

**TOWN AREA COMMITTEE**

**22 SEPTEMBER 2016**

**REPORT OF COPRORATE PROPERTY OFFICER**

**PUBLIC CONVENIENCES - REPLACEMENT PROPOSAL**

**1.0 PURPOSE OF REPORT**

- 1.1 To provide drawings and costs relating to the proposed semi automatic toilets and to enable Members to provide Officers with a steer on operational matters to enable the business case to be completed and reported back to the relevant Committees.

**2.0 RECOMMENDATIONS**

- 2.1 **Members select the preferred design for each of the two proposed toilet blocks and approve the proposed way forward for the business case as set out in paragraph 3.2 of the report.**
- 2.2 **Members consider if they require further consultation with the wider membership of the Community and Social Affairs Committee prior to developing the business case.**
- 2.3 **Members provide Officers with guidance on operational matters upon which to build the business case to go back to the relevant Committees.**
- 2.4 **Members note the increase in estimated capital costs including professional fees indicating a total overall cost of £313k for the project for the toilets, arrangements for the coach parking will be additional.**

**3.0 KEY ISSUES**

**Construction**

- 3.1 Members approved the Project Mandate for the replacement/renewal of the existing public conveniences at Wilton Road and St Mary's Way with two blocks of semi automatic public conveniences at the same locations at the Community and Social Affairs Committee on 22 June 2016 at an estimated cost of £225k, (the revised costs are now indicating these costs to be in the region of £300k). Officers were asked to prepare a small selection of designs to be brought back to Committee for approval which could then lead to the development of the full business case and refinement of the estimated costs.
- 3.2 William Saunders were instructed to develop drawings and images for both sites and to provide a breakdown of estimated costs and also to provide location plans to show the proposed positioning of the toilets. These are attached at Appendices A, A1, A2 and A3. Members are requested to review the options shown and indicate their preferred design and materials. The Conservation Officer was consulted on the designs and indicated the following preferences, a hipped version of the roof and corbelled eaves, which is a brick line that stands proud of others, a brick to match existing at St Mary's Way car park and a grey render finish for the Wilton

Road toilets to match the library building. Neither of the toilet sites are within the conservation area.

- 3.3 The St Mary's Way toilets will be demolished and rebuilt on the existing site with a smaller footprint which will enable x3 new car parking spaces to be created. The scheme is relatively straightforward although there needs to be some consultation with Shop mobility as there may be some shared use of utilities that needs to be addressed with the scheme making free use of the services provided by the Council. The preferred option for the Wilton Road toilets is to locate them close to Wilton Road where they will be prominent and convenient for the coach parking. However, this option will entail the potential loss in coach/ car parking spaces and potentially a resultant loss in car parking income. It is recommended that Members instruct officers to do further work to put forward a proposal that ensures that there is no loss of coach parking spaces, this will involve conversion of existing car parking spaces into coach parking spaces. The Car and Coach Parking strategy highlighted how important well located coach parking is for tourism and viability of the town centre. The design for the toilets at Wilton Road does not yet extend to design and pricing for replacement coach parking and this needs to be included within the brief for additional works by consultants and the business case for the project.
- 3.4 An expression of interest has been made for LLEP funding to develop Wilton Road for coach parking by the Corporate Policy Officer. The Town Centre Managers are following this up however it is unlikely that the timescales match.
- 3.5 Subject to the outcome of the Task Group meeting it is anticipated that the next steps for this project are for officers to take a similar report to consult with the Town Area Committee and then complete any outstanding actions and put together the business case aiming to go to the relevant Committees in November 2016. A copy of the Project Plan is attached at Appendix C.

### 3.6 **Operational Issues**

The operational issues that need to be considered are listed at Appendix B and Members are requested to provide guidance on what assumptions should be made for drawing up the business case.

## 4.0 **POLICY AND CORPORATE IMPLICATIONS**

- 4.1 The provision of public conveniences is not a statutory requirement however Members have recognised that it is important for the town to have a public convenience provision.

## 5.0 **FINANCIAL AND OTHER RESOURCE IMPLICATIONS**

- 5.1 The two existing toilets are both in need of considerable capital investment. With capital investment in semi automatic toilets to replace existing service provision there is an opportunity for facilities to be improved as well as significant annual revenue savings to be achieved from this project. Present estimates, based on 3 cleans per day suggest that annual savings of circa £63k can be achieved from an initial capital investment of circa. £313 k which is made up as follows :-.

<b>Construction of Wilton Road</b>			
Build costs	£ 151,000.00		
Professional fees	£ 10,000.00		
Planning & Building fees	£ 2,000.00		
Total costs		£ 163,000	
<b>Construction of St. Mary's Way</b>			
Build costs (including demolition)	£ 132,000.00		
Professional fees	£ 10,000.00		
Planning & Building fees	£ 2,000.00		
		<u>£ 144,000</u>	
Gross project costs		<b>£ 307,000</b>	
Inflation provision			<u>£ 6,000</u>
			<b>£ 313,000</b>

The projected costs have increased since preparing the project mandate, however projected annual savings have also increased. The costs shown do not include any one off staff costs that may be incurred and officers are investigating these in time for November committee they also do not show any costs for new car park layout for Wilton Road these will be shown in the business case.

- 5.2 A budget of £10k was approved to progress the project to business case and to enable a planning application to be made for Park Lane toilets. Additional consultancy monies will be required to progress the project from business case to practical completion. Officers have received a quotation of £23,500 for this additional work and further quotations will be obtained the figures above show £20k for professional fees to include design of car park for Wilton Road.
- 5.3 A capital receipt is expected to be generated from the disposal of Park Lane toilets, subject to obtaining planning permission for residential re-development a net capital receipt of circa. £30-32k is anticipated. Wilton Road toilets would also be expected to generate a capital receipt after the replacement toilets are provided.
- 5.4 Any capital receipt is likely to be received after the new facilities are constructed. This would mean the total funding would need to be provided from existing capital receipts a portion of which could be replenished later following any disposals. It is possible that LLEP funding may be secured for the Wilton Road project which would reduce the net capital cost of this project to the Council however the timing of grant funding may not fit with the council's project timeline.
- 5.5 The estimated revenue saving in the region of £70k per annum from the introduction of semi automatic toilets has been factored into the MTFs when arriving at the £900k shortfall. Should the project not progress this would increase the estimated deficit. There could be one off revenue costs relating to the implementation of the new operational arrangements as a result of staffing implications.

**6.0 LEGAL IMPLICATIONS/POWERS**

6.1 The proposals and recommendations within this report are likely to impact on existing staff working at the toilets and Human Resources and legal advice will continue to be taken accordingly.

**7.0 COMMUNITY SAFETY**

7.1 Replacing the existing toilets with the proposed modern design semi automatic toilets means that there will no longer be a lobby area within the toilets and this is expected to reduce the likelihood of misuse of the toilets.

**8.0 EQUALITIES**

8.1 The proposed modern semi automatic toilets are unisex, removal of the turnstiles in the existing toilets will improve access to toilets for parents with buggies and customers with access issues, and customers carrying goods. Once designs are put forward an Equalities Impact Assessment will be undertaken.

**9.0 RISKS**

9.1 The risks of the project are as set out below:

**Probability**  
↓

Very High A				
High B		1,2		
Significant C		3,4		
Low D			5	
Very Low E				
Almost Impossible F				
	I Negligible	II Marginal	III Critical	IV Catastrophic

→  
**Impact**

<b>Risk No.</b>	<b>Description</b>
1	If the current services are not improved the facilities will continue to deteriorate causing high customer dissatisfaction
2	If revenue savings are not generated from this project then the Council will need to realise savings from another service area.
3	Requirement to comply with Contract Procedure rules may delay project and cause additional cost of consultants through non-continuity
4	If preferred design is not agreed upon by different groups of Members, this may cause delays in project and cause additional cost
5	Preferred design selected is at a higher cost resulting in the need to commit more of the Council's scarce capital resources

## 10.0 CLIMATE CHANGE

10.1 There are no specific climate change implications as a result of this report

## 11.0 CONSULTATION

11.1 Between January and March 2016 the Council has been working to engage the views of residents, community and access groups, local businesses , tourists, Council staff and Members on the options presented in regards to Public Conveniences within Melton Mowbray town centre. Over 200 people have directly engaged in the survey or have actively participated in the consultation process. The outcomes of this consultation have previously been reported in detail to Members and have shaped the development of the project to date.

## 12.0 WARDS AFFECTED

12.1 All Wards are affected.

Contact Officer        David Blanchard

Date:                      9 September 2016

Appendices :            Appendix A – William Saunders Report  
Appendix A1 – St. Mary's Way Presentation  
Appendix A2 – Wilton Road Presentation  
Appendix A3 – Wilton Road Site Plan  
Appendix B – Operational Issues  
Appendix C – Project Plan

Background Papers:    Consultation responses  
Committee & Task Group Papers and minutes

Reference :              X : Committees\2016 17\220916\ Public Conveniences Report