968.78	1,151.92	2,108.57	24.80	714.66			-10.35	9,626.83	36,504	0.26
Riverside	Bakewell	1,145.15	0.00	0.00	2,260.10	630.00	10,015.04	2,943.81	2,635.71	31.00	1,826.35			-12.94	21,474.22	189,800	0.11
Bus Station	Matlock	3,047.85	4,954.68	3,015.78	16,892.50	1,764.00	7,397.42	2,137.46	3,689.99	43.40	1,326.09	967.20		-18.11	45,218.27	169,780	0.27
Bus Station (Old)	Matlock	0.00	0.00	0.00	1,628.60	0.00	0.00	0.00	0.00	0.00	0.00			0.00	1,628.60	Not Monitored	
Hall Leys Park	Matlock	8,847.00	3,831.14	2,451.00	0.00	2,772.00	7,397.42	2,137.46	3,689.99	43.40	1,326.09			-18.11	32,477.40	321,152	0.10
Hall Leys Park Play Area	Matlock	1,041.68	806.64	0.00	0.00	504.00	2,099.06	575.96	1,581.43	18.60	357.33			-7.76	6,976.93	71,110	0.10
Recreation Ground	Ashbourne	1,146.22	0.00	6,704.71	0.00	756.00	2,099.06	575.96	2,635.71	31.00	357.33			-12.94	14,293.05	Not Monitored	
Shawcroft Car Park	Ashbourne	3,618.59	1,834.34	3,067.46	4,054.20	1,764.00	14,816.99	4,423.02	3,689.99	43.40	2,744.07			-18.11	40,037.95	233,532	0.17
Court Lane	Ashford	485.64	207.04	966.47	873.75	252.00	0.00	0.00	2,108.57	24.80	0.00			-10.35	4,907.92	21,684	0.23
Nether End Car Park	Baslow	1,593.14	750.28	2,179.91	1,211.60	882.00	3,697.92	1,139.13	3,162.85	37.20	706.72			-15.52	15,345.22	159,224	0.10
Barton Hill	Birchover	1,250.96	384.09	342.38	733.95	189.00	934.87	287.98	1,581.43	18.60	178.67			-7.76	5,894.16	6,604	0.89
Clatterway	Bonsall	27.31	107.41	0.00	0.00	189.00	0.00	0.00	1,581.43	18.60	0.00			-7.76	1,915.98	7,540	0.25
Brookside	Bradwell	1,358.28	254.61	98.10	3,401.80	189.00	934.87	287.98	1,054.28	12.40	178.67			-5.17	7,764.81	2,158	3.60
Memorial Gardens	Cromford	579.75	426.63	1,602.85	0.00	882.00	3,697.92	1,139.13	3,162.85	37.20	706.72			-15.52	12,219.52	29,744	0.41
Station Road	Darley Dale	246.40	416.42	637.80	1,036.85	630.00	0.00	0.00	1,581.43	18.60	0.00	3,087.00		-7.76	7,646.73	13,988	0.55
Hawkhill Road Car Park	Eyam	1,481.38	685.55	2,777.31	3,774.60	756.00	3,697.92	1,139.13	5,271.42	62.00	706.72			-25.87	20,326.15	58,708	0.35
Mill Lane	Hartington	104.61	232.33	3,189.12	1,444.60	441.00	3,697.92	1,139.13	3,162.85	37.20	706.72			-15.52	14,139.95	89,128	0.16
Memorial Gardens	Matlock Bath	24,398.48	1,220.53	990.39	0.00	1,386.00	6,938.78	2,137.46	5,271.42	62.00	1,326.09			-25.87	43,705.28	303,108	0.14
Pavillion	Matlock Bath	4,869.65	3,407.68	232.58	0.00	882.00	3,240.87	998.33	6,852.84	80.60	619.37		966.00	-33.64	22,116.29	171,964	0.13
Artists Corner	Matlock Bath	1,022.11	337.15	814.19	1,654.30	504.00	3,240.87	998.33	1,581.43	18.60	619.37			-7.76	10,782.59	61,412	0.18
Monsal Head Car Park	Monsal Head	559.48	373.07	1,526.79	803.46	315.00	3,697.92	1,139.13	2,635.71	31.00	706.72			-12.94	11,775.34	111,436	0.11
Church Street	Monyash	373.90	390.89	154.46	640.75	126.00	934.87	287.98	1,054.28	12.40	178.67			-5.17	4,149.02	10,348	0.40
	Middleton-by-Youlgrave	184.97	167.26	981.45	0.00	199.57	934.87	287.98	1,054.28	12.40	178.67			-5.17	3,996.27	13,546	0.30
Car Park	Over Haddon	983.01	120.00	1,500.00	1,467.90	378.00	0.00	0.00	3,162.85	37.20	0.00			-15.52	7,633.44	43,160	0.18
Car Park	Thorpe	1,360.36	483.02	501.13	1,724.20	441.00	1,056.55	325.46	3,162.85	37.20	201.92			-15.52	9,278.17	23,088	0.40
Barmote Croft Car Park	Wirksworth	339.04	0.00	2,049.15	1,561.10	630.00	3,697.92	1,139.13	2,108.57	24.80	706.72			-10.35	12,246.07	48,100	0.25
Unallocated Repairs		13,993.75													13,993.75		
		79,540.09	25,925.70	41,579.23	48,286.46	20,233.57	107,769.25	32,279.49	74,327.00	874.24	20,026.35	4,054.20	966.00	-364.82	455,496.76	2,966,314.00	
							104,788.09	32,279.49	74,327.00	874.24	20,026.35			-364.82			

Facility	Respondent	Summary
Ashbourne	Dadia Conti (Ashbourne Labour Party)	Petition - Toilet facilities should be free at the point of use. Costs should be taken from profits made from car parking charges .
Ashbourne	Ron Taylor (Ashbourne & District 50+ Forum)	Believes the toilets are necessary for tourism as well as the local elderly. If choice between closure and charge they would prefer charging.
Ashbourne	Mr & Mrs Beeston	Feels they already pay enough council tax so toilets should be provided free of charge.
Bakewell	Colin Jones (Bon Voyage)	Suggested having a radar lock and charging £10 per year to locals, plus charging visitors 20p per visit.
Bakewell	Bakewell Town Council	Cannot support wholesale closure. Not prepared to adopt any of the facilities. Would support charging on all premises with a potential closure at the Riverside site if ABC facilities were open.
Bakewell - Monsal Head	Sarah Stokes (Little Longstone Parish Council)	Strongly opposed to closure to to number of visitors to the Monsal Trail.
Baslow & Bubnell	Alison Watson	Regularly visits the area and always need to use the toilets as she and 2 family members suffer health issues which require regular and urgent visits to the toilet.
Baslow & Bubnell	Mary Ball	Strong objection to closure due to toilets offering essential service to travellers, walkers, bus drivers and passengers.
Baslow & Bubnell	Jane Walker (via Cllr Sue Hobson)	An essential partner to the car park for tourists and travellers.
Baslow & Bubnell	Sarah Porter (Baslow & Bubnell Parish Council)	Parish Council hopes they remain open.
Baslow & Bubnell	David Ba	Objects to closure as he uses them regularly and car park is expensive so costs should come from car park charges.
Baslow & Bubnell	Julia Warne (via Cllr Sue Hobson)	Toilets in Baslow are the only ones between Chesterfield and Stockport. The Council, Chatsworth & Peak Park promote tourism so should provide amenities.
Baslow & Bubnell	Catherine Treves (via Cllr Sue Hobson)	Only public toilets in a 5 mile area. Council should keep toilets open as a basic human right.
Bonsall	Bonsall Parish Council	Agree in principle to Community Asset Transfer but would like a significant increase in the offer.
Cromford	Martin Sloman (Cromford Studio and Gallery)	Feels it is unfair to ask business to sponsor toilets. Feels the only answer is to charge.
Cromford	Sue Mosley (Cromford Parish Council)	Will not take them over due to cost but want them to stay open. Suggest charging and sharing cleaners with DCC who pass these toilets on way to clean others.
Cromford	Pat (Q-Eye) (via Cllr Joyce Pawley)	If necessary should charge to keep them open.
Cromford	Martin Cobham (via Cllr Joyce Pawley)	Says charging for toilets would be way forward to prevent urinating against doors.
Darley Dale	Darley Dale Town Council	Not able to take on facilities as Community Asset Tranfer
Dovedale	Peverill of the Peak Hotel	The Hotel's toilet facilities are open to non residents currently. This service will continue in the future.
General	Mr Boddy	Needed for people who work or visit the district especially as the population ages.
General	Chartered Water & Civil Engineer	Thinks should cut down on costs by cutting down on chemical use and switching lights off at night etc. Doesn't agree with charging.
Matlock Hall Leys Play Area	John Coffey	May be interested in taking these on. He runs the boats and train in the park.
Matlock bus/rail Station	Mrs P Carlin	Required for passengers and drivers of buses and trains. Willing to pay.
Matlock	Susan Smith (Matlock Town Council)	Town council not in position to fund the facilities but opposed to their closure.
Middleton-by-Youlgreave	Middleton-by-Youlgreave Parish Council	Points to lease and to the District Council's responsibility to continue to run the facilities for the unexpired term and for 52 weeks of the year.
Monyash	Monyash Parish Council	Would be interested in considering a Community Asset Transfer on the basis of a much enhanced offer of £10,000.
Thorpe	Clarke and Irene Lomas	Support charging to keep toilets open.



Community Toilet Scheme

Terms and Conditions

1. The Scheme will operate between the Council (Derbyshire Dales District Council) and the Service Provider (***the participating business***) until further notice is issued to either party, giving at least 1 month's written notice to the other party.
2. This Agreement shall commence from (***date tbc***).
3. The Service Provider agrees to allow the general public unobstructed use of the Toilets provided by the Service Provider at (***location tba***) during the Service Provider's normal opening hours, provided that the toilets should be available to members of the public for at least 8 hours per day, seven days per week, but not including Christmas Day or Easter Sunday.
4. The Council agrees to pay the Service Provider at the rate of £500 per annum where male and female toilets are provided and £600 per annum where disabled access toilets are provided in addition to male and female toilets.
5. The Council agrees to include the name of the Service Provider, and where appropriate, details of the location in promotional material relating to the community toilet scheme. If deemed necessary, the Council also agrees to design, erect and maintain at the Council's expense advertising signs relating to the Community Toilet Scheme for placing at locations to be agreed with the Service provider.
6. The Service Provider must display at least one sign provided by the District Council showing its membership of the Scheme on such window(s) or door(s) of its property.
7. The Service Provider agrees to maintain the toilets in a clean and hygienic condition at all times and shall ensure that the toilets are adequately provided with toilet rolls, soap, bins and hand drying facilities. The toilets must be maintained and regularly monitored by the Service Provider to ensure they are safe to use by the general public.
8. Where the Service Provider has suitable facilities for the general public who are disabled, or are of limited mobility, this facility must be accessible and clear of any obstruction at all times.
9. The Service Provider agrees to allow the Council to carry out regular inspections and monitoring of the toilets accessible to the general public by way of the Community Toilet Scheme to ensure the terms of the Agreement are met.
10. The Service Provider agrees that any information obtained through inspections or monitoring of the scheme may be used to inform business decisions of the Council at its discretion.

11. The Service Provider agrees to indemnify the Council against all and any liability in any way whatsoever for any losses, damages, claims, expenses, charges and costs arising out of the use of the toilets accessible to the general public by way of the Community Toilet Scheme or as a result of participating in the Community Toilet Scheme and that for the term of the Agreement the Service provider shall effect and maintain public liability insurance to the value of £5,000,000.
12. The Service Provider retains the right in exceptional circumstances to refuse a member of the general public admission to their premises and/or use of the toilet facilities accessible to the general public under the Community Toilet Scheme.
13. The Service Provider agrees that it shall comply with all relevant requirements contained in or having effect under the legislation relating to health and safety as it affects the toilets accessible to the general public by way of the Community Toilet Scheme.
14. This Agreement may be terminated immediately and absolutely upon any breach or non-compliance on the part of the Service Provider provided that the Council has notified the Service Provider in writing of the breach or non-compliance and the Service Provider has failed to put things right within 14 days of being notified. The Service Provider may at any time give the Council at least 1 month's notice in writing.
15. The Service Provider may not assign this Agreement to any party whatsoever unless the Council's prior written Agreement to the assignment has been given.
16. The Service Provider agrees that neither the Service Provider or its employees shall in any circumstances hold itself or themselves out as being a servant or agent of the Council or as being authorised to enter into any contract or in any other way bind or commit the Council to the performance variation release or discharge of any obligation.
17. Any Agreement between the Council and the Service Provider can be terminated by either party, giving at least 1 month's written notice to the other party.

Signed: _____ (On behalf of Derbyshire Dales District Council)

Date: _____

Signed: _____ (On behalf of **Participating Business**)

Date: _____

Assessment of Facilities and Potential Future Use

APPENDIX 4

- Key 1 Financially viable to charge 2 Running costs proportionate to use 3 Cost of maintenance and future viability
 4 Vandalism and anti- social behaviour 5 Complaints 6 Proximity to other facilities

* Cleaned by local council

Location	Running Costs pa £	Back Log Repairs £	Est. use pa	Potential Income to Charge £ Gross	Potential Income After VAT £	Reasons - See Key N = no, y = yes						Potential Alternative			
						1	2	3	4	5	6	Action	Timescale	Potential Capital Receipt £	Potential Income pa £
Ashbourne Recreation	14,293	6,907	Unable to monitor			n	n	n	y	n	n				
The facilities are open 26 weeks of the year. A joint partnership arrangement with the District Council and community groups will shortly see the transfer of land owned by the District Council for the erection of a new Pavilion. Agreement has been reached to provide a public toilet a part of that project. This change of operation to one used for ancillary purposes would help to mitigate the damage caused by anti-social behaviour and provide a more modern facility. The current facility is at the end of its operating life and not financially viable.												Investigate potential for concessions/alternative uses. Market if suitable. Use as storage or demolish if not.	18 months	0	£1,000
Ashbourne Shawcroft	40,038	2,268	233,532	28,024	23,353	y	y	y	n	n	n				
This facility is relatively new, well used and centrally located. It is viable for charge as an ongoing concern.															
Ashford in the Water	4,908*	2,964	21,684	2,602	2,168	n	n	n	n	n	n				
This facility is to be transferred as an Asset of Community Value to Ashford in the Water Parish Council. The parish council currently has responsibility for cleaning the facility.															
Bakewell Granby Road	53,927	2,000	769,496	92,340	76,950	y	y	y	n	n	n				
This facility is relatively new, well used and centrally located. It is viable for charge as an ongoing concern. The Town Council supports its continuance as a public facility. The Town Council does not wish to take over responsibility for the premises. The facilities are viable for charge as an ongoing concern.															
Bakewell Recreation	9,627	3,788	36,504	4,380	3,650	n	n	y	n	n	y				
This facility is open 26 weeks of the year. It is of traditional build in a prime location in a popular recreation area. There is scope to transform an underused part of the building, subject to planning consent, to provide a café facility to generate additional income. Informal pre-application advice suggests there is potential, subject to an appropriate business case. Whilst the building is close to alternative facilities, the commercial angle is worth pursuing to ensure that the toilets remain as an ongoing concern. The Town Council supports continuing use of the facilities.												Continue current arrangements. Investigate potential for concessions/alternative uses. Market if suitable.	24 months	0	£2,000

Location	Running Costs pa £	Back Log Repairs £	Est. use pa	Potential Income to Charge £ Gross	Potential Income After VAT £	Reasons - See Key N = no, y = yes						Potential Alternative			
						1	2	3	4	5	6	Action	Timescale	Potential Capital Receipt £	Potential Income PA £
Bakewell Riverside	21,474	3,208	189,800	22,776	18,980	n	n	n	n	y	y				
The facilities are on the walk-way from the car park to the town centre facilities on Granby Road. Back log repairs are now required for full re-decoration, attention to metal sheet roof and damp. The Town Council would support closure of the facility if others were available including at the ABC. Toilets at the ABC are available to the public when visiting the premises for events.												Convert to storage at ABC	3 months	0	0
Baslow	15,345	2,930	159,224	19,107	15,922	y	y	y	n	n	n				
The facilities are located in a pay and display car park and on a busy transport route. Whilst usage figures suggest that the facilities may be viable for charge, they are very tired and would require a re-fit to bring them to a suitable standard. The toilets and cubicle doors are stainless steel, the majority of which are showing signs of oxidation. The parent/child facility is also a primitive stainless steel unit (compared to modern standards) inside one of the ladies cubicles. The overall look and feel is poor in contrast with more modern facilities. The parish council has declined an offer to transfer the facilities. The site has occasional problems with anti-social behaviour and complaints regarding the very basic fit.															
Birchover	5,894	1,700	6,604	792	660	n	n	n	n	n	y				
Running costs are disproportionate to use. Alternative facilities exist in this small village in two local pubs, which might benefit from the Community Toilet Scheme. The parish council has declined an offer to transfer the facilities.												Offer for sale freehold at public auction.	12 months	£20,000	
Bonsall	1,916*	2,052	7,540	905	754	n	n	n	y	n	n				
The facilities are currently cleaned to a good standard by the parish council and an offer has been made to complete a Community Transfer. However the Parish Council would ideally want a significantly higher offer. Additionally, there are difficulties with the title which may prevent a transfer to the parish council. The facilities are not commercially viable for charge.												If CAT unsuccessful, return to party claiming ownership	12 months	0	0
Bradwell	7,765	2,208	2,158	259	216	n	n	n	n	n	n				
The facilities are not well used. The parish council has made enquiries about a community transfer. The site is combined with a sub-station owned by Severn Trent Water and title is complicated such that a transfer may not be possible. Running costs are disproportionate to use.												Transfer site and building as appropriate.	18 months	0	0

Location	Running Costs pa £	Back Log Repairs £	Est. use pa	Potential Income to Charge £ Gross	Potential Income After VAT £	Reasons - See Key N = no, y = yes						Potential Alternative			
						1	2	3	4	5	6	Action	Timescale	Potential Capital Receipt £	Potential Income PA £
Cromford	12,220	5,223	29,744	3,569	2,974	n	y	n	y	n	y				
The facilities are in a village with other facilities close by. The low levels of the site attract anti-social behaviour and vandalism. The facility is expensive to maintain and not financially viable. The Parish Council is not interested in the taking on the facilities.												Freehold sale via private treaty or public auction	12 months	£20,000	0
Darley Dale	7,647*	7,113	13,988	1,679	1,399	n	y	n	n	n	y				
The facilities are currently cleaned by the Town Council, which has declined an offer to transfer the whole responsibility as part of a Community Asset Transfer. The Whitworth Trust however has a full suite of alternative toilet facilities within the Whitworth Centre, which may attract visitors to spend money in its café. The Trust is currently considering options. Meanwhile, the cost of backlog repairs and low levels of use do not make this a financially viable facility moving forward.												Transfer freehold via private treaty or public auction.	12 months	£40,000	0
Eyam	20,326	3,209	58,708	7,045	5,871	y	n	y	n	n	y				
The facilities are within a pay and display car park. Visitors to Eyam include school parties visiting the plague village as part of the national curriculum. The visitor figure were estimated during a school holiday and therefore believed to undervalue the extent of actual use. Alternative facilities owned by the National Trust are at risk of closure. The parish council has done some work in estimating whether it could or should take on the toilets as part of a Community Asset Transfer. A partial Community Asset Transfer has been agreed for one year with current costs being borne 50:50 by both parties. Cleaning, stock and maintenance costs will be transferred to the parish council. The position will be reviewed in 2019/20.												The facilities lie on an underused pay and display car park. The site has potential, subject to relevant consent, for affordable housing.			
Hartington	14,140	2,274	89,128	10,695	8,913	y	n	y	n	n	y				
The facilities are close to private facilities located inside business premises in this popular village. The parish council has no interest in taking the facility on. Whilst visitor numbers point to the potential to charge, the outlying location increases risk to the Council in terms of security and lack of immediate staffing resources increases the risk of dissatisfaction in the level of cleanliness the District Council is able to provide.															

Location	Running Costs pa £	Back Log Repairs £	Est. use pa	Potential Income to Charge £ Gross	Potential Income After VAT £	Reasons - See Key N = no, y = yes						Potential Alternative			
						1	2	3	4	5	6	Action	Timescale	Potential Capital Receipt £	Potential Income PA £
Matlock Bath Artists Corner	10,783	not surveyed	61,412	7,369	6,141	n	n	n	y	y	y				
The facilities are within a car park used by visitors and residents on the outskirts of Matlock Bath. Alternative facilities are located in Matlock town centre and elsewhere in Matlock Bath. The toilets are open 24 hours are the subject of complaints about cleanliness and the site attracts anti-social behaviour. The taxi trade uses the facility when attending to the night time economy in Matlock. Under separate proposals the taxi drivers will now have a bespoke facility to use near the taxi rank. The canoe club was interested in a Community Asset Transfer to store club equipment. However no agreement was reached by the deadline for negotiations. The facility has a potentially high commercial value for alternative use, which may include a toilet facility.												Offer for sale freehold at public auction	12 months	£40,000	0
Matlock Bath Memorial	43,705	0	303,108	36,373	30,311	y	y	y	n	n	n				
The facility has had a complete refurbishment in the last 12 months, has auto-locking facilities and is viable for charge.															
Matlock Bath Pavilion	22,116	53,250	171,964	20,636	17,196	n	n	n	y	y	y				
The facility is annexed to the Grand Pavilion, Matlock Bath. Significant back log repairs are required to remedy cracks to the fabric of the building, deal with effluent escape through masonry wall, parapets and plinths. The facilities are most used during Matlock Bath Illuminations and are the cause of concern for poor ventilation and cleanliness. The parish council has no interest in taking on the facilities. Alternative facilities exist elsewhere and portable facilities could provide a better service during periods of heavy demand. . The facilities are at the end of their operating life and are not economically viable.												Demolish and landscape site	18 months	0	0
Matlock Bus Station	45,218	21,900	169,780	20,374	16,978	y	y	n	y	y	y				
This facility is relatively new and modern in design. Its isolated location makes it a magnet for vandalism and anti-social behaviour. The premises are however well used and in a central location for visitors and residents alike. The waiting area is also considered to be a prime site to introduce a commercial element which would lift the general feel of the area and help to mitigate the frequency of anti- social behaviour. The site is suitable for charging as an ongoing concern. Matlock Town Council is not interested in taking on the facilities but supports its retention.												Explore potential commercial use for waiting area of building. Potential uses include cycle hire centre or café.	24 months	0	£5,000

Location	Running Costs pa £	Back Log Repairs £	Est. use pa	Potential Income to Charge £ Gross	Potential Income After VAT £	Reasons - See Key N = no, y = yes						Potential Alternative			
						1	2	3	4	5	6	Action	Timescale	Potential Capital Receipt £	Potential Income PA £
Matlock Hall Leys	32,477	1,500	321,152	38,538	32,115	y	y	y	y	y	y				
This is a well-used facility in a busy public park. Matlock Town Council is not interested in taking on the facilities but supports its retention. The facility is viable for charge as an ongoing concern.															
Matlock Market Hall	1,628	not surveyed			-250	n	y	y	n	n	n				
This is a single unit facility in the old bus station. It is used by market traders. Agreement has been reached with a local trader to clean the facility for £250 per annum. Keys are being cut to be sold to taxi drivers for £10 each to enable them to have use of the facility. The arrangement will continue until such time as the market hall area is ready for redevelopment.															-250
Matlock Play Area	6,977	22,735	71,110	8,533	7,111	n	y	n	y	y	y				
The site was provided by means of public subscription and sited close to a children's play area. Back log repairs are significant including the need to replace the roof, deal with severe moisture ingress and replacement fittings. The footprint of the current block offers an opportunity for redevelopment to include a commercial outlet, subject to necessary consent and combined toilet provision. Matlock Town Council is not interested in taking the facilities on.												Demolish building and retain services. Investigate potential for concession/alternative uses on site.	12 months	0	0
Middleton by Youlgrave	3,996	5,436	13,546	1,626	1,355	n	n	n	n	n	n				
This facility was closed for 26 weeks of the year as a result of the previous Public Convenience Review. At that time a lease of the premises to the District council from the parish council was not known of by either party. The operation of 26 weeks has continued since that time. The parish council is not interested in taking the facility on. The village has no other commercial outlets. Charging may be a viable option for the parish council to pursue but is not financially viable at District level given its outlying location and increase in risk.															
Monsal Head	11,775	0	111,436	13,372	11,144	n	n	n	n	y	y				
The facilities were not included in the 2015 asset condition review. However the premises are close to the end of their operating life requiring a new drainage system and a total internal re-fit. Alternative facilities exist in the nearby Hotel, bar and cafes. Charing is therefore not a viable option. The parish council (Ashford in the Water) is not interested in taking on the facility but has entered into a Community Asset transfer for other facilities within the village of Ashford. The facilities are not financially viable.												Offer for freehold at public auction	12 months	£40,000	0

Location	Running Costs pa £	Back Log Repairs £	Est. use pa	Potential Income to Charge £ Gross	Potential Income After VAT £	Reasons - See Key N = no, y = yes						Potential Alternative			
						1	2	3	4	5	6	Action	Timescale	Potential Capital Receipt £	Potential Income PA £
Monyash	4,149	1,342	10,348	1,242	1,035	n	n	n	n	n	y				
This is a seasonally operated facility frequented by visitors and walkers to the area. The Parish Council has turned down an enhanced offer for a Community Asset Transfer and places the value on any transfer at £10,000. The Group consider this to be disproportionate. The facilities require works to the external cladding and glazing. They are not financially viable moving forward. Alternative facilities exist in the village in a popular pub and cafes.											Demolish and landscape site	18 months	0	0	
Over Haddon	7,633*	6,030	43,160	5,179	4,316	n	n	n	n	n	n				
The facilities are fairly well used and based within a pay and display car park. The parish council has made enquiries of a Community Asset Transfer and a final response is awaited. Meanwhile, charging for use is not a variable option for the District Council given the outlying location and increase in risk to the Council. Backlog repairs are required for external rendering, internal repairs and lighting.															
Thorpe	9,278	9,347	23,088	2,771	2,309	n	n	n	n	n	n				
The facilities lie in a small, short stay car par in Thorpe. Backlog repairs are required to cover drainage issues, replacement of poor condition fittings and wall and floor tiles. The parish council is not interested in taking on the facility. A neighbouring property which shares an access route, has shown an interest in acquiring the site											Retain car park and offer toilet block for sale freehold by private treaty or auction	18 months	£20,000	0	
Wirksworth	12,246	4,309	48,100	5,772	4,810	n	n	n	n	n	y				
This site lies on a public car park in Wirksworth town centre. A Community Asset transfer has been agreed subject to contract for responsibility and operation to transfer to the Town Council.															

* Cleaned by local council



Derbyshire Dales District Council

Equality Impact Assessment

1. Outline

Title of policy, practice, service or function being assessed	Review of Public Conveniences 2017
Officers conducting assessment	Sandra Lamb, Head of Corporate Services
Date of assessment	January 2018
Reason for assessment	Potential equality impacts on groups who share a protected characteristic arising from recommendations made following the Review.
What is the purpose of this policy, practice, service or function? (specify aims and objectives)	<p>The Council wishes to improve the cleanliness and standards of its public conveniences whilst at the same time achieving value for money through its Savings, Transformation, Efficiency and Performance (STEP) programme.</p> <p>The Council has a <i>power</i> but not a <i>duty</i> to provide public conveniences (Public Health Act 1936). It currently provides 26 public toilet facilities in the Derbyshire Dales at a cost of £467121 p.a.</p>

Are there any other organisations involved in its implementation?	
Main customer groups (beneficiaries) / stakeholders	
Customer Groups	Other stakeholders
<ul style="list-style-type: none"> • Local residents • Businesses and Local Traders • Visitors • Those working in the Dales District 	<ul style="list-style-type: none"> • Derbyshire Dales CVS, Disability Derbyshire (DCIL) and other interest groups • Town / Parish Councils
Which other District Council departments are affected by the policy, practice, service or function? Do any of the objectives directly support or hinder another activity?	Potential to increase customer satisfaction with cleanliness of public toilet provision; to widen access through a Community Toilet Scheme; and to reduce vandalism and anti-social behaviour at sites which are difficult to monitor.

2. Assessing relevance to the general equality duty

The General Equality Duty has three aims which require the District Council to have due regard to the need to:	Tick those which are relevant
Eliminate unlawful discrimination (both direct or indirect), harassment and victimisation	✓
Advance equality of opportunity between all persons by <ul style="list-style-type: none"> - removing or minimising disadvantages suffered by protected groups; - taking steps to meet the needs of people from protected groups where these are different from the needs of other people - encouraging people from protected groups to participate in public life or other activities where participation is disproportionately low 	✓
Foster good relations between different groups	

3. What existing information / data do you have / monitor about different diverse groups in relation to this policy, practice, service or function?

Eg: previous EIA's, reports, consultation, surveys, demographic data etc.

Information / Data	When and how collected	Source	What it tells you	Gaps
Derbyshire Dales Equality Information published on website:	Census 2011 Monitoring data collected by services (in-house and outsourced)	DDDC	Older people and people with disabilities remain significant groups in the Derbyshire Dales.	
Informal consultation with Town / Parish Councils	Engagement with Parish Councils throughout review process	Report to Council 7 September 2017 8 March 2018	Level of support for charging policy and Community Toilet Scheme. Level of interest in Community Asset Transfers of public conveniences.	
Public consultation	Sept – Oct 2017, online survey	DDDC	<ul style="list-style-type: none"> • 94% of respondents had used public conveniences in the Dales in the last 12 months • 15.48% of respondents had used a parent / child unit. • 16.23% had used a disabled 	

Information / Data	When and how collected	Source	What it tells you	Gaps														
			<p>unit.</p> <ul style="list-style-type: none"> • 58.05% of respondents favoured the introduction of a Community Toilet Scheme. • 58.32% of respondents were prepared to pay for the use of public toilets. • 56.73% of these would be willing to pay 20p. <p><u>Equality monitoring - respondents:</u></p> <table border="1" data-bbox="1352 938 1680 1407"> <thead> <tr> <th data-bbox="1352 938 1563 1007"></th> <th data-bbox="1563 938 1680 1007">%</th> </tr> </thead> <tbody> <tr> <td data-bbox="1352 1007 1563 1070">Gender</td> <td data-bbox="1563 1007 1680 1070"></td> </tr> <tr> <td data-bbox="1352 1070 1563 1134">Female</td> <td data-bbox="1563 1070 1680 1134">59.88</td> </tr> <tr> <td data-bbox="1352 1134 1563 1198">Male</td> <td data-bbox="1563 1134 1680 1198">40.12</td> </tr> <tr> <td data-bbox="1352 1198 1563 1262">Disability</td> <td data-bbox="1563 1198 1680 1262"></td> </tr> <tr> <td data-bbox="1352 1262 1563 1326">Disabled</td> <td data-bbox="1563 1262 1680 1326">7.56</td> </tr> <tr> <td data-bbox="1352 1326 1563 1407">Not disabled</td> <td data-bbox="1563 1326 1680 1407">92.44</td> </tr> </tbody> </table>		%	Gender		Female	59.88	Male	40.12	Disability		Disabled	7.56	Not disabled	92.44	
	%																	
Gender																		
Female	59.88																	
Male	40.12																	
Disability																		
Disabled	7.56																	
Not disabled	92.44																	

Information / Data	When and how collected	Source	What it tells you		Gaps
			Age		
			16-17 years	0.21	
			18-24 years	1.35	
			25-34 years	5.39	
			35-44 years	14.42	
			45-54 years	19.92	
			55-59 years	12.34	
			60-64 years	12.14	
			65-74 years	28.94	
			75 years & over	5.29	

4. Based on the evidence above, does the policy, practice, service or function have a positive or negative impact on any protected group(s)?

Protected groups	Positive effects	Negative effects	Improvement actions
Age	A Community Toilet Scheme may benefit older people with long term health issues and/or impaired mobility, by widening access to more facilities.	People of all ages may be affected by any potential loss of facilities public conveniences service.	
Disability or long term ill heath Physical disabilities, sensory impairments, limiting long-term illnesses, learning disabilities or mental health issues	Disabled toilets which meet the required standard will remain. A Community Toilet Scheme may benefit disabled people with long term health issues and/or impaired mobility, by widening access to more facilities. Parents / guardians of disabled children and carers of disabled adults also require facilities with disabled access.	Access and functionality should be considered to prevent any restriction to their use by the intended user groups. The Review has taken a range of existing and potential accessible facilities into account.	
Race / ethnic groups	No differential impact anticipated.	No differential impact anticipated.	
Women or men	A Community Toilet Scheme may benefit parents / carers, by widening access to more facilities.	Access and functionality should be considered to prevent any restriction to their use by the intended user groups. The Review has taken a range of existing and potential accessible facilities into account.	
Sexual orientation	No differential impact anticipated	No differential impact anticipated	

Protected groups	Positive effects	Negative effects	Improvement actions
Religion or belief (including non belief)	No differential impact anticipated	Location of alternative provision through a Community Toilet Scheme should be considered. For example, licensed premises would not be appropriate for some groups.	Ensure there is adequate provision suitable for people of different cultural or religious backgrounds.
Transgender (including people planning to or going through gender reassignment)	No differential impact anticipated	No differential impact anticipated	
Pregnancy and maternity (including maternity and paternity leave)	A Community Toilet Scheme may expectant mothers and mothers, by widening access to more facilities.		
Marital status (including civil partnership & same sex marriage)	N/A	N/A	

4a. Are there any local priority groups / factors which should be considered?

Other factors	Positive effects	Negative effects	Improvement actions
Rural areas	A Community Toilet Scheme may benefit residents and visitors in rural areas by widening access to more facilities.	Potential closure of public toilets in rural areas which are not viable for the Council to maintain.	In the event of closure of any facility, seek to ensure that alternative provision is available where possible.

Other factors	Positive effects	Negative effects	Improvement actions
Poverty / deprivation		A charging policy would apply to all, regardless of income.	

5. Consultation and engagement

Do we need to seek the views of others and if so, who? If not, please explain why.

Extensive consultation has been carried out with the public and with stakeholders. This has resulted in an approach which reflects the distinctiveness of the area and better meets the needs of service users, particularly older people, disabled people and parents with young children.

6. Commissioned / outsourced services

If your policy, practice, service or function is partly or wholly provided by any external organisation / agency,	No
If yes, please list any contractual or other arrangements which aim to ensure that the provider promotes equality and diversity (<i>eg: monitoring data</i>)	

7. Improvement Plan

Key issues identified	Actions
Accessible features and facilities	Ensure any changes made via implementation of charging policy are fully accessible and assessed through procurement processes.

PLEASE FORWARD THE COMPLETED FORM TO THE POLICY MANAGER / POLICY OFFICER (Consultation & Equalities)

Signed _____ (Completing Officer)