

TERMS OF REFERENCE

Review Title: Public Loo Review

Purpose and Objectives

The purpose of this review is to undertake consultation on phase 1 of Bath & North East Somerset's Public Convenience Strategy, which outlines proposals to close 16 public conveniences.

The review is being undertaken by Bath & North East Somerset Council's **Planning, Transportation, Economy & Sustainability overview & scrutiny panel** prior to a decision being taken. The Panel's findings will be made available to the Executive Member, Councillor Rosemary Todd, to inform her decision on phase 1 of the strategy.

The objective of the review is to allow wider public consultation on the proposals.

Scope

Review to specifically include:

- Consultation on the proposals (phase 1 only – closure of 16 WC's).

To achieve its objective, the panel will consider:

- Alternatives to council provision – e.g. private sector provision with public access
- Current practice in other authorities, including historic cities and tourist locations – a research paper will be prepared by the Waste Management service.
- Links to the Council's Pedestrian Routes.
- Links to Public Sector Agreement (PSA) funding & targets.
- Whether the council has any statutory responsibilities
- Comments from the public, business and community organisations.
- Effects on night time economy.
- Disabled access provision.
- Aspects of public health.

Outputs of this Review

- This review will inform the Executive decision on phase 1 of the WC Strategy and any impacts of phase 1 on future phases 2 & 3.
- Notes & papers from a public O&S meeting (21 November)
- A summary of comments to the Executive Member may be defined on the day of the meeting.

Constraints

- For consideration by the executive member, the overview & scrutiny panel is asked to submit its findings as soon as possible. A public review meeting has been set for 21 November. Summary comments may be prepared at that meeting for immediate referral to the Executive Member.
- The review must be managed within the budget available to the Panel.

- The review will be carried out in accordance with the Bath & North East Somerset Council Overview and Scrutiny project management processes.
- Project Management resource is available from the Corporate Performance Unit (2 days per week)

Project Team

Chair of Panel:	Cllr Peter Metcalfe
Strategic Director:	Clive Thomas (Economic & Environmental Development)
Waste Services :	Richard Robertson (Head of Waste Management and Zero Waste) Gordon Cornelius (Project Officer)
Project Manager:	David Langman (Corporate Performance Unit)
Democratic Services:	Michaela Newton (Committee Administrator)

Outline Project Plan

Date	Stage
1 October 2003	Executive referred issue to Overview & Scrutiny
6 October	Private review scoping meeting
23 October	Private panel meeting to agree Terms of Reference for review
Mid October & early November	Research & Consultation: <ul style="list-style-type: none"> • Detailed background briefings for the Panel • Market research • Site visits • Press / media & posters to publicise review & invite public comment • Witness / contributor selection & briefing • Benchmarking
21 November	Public meeting: <ul style="list-style-type: none"> • Public speaking • Contributor presentations / interviews • Panel draws conclusions & makes recommendations Summary of comments