



**Date:** Monday 12 June 2017

**Title:** Multi-Storey Car Park Public Conveniences

**Purpose of the Report:** To advise Committee of the proposed refurbishment activity.

**Contact Officer:** Vivien Cannon, Head of Economic Development Services

<b>Corporate Objective/s</b>	LLTC Three Year Plan – To promote and develop a vibrant town through partnership working and initiatives including management of the street market, provision of town and community promotions, town centre enhancements, tourism and practical support for local businesses.	
<b>Implications:</b>		
<b>Financial</b>	√	Earmarked reserves of £56K are in place to undertake the works.
<b>Operational/ Service delivery</b>	√	Some interruption to service delivery may occur – customers will be signposted to the new Parson's Close recreation ground toilets and work may be phased to allow temporary use of disabled / baby changing facilities when male and female toilets are out of service.

## 1. RECOMMENDATION/S

Should members be minded, the proposals are:

- 1.1 To endorse the refurbishment of the public conveniences and use of earmarked reserves of £56k (970/9055) as listed in Appendix A (attached) for this purpose.
- 1.2 To endorse the use of the Council's retained surveyor to oversee the work.

## 2. BACKGROUND

- 2.1 The Council entered into a 15 year lease with Central Bedfordshire Council (CBC) for the management of the public conveniences at West Street car park in June 2012, expiring June 2026.
- 2.2 The facility has a dedicated annual budget of £5K (413) for repairs and maintenance and earmarked reserves of £56,971 (970/9055 – TBC pending Policy & Finance Committee on 16/06/17) have been accumulated in readiness to undertake low level refurbishment works that address issues of wear and tear. The facility has now been in place for some 10 plus years.
- 2.3 It is proposed to set aside £56K to undertake a low level refurbishment of the facility inclusive of the Council's retained surveyor's fees who will oversee the creation of the specification for works, tendering and project delivery.
- 2.4 The proposed list of refurbishment activity is attached at **Appendix A**
- 2.5 As part of the Town Council's lease arrangements, the Council is obliged to notify CBC of its intention to undertake works prior to being able to commence work. An email was sent to CBC in late May 2017 to this effect.

Outline work items at  
West Street Public Toilets

Work to include the overhaul of existing decorative finishes and the service of existing mechanical and electrical installations to provide an extended life of 5-10 years excluding day to day maintenance and repairs to the men's, ladies, baby changing and disabled toilet facilities and entrance lobby serving West Street Public Toilet facilities.

Works include (in priority order):

- Redecorate all previously decorated surface, generally comprising ceilings of all WC facilities and entrance lobby joinery
- Undertake localised repairs and touch in melamine finishes to all cubicle panels, doors, integrated units and lobby joinery
- Redecorate non-slip floors of the WC facilities with a new non-slip decorative finish
- Apply a non-slip vinyl sheet covering to the entrance lobby
- Remove five of the nine hand towel dispensers and replace with low energy electric hand-dryers.
- Blank redundant ventilation grills
- Renew all push taps and toilet flush controls serving the toilets and hand basins with handles
- Repair baby changing room door latch and catch, replace the latch with a handle
- Replace all ceiling light fittings with low energy, day light fittings and bulbs
- Renew disabled WC heater
- Service and put back in working order all panel locks
- Replace pre-finished panels behind toilets where inset toilet roll holders are present, supply and fit large toilet roll holders in line other town public toilet fittings
- Install a footfall counter on the men's, ladies, baby changing and disabled facilities to collate the number of users in the cleaners cupboard
- Install full height mirrors in the ladies and gent's WC's
- Supply and install solar PV panels in a location to be agreed to provide power to the WC lighting, ventilation and hand dryers