

**BRIDGNORTH TOWN COUNCIL
TOWN COUNCIL MEETING
15th June 2021**

LJ/2021

4th June 2021

REPORT TO TOWN COUNCILLORS

AGENDA ITEM 9 – SEVERN PARK PUBLIC TOILETS

AIM

1. To approve additional expenditure on the servicing of mobile toilets on Severn Park due to increased usage.

BACKGROUND

2. The Town Council sites 3 mobile toilets on Severn Park during from Spring through to early Autumn. The budget allows for one clean/service per week with some capacity to have additional services over bank holiday weekends.
3. Our direct labour force (DLF) inspect the toilets regularly and over the past 2 weeks they have noted that the toilets are becoming soiled or in need of replenishment (toilet roll) much more often than would normally be the case and the DLF Supervisor has suggested that the toilets need servicing at least 2 but probably 3 times a week if we are to maintain an acceptable service for the public.
4. Following consultation with the Deputy Mayor (the Mayor was away at the time) on Friday 4th June the Town Clerk authorised additional spending on the mobile toilets with immediate effect.

DISCUSSION/ COMMENT

5. Extract from email from the Town Clerk and the Deputy Town Mayor (4 Jun 21).
We have 3 x temporary toilets at Severn Park. In normal years we have them cleaned/serviced once a week other than on bank holidays when we have extra cleans. In the current climate we are having far greater numbers of visitors and the toilets appear to need a clean perhaps 3 times a week instead of the standard one. I wish to with immediate effect instruct the Outdoor and Property Manager to commission as many (up to 3 per week) cleans as is necessary to maintain suitable toilet provision over the course of the next few months, are you content with this decision?

Car parking income for the past 2 months is just over £12k compared to last year when over the same 2 months we took £49 (forty-nine pounds only). If all things remain equal (which they might not of course) then we are looking at a potential income of £12k above that reached last year (£46k).

Current weekly cost is £75 (for one visit to service 3 toilets). Additional cleans (for all 3) are £40 per visit. Potential budget overspend might be £1040 up to the end of August. Of course, should demand reduce then we will reduce the number of cleans to an appropriate level.

Standing orders allow me (in consultation with the Mayor) to approve emergency spending – provided that we report it the Council at the next available opportunity, which of course we will do.

6. Extract from email from the Deputy Town Mayor and the Town Clerk (4 Jun 21) in response.

I confirm that I approve of your proposal, especially given the very warm weather, because we will be inundated with visitors to Severn Park and the expected higher income from the car parking charges should be much greater than the envisaged extra costs of the additional cleaning.

FINANCIALS

7. The budget for Severn Park mobile toilets is within Cost centre 260 Nominal Ledger 4215 and is set at £3.5k. It is likely to be insufficient to fund more than 2 services per week and bank holiday weekend extra services (additional bank holiday weekend cleaning comes with enhanced costs).
8. Should demand for servicing reduce shortly then the proposed additional costs might fall within budget. It is not considered necessary at this time to increase the budget for mobile toilets. The Council will however want to be aware of that risk. The RFO will monitor expenditure over the next month or 2 and alert the Council if the budget would need increasing.
9. Some provisional acceptance of a budget overspend of up to £1k might provide the operational manager to deliver the required service without overtight budgetary constraints.

SUMMARY

10. The Town Clerk and Deputy Mayor agreed on 4th June that there was a need to urgently address the matter of enhancing the mobile toilet serving provision, above that which was envisaged when setting the budget (one service per week).
11. Wisely, the budget did provide for some contingency funds. It might be that the contingency will not be sufficient and some close monitoring of the spend will need to be undertaken over the course of the next 2 months.

RECOMMENDATION(s)

12. It is recommended that the Town Council RESOLVES:

To delegate to the Town Clerk to commission as many (up to 3 per week) cleans as is necessary to maintain suitable toilet provision on Severn Park over the course of the next few months provided that the budget set is not exceeded by more than £1k.



Lee Jakeman
Town Clerk