

**TAVISTOCK TOWN COUNCIL
BUDGET AND POLICY COMMITTEE
24TH JULY, 2019
BRIEFING NOTE
PUBLIC CONVENIENCES IN TAVISTOCK**

1. INTRODUCTION

1.1 The Committee will recall that, at its Meeting on 19th February, 2019 it considered proposals from the Borough Council (WDBC) to either convey public toilets currently in its ownership to the Town Council, or to close them. Subsequently the Town Council further considered the matter at its meeting on 5th March, 2019 at which time it undertook, inter alia, to:-

- a) *agree, in principle, to assuming responsibility for the operation of up to two public conveniences in Tavistock which were currently operated by West Devon Borough Council in order to prevent their closure and loss of amenities, commencing April 2020;*
- b) *pursuant to the above, and subject to survey and legal advice, the Council;*
 - (i) *Guildhall Car Park Toilets - accept the offer of the freehold of the Guildhall Car Park Toilets;*
 - (ii) *Bedford Car Park Toilets - subject to the availability of the premises on a non full repairing lease and without application of WDBC 'staff/vehicle costs', accept the offer of a suitably framed lease for the operation of the Bedford Car Park Toilets;*
- c) *that Officers be authorised to proceed with the necessary arrangements pending any further instructions of Council*

2. CURRENT POSITION

2.1 In the intervening period requests have been made, on a number of occasions, for draft Heads of Terms (HoT's) for the identified premises from the disposing authority. These are needed in order that, variously:- negotiations may commence as to the basis on which a transfer might occur, to conduct associated due diligence with regard to the condition of the premises, the operation of the cleaning contract and any other appropriate matters which may be identified. A recent assurance has been received that the draft HoT's will be available by the end of July.

- 2.2 Given the significant financial implications for the Council, the level of Community interest and extent of preparatory (prior to transfer on 1st April, 2020) work that needs to be undertaken the Council may consider it appropriate to set up a body of Members to be involved with, oversee and make recommendations in connection with transfer arrangements. In the circumstances, and in view of the potential organisational/financial implications, a sub-committee of up to 4 Members, reporting to Council via the Budget and Policy Committee is proposed.

3. CONCLUSIONS AND RECOMMENDATIONS

- 3.1 In view of the significant implications of the prospective transfer of public conveniences from the Borough Council to the Town Council it is

RECOMMENDED THAT

- a) a Public Conveniences Sub-Committee of not more than 4 members who may be drawn from the whole of Council Membership (plus in addition the Chairman and Vice Chairman of Budget and Policy-Committee ex-officio voting) be appointed;
- b) Same to be charged to review and make recommendations in connection with the proposed transfer and future operating arrangements (leading up to 1st April 2020) of Public Conveniences scheduled to be transferred to the Town Council in order to facilitate a timely, informed and co-ordinated transfer of services.

**CARL HEARN
TOWN CLERK
TAVISTOCK TOWN COUNCIL
JULY 2019**