

## Overview & Scrutiny Briefing Note 26<sup>th</sup> September 2019

### Public Convenience Review Timetable

#### Background

Overview and Scrutiny Committee requested a timetable for the review of Public Convenience provision, in particular, Disabled toilets. The following information is a summary document for Members ahead of the meeting.

#### Current Provision

Leamington Spa		Facilities
1	Jephson Gardens	M F D
2	Regent Grove	M F D
3	Crown Way	M F D
4	Victoria Park	M F D
5	Leamington Cemetery	D
6	Brunswick Street	M F D
Warwick		
7	Pageant Gardens	M F D
8	Warwick Market Place	M F D
9	St Nicholas Park	M F D
10	Myton Fields	M F D
11	Warwick Cemetery	D
Kenilworth		
12	Abbey End	M F D
13	Abbey Fields	M F D
14	Kenilworth Cemetery	D

Cleaning frequencies vary dependant on the time of year and are carried out currently by Kingdom Cleaning, this contract is due for renewal in March 2020. All disabled toilets are accessed with a RADAR key which is a Nationally approved key scheme for access to disabled toilets. The Ranger Service carry out daily inspections of the PC's in Jephson Gardens, St Nicholas Park, Myton Fields & Abbey Fields and report any issues directly to the contractor. The remainder of the toilets are inspected on an ad-hoc basis by the contract administrator within the Housing Team.

The responsibility for the Building Cleaning Contract which includes the cleansing of Public Conveniences will transfer to the Contract Services within Neighbourhood Services in April 2020 to coincide with start of the new cleansing contract. The Contract Services team are currently working on the tender for the new Building Cleaning contract and will oversee the review of the Public Convenience provision.

#### Proposed Actions and Timelines

	Action	Completion Dates
1.	Appraisal of the current Public Convenience cleansing arrangements.	September 2019
2.	Review of the existing Public Convenience operating procedures and monitoring responsibilities.	October 2019
3.	Tender Process for new Building Cleaning contract which includes the cleansing specification for the Public Conveniences.	Award new contract December 2019, implementation April 2020.
4.	Develop the programme for any physical improvements to Public Conveniences from the Assets Team PPM review.	February 2020

5.	Review the customer interaction processes either physical or electronic, and the access to and type of information available on our website.	March 2019
6.	Options Appraisal for actions 4 & 5	April 2020

**Next Steps**

To supply the Overview and Scrutiny Committee with an update on progress in February 2020.