

democraticservicestdc@teignbridge.gov.uk

E-mail:

21 July 2025

FULL COUNCIL

To all Members of Teignbridge District Council

A meeting of the **Full Council** will be held on **Tuesday, 29th July, 2025** in the **Council Chamber, Forde House, Brunel Road, Newton Abbot, TQ12 4XX** at **11.00 am**



Phil Shears
Managing Director

Please Note: Filming is permitted during Committee meeting with the exception where there are confidential or exempt items, which may need to be considered in the absence of the press and public. By entering the Council Chamber you are consenting to being filmed.

A G E N D A

Part I

1. **Apologies for absence**
2. **Minutes** (Pages 3 - 10)
To approve as a correct record and sign the minutes of the previous Council meeting.
3. **Announcements (if any)**
Announcements only from the Chair of Council, Leader, Members of the Executive or the Managing Director.
4. **Declarations of interest (if any)**

5. **Public Questions (if any)**

Members of the public may ask questions subject to procedural rules. A maximum period of 15 minutes will be allowed with a maximum period of three minutes per questioner.

6. **Petitions**

The Chair of the Council to receive any petitions submitted by Members of the Council or Members of the Public.

7. **The Provision of Public Conveniences**

(Pages 11 - 78)

To seek approval to dispose of public conveniences.

8. **Review of the Equality and Diversity Policy - Notice of Motion**

To report the outcome of the Overview and Scrutiny Committee held on 13 May 2025 as follows, regarding the Notice of Motion deferred to Overview and Scrutiny from the Council meeting 29 October 2024.

The Overview & Scrutiny Committee has satisfied itself with the information received which has been thoroughly considered and recommend that officers provide an update to this committee once the Statutory guidance has been published and officers have had the opportunity to consider the implications.

The link to the Overview and Scrutiny Agenda of 13 May 2025, full minutes and background papers is:

<https://democracy.teignbridge.gov.uk/mgChooseDocPack.aspx?ID=3747>

9. **Changes to the Constitution - Audit Scrutiny, Procedures and Standards Committees**

(Pages 79 - 88)

To seek approval from the Council to change the Constitution relating to the Audit Scrutiny, Procedures and Standards Committees to rename the Audit Scrutiny Committee to the Audit Committee and the formation of a Governance Committee.

10. **Committee Seat Allocation**

Report to follow.

11. **Councillor Questions (if any)**

Members of the Council may ask questions of the Council subject to procedural rules. Members have no more than 1 minute to ask a supplementary question. The total time allowed/allotted for Member questions and answers is 30 minutes.

Part II: Items suggested for discussion with the press and public excluded

If you would like this information in another format, please telephone 01626 361101 or e-mail info@teignbridge.gov.uk

FULL COUNCIL**20 MAY 2025****Present:**

Councillors Atkins, Bradford, Bullivant, Buscombe, Clarence, Cox, Daws, Dawson (Chair), Farrand-Rogers, Foden, Gearon, Hall, Hayes, Hook, Horner, Jackman, James, Keeling, MacGregor, Major, Morgan, Mullone, Nutley, Nuttall, Palethorpe, P Parker, Parrott, Peart, Purser, Radford, Rogers, Rollason, Ryan, Sanders (Vice-Chair), Smith, Steemson, Swain, G Taylor, J Taylor, Webster and Williams

Apologies:

Councillors Goodman-Bradbury, Henderson, Lake, C Parker, Thorne and Wrigley

Officers in Attendance:

Trish Corns, Democratic Services Officer
Christopher Morgan, Trainee Democratic Services Officer
Phil Shears, Managing Director
Paul Woodhead, Head of Legal & Democratic Services and Monitoring Officer
Charlie Fisher, Democratic Services Team Leader designate

107. CHAIRS ANNOUNCEMENTS

The Retiring Chair: welcomed Cllr Horner to the Council, elected in the recent by-election for Teignmouth West ward; thanked Cllrs for the opportunity to serve as the Council's Chair for the last 12 months; and referred to the welcome she had received from residents, and the events she had attended. The Chair's own hosted event *International Day of Happiness* to unite people had highlighted shared values across the population. The event was well received and met the aim. It was attended by the High Sheriff of Devon and other Devon Mayors and Chairs, all of whom gave positive feedback on the success of the event. Other events that the Chair had attended over the year included the 80th anniversary of VE Day, and meeting families of those who had lost their lives.

The Retiring Chair thanked the senior leadership team and all staff who had supported her over the year, and all staff who she found are dedicated in supporting Teignbridge's residents, particularly the vulnerable, visitors and businesses.

108. ELECTION OF CHAIR OF COUNCIL 2025/26

The Leader proposed that Cllr Steemson be elected Chair of the Council for the 2025/26 municipal year. This was seconded by the Deputy Leader and

RESOLVED

Cllr Steemson be elected Chair of the Council for the 2025/26 municipal year.

The Chair read and signed the Declaration of Office in the presence of the Managing Director.

109. ELECTION OF VICE-CHAIR OF COUNCIL 2025/26

The Leader proposed that Cllr Major be elected Vice-Chair of the Council for the 2025/26 municipal year. This was seconded by the Deputy Leader and

RESOLVED

Cllr Major be elected Vice-Chair of the Council for the 2025/26 municipal year.

The Vice-Chair read and signed the Declaration of Office in the presence of the Managing Director.

110. MINUTES

It was proposed by the Leader, seconded by the Deputy Leader and

RESOLVED

The Minutes of the meeting held on 25 February 2025 be approved and signed by the Chair as a correct record.

111. ANNOUNCEMENTS

The Chair thanked Cllrs for his appointment and the opportunity to lead the Council to do its best for local communities and residents.

The Leader announced the following:

- Local Government reorganisation The Government has advised in its recent letter on the interim plan that it welcomes how councils have come together to share proposals. It requested that Councils look at: effective collaboration between all councils, to build strong relationships, agree ways of working and effective data sharing so that final proposals use same assumptions and data sets.

Work would continue at pace working with the new administration at Devon County Council to provide the Government with final proposals detailing how the data and evidence will support all the outcomes and assessment criteria.
- Teignmouth Hospital The Government's final decision was disappointing. The Council was working with Teignmouth NHS practices to secure a site for approval.
- He would be proposing Chairs, Vice Chairs of committees and positions on outside organisations during the meeting. He would be proposing that the joint opposition take the roles of Chair and Vice Chair of Overview and Scrutiny committee that scrutinises and challenges the Executive administration.

The Managing Director referred to Councillor local government reorganisation workshops to be arranged and which the Director of Place, Economy and Assets would be leading on.

112. DECLARATIONS OF INTEREST

None.

113. COMMITTEE SEAT ALLOCATIONS

The Chair advised that in accordance with Section 3 of the Constitution paragraph 3.3.2 (d) Full Council today would appoint committee membership including the chairs and vice chairs of committees.

The Chair also referred to additional papers that had been tabled:

1. Detailing an alternative option for paragraph 3.1 of the circulated agenda report, which allocated the two remaining seats to the Liberal Democrats: 1 seat each on Planning and Licensing and Regulatory Committees.

The circulated agenda report detailed two unallocated seats from the calculation of committee seats in accordance with political representation, and an option as to where these unallocated seats could be allocated.

2. Detailing the committee membership nominations from Group Leaders including Chairs and Vice Chairs as follows:
 - Planning Committee- Chair Cllr Sanders, Vice-Chair Cllr Cox
 - Overview and Scrutiny Committee – Chair Cllr Bullivant,
Vice-Chair Cllr Thorne
 - Licensing and Regulatory Committee - Chair Cllr Hayes
Vice-Chair Cllr Rollason
 - Audit Scrutiny Committee- Chair Cllr Morgan, Vice-Chair Cllr Steemson
 - Standards Committee – Chair Cllr Nuttall, Vice-Chair Cllr Bullivant

It was proposed by the Leader and seconded by the Deputy Leader that the alternative option as tabled at the meeting for the allocation of seats be approved which allocated the two remaining seats to the Liberal Democrats: one seat each on Planning and Licensing and Regulatory Committees.

An amendment was proposed by Cllr Clarence and seconded by Cllr Macgregor that both the Planning, and Licensing and Regulatory Committees both be increased from 11 to 13 seats.

The Managing Director explained the calculations of the political representation and allocation of seats which had resulted in 2 unallocated seats.

At this juncture the meeting adjourned to enable calculation of seats for the scenario of the Planning, and Licensing and Regulatory Committees being increased from 11 to 13 seats.

On reconvening the Managing Director advised on the recalculations.

A vote was taken on the amendment that both the Planning and Licensing and Regulatory Committees be increased from 11 to 13 seats. This was LOST by 13 votes for and the majority against.

The vote was then taken on the original proposal that the alternative option as tabled at the meeting for the allocation of seats be approved which allocated the two remaining seats to the Liberal Democrats: one seat each on Planning, and Licensing and Regulatory Committees. This was CARRIED by 22 votes for, 16 against and 3 abstentions.

RESOLVED

1. The seat allocations as set out at paragraph 3.1. of the alternative option circulated at the meeting be approved
2. Councillors be appointed to the committees and chair and vice-chair positions as set out above, as circulated at the meeting,
3. Group Leaders be required to advise the Democratic Services Team Leader of any changes to committee membership during the current administration within 24 hours of the change occurring.
4. Give effect to the appointment of individual members as proposed by the Group Leaders.

114. AMENDMENTS TO THE CONSTITUTION

Consideration was given to the agenda report on proposed amendments to the Constitution which had resulted in the culmination of a collaborative approach undertaken by a cross-party working group facilitated by CFGS.

It was proposed by Councillor J Taylor and seconded by Councillor Macgregor that the matter be deferred until the working group have signed off the changes.

It was noted that the proposed changes were those discussed and agreed by the working group and would have been fed-back from the working group members to their political groups.

The working group consisted of the Chair and Vice Chair of the Council, the Leader and Deputy Leader, the Group Leaders, representatives of the political groups and an Independent Non-Aligned member.

A vote was taken on the proposal as set out above. This was LOST by 10 votes for, 26 against and 4 abstentions.

The Deputy Leader proposed that the recommendations as set out in the agenda report be approved. This was seconded by the Leader and was CARRIED by a majority vote for and 2 abstentions.

RESOLVED

The proposed changes to the Constitution as set out as attached appendices to the agenda report as follows be approved.

- a) Questions requiring notice (Paragraph 4.7.3.) Appendix 1
- b) Motions on Notice (Paragraph 4.9) Appendix 2
- c) Extraordinary General Meetings (Paragraph 4.3.3) Appendix 3
- d) Amendments to Motions (Paragraph 4.8.6) Appendix 4

e) Motions without notice (Paragraph 4.10) Appendix 5

115. OVERVIEW AND SCRUTINY ANNUAL REPORT

Councillor Sanders, the Chair of Overview and Scrutiny (OS) Committee 2023-2025 presented the OS Annual Report covering the two years 2023-2025, which summarised the work of the Committee achievements, successes, changes and improvements brought about to Council services by the OS role. Councillor Sanders referred to the focused positive engagement by Members, OS and the Executive working together, the scrutiny achievements, changes made and that looking forward, the OS role could continue to grow and deliver more improvements to efficiency and effectiveness for the Council while safeguarding its financial security and driving improvement in public services for the community.

Several task and finish groups, and review group had been established to scrutinise issues and bring about changes and improvements to services, particularly that of the Medium-Term Financial Plan Review Group which was ongoing. This group scrutinised finance from the issue-based perspective and enabled the Council to make savings for the 2025/26 and ongoing budgets. This group would continue to scrutinise the Council's finances during the Council's current administration.

Councillor Sanders thanked all Councillors, Officers, representatives of partner authorities and outside organisations, witnesses and members of the public who had engaged with OS, whose contributions towards the work of OS was essential and appreciated.

The meeting expressed appreciation and thanks to Councillor Sanders for the time and effort invested in driving forward the scrutiny function of the Council and making improvements over the past two years.

116. UK SHARED PROSPERITY FUND (UKSPF)

The Executive Member for Economy, Estates and Major Projects, Councillor Palethorpe referred to the agenda report to approve the development and implementation of the Teignbridge District Council Projects Proposal for the UK Shared Prosperity Fund (UKSPF) 2025-26 Investment Plan, and the success of projects supported by the fund in the past.

Previously, UKSPF 2022-25 and the associated Rural England Prosperity Fund 2023-25 has been provided directly to district councils. The UKSPF 2025-26 is being provided to the Devon and Torbay Combined County Authority (DTCCA). It is a transitional grant scheme, representing a further allocation of £900 million across the UK for local investment funding.

It was proposed by Councillor Palethorpe and seconded by the Leader that the recommendation as set out in the agenda report be approved.

RESOLVED

1. The Teignbridge District Council Projects Proposal for the UK Shared Prosperity Fund (UKSPF) 2025-26 Investment Plan that reflects the interventions identified at Section 3 of the agenda report be approved.
2. Authority be delegated to the Director of Place, to implement the Teignbridge District Council Projects Proposal for the UK Shared Prosperity Fund (UKSPF) 2025-26 Investment Plan upon it being approved by Government.

At this juncture the meeting adjourned for a short comfort break.

The following Councillors left the meeting: Councillors Daws, Gearon, Hall, James,, Mullone, Purser and Sanders.

117. DEVON AND TORBAY COUNTY COMBINED AUTHORITY (D&T CCA) – ADVISORY BOARDS AND TEAM DEVON JOINT COMMITTEE

Consideration was given to the agenda report which sought approval for the Constitution of the Team Devon Joint Committee, to formalise working arrangements for all Devon councils working together.

RESOLVED

1. The Council enters into and accepts the Constitution of the Team Devon Joint Committee attached to the agenda report as Appendix 1.
2. The Leader of the Council be appointed as the Council's representative on the Team Devon Joint Committee.
3. The Deputy Leader of the Council be appointed as the substitute for the Leader on the Team Devon Joint Committee when the Leader is unavailable.

118. OUTSIDE ORGANISATIONS

The Chair referred to an updated list of outside organisation nominations which included Team Devon Joint Committee (Minute 117 above refers) circulated at the meeting.

RESOLVED

1. The circulated revised list of representations on outside organisations be approved.
2. The Democratic Services Team Leader be authorised to make the appointments, and variations to the appointments, to the list of Outside Organisations (external organisations) for the duration of the current Council Administration, following notification of nomination and agreement from the Group Leaders.

The list of appointed representatives can be found at the link: [Outside bodies - Teignbridge District Council](#)

119. WASTE TRANSFER STATION INFRASTRUCTURE WORKS

The Executive Member for Environmental services presented the agenda report which sought approval to procure infrastructure works at the Council's Waste Transfer Station, necessary to comply with new legislative requirements.

Cllr Williams proposed that the recommendations as set out in the agenda report be approved. This was seconded by the Leader.

In response to a question from Cllr Bullivant regarding the timeframe of this request given the pending Local Government Reorganisation, the Head of Environmental Services referred to paragraph 3 of the agenda report relating to timeframes and the need to address the issue to comply with new legislative requirements.

It was proposed and seconded that the meeting move into Part 2 as set out on the agenda to discuss cost implications. This was CARRIED.

RESOLVED

That under Section 100(A)(4) of the Local Government Act 1972, the Press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act.

Webcasting of the meeting was paused for the duration of the Part 2 discussions.

The meeting returned to Part 1 of the agenda for the decision to be made in the public forum and the webcasting of the meeting resumed.

A vote was taken on the proposal above that the recommendation as set out in the report be approved. This was CARRIED.

RESOLVED

3. The budget be approved to fund the project works required as detailed in the Part 2 section of the agenda report.
4. Delegated authority be granted to the Head of Environmental Services to award contracts for the related building and recycling infrastructure works, following appropriate procurement processes.

CLLR R STEEMSON
Chair

Teignbridge District Council

Full Council

29th July 2025

Part I

The Provision of Public Conveniences

Purpose of Report

To seek approval to dispose of public conveniences as set out.

Recommendation(s)

The Council RESOLVES to:

- (1) Dispose of the public conveniences as detailed in Section 4.2.
- (2) Close those public conveniences listed in Section 4.2 which have not been disposed of by April 2027.
- (3) Further review those public conveniences as detailed in Section 4.3.

Financial Implications

See section 5.1 for potential financial savings. The impact on the Modern 25 target for savings from public conveniences needs to be factored into any decisions made and alternative savings to be found to meet the ongoing budget gap if not supported.

Martin Flitcroft – Director of Corporate Services

Email: martin.flitcroft@teignbridge.gov.uk

Legal Implications

There are no specific legal implications arising out of this report save that there is an obligation to obtain best value.

See Section 5.2

Paul Woodhead - Head of Legal and Democratic Services (Monitoring Officer)

Email: paul.woodhead@teignbridge.gov.uk

Risk Assessment

See section 5.3

Chris Braines – Head of Environmental Services

Tom Phillips – Head of Assets

Email: chris.braines@teignbridge.gov.uk tom.phillips@teignbridge.gov.uk

Environmental/ Climate Change Implications

See section 5.4
William Elliott – Climate Change Officer
Email: will.elliott@teignbridge.gov.uk

Report Author

Chris Braines - Head of Environmental Services
Email: chris.braines@teignbridge.gov.uk

Executive Member

Cllr Peter Williams - Executive Member for Environmental Services.
Cllr David Palethorpe – Executive Member for Assets, Economic Development, Major Projects and Communications.

Appendices/Background Papers

- Appendix 1: Proposed Project timeline following committee approval.
- Appendix 2a: Charts showing responses to the multiple-choice questions from the public consultation approved by Full Council in October 2024.
- Appendix 2b: A summary, with supporting statistics, of anonymised responses to the free-text questions from the public consultation approved by Full Council in October 2024.
- Appendix 3: Facilities Review and Scoring Information
- Appendix 4: Members Briefing Presentation Slides
- Appendix 5 – Equalities Impact Assessment

1. Introduction/Background

1.1 Public conveniences are a discretionary service provided by some local authorities. Teignbridge District Council currently provides 22 public conveniences across the district. Further details are available online here [Public toilets - Teignbridge District Council](#).

1.2 The Modern 25 programme, based on the Ignite report and benchmarking against authorities with a similar profile, identified that the Council's spend on public conveniences is greater than comparable authorities. It recommended a review of provision to ascertain if current levels are providing best value and a target ongoing annual saving from the service of £250,000. Further detail on the benchmarking is included in Appendix 4.

1.3 As part of the Medium-Term Financial Plan (MTFP) estimated cost savings from the review of public conveniences have been forecast.

1.4 The Council gave approval on 29th October 2024 [Agenda for Full Council on Tuesday, 29th October, 2024, 10.00 am - Teignbridge District Council](#) (item 71) to review all potential options for the provision of public conveniences in Teignbridge.

1.5 Numerous neighbouring authorities have undertaken similar exercises, and reduced provision or adjusted running models. Examples include Dartmoor National Park, East Devon, North Devon, South Hams and Torbay.

1.6 There are existing successful models of public conveniences within Teignbridge being provided by Town and Parish Councils. Examples include Abbotskerwell, Bishopsteignton, Bovey Tracey, Christow, Exminster, Ipplepen, Kingskerswell, Teignmouth and Ogwell.

2. Public Consultation

2.1 Following Full Council approval on 29th October 2024 a comprehensive open public consultation exercise was undertaken.

2.2 All Town & Parish Councils were contacted, and easy access QR code posters were displayed in all public conveniences, leisure centres and on our website and social media channels inviting feedback.

2.3 The consultation utilized a digital platform with alternative paper options offered for those wishing to respond in writing. The consultation ran from 12 November 2024 to 23 December 2024. A total of 5,577 responses were received.

2.4 A full set of responses to the closed option questions is attached to this report as Appendix 2a. A summary of the contents of the free text responses is also included as Appendix 2b.

2.5 The responses were generally in favour of the Council continuing to provide public conveniences. The most important facilities to residents and visitors aligned with usage levels.

2.6 Themes from the responses included

- 45% of people said they would be prepared to pay to use the facilities,
- 35% reported that they have had difficulty accessing alternative facilities,
- 83% reported that the conveniences were well maintained,
- 33% respondents confirmed they had a long-term limiting illness or condition.

3. Facility Review

3.1 A comprehensive assessment of existing public conveniences has been completed as part of the review into provision.

3.2 Each site has been scored as detailed in the table below against the following three criteria.

- Usage – based on consultation, footfall data and water consumption.
- Costs – factoring in ongoing revenue costs.
- Strategic importance – incorporating the following considerations.
 - The provision of changing places and disabled facilities
 - Facilities linked to other Council Owned assets, examples include Decoy Country Park and Dawlish Lawn.
 - Coverage – accounting for the number of facilities in any given location.
 - Liquidity – the anticipated ease of disposal, including exiting a Council lease, sale of freehold or leasing.
 - Ownership status – whether owned or leased and the details of any arrangements in place.
 - Alternative uses / value – whether the assets hold any prospect value for alternative uses.

Further details in relation to the scoring for each facility are included in Appendix 3: Facilities Review and Scoring Information.

3.3 In addition, the following facilities were considered independently due to their current circumstances.

- Newton Abbot, Market Walk – currently closed awaiting Market Walk redevelopment which will include a new public convenience provision at street level. It is anticipated that management of these public conveniences will be linked to a management contract / agreement. The current facility will be repurposed. Recommended the new facility remains closed until a suitable management contract is in place and the Market Hall has formally opened.
- Bakers Park – the convenience block here has been recently constructed and already has a payment system installed and linked to a Teignbridge park with a concession opportunity. Recommend no changes to this facility.
- Teignmouth Point – Teignmouth Town Council are providing alternative provision in the vicinity which would render this facility surplus. Recommend this facility is closed and alternative uses explored to repurpose or dispose following the completion of the Town Council site.
- Brunswick Street, Teignmouth - closed for over a decade. Teignmouth Town Council are providing alternative provision in the town and this location was considered surplus by them. Recommend this facility remains closed and suitability for alternative uses to repurpose it are explored.
- Newfoundland Way, Newton Abbot - already Town Council run on an occupational lease. Recommended this facility is closed or transferred.

4. Recommendations

4.1 Table 4.1 shows the scores following the public convenience site reviews.

Table 4.1 Site scores following review

Facility Location	Score /15
Dawlish Boat Cove	11
Dawlish Lawn	10
Dawlish Warren Beach Walk	10
Shaldon Ness Tunnel	10
Dawlish Warren Car Park Beach Road	10
Newton Abbot, Station Road	9
Newton Abbot Decoy Park	9
Ashburton Kingsbridge Lane	8
Starcross Strand	8
Widcombe in-the-Moor	8
Newton Abbot Cricketfield Road	8
Dawlish Barton Hill	6
Moretonhampstead Court Street	6
Kingsteignton The Fountain	6
Dawlish Sandy Lane	6
Lustleigh	6
Newbridge Widcombe in-the-Moor	5
Shaldon The Strand	5
Chudleigh Car Park	4
Buckfastleigh Victoria Park	3

4.2 It is proposed that public conveniences with a score of 8 or below, and those proposed in Section 3.3 are classified as 'In Scope' for disposal, or closed, if no alternative provider can be found by April 2027. Disposals will prioritise transfers to Town & Parish Councils, or other interested parties, with sites remaining as public conveniences, with authority delegated to the Head of Assets to agree terms. The 'In Scope' public conveniences are listed in Table 4.2.

Table 4.2 In Scope Public Conveniences

Facility Location	Score /15	Annual Cost 2024/25
Ashburton Kingsbridge Lane	8	£19,346
Starcross Strand	8	£18,519
Widcombe in-the-Moor	8	£18,200
Newton Abbot Cricketfield Road	8	£17,953

Dawlish Barton Hill	6	£20,017
Moretonhampstead Court Street	6	£17,045
Kingsteignton The Fountain	6	£11,714
Dawlish Sandy Lane	6	£11,330
Lustleigh	6	£11,278
Newbridge Widecombe in-the-Moor	5	£14,639
Shaldon The Strand	5	£22,150
Chudleigh Car Park	4	£23,761
Buckfastleigh Victoria Park	3	£15,081
Market Walk, Newton Abbot	Linked to redevelopment	£45,376
Brunswick Street, Teignmouth	Closed for 10+ years	£1,427
Teignmouth 'The Point'	Town Council Replacement pending	£0
Newfoundland Way, Newton Abbot	Town Council Transfer	£0

4.3 Out of Scope Public Conveniences

A further review on transfers and charging for use at the 'Out of Scope' public conveniences detailed in Table 4.3 will be undertaken. Details of this further review will be presented to the appropriate committee for approval in due course. Many authorities charge for the use of public conveniences to support their ongoing operational costs. Local examples include Cornwall, East Devon, South Hams and Torbay.

Table 4.3 Out of Scope Public Conveniences

Facility Location	Score /15	Annual Cost 2024/25
Dawlish Boat Cove	11	£19,428
Dawlish Lawn	10	£29,674
Dawlish Warren Beach Walk	10	£36,202
Shaldon Ness Tunnel	10	£23,386
Dawlish Warren Car Park Beach Road	10	£9,987
Newton Abbot, Station Road	9	£15,561
Newton Abbot Decoy Park	9	£15,615

5. Implications, Risk Management and Climate Change Impact

5.1 Financial

5.1.1 The annual running costs for each public convenience in 2024-25 are detailed in Section 4 of this report. The proposals in this report will generate £267,836 per year from April 2027 and contribute to the medium-term financial plan as identified through the Modern 25 programme. Initial costs for transfer will be covered by revenue savings within the first 6 months.

5.1.2 The current public convenience cleansing contract expires on the Oct 01, 2026, with an option to extend to September 30, 2027. The contract allows for a reduction in value that would be within the proposed reductions. Notice would be required for any contract reduction by 30th June 2026. This aligns with the project timeline detailed in Appendix 1.

5.1.3 Failure to support the recommendations will result in an annual budget pressure of £267,836, plus any increases associated with increased utilities costs, unbudgeted repairs and maintenance costs, a new cleansing contract from 2027 and inflation.

5.1.4 The costs for each facility are included in Appendix 3.

5.2 Legal

The provision of public conveniences is a discretionary power.

5.3 Risks

The risks associated with the proposals are;

- Financial risks for the Council if not supported – see Section 5.1 of this report. There are related risks associated with the transfer process dependent on negotiations with Town and Parish Councils and other interested parties and financial factors such as holding costs of closed sites whilst the assets are either sold, leased or demolished.
- Impacts on residents and visitors that depend on the facilities. Further detail in relation to this risk is included in the Equality Impact Assessment in Appendix 5.
- Impact on tourism and businesses – There are both opportunities and threats linked to the proposals. A reduction in public convenience provision could deter visitors. Alternatively, it could provide opportunities

for local businesses to offer the use of their facilities and increase business opportunities. There are also business opportunities to re-design facilities to incorporate both conveniences and retail concessions in a more sustainable business model.

- Impact on Council staff and other mobile workers dependent on facilities, such as bus and taxi's drivers. Further detail in relation to this risk is included in the Equality Impact Assessment in Appendix 5.
- Impact on the local environment– further detail is included in Section 5.4
- Risks relating to Local Government Reorganisation. Whilst no specific details are available, there is potential for closures of public conveniences following the establishment of a new unitary authority.

The primary mitigation against the risks identified will be to prioritise the transfer of the In-Scope public conveniences to Town and Parish Councils or third parties for continued provision. Where this is not possible a balance between the ongoing costs of provision against the availability of public conveniences is required. The availability of alternative facilities within specific locations has been factored into the review and associated scoring, used to determine which public conveniences have been included.

5.4 Environmental/Climate Change Impact

The environmental impacts are difficult to quantify with certainty due to the range of potential outcomes. Were all facilities to be transferred to alternative operators as conveniences any changes would be negligible.

The in-scope public conveniences set out in Section 4.2 consumed approximately 900 cubic metres of water each in 2024/25 giving rise to 325 kgCO₂ per site for water supply and wastewater treatment. Where closures or changes of use act to reduce consumption, this will contribute to improved water security whilst providing a marginal reduction in the council's carbon footprint.

It is difficult to attribute electricity consumption data to the in-scope public toilets set out in Section 4.2 given that some electrical supplies serve multiple uses such as external car park lighting. Increases in energy consumption resulting from

change of use to more energy intensive practices such as food outlets may act to increase carbon emissions, though this will have a limited effect given the low footprint area of each site.

The increased risk of fouling in public spaces could result in hygiene issues if facilities are closed. Proactive monitoring and management of any issues arising will need to be carried out as required.

Where existing convenience infrastructure is reliant on private foul water disposal, changes to provision may reduce the risk of failure of existing infrastructure in the future and any subsequent risk to water quality.

It is unclear whether changes in public convenience provision would change transport behaviour or result in net changes in related carbon emissions. Those who depend on public convenience provision may change their journey and destination behaviours which could have positive or negative carbon impacts.

5.5 Project Delivery

The outline project plan and timescales are shown in Appendix 1. A multidisciplinary team will be established to ensure the resources required for the successful delivery of the review are in place.

Initial work will focus on the collation and provision of data to inform Town & Parish Councils during the consultation phase, wider community communications and preliminary work within the legal and assets teams.

6 Alternative Options

6.1 Do Nothing

Maintaining the current level of provision would create a cost pressure of £267,836. Savings projections attributed to this service, linked to the Modern 25 programme have been used to inform the medium-term financial plan. This cost pressure is likely to increase annually with the requirement for a new cleansing contract in 2027 and increased utilities costs and inflationary pressures.

6.2 Change the score threshold for 'In Scope' facilities

This option could see an increased or reduced number of disposals, with the extreme of stopping the Council provision at all sites. The savings delivered would increase or decrease accordingly in line with the figures shown in Section 4. For example, if a score threshold of 6 was agreed it would generate £193,818 of savings annually.

There is a recognition that public conveniences do play an important role in the delivery of the Council's wider strategic aims, particularly around our parks, resorts and tourist areas.

7 Conclusion

The decision to reduce any valued service provided by the Council is a difficult one. The impacts of the proposed future public convenience provision in the district must be balanced with the Council's requirement to remain financially viable.

The proposed approach is based on a detailed evaluation of the current facilities. The methodology used to identify those within scope for disposal, factors in the need to make significant savings in relation to this non-statutory service area.

Every effort will be made to support the transfer of facilities to Town and Parish Councils, or alternative providers, to limit the impacts on our communities. There does, however, need to be a clear process to realise the identified savings in a timely manner.

The opportunity for Town & Parish Councils to take responsibility for public conveniences provides a degree of certainty for continued provision for local communities, against the uncertain backdrop of Local Government Reorganisation.

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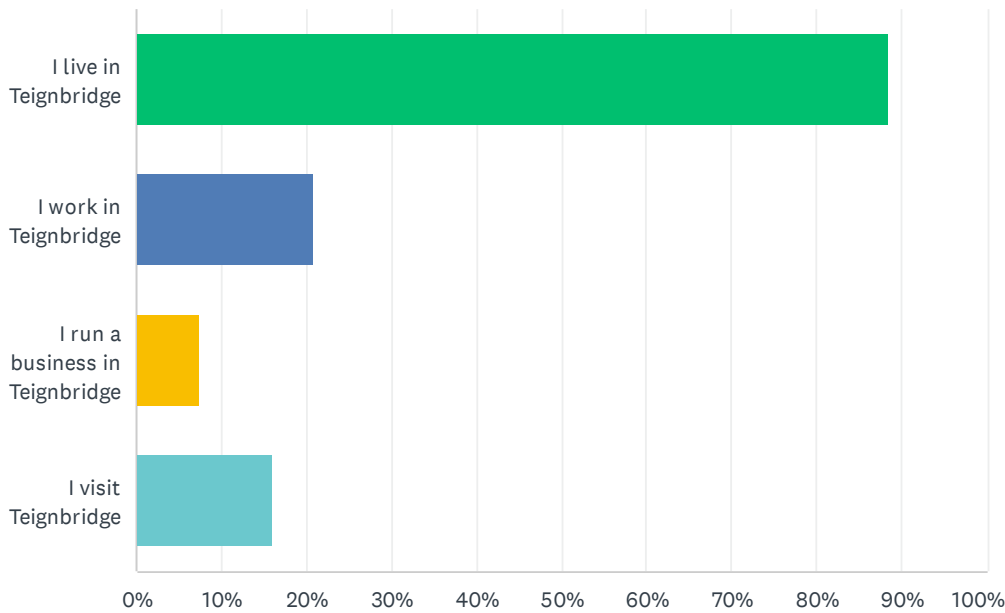
Appendix 1 Project timeline

July 2025	• Authorisation from Full Council to proceed as agreed
Sept-October 2025	• Detailed costing and condition information shared with Town and Parish Councils by second week of October 2025.
November – December 2025	• Consultation with Town and Parish Councils
January 2026	• Town and Parish Precept Setting meetings – initial decisions on transfers
February - March 2026	• Work with Legal and Assets teams to initiate first wave of transfers
April – December 2026	• Negotiations with other third parties to take on ownership or management of these facilities, including exploring dual-use options.
31 st March 2027	• Closure of remaining facilities and authorisation for the Head of Assets to oversee disposal of buildings in the most economic way.

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Q1 Which of the following best describes you - tick all that apply :

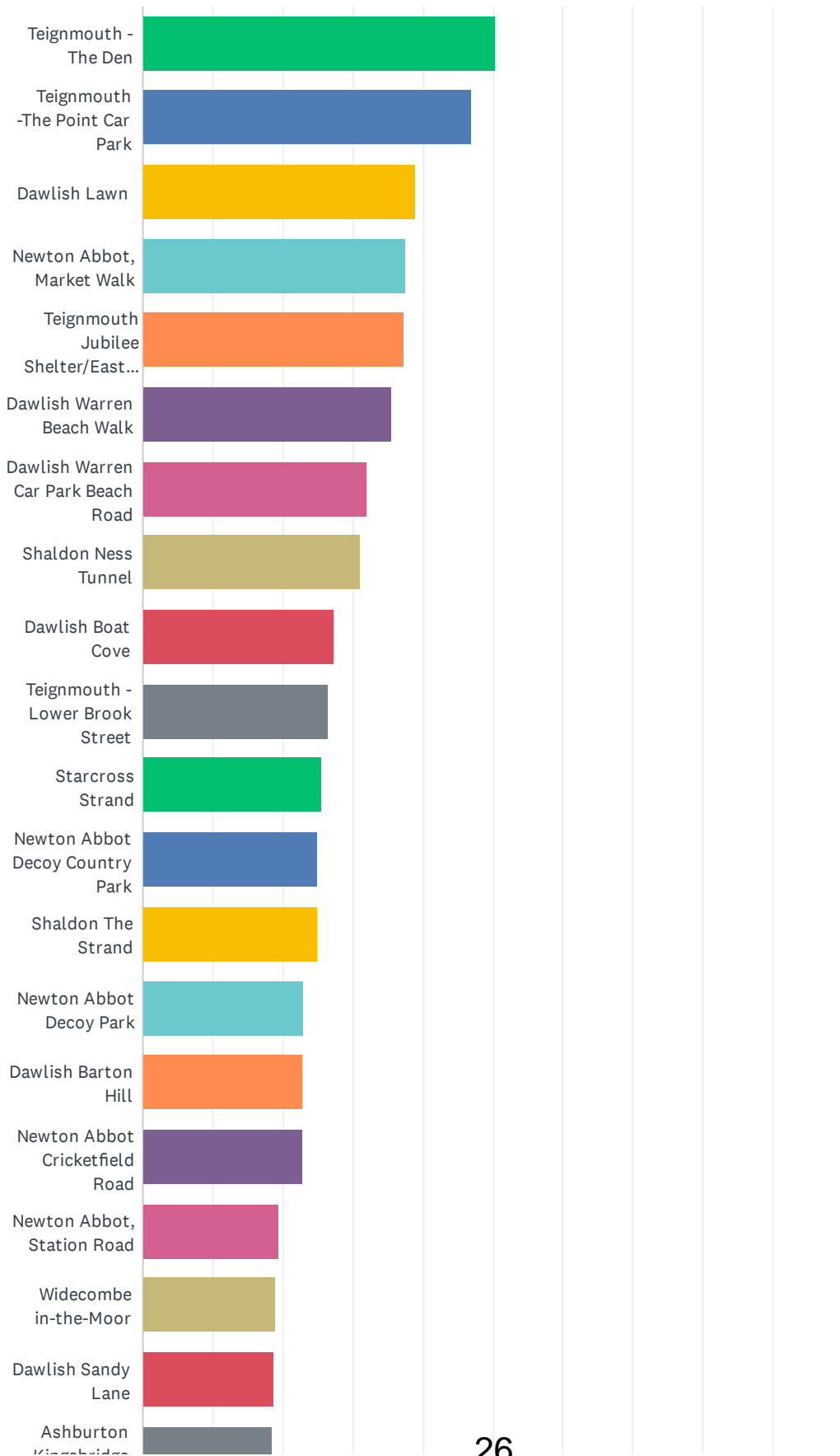
Answered: 5,577 Skipped: 0



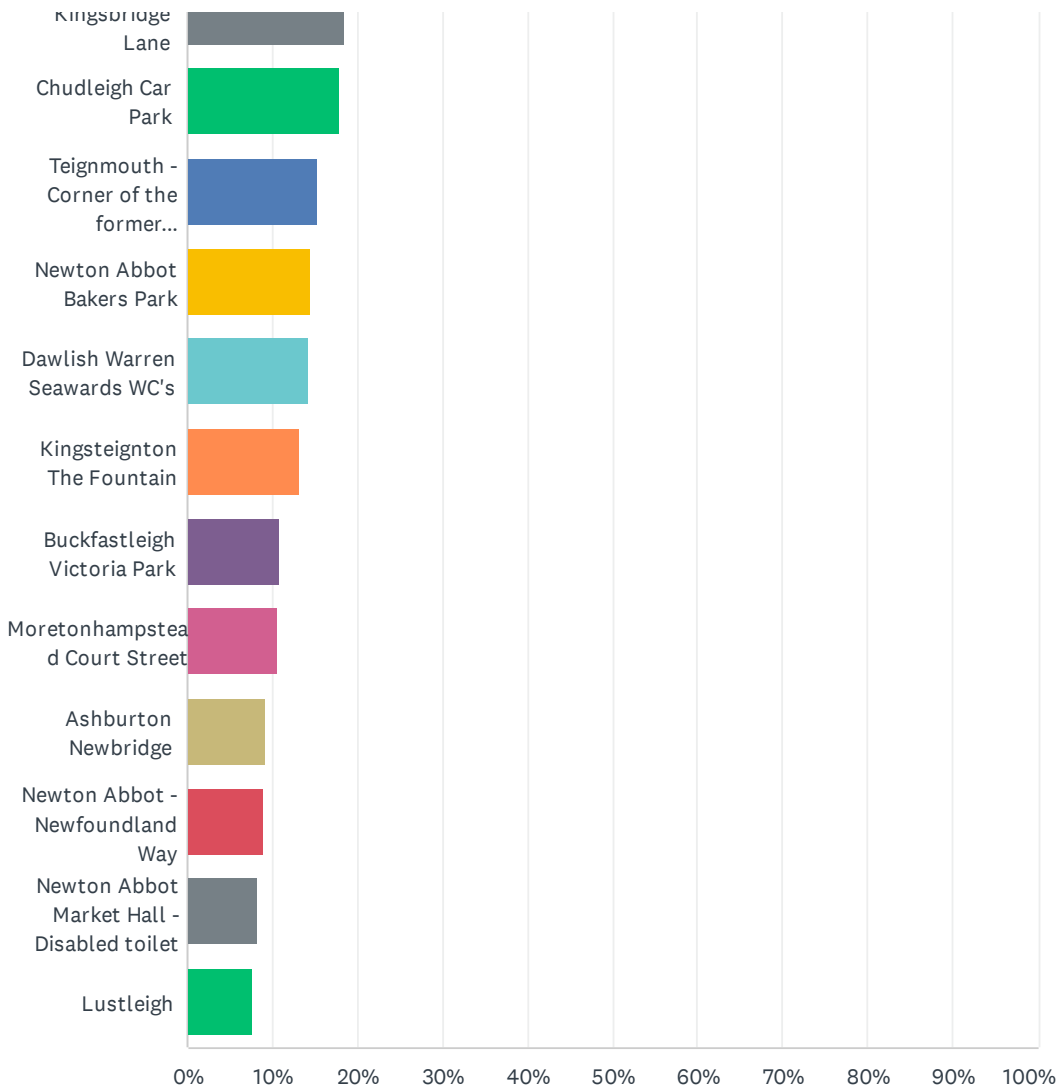
ANSWER CHOICES	RESPONSES	
I live in Teignbridge	88.40%	4,930
I work in Teignbridge	20.94%	1,168
I run a business in Teignbridge	7.37%	411
I visit Teignbridge	16.01%	893
Total Respondents: 5,577		

Q2 Which, if any, of the following public toilets have you used in the last 12 months? Please select all that apply.

Answered: 5,577 Skipped: 0



Review of Teignbridge DC Public Toilets 2024

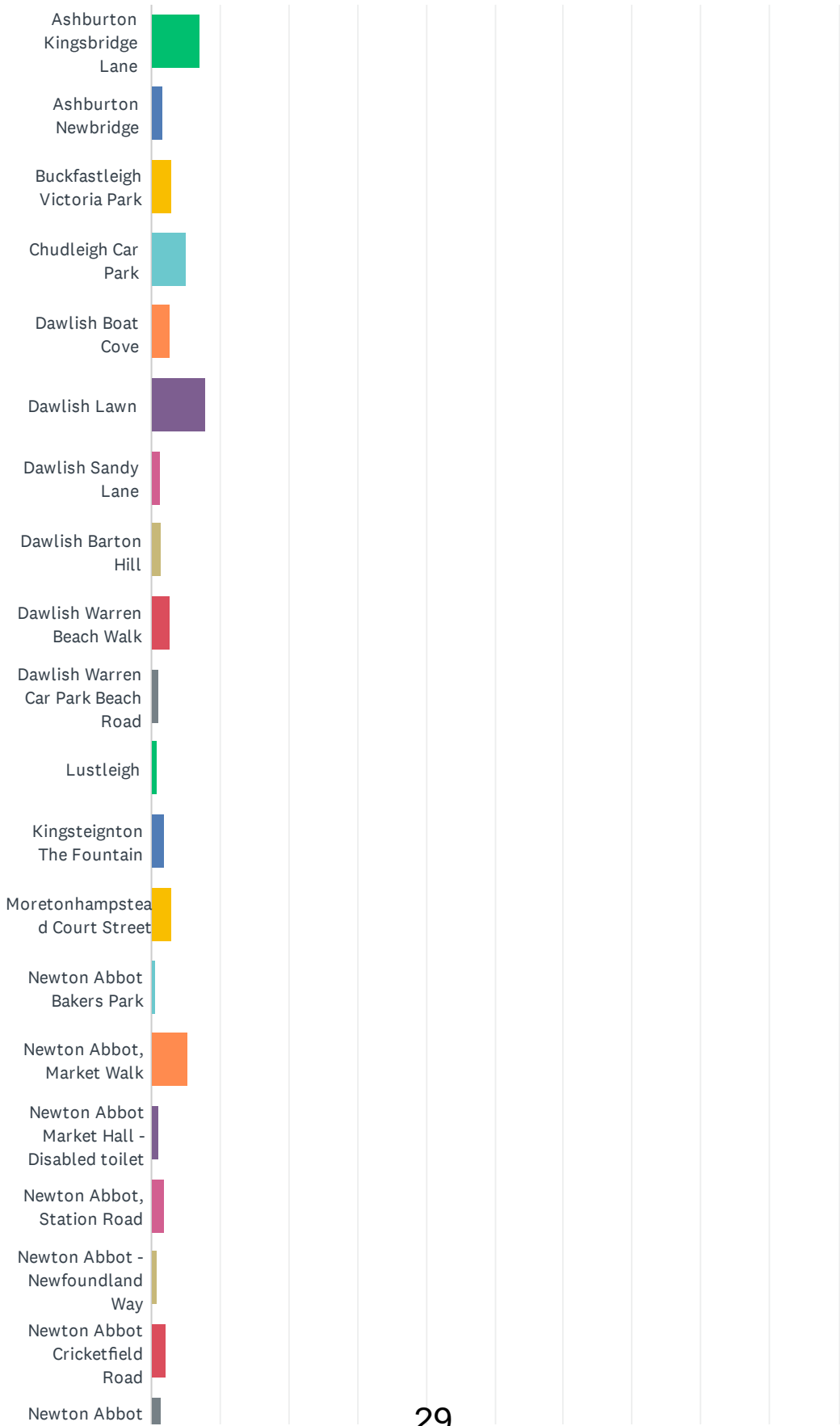


Review of Teignbridge DC Public Toilets 2024

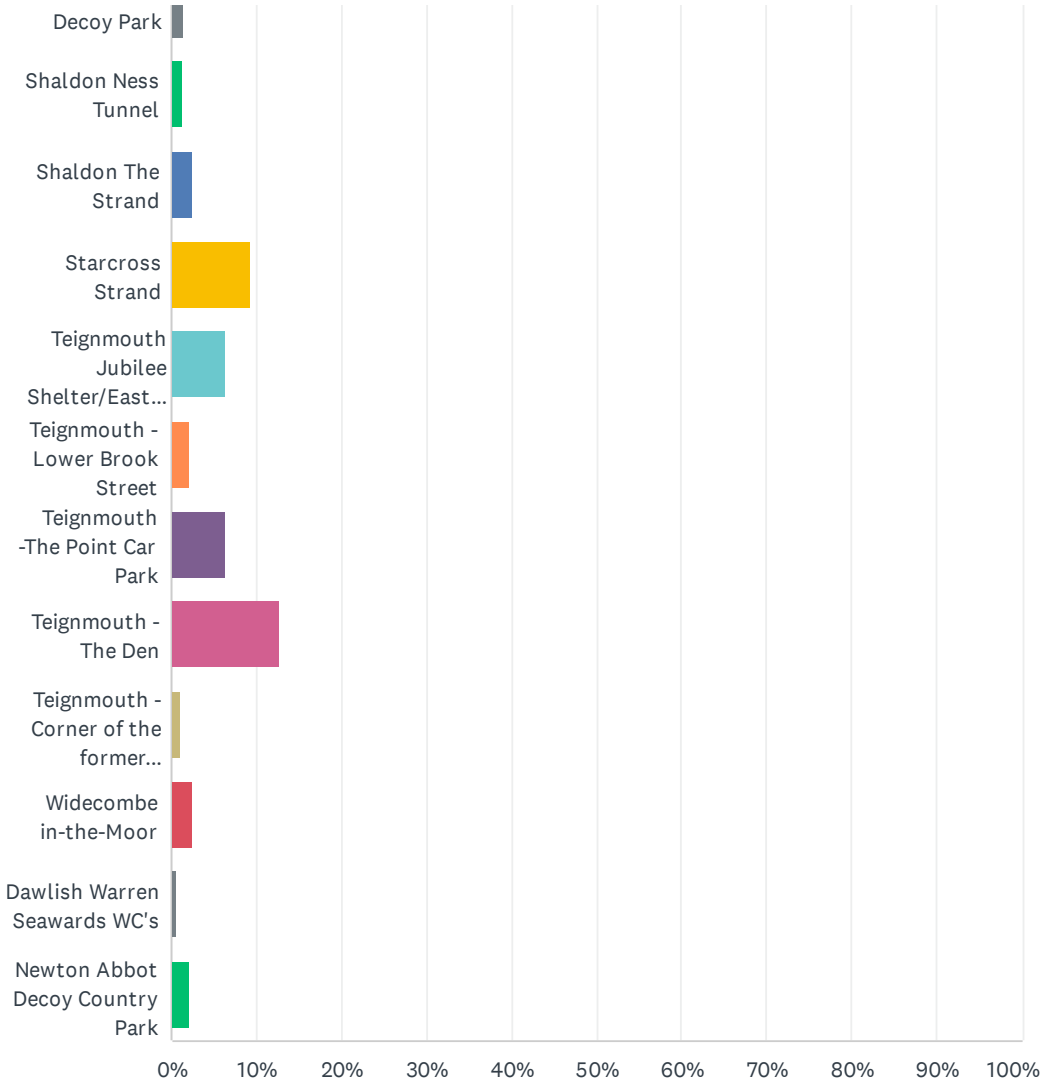
ANSWER CHOICES	RESPONSES	
Teignmouth - The Den	50.33%	2,807
Teignmouth -The Point Car Park	47.01%	2,622
Dawlish Lawn	39.05%	2,178
Newton Abbot, Market Walk	37.60%	2,097
Teignmouth Jubilee Shelter/Eastcliff	37.28%	2,079
Dawlish Warren Beach Walk	35.59%	1,985
Dawlish Warren Car Park Beach Road	31.92%	1,780
Shaldon Ness Tunnel	31.20%	1,740
Dawlish Boat Cove	27.34%	1,525
Teignmouth - Lower Brook Street	26.50%	1,478
Starcross Strand	25.52%	1,423
Newton Abbot Decoy Country Park	24.96%	1,392
Shaldon The Strand	24.92%	1,390
Newton Abbot Decoy Park	22.93%	1,279
Dawlish Barton Hill	22.92%	1,278
Newton Abbot Cricketfield Road	22.74%	1,268
Newton Abbot, Station Road	19.33%	1,078
Widecombe in-the-Moor	18.90%	1,054
Dawlish Sandy Lane	18.77%	1,047
Ashburton Kingsbridge Lane	18.52%	1,033
Chudleigh Car Park	17.84%	995
Teignmouth - Corner of the former Beachcomber Café - Disabled toilet	15.38%	858
Newton Abbot Bakers Park	14.43%	805
Dawlish Warren Seawards WC's	14.29%	797
Kingsteignton The Fountain	13.16%	734
Buckfastleigh Victoria Park	10.87%	606
Moretonhampstead Court Street	10.69%	596
Ashburton Newbridge	9.23%	515
Newton Abbot - Newfoundland Way	8.91%	497
Newton Abbot Market Hall - Disabled toilet	8.36%	466
Lustleigh	7.76%	433
Total Respondents: 5,577		

Q3 From the list, which of Teignbridge's public toilets is most important to you?

Answered: 5,577 Skipped: 0



Review of Teignbridge DC Public Toilets 2024

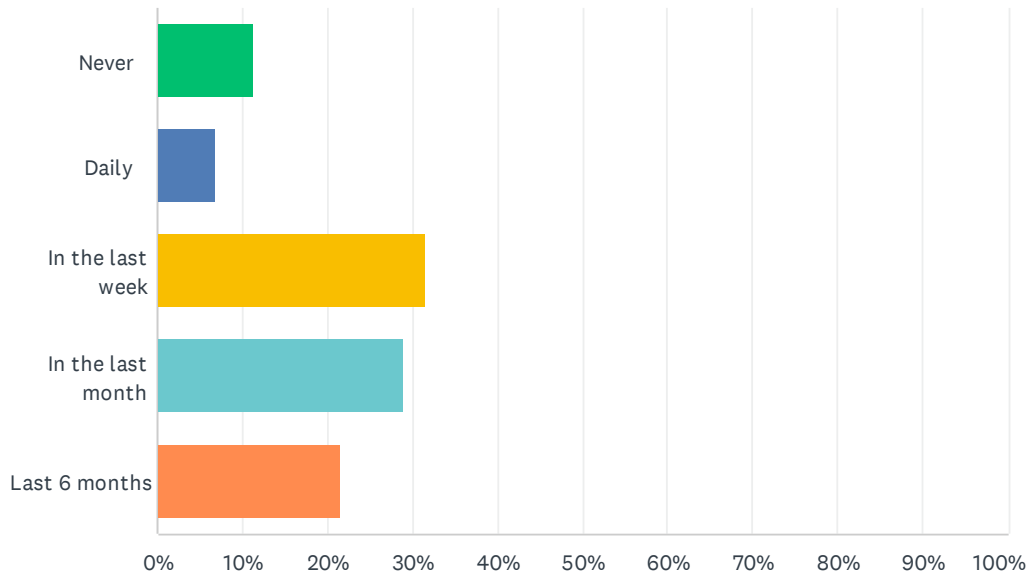


Review of Teignbridge DC Public Toilets 2024

ANSWER CHOICES	RESPONSES	
Ashburton Kingsbridge Lane	7.05%	393
Ashburton Newbridge	1.74%	97
Buckfastleigh Victoria Park	2.89%	161
Chudleigh Car Park	5.15%	287
Dawlish Boat Cove	2.69%	150
Dawlish Lawn	7.80%	435
Dawlish Sandy Lane	1.26%	70
Dawlish Barton Hill	1.40%	78
Dawlish Warren Beach Walk	2.76%	154
Dawlish Warren Car Park Beach Road	1.00%	56
Lustleigh	0.90%	50
Kingsteignton The Fountain	1.86%	104
Moretonhampstead Court Street	2.89%	161
Newton Abbot Bakers Park	0.57%	32
Newton Abbot, Market Walk	5.38%	300
Newton Abbot Market Hall - Disabled toilet	1.09%	61
Newton Abbot, Station Road	1.85%	103
Newton Abbot - Newfoundland Way	0.77%	43
Newton Abbot Cricketfield Road	2.08%	116
Newton Abbot Decoy Park	1.45%	81
Shaldon Ness Tunnel	1.26%	70
Shaldon The Strand	2.53%	141
Starcross Strand	9.43%	526
Teignmouth Jubilee Shelter/Eastcliff	6.47%	361
Teignmouth - Lower Brook Street	2.17%	121
Teignmouth -The Point Car Park	6.38%	356
Teignmouth - The Den	12.82%	715
Teignmouth - Corner of the former Beachcomber Café - Disabled toilet	1.09%	61
Widecombe in-the-Moor	2.49%	139
Dawlish Warren Seawards WC's	0.56%	31
Newton Abbot Decoy Country Park	2.22%	124
TOTAL		5,577

Q4 Do you also use other toilet facilities when they are available to you ? (e.g. shops, cafes, restaurants.)

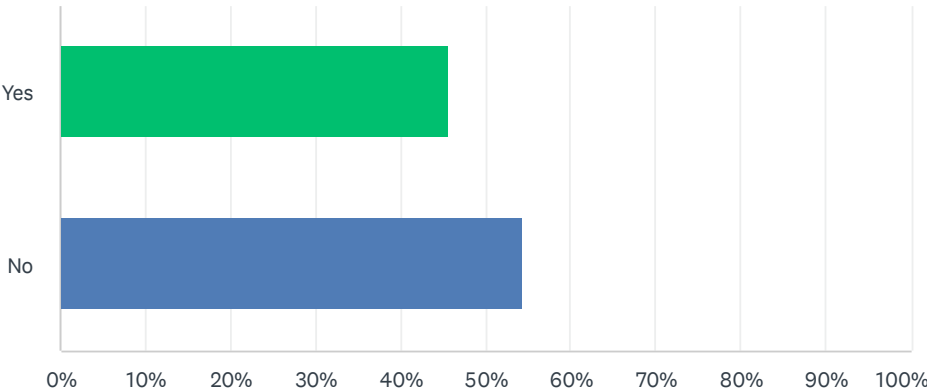
Answered: 5,577 Skipped: 0



ANSWER CHOICES	RESPONSES	
Never	11.33%	632
Daily	6.72%	375
In the last week	31.50%	1,757
In the last month	28.92%	1,613
Last 6 months	21.52%	1,200
TOTAL		5,577

Q5 Would you be prepared to pay to use a Teignbridge public toilet?

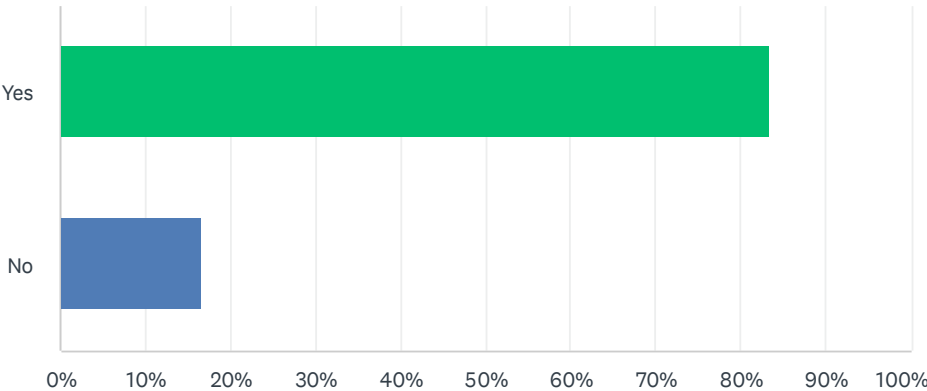
Answered: 5,577 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	45.67%	2,547
No	54.33%	3,030
TOTAL		5,577

Q6 If you used a Teignbridge toilet was it well maintained?

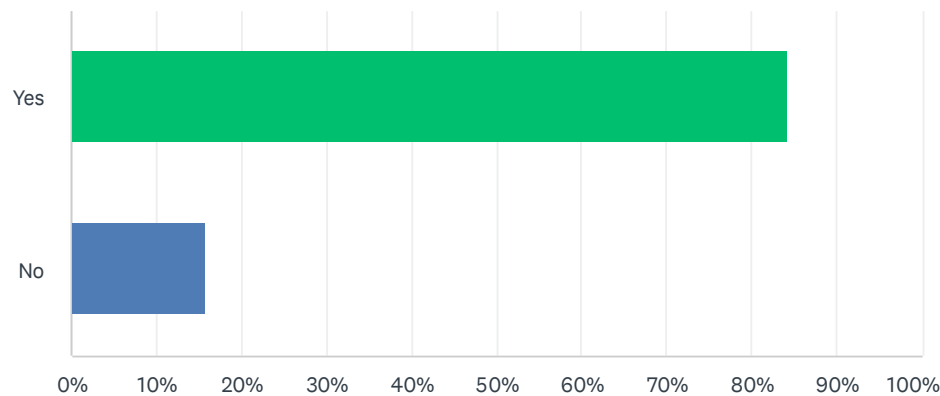
Answered: 5,577 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	83.40%	4,651
No	16.60%	926
TOTAL		5,577

Q7 Was it clean ?

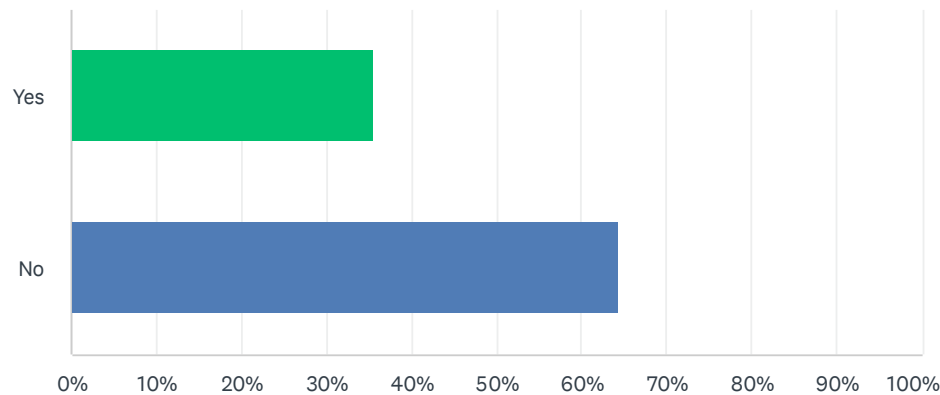
Answered: 5,551 Skipped: 26



ANSWER CHOICES	RESPONSES	
Yes	84.24%	4,676
No	15.76%	875
TOTAL		5,551

Q9 If you have used alternative facilities, have you experienced difficulty in accessing or using these toilets?

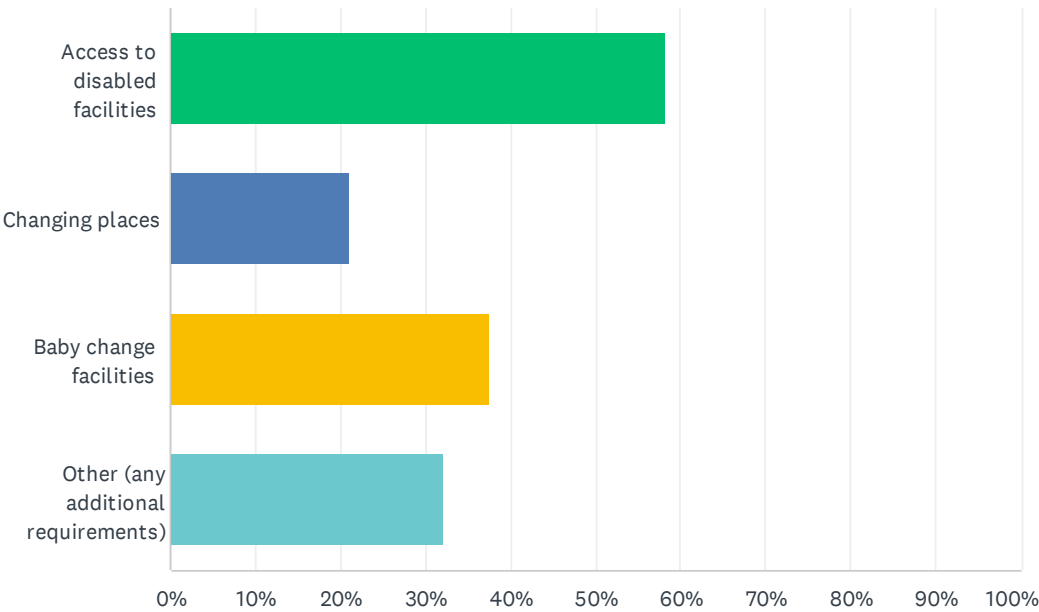
Answered: 5,577 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	35.61%	1,986
No	64.39%	3,591
TOTAL		5,577

Q11 Are there any needs or requirements for your use of public toilets that you think should be considered as part of this review?

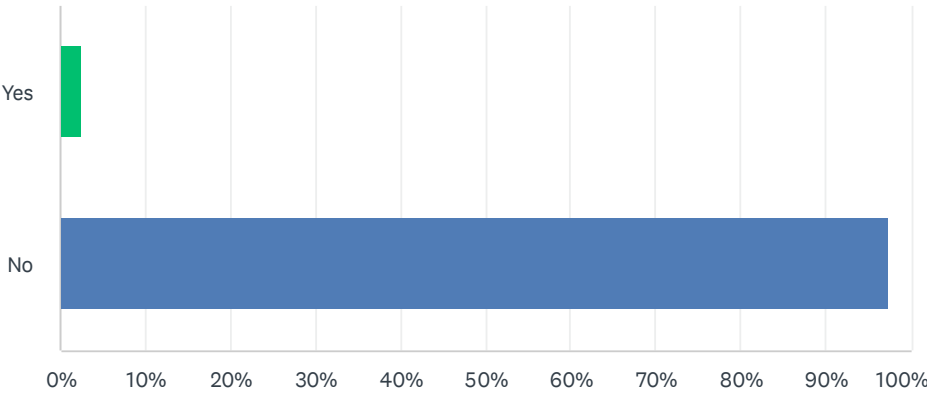
Answered: 3,057 Skipped: 2,520



ANSWER CHOICES	RESPONSES	
Access to disabled facilities	58.26%	1,781
Changing places	21.03%	643
Baby change facilities	37.49%	1,146
Other (any additional requirements)	32.16%	983
Total Respondents: 3,057		

Q12 If you own a business in Teignbridge, would you be prepared to open your toilet to members of the public?

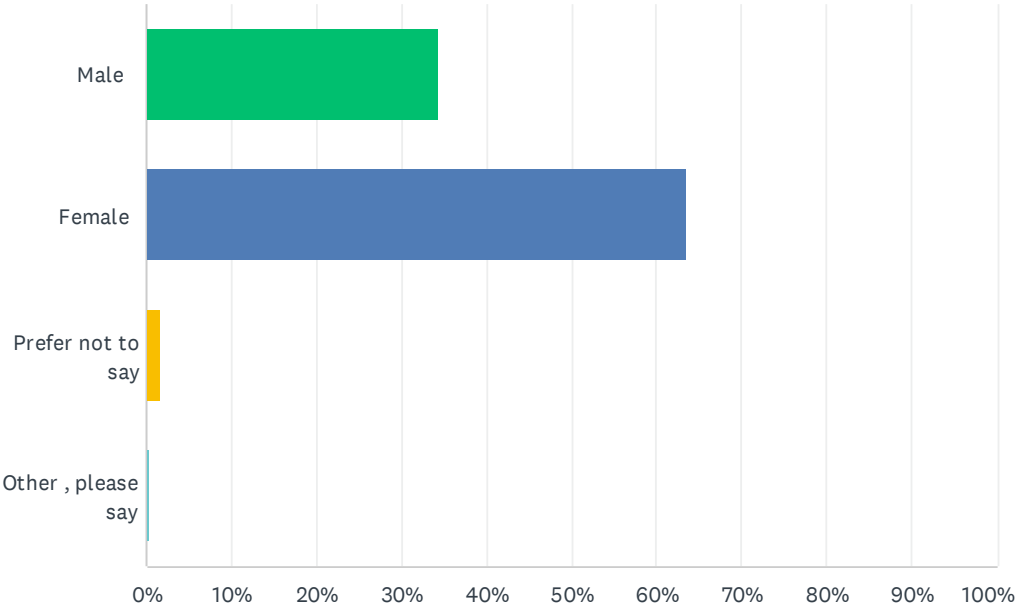
Answered: 1,399 Skipped: 4,178



ANSWER CHOICES	RESPONSES	
Yes	2.57%	36
No	97.43%	1,363
TOTAL		1,399

Q14 Are you ?

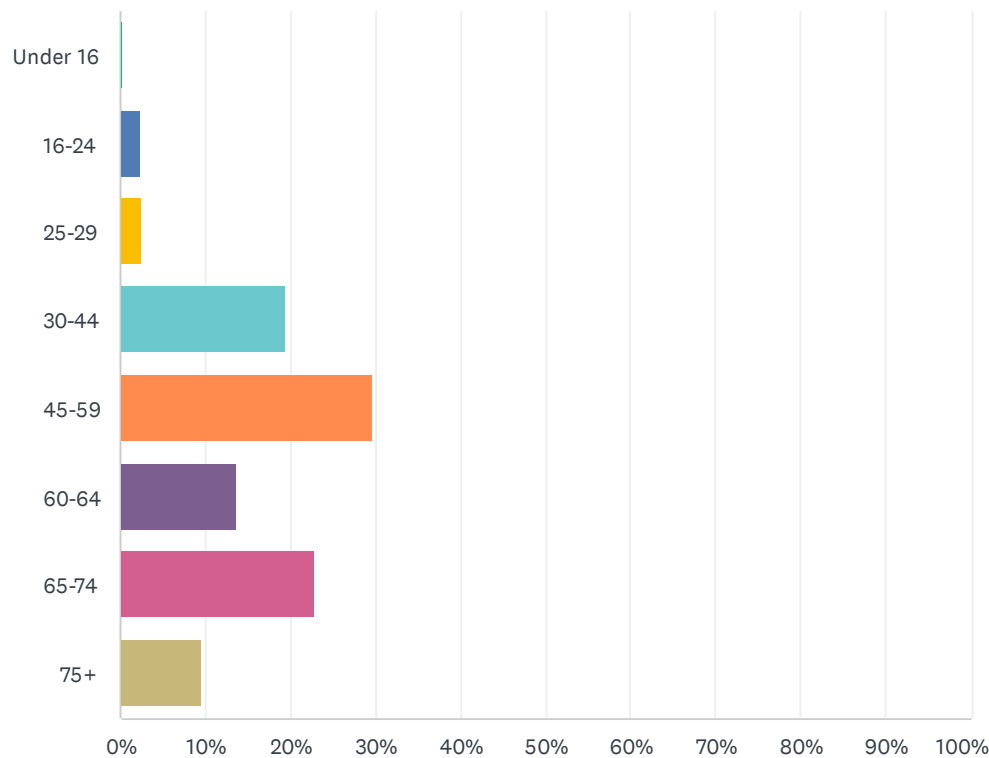
Answered: 5,577 Skipped: 0



ANSWER CHOICES	RESPONSES	
Male	34.27%	1,911
Female	63.64%	3,549
Prefer not to say	1.74%	97
Other , please say	0.36%	20
TOTAL		5,577

Q15 Your age?

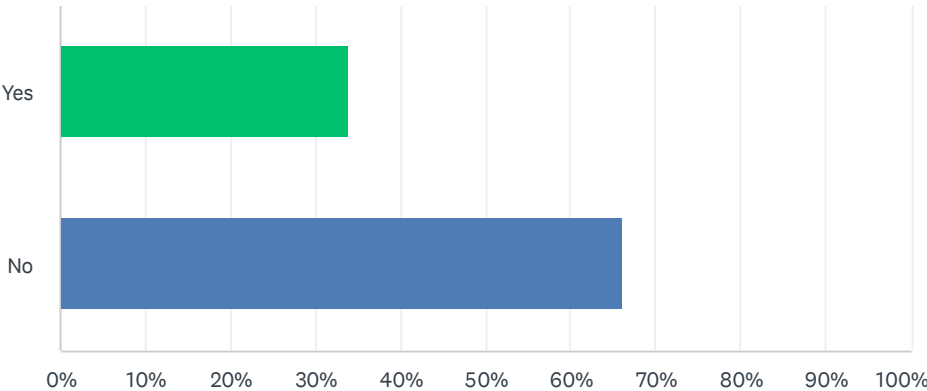
Answered: 5,577 Skipped: 0



ANSWER CHOICES	RESPONSES	
Under 16	0.16%	9
16-24	2.31%	129
25-29	2.51%	140
30-44	19.44%	1,084
45-59	29.55%	1,648
60-64	13.56%	756
65-74	22.81%	1,272
75+	9.66%	539
TOTAL	5,577	

Q16 Do you have a long term, limiting illness or condition?

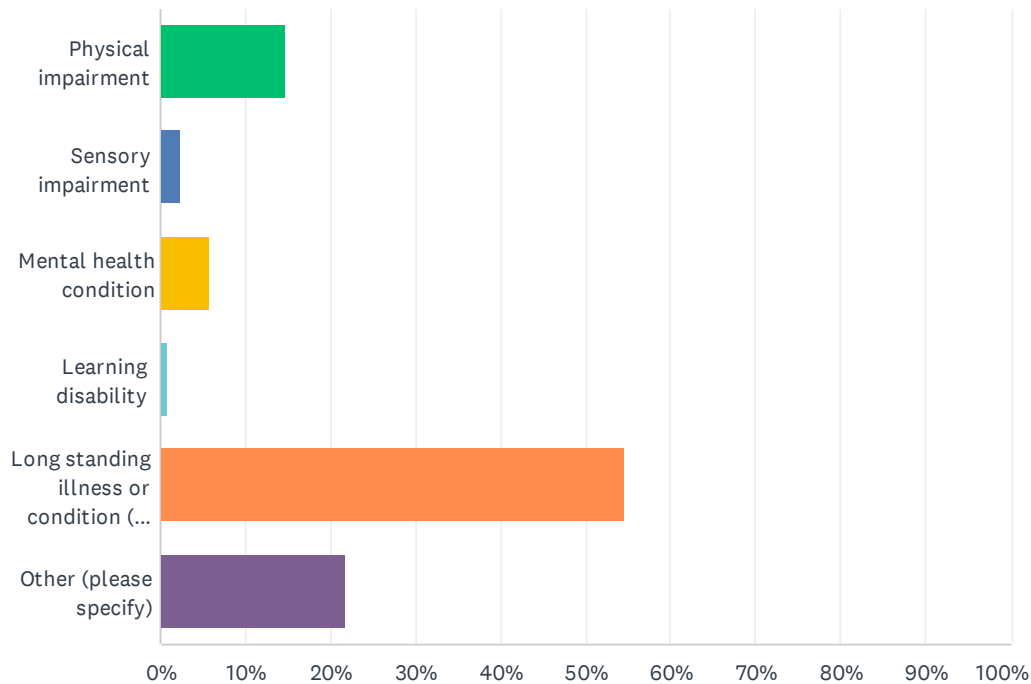
Answered: 5,577 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	33.87%	1,889
No	66.13%	3,688
TOTAL		5,577

Q17 If yes, please describe your illness or condition.

Answered: 1,985 Skipped: 3,592



ANSWER CHOICES	RESPONSES	
Physical impairment	14.71%	292
Sensory impairment	2.27%	45
Mental health condition	5.74%	114
Learning disability	0.96%	19
Long standing illness or condition (such as Crohn's disease, urinary incontinence, cancer, HIV, heart disease, diabetes, or epilepsy.	54.61%	1,084
Other (please specify)	21.71%	431
TOTAL		1,985

Appendix 3: Scoring Information (with financial details)

Site Name	Town	Annual Cost Score	Usage Score	Strategic Alignment Score	Overall Score	24-25 Running Cost	General Condition Graded 1-5 (1 = Very Poor, 5 = Very Good)	Foreseeable Estates/Transfer Issues
Boat Cove	Dawlish	3	4	4	11	£19,427.58	2	Access would be required over retained TDC land.
Dawlish Lawn TIC	Dawlish	1	5	4	10	£29,674.26	3	The toilet forms part of a wider TDC block (which includes a café and Changing Places)
Dawlish Warren	Dawlish Warren	1	5	4	10	£36,202.39	4	The toilet forms part of a wider TDC block (which includes a Beach Manager's office and Changing Places)
Car Park Beach Road	Dawlish Warren	3	3	4	10	£9,987.59	4	The toilet forms part of a wider TDC block (which includes a café)
Ness Tunnel	Shaldon	2	4	4	10	£23,386.32	3	Access would be required over TDC land
Station Road	Newton Abbot	2	3	4	9	£15,561.27	2	Part of Courtenay Park
Decoy Park	Newton Abbot	2	2	5	9	£15,614.62	3	Access would be required over TDC land
Kingsbridge Lane	Ashburton	2	5	1	8	£19,345.94	3	Standalone facility in close proximity to car park. Frontage to retail street.
Site Name	Town	Annual Cost Score	Usage Score	Strategic Alignment Score	Overall Score	24-25 Running Cost	General Condition Graded	Foreseeable Estates/Transfer Issues

Appendix 3: Scoring Information (with financial details)

Cricketfield Road	Newton Abbot	2	2	4	8	£17,952.58	3	Access would be required over TDC car park
Strand	Starcross	3	4	1	8	£18,518.57	2	Leased in asset could be easily vacated.
Widcombe	Widcombe-in-the-moor	3	4	1	8	£18,199.49	2	Access would be required over TDC land
Sandy Lane	Dawlish	4	1	1	6	£11,329.54	3	Detached building surrounded by TDC land ownership
Barton Hill	Dawlish	2	3	1	6	£20,017.43	2	The toilet forms part of a wider TDC block (which includes TDC stores)
The Fountain	Kingsteignton	4	1	1	6	£11,713.55	4	Standalone building in commercial centre could seek alternative uses
Lustleigh	Lustleigh	4	1	1	6	£11,277.95	2	Standalone building tucked away opposite Village Hall and pre-school
Port Street	Moretonhampstead	3	2	1	6	£17,044.51	2	Situated at front corner of car park
The Strand	Shaldon	1	3	1	5	£22,149.58	3	Prime beachside location and substantial alternative use value
Newbridge	Ashburton	3	1	1	5	£14,638.57	2	Leased in asset.
Chudleigh Car Park	Chudleigh	1	2	1	4	£23,761.26	3	Detached block situated away from car park. Transfer surrounding pavement / alleyway as well.
Victoria Park	Buckfastleigh	1	1	1	3	£15,080.54	2	Access would be required over TDC car park.
Brunswick Street	Teignmouth	N/A	N/A	N/A	N/A	£1,427.00	1	Closed for >10 years
Market Walk	Newton Abbot	N/A	N/A	N/A	N/A	£45,375.98	N/A	Relocated - Linked to Market Walk redevelopment

Members Briefing: Public Conveniences Review

Wednesday 16th July 2025

Agenda

- Introductions
- Background
- Evidence & Benchmarking
- 46 • Public Consultation
- Scoring Approach & Savings Proposals
- Process & Next Steps
- Questions

Introductions

- **Cllr Peter Williams** - Executive Member for Environmental Services.
- **Cllr David Palethorpe** – Executive Member for Assets, Economic Development, Major Projects and Communications.
- 47 • **Chris Braines** – Head of Environmental Services
- **Tom Phillips** – Head of Assets
- **Amanda Pujol** - Director of Customer Experience and Transformation
- **Tom Pearce** – Project Manager

Background

- Public toilet provision is a non-statutory discretionary service.
- Teignbridge District Council currently owns or operates 22 facilities across the district.
- The Modern 25 programme identified the provision of toilets as a high-cost, discretionary service area for review to help meet budget pressures.
- Benchmarking of expenditure against similar authorities identified a greater than average spend.
- The disposal options being considered include the transfer and/or closure of some facilities.

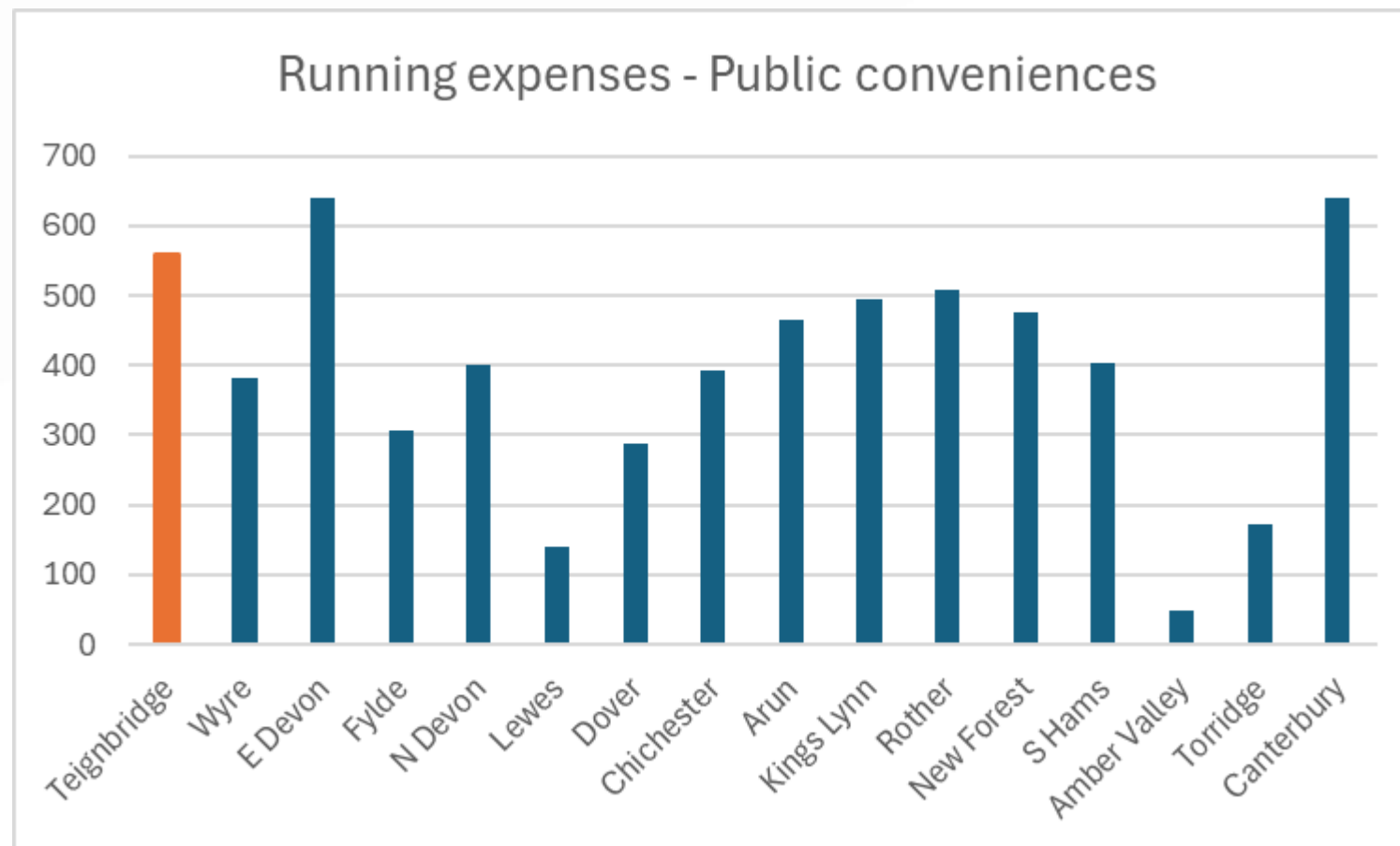
48

Evidence - Benchmarking

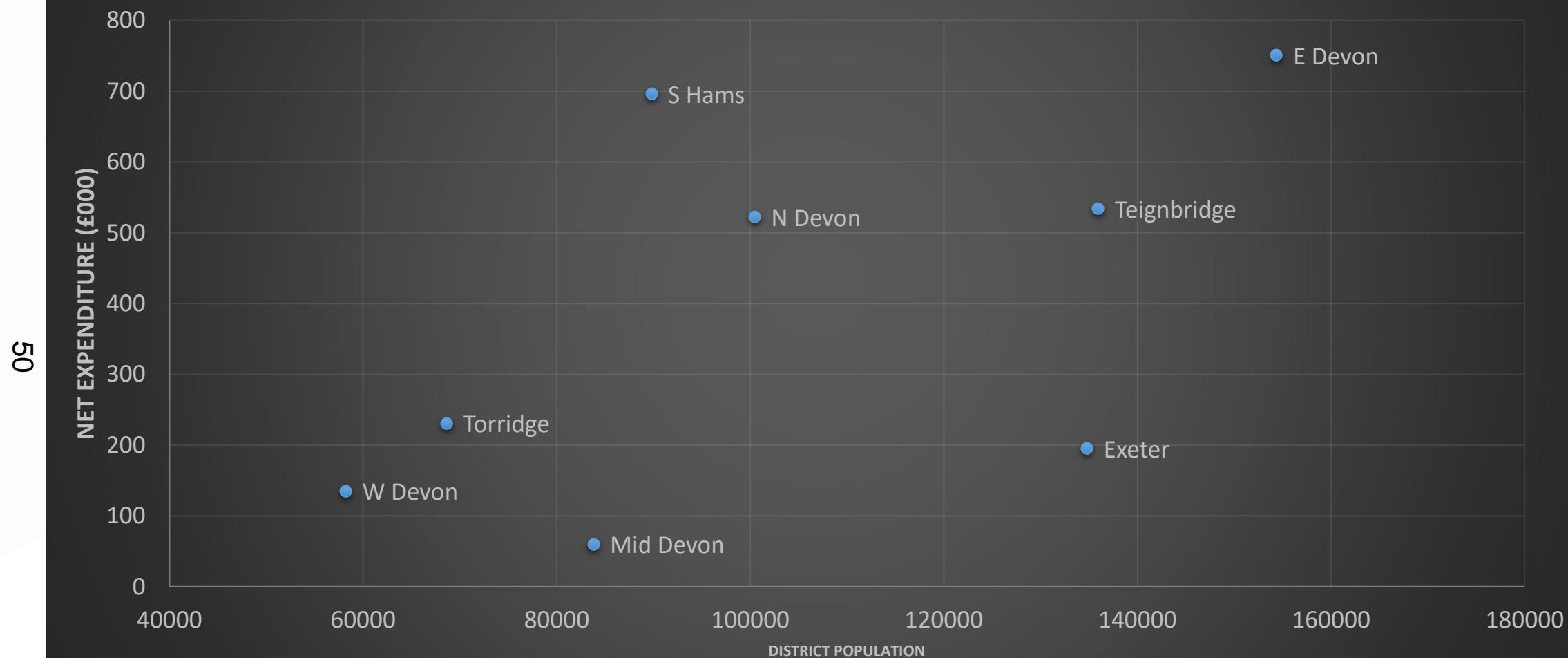
- CIPFA near neighbours
- 23/24 annual cost £000's
- Canterbury and East Devon are in the process of reviewing PC's to make savings.

Source: LGInform

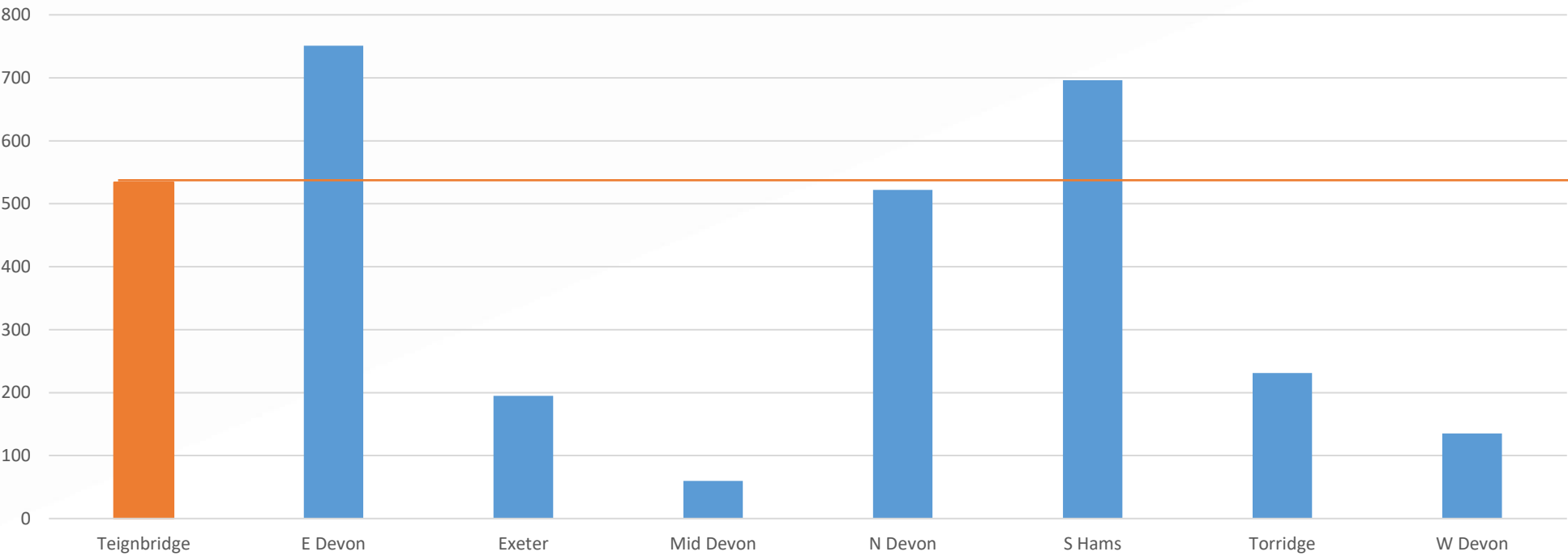
[Running expenses - Public conveniences in Teignbridge | LG Inform](#)



Net Expenditure (£000) on Public Conveniences against Population in Devon Districts



Net Current Expenditure 2023/24 (£000)- Public conveniences



51



Net Current Expenditure - Public conveniences

GBP (000)

Period	Teignbridge	Minimum spend in the South West	Mean for all districts in South West
2018/19	562	0	288
2019/20	556	0	269
2020/21	513	0	259
2021/22	525	0	254
2022/23	509	0	250
2023/24	534	0	290

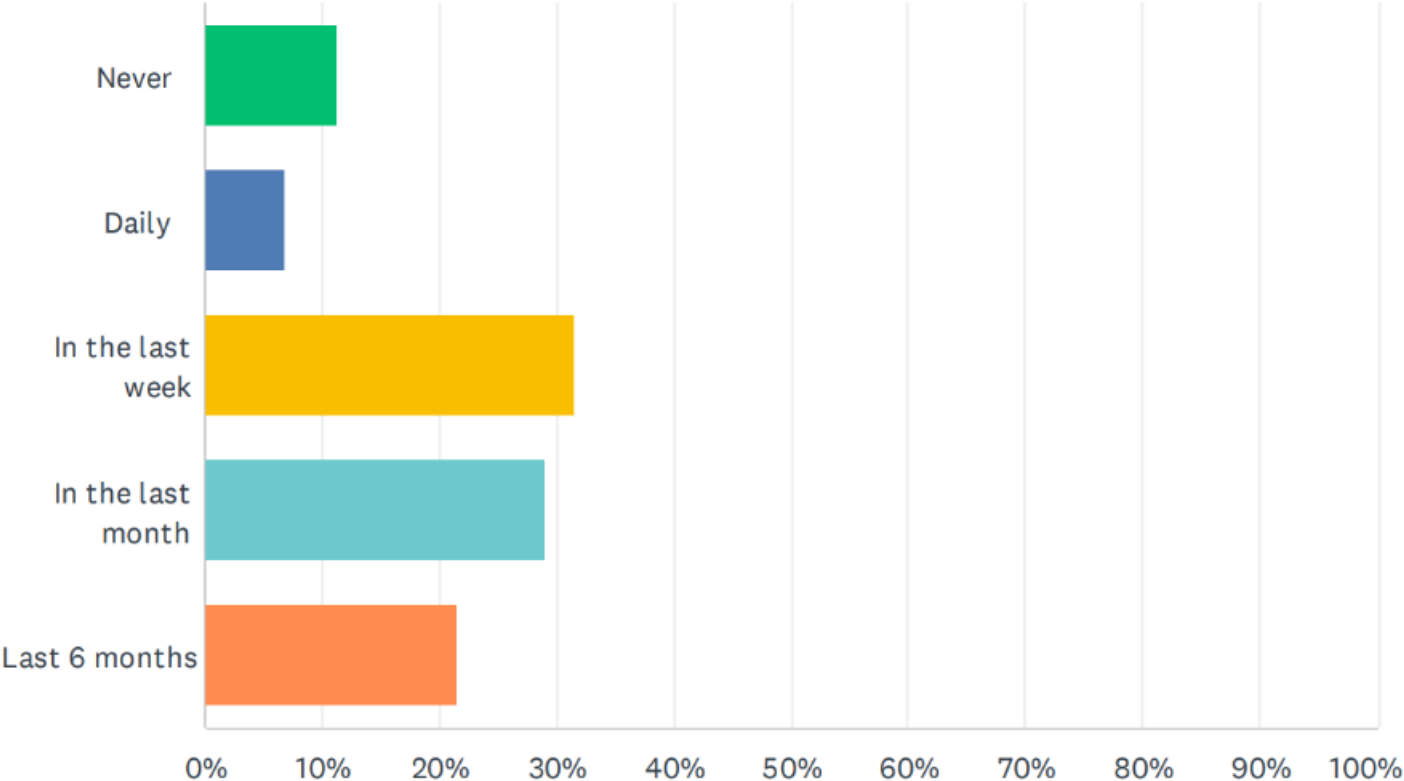
[Source: Net Current Expenditure - Public conveniences in Teignbridge | LG Inform](#)

Public Consultation

- Full Council approval 29 October 2024
- 6 week period
- Online survey, paper options, advertised through website and social media, featured in Mid-Devon Advertiser and Devon Live, sent to all T+P Councils, QR codes in all public conveniences and leisure centres.
- Closed and Open questions
- 5577 responses

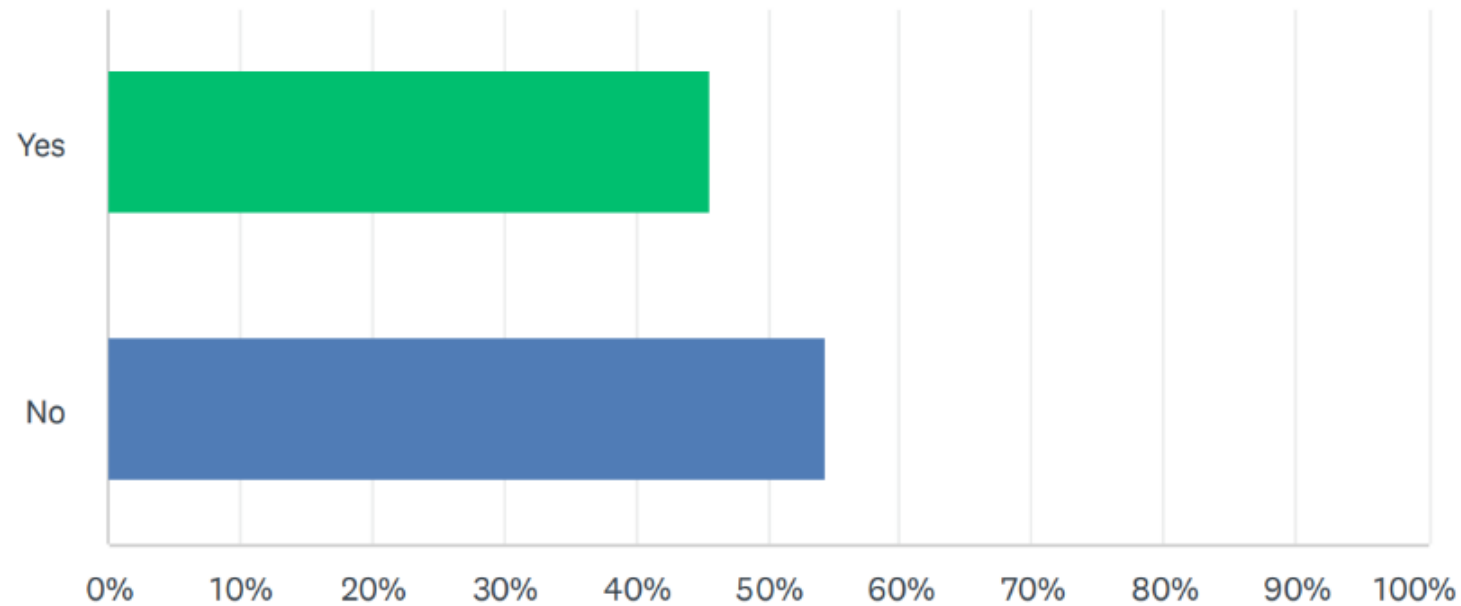
Q4 Do you also use other toilet facilities when they are available to you ?
(e.g. shops, cafes, restaurants.)

Answered: 5,577 Skipped: 0



Q5 Would you be prepared to pay to use a Teignbridge public toilet?

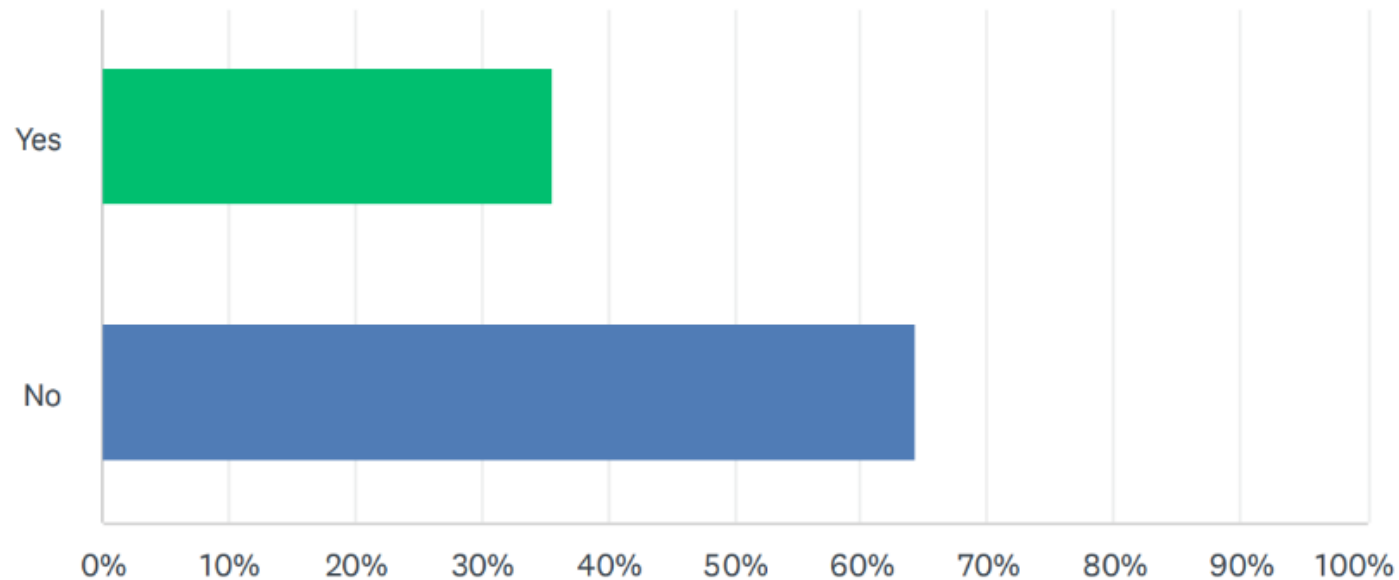
Answered: 5,577 Skipped: 0



55

Q9 If you have used alternative facilities, have you experienced difficulty in accessing or using these toilets?

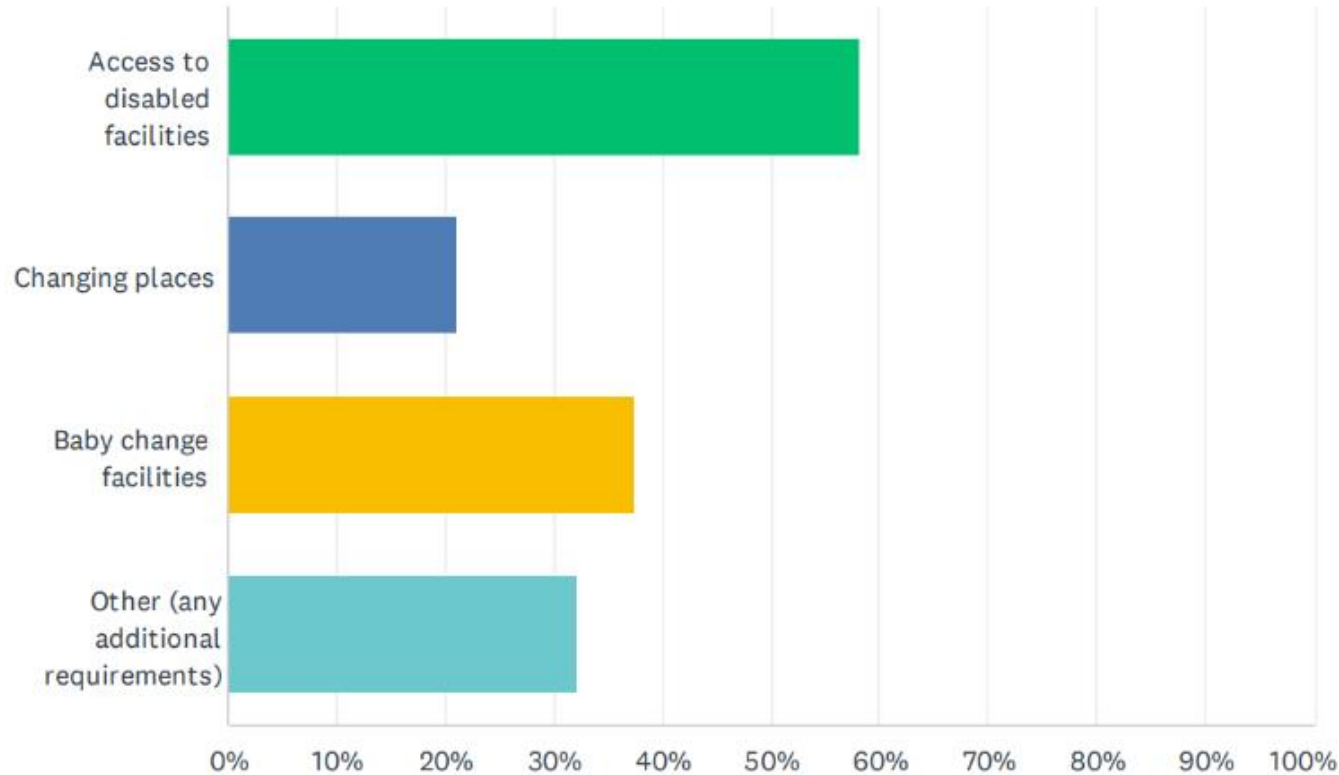
Answered: 5,577 Skipped: 0



56

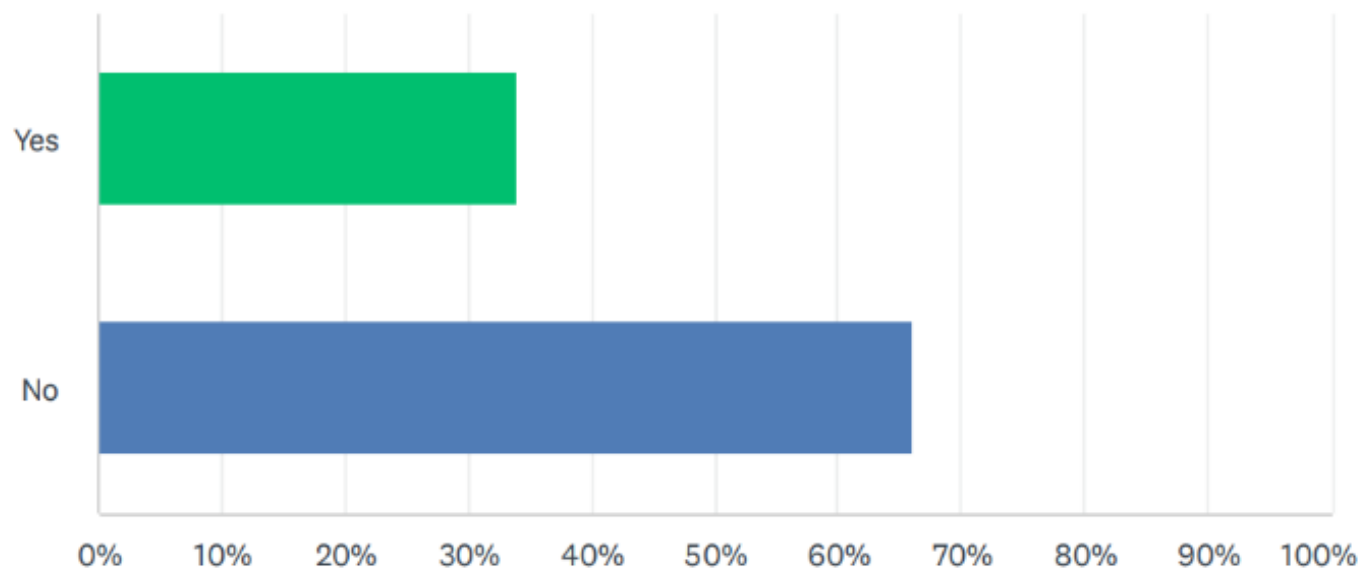
Q11 Are there any needs or requirements for your use of public toilets that you think should be considered as part of this review?

Answered: 3,057 Skipped: 2,520



Q16 Do you have a long term, limiting illness or condition?

Answered: 5,577 Skipped: 0



Scoring Approach & Savings Proposals

A comprehensive assessment of existing public conveniences was undertaken.


Sites were scored against the following three criteria;

- 59 • Usage – based on consultation feedback, footfall data and water consumption.
- Costs – factoring in ongoing revenue costs.
- Strategic importance

Strategic Importance

Included the following considerations.

- The provision of changing places and disabled facilities
- Facilities linked to other Council owned assets.
- Coverage – accounting for the number of facilities in any given location.
- Liquidity – the anticipated ease of disposal.
- Ownership status.
- Alternative uses including prospect value.

Location Town/Street/Parish		NEWTON ABBOT - DECOY							
61			<table><tr><th>Usage</th><th>Annual Running Costs</th></tr><tr><td>1657*</td><td>Cleansing Contract £5,071.00 (2019-20) £2,320.38 (fixed)</td></tr><tr><td>No. of Units CUBICLES - 4 URINALS - 3 DISABLED - 1 BABY CHANGE - 1</td><td>Utility/Maintenance/Other £10,856.47</td></tr></table>	Usage	Annual Running Costs	1657*	Cleansing Contract £5,071.00 (2019-20) £2,320.38 (fixed)	No. of Units CUBICLES - 4 URINALS - 3 DISABLED - 1 BABY CHANGE - 1	Utility/Maintenance/Other £10,856.47
	Usage	Annual Running Costs							
	1657*	Cleansing Contract £5,071.00 (2019-20) £2,320.38 (fixed)							
	No. of Units CUBICLES - 4 URINALS - 3 DISABLED - 1 BABY CHANGE - 1	Utility/Maintenance/Other £10,856.47							
			<table><tr><th>Total Annual Cost</th></tr><tr><td>£18,247.85</td></tr><tr><th>Recommended Option</th></tr><tr><td>Dispose/transfer/Introduce charging/ Close and Demolish/No change</td></tr></table>	Total Annual Cost	£18,247.85	Recommended Option	Dispose/transfer/Introduce charging/ Close and Demolish/No change		
Total Annual Cost									
£18,247.85									
Recommended Option									
Dispose/transfer/Introduce charging/ Close and Demolish/No change									
<table><tr><th>Disposal/Transfer/Charging Options</th></tr><tr><td>Potential to be incorporated into leisure related uses</td></tr></table>				Disposal/Transfer/Charging Options	Potential to be incorporated into leisure related uses				
Disposal/Transfer/Charging Options									
Potential to be incorporated into leisure related uses									
<table><tr><th>Lease/Ownership details:</th></tr><tr><td>Freehold</td></tr></table>				Lease/Ownership details:	Freehold				
Lease/Ownership details:									
Freehold									
<table><tr><th>Condition:</th></tr><tr><td>BABY CHANGE IN MENS/LADIES.</td></tr><tr><td>Estimated culmulative cost of maintenance for the next 5 years = £11,400.00</td></tr></table>				Condition:	BABY CHANGE IN MENS/LADIES.	Estimated culmulative cost of maintenance for the next 5 years = £11,400.00			
Condition:									
BABY CHANGE IN MENS/LADIES.									
Estimated culmulative cost of maintenance for the next 5 years = £11,400.00									

Site Name	Town	Annual Cost Score	Usage Score	Strategic Alignment Score	Overall Score
Boat Cove	Dawlish	3	4	4	11
Dawlish Lawn TIC	Dawlish	1	5	4	10
Dawlish Warren	Dawlish Warren	1	5	4	10
Car Park Beach Road	Dawlish Warren	3	3	4	10
Ness Tunnel	Shaldon	2	4	4	10
Station Road	Newton Abbot	2	3	4	9
Decoy Park	Newton Abbot	2	2	5	9
Kingsbridge Lane	Ashburton	2	5	1	8
Cricketfield Road	Newton Abbot	2	2	4	8
Strand	Starcross	3	4	1	8
Widcombe	Widcombe-in-the-Moor	3	4	1	8
Sandy Lane	Dawlish	4	1	1	6
Barton Hill	Dawlish	2	3	1	6
The Fountain	Kingsteignton	4	1	1	6
Lustleigh	Lustleigh	4	1	1	6
Court Street	Moretonhampstead	3	2	1	6
The Strand	Shaldon	1	3	1	5
Newbridge	Widcombe-in-the-Moor	3	1	1	5
Chudleigh Car Park	Chudleigh	1	2	1	4
Victoria Park	Buckfastleigh	1	1	1	3
Brunswick Street	Teignmouth	N/A	N/A	N/A	N/A

Savings Proposals

The following facilities were considered independently due to their current circumstances.

- **Newton Abbot, Market Walk** – currently closed awaiting Market Walk redevelopment which will include a new public convenience provision.
- **Bakers Park** – recently constructed and already has a charging system installed and linked to a Teignbridge park with a concession opportunity.
- **Teignmouth Point** – Teignmouth Town Council are providing alternative provision in the vicinity.
- **Brunswick Street, Teignmouth** - closed for over a decade. Teignmouth Town Council are providing alternative provision in the vicinity.
- **Newfoundland Way, Newton Abbot** - already Town Council run on an occupational lease.

Savings Proposals

To meet the savings target of £250,000 per year it is proposed that public conveniences scoring 8 or below, and those included in the following table are disposed, through sale or transfer, or closed by April 2027.

64 We are referring to these as 'In Scope' public conveniences.

The proposals will generate £267,836 of savings per year and contribute to the medium-term financial plan. An equalities Impact assessment has been completed and included with Full Council report.

‘In Scope’ Public Conveniences

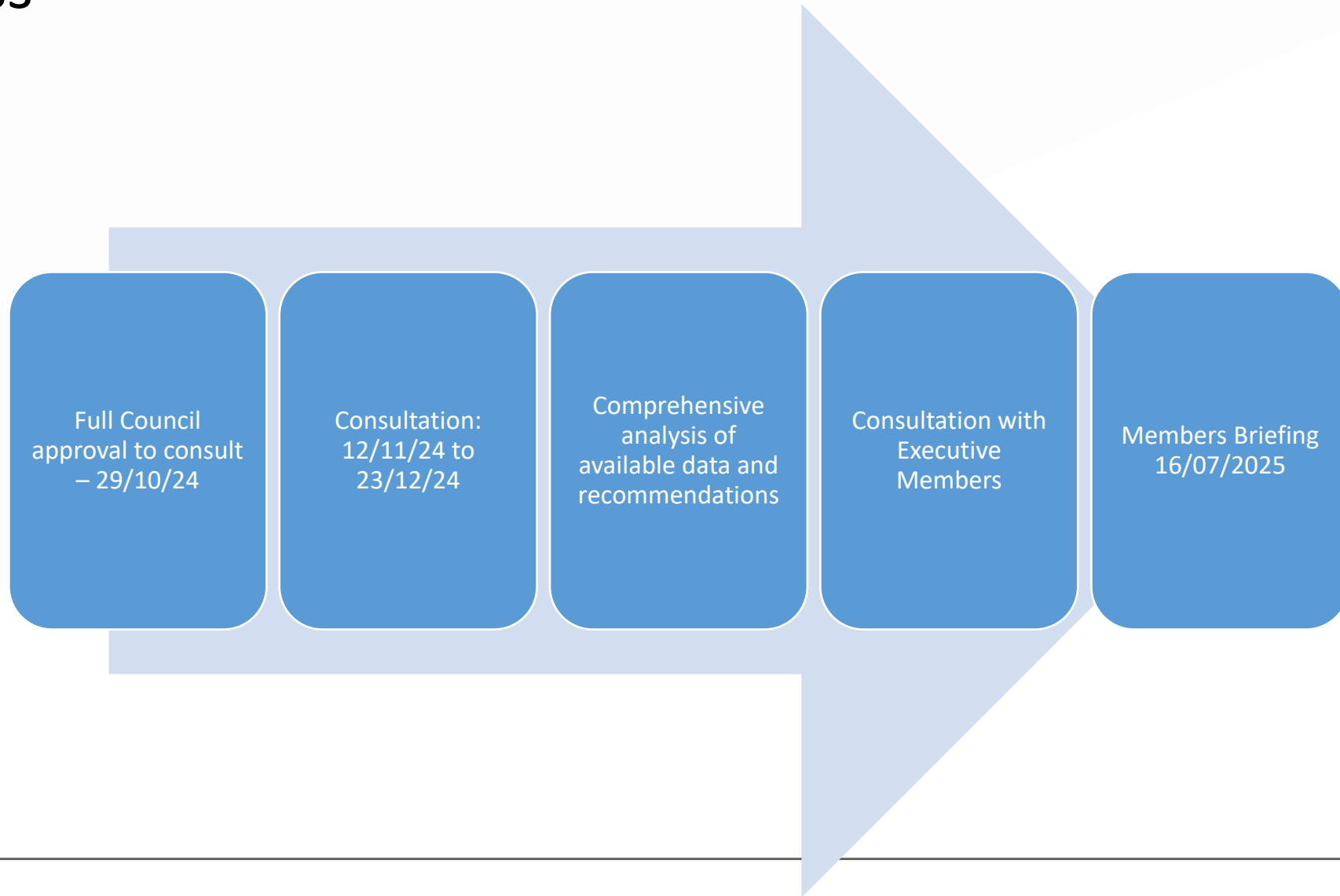
Facility Location	Score /15	Annual Cost 2024/25
Ashburton Kingsbridge Lane	8	£19,346
Starcross Strand	8	£18,519
Widcombe in-the-Moor	8	£18,200
Newton Abbot Cricketfield Road	8	£17,953
Dawlish Barton Hill	6	£20,017
Moretonhampstead Court Street	6	£17,045
Kingsteignton The Fountain	6	£11,714
Dawlish Sandy Lane	6	£11,330
Lustleigh	6	£11,278
Newbridge Widcombe-in-the-Moor	5	£14,639
Shaldon The Strand	5	£22,150
Chudleigh Car Park	4	£23,761
Buckfastleigh Victoria Park	3	£15,081
Brunswick Street, Teignmouth	Closed for 10+ years	£1,427
Market Walk, Newton Abbot	Linked to redevelopment	£45,376
Teignmouth ‘The Point’	TC Replacement pending	£0
Newfoundland Way, Newton Abbot	Town Council Operated	£0

Town and Parish Considerations

- Precept uncapped
- Proposed timings allow for budget approval process
- Control, ownership, LGR certainty
- ⌘ • Possibility for charging or dual use
- Options to buy into cleansing contract

Process

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Next Steps

July 2025

- Authorisation from Full Council to proceed.

Sept-October 2025

- Detailed costing and condition information shared with Town and Parish Councils by second week of October 2025.

November – December
2025

- Consultation with Town and Parish Councils

January 2026

- Town and Parish Precept Setting meetings – initial decisions on transfers

February - March 2026

- Work with Legal and Assets teams to initiate first wave of transfers

April – December 2026

- Negotiations with other third parties to take on ownership or management of these facilities, including exploring dual-use options.

31st March 2027

- Closure of remaining facilities and disposal of buildings in the most economic way.

Questions?

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Equality Impact Assessment



Assessment Of: Full Council Report, July 2025, on the provision of public toilets.	
<input type="checkbox"/> Policy <input type="checkbox"/> Strategy <input type="checkbox"/> Function <input type="checkbox"/> Service <input checked="" type="checkbox"/> Other:	<input checked="" type="checkbox"/> New <input type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: Customer	Assessment carried out by: Chris Braines
Service Area: Environmental Services	Job Role: Head of Environmental Services
Version / Date of Sign Off by Director:	08/07/2025

Step 1: What do we want to do?

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the Policy Officer early for advice.

1.1 What are the aims and objectives/purpose of this proposal?

Briefly explain the purpose of the proposal and why it is needed. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use plain English, avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

In order to meet the savings linked to the Modern 25 programme, Teignbridge District Council has reviewed the provision of toilets we provide to assess value for money and support our strategic priorities.

The accompanying report recommends that Teignbridge discontinue the provision of toilets at seventeen locations, and that these facilities are either transferred to other public organisations to run in the first instance, or that they are closed and alternative uses examined for the sites.

1.2 Who will the proposal have the potential to affect?

<input checked="" type="checkbox"/> Service users	<input checked="" type="checkbox"/> The wider community	<input checked="" type="checkbox"/> Teignbridge workforce
---	---	---

1.3 Will the proposal have an equality impact?

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by your manager.

If 'Yes' complete the rest of this assessment.

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No [please select]
--	--

There are possible impacts on health and quality of life for individuals, if we are unable to agree transfers to other bodies to continue the provision. At this stage prior to discussions with partner organisations about the transfer of facilities it is not possible to quantify these.

Step 2: What information do we have?

2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics (listed in 2.2).

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data - from national research, local data or previous consultations and engagement activities.

Outline whether there are any over or under representation of equality groups within your service - don't forget to benchmark to local population where appropriate.

For workforce / management of change proposals you will need to look at the diversity of the affected team(s) using available evidence such as the employee profile data. Identify any under/over-representation for age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; and sexual orientation. Please see: [Equality Act 2010 \(legislation.gov.uk\)](https://legislation.gov.uk).

Data / Evidence Source <i>[Include a reference where known]</i>	Summary of what this tells us
Taking the P***: Royal Society for Public Health 459f4802-ae43-40b8-b5a006f6ead373e6.pdf	<ul style="list-style-type: none"> Between 2010 and 2013, one in seven public toilets were closed due to local council cuts. By 2018, 37 areas in the UK had no council-run public toilets Three in four UK residents believe there are not enough public toilets in their area. The lack of facilities disproportionately impacts the elderly, women, outdoor workers, and the homeless.
Usage figures from all facilities, including Healthmatic footfall surveys, water and electricity costs, and the public consultation carried out.	<ul style="list-style-type: none"> The usage of public toilets varies widely across the district with location and season. Within towns there are more popular sites – the toilets at The Lawn, Dawlish, are used 5-7 times more than those at Boat Cove. Usage is consistent across the week, with no visible peak at weekends. Usage peaks at lunchtime/early afternoon. Electricity and Water usage was cross-referenced with footfall data and public consultation responses. Public toilets are valued by respondents,
Additional comments:	

2.2 Do you currently monitor relevant activity by the following protected characteristics? Information below relates to survey respondents.

<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Disability	<input type="checkbox"/> Gender Reassignment
<input type="checkbox"/> Marriage and Civil Partnership	<input type="checkbox"/> Pregnancy/Maternity	<input type="checkbox"/> Race

☐ Religion or Belief

☒ Sex

☐ Sexual Orientation

2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps please state this clearly with a justification.

For workforce related proposals all relevant information on characteristics may need to be sought from HR (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require action to address and identify the information needed.

Several sources of background evidence were used in the compilation of this report. The public consultation which was undertaken following Full Council in October 2024 collected data on the age, sex and disability. These questions were optional, but most respondents (98.26%) completed them. Respondents were more likely to be female than the population of the district (62.64%), more likely to be older (32.47%) than the district as a whole (27%), and more likely to report as disabled (33.87%) than the district (18.6%).

One of the proposed disposals includes a changing places facility (Cricketfield Road), 9 of the 17 proposed facilities contain accessible facilities. These are specifically, Ashburton, Starcross, Widecombe, Dawlish (Barton Hill and Sandy Lane), Moretonhampstead, Shaldon, Chudleigh and Buckfastleigh.

These questions asked about facilities used, and facilities most valued, but did not provide information on the frequency of use.

Our datasets on the usage levels of different facilities came from a cross-referencing of Healthmatic football survey data alongside the water usage of each facility from the financial year 2023/24.

We have worked to map both public and quasi-public (e.g. library) facilities when assessing coverage.

2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this has been of Teignbridge's diverse communities.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to HR for advice on how to consult and engage with employees. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups, trades unions as well as affected staff.

Teignbridge has conducted a public consultation which received high levels of response and was shared with Town and Parish Councils and community groups. There were 5,577 and efforts to consult with groups likely to be adversely affected through Teign CVS.

2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Consultation Officer for help in targeting particular groups.

Site specific engagement will be completed with the Town and Parish Councils who may also consult their own public/ stakeholder engagement as they deem necessary.

Step 3: Who might the proposal impact?

Analysis of impacts must be rigorous. Please demonstrate your analysis of any impacts of the proposal in this section, referring to evidence you have gathered above and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal.

3.1 Does the proposal have any potentially adverse impacts on people on the basis of their protected or other relevant characteristics?

Consider sub-categories (different kinds of disability, ethnic background etc.) and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

GENERAL COMMENTS (highlight any potential issues that might impact all or many groups)	
All efforts will be made to retain the level of toilet provision currently available in the district through supported transfers to towns and parishes or other interested parties. Further analysis of community specific demographics will be undertaken and considered prior to any closures to assess disproportionate impacts based on protected characteristics, with a particular focus on age and disability.	
PROTECTED CHARACTERISTICS	
Age: Young People	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Neutral <input type="checkbox"/>
Potential impacts:	A reduction in facilities can disproportionately affect those with this characteristic who may need to use public toilets more frequently. Small children have less control and outings can be curtailed when a child needs to use a toilet.
Mitigations:	Usage and coverage have been analysed to ensure that those toilets which are most used or further from alternatives remain open, including those at sites most visited by families such as country parks and seaside locations.
Age: Older People	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Neutral <input type="checkbox"/>
Potential impacts:	Many older adults live with health conditions such as incontinence, mobility issues, or chronic illnesses that necessitate frequent and reliable access to toilets. For example, around 75% of women over 75 are affected by, and 1 in 10 men over 65 experience urinary incontinence. A 2022 survey by Age UK found that 81% of older Londoners rated toilet

	provision in their borough as poor, 52% avoided drinking water before going out, and 90% considered toilet availability before planning a journey.
Mitigations:	We've looked closely at how often each toilet is used and how close it is to other facilities. This means we're keeping open the toilets that are used most often, particularly in popular spots like our destination shopping towns, country parks and resort areas.
Disability	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Neutral <input type="checkbox"/>
Potential impacts:	The NHS reports that about 1 in 5 people in the UK live with a long-term illness or disability that makes everyday life more difficult. Many of these people need toilets that are easy to access or specially adapted. Conditions like irritable bowel syndrome (IBS), Crohn's disease, and ulcerative colitis can make people anxious about going out if they're not sure a toilet will be nearby. Bladder problems are also common. More than 1 in 20 women aged 15 to 44, and up to 1 in 7 women aged 45 to 64, experience them. Among working-age men, more than 1 in 33 are affected. Bowel incontinence—though less talked about—is also widespread. Between 1% and 17% of adults live with this condition, and it becomes more common as people get older.
Mitigations:	We have conducted early engagement with businesses, some of whom have indicated a willingness to allow members of the public to use their facilities.
Sex	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Neutral <input type="checkbox"/>
Potential impacts:	Urinary incontinence affects more women than men. It is estimated that 34% women aged over 19 are affected by urinary incontinence (NICE 2015). Pregnant women or those at the menopause need to use the toilet more often, as do those with other conditions such as diabetes. About a quarter of all women of childbearing age will be menstruating at any one time and require access to toilets. Other health conditions such as prostate cancer disproportionately affect men and often impact their requirement to access toilet facilities.
Mitigations:	Review of toilet usage and proximity to other facilities undertaken. The proposals retain the toilets that are used most often or are in places where there are limited options such as destination shopping towns, country parks and resort areas.
Sexual orientation	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/> Neutral <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Pregnancy / Maternity	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Neutral <input type="checkbox"/>
Potential impacts:	A reduction in toilet provision has the potential for a greater impact upon those seeking baby changing facilities or with an increased need to use toilets.
Mitigations:	All efforts will be made to retain the level of toilet provision currently available in the district through supported transfers to towns and parishes. Usage and coverage have been analysed to ensure that those toilets which are most used or further from alternatives remain open. Pregnant women or those at the menopause need to use the toilet more often, as do those with other conditions such as diabetes. About a quarter of all women of childbearing age will be menstruating at any one time and require access to toilets.

Gender reassignment	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/> Neutral <input checked="" type="checkbox"/>
Potential impacts:	Awaiting clarification from Government on Equality and Human Rights Commission Guidance due Autumn 2025
Mitigations:	To be confirmed following clarification
Race	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/> Neutral <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Religion or Belief	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/> Neutral <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Marriage & civil partnership	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/> Neutral <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	

OTHER RELEVANT CHARACTERISTICS

Socio-Economic (deprivation)	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/> Neutral <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Other group(s) <i>Please add additional rows below to detail the impact for other relevant groups as appropriate e.g. Asylums and Refugees; Rural/Urban Communities, Homelessness, Digital Exclusion, Access To Transport</i>	<p>Individuals with health conditions which may impact toilet requirements have been considered alongside individuals with disabilities above.</p> <p>Rurality – 4 of the In Scope facilities are considered rural with no nearby alternative facilities in the event of closure.</p> <p>Homelessness</p> <p>Mobile Workers including TDC operational staff</p> <p>Public Transport users</p>
Potential impacts:	<p>Local environment issues due to reduced availability of public conveniences.</p> <p>Impact on local businesses and tourism.</p>
Mitigations:	<p>All efforts will be made to retain the level of toilet provision currently available in the district through supported transfers to towns and parishes.</p> <p>Facilities are provided for waste and cleansing staff at waste transfer facilities</p>

3.2 Does the proposal create any benefits for people on the basis of their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our Public Sector Equality Duty to:

- ✓ Eliminate unlawful discrimination for a protected group

- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

None

Step 4: Impact

4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This content should be used as a summary in reports, where this full assessment is included as an appendix.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary and appropriate despite this.

Summary of significant negative impacts and how they can be mitigated or justified:

All efforts will be made to retain the level of toilet provision currently available in the district through supported transfers to towns and parishes or third parties.

Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:

Opportunities to develop stronger relationships with Town & Parish Councils and local businesses.

4.2 Action Plan

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

Improvement / action required	Responsible Officer	Timescale
Provide data held based on protected characteristics, with a particular focus on age and disability, as part of transfer discussions with Town & Parish Councils .	Head of Assets	April 2026
Communications Plan to manage transfers and closures to include advanced warning and nearest alternative facility information.	Communications Manager	April 2026

4.3 How will the impact of your proposal and actions be measured?

How will you know if have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective and your approach is still appropriate. Include the timescale for review in your action plan above.

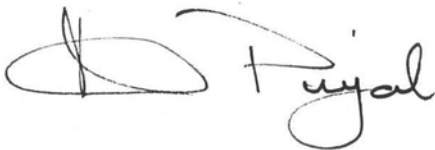
Monitoring of complaints and engagement with key stakeholders.

4.4 Is there an opportunity to promote positive attitudes and good relations between different groups and communities?

The proposals generate opportunities for local businesses to provide facilities to people with protected characteristics and improve relationships. There are also potential business opportunities to develop facilities for alternative uses.

Step 5: Review & Sign-Off

EIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek review and feedback from management before requesting it to be signed off. All working drafts of EIAs and final signed-off EIAs should be saved in G:\GLOBAL\EIA Once signed-off please add the details to the 'EIA Register' of all council EIAs saved in the same directory.

Reviewed by Service Manager: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Instead was reviewed by:	Strategic Leadership Team Sign-Off: 
Date: 08/07/2025	Date: 8/7/2025

**Teignbridge District Council
Full Council
Tuesday 29th July 2025
Part I**

Changes to the Constitution - Audit Scrutiny, Procedures and Standards Committees

Purpose of Report

To seek approval from the Council to change the Constitution relating to the Audit Scrutiny, Procedures and Standards Committees to rename the Audit Scrutiny Committee and the formation of a Governance Committee.

Recommendation(s)

The Council RESOLVES to:

- (1) Change the Council's Constitution to rename the Audit Scrutiny Committee to the Audit Committee.
- (2) Approve the Audit Committee's Terms of Reference as detailed in Appendix 1.
- (3) Change the Council's Constitution to combine the Procedures and Standards Committees into the Governance Committee.
- (4) Approve the Governance Committee's Terms of Reference as detailed in Appendix 2.
- (5) To appoint the Chairs, Vice Chairs and Members of the Audit Committee and the Governance Committee in the subsequent agenda item (Committee Seat Allocation).

Financial Implications

There are no financial implications arising from this report. The same level of Members' allowance will be payable in the new structure.

Sue Heath - Audit and Information Governance Manager
Email: sue.heath@teignbridge.gov.uk

Legal Implications

The implementation of a Governance Committee addresses one of the statutory recommendations made by Council's external auditor, Grant Thornton, as agreed by

[full Council 25th February 2025](#). A statutory recommendation is a formal notice under section 24 and schedule 7 of the Local Audit and Accountability Act 2014. If a Council fails to implement a statutory recommendation, and it is considered serious enough, the matter may be escalated for further regulatory action.

The proposed Audit Committee Terms of Reference are in line with the Chartered Institute of Public Finance Accounting best practice guidance, and the Accounts and Audit Regulations 2015.

Sue Heath - Audit and Information Governance Manager
Email: sue.heath@teignbridge.gov.uk

Risk Assessment

The proposed change strengthens the Council's governance and addresses a statutory recommendation. Failure to implement it could result in increased reputational damage, erosion of public trust, and further regulatory intervention.

Sue Heath - Audit and Information Governance Manager
Email: sue.heath@teignbridge.gov.uk

Environmental/ Climate Change Implications

None.

Sue Heath - Audit and Information Governance Manager
Email: sue.heath@teignbridge.gov.uk

Report Author

Charlie Fisher - Democratic Services Team Leader and Deputy Monitoring Officer
Email: charlie.fisher@teignbridge.gov.uk

Executive Member

Councillor Richard Keeling
Leader and Executive Member for Corporate Strategy, Devolution, Strategic Partnerships, and Governance

Appendices/Background Papers

Appendix 1 – Proposed Terms of Reference for the Audit Committee

Appendix 2 – Proposed Terms of Reference for the Governance Committee

1. Introduction/Background

1.1 The Council's current governance arrangements and Committee structure include the Audit Scrutiny Committee, the Procedures Committee and the Standards Committee.

1.2 The report seeks the Council's agreement to change the Constitution, governance arrangements and Committee structure to rename the Audit Committee and merge the Procedures and Standards Committees to a Governance Committee.

2. Overview of the current Committees

2.1 The current Audit Scrutiny Committee currently discharges the Council's Audit Committee role relating to oversight of the arrangements for financial management of the Council, risk management, internal audit, external audit and corporate governance. The Committee currently has 8 Members and has recently concluded a recruitment process to appoint an Independent Member

2.2 The Procedures Committee currently reviews the operation of the Council's constitution, standing orders, conventions and working practices. The Committee also oversees the Council's member development and training programme and makes recommendations to the Council on the Scheme of Member's Allowances. The Committee currently includes the Chair of the Council (as Chair), all Group Leaders and 2 additional Members from each Group.

2.3 The Standards Committee's role includes the promotion and maintenance of high standards of conduct by Councillors and Co-opted Members, to advise the Council on the Members' Code of Conduct, training relating to the Code of Conduct, the local filtering of complaints and dispensation requests and conducting local hearing and the determination of sanctions should a breach of the code of conduct be found. Local hearings are heard by sub-committees of the Standards Committee. The Committee currently has 6 Elected Members and 4 Independent Persons.

3 Proposed Changes and justifications

Audit Committee

- 3.1 The proposed change is to rename the Audit Committee. The proposed Terms of Reference is included in Appendix 1.
- 3.2 The current name of the Audit Scrutiny Committee is misleading; Audit Committees are distinct from Overview and Scrutiny Committees with different purposes and skill sets needed from their Members. The proposed change would clarify the role of the Audit Committee and reinforce the difference between Audit and Overview and Scrutiny.
- 3.3 The Audit Scrutiny Committee is currently undergoing a review against the Chartered Institute of Public Finance Accountant's (CIPFA) best practice guidance. The Council's [Internal Audit Plan and Charter 2025-2026](#), as approved by the Audit Scrutiny Committee on Wednesday 18th June 2025, makes reference to the Audit Scrutiny Committee's terms of reference being updated and the Committee being renamed to the Audit and Governance Committee. However, because of the wide remit of the Audit Committee, its expected workload and the Grant Thornton Recommendation below it is proposed that the name is changed to just the Audit Committee. This is in-keeping with CIPFA guidance to have a dedicated Audit Committee.

Governance Committee

- 3.4 It is proposed that the Council's Procedures Committee would be abolished and its functions merged into the Standards Committee, which will be re-named the Governance Committee. The Governance Committee's proposed Terms of Reference is included in Appendix 2.
- 3.5 The Council's external auditor Grant Thornton made [6 recommendations](#) to Council under Section 24 of the Local Audit and Accountability Act 2014. Statutory Recommendation 6 recommended that a Governance Committee be introduced to reinforce the work of the Standards Committee. These recommendations were agreed by Council on Tuesday 25th February 2025.

3.6 With the formation of the Constitution Working Group working with the Centre for Governance and Scrutiny, this has negated the formal role of the Procedures Committee's role in reviewing the Constitution and working practices. The Group's terms of reference state that agreed changes from the Group go straight to Full Council for approval. The Constitution Working Group will continue to meet going forward and Member's feedback on the Group and its work has been positive.

3.7 As a result, the Procedures Committee has met infrequently over the past few years, meeting twice in 2024 and once so far in 2025. There are currently no planned meetings of the Procedures Committee.

3.8 With the creation of a regular Governance Committee, there would be additional opportunities to bring items to that Committee around the Member Development Programme and reports detailing Committee Effectiveness reviews and the monitoring of standards of Committee meetings rather than call stand-alone meetings of the Procedures or Standards Committees to consider a short or single item agenda.

4. Alternative Options

4.1 The Council could choose to keep all three Committees separate and continue with Audit Scrutiny, Procedures and Standards Committees.

4.2 The Council could choose to keep all three Committees separate and just rename the Audit Scrutiny Committee to the Audit Committee.

4.3 The Council could choose to merge the Audit Scrutiny, Procedures and Standards Committee into an Audit, Governance and Standards Committee. However, this Committee would have a very large remit risking a loss of focus on its core audit oversight functions and impairment to its independence. It would also be against CIPFA best practice guidance.

5. Conclusion

5.1 The report seeks the Council's agreement to change the Constitution, governance arrangements and Committee structure to rename the Audit

Committee and merge the Procedures and Standards Committees to a Governance Committee.

5.2 The Chair of the current Audit Scrutiny Committee has been consulted on the proposals and this report.

Appendix 1 – Proposed Terms of Reference for the Audit Committee

Membership: All Councillors except Members of the Executive may be Members of the Audit Committee. The Committee has eight members who are elected councillors and who are appointed at the Annual Meeting of Full Council. The Committee will also appoint up to two Independent Members, who are non-voting.

Areas of Work: Its role is to provide an independent and high-level focus on the adequacy of governance, risk and control arrangements. In this regard, the Audit Committee will be attended by Chief Finance Officer and the Head of Internal Audit or their nominated deputies.

Its responsibilities include:

(a) Financial Management of the Council:

- To monitor the arrangements and preparations for financial reporting to ensure that statutory requirements and professional standards can be met.
- To review and approve the authority's financial statements and annual accounts. Specifically, to consider whether appropriate accounting policies have been followed and whether there are concerns arising from the financial statements or from the audit that need to be brought to the attention of the Council.
- To approve the Council Tax Base.
- To consider the external auditor's report to those charged with governance on issues arising from the audit of the accounts.
- To consider a report from the Chief Finance Officer (or relevant responsible officer) on agreed recommendations which have not been implemented within a reasonable timescale.

- To maintain an overview of the Council's Constitution in respect of contract procedure rules or financial regulations and maintain oversight of any exemptions or waivers.

(b) Internal Audit:

- To review and approve the internal audit charter and internal audit plan, including the scope of internal audit work and its resourcing requirements.
- To consider The Head of Internal Audit's annual report and opinion, including a summary of internal audit activity; a statement on the level of conformance with audit standards; and the level of assurance it can give over the Council's corporate governance arrangements.
- To consider reports from the Head of Internal Audit on internal audit performance during the year, to include key findings; acceptance of recommendations; and the results of follow-up audits relating to previously agreed audit recommendations.
- To consider summaries of specific internal audit reports as requested;
- To consider reports dealing with the management and performance of the providers of internal audit services.
- To facilitate private meetings with the Head of Internal Audit, as may be required.

(c) External Audit:

- To consider the external auditor's annual letter, relevant reports, and the report to those charged with governance.
- To consider any statutory recommendations or public interest reports issued by the external auditor.
- To monitor the scope and depth of external audit work and to ensure it gives value for money.
- To facilitate opportunities for private meetings with the external auditor as may be required.

(d) Other corporate governance matters:

- To monitor the effective development and operation of risk management and corporate governance in the Council.
- To monitor progress addressing risk related issues.

- To consider the Council's arrangements for corporate governance and agreeing necessary actions to ensure compliance with best practice.
- To review and approve the Annual Governance Statement and consider whether it is commensurate with the assurances received by the committee during the reporting period.
- To consider the arrangements to secure value for money and review the effectiveness of these arrangements.
- To review the assessment of fraud risk and to monitor policies on 'Raising Concerns at Work', anti-fraud and anti-corruption.
- To receive reports on the Council's use of investigatory powers under the Regulation of Investigatory Powers Act 2000.

Appendix 2 – Proposed Terms of Reference for the Governance Committee

Membership: All Councillors may be Members of the Governance Committee.

The Committee has six members who are elected councillors and who are appointed at the Annual Meeting of Full Council. The Committee will also have up to four independent non-voting persons co-opted to the support the work of the Committee in relation to its Standards remit.

Areas of Work: Its role is to advise the Council on the operation of its Constitution, Governance and decision-making arrangements, on the adoption and revision of the Members Code of Conduct and for monitoring the operation of the code.

(a) Governance arrangements:

- To review the operation of the Constitution, its Standing Orders, conventions, codes, protocols, calendar of meetings and working practices;
- To make recommendations to the Council to make changes to the Constitution;
- To oversee the Council's programmes for member development and training;
- To make recommendations to the Council on its Scheme of Members' Allowances; and

- To consider findings of maladministration and Public Interest Reports issued by the Local Government and Social Care Ombudsman.

(b) Standards

In undertaking its responsibilities (below), the Committee may appoint sub-committees to deal with its business as follows:

- To promote and maintain high standards of conduct by Councillors and co-opted members;
- To advise the Council on the adoption or revision of the Members' Code of Conduct;
- To advise or train councillors, co-opted members and parish / town councillors on matters relating to the Members' Code of Conduct;
- To be responsible for the Council's procedures for investigating and responding to complaints.
- To deal with the local filtering of complaints (including in respect to parish and town councillors), advise on declarations of interests and grant dispensation requests (where these are not dealt with by the Monitoring Officer under delegated powers);
- To conduct local hearings and determination of sanctions should a breach of the code of conduct be found; and in such cases:
 - a) the sub-committee membership be limited to 3 members of the committee, selected to sit on the particular sub-committee according to their availability;
 - b) when dealing with complaints about a parish / town councillor, the sub-committee should also include a non-voting parish / town council representative; and
 - c) at least one independent person should be consulted by the sub-committee (or full committee as appropriate) prior to determination of any complaint or otherwise as required by law.

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