



HASLEMERE TOWN COUNCIL

Terms of Reference

HTC Public toilets sub-committee

Purpose of the group

The purpose of the HTC Public toilets sub-committee (HPT) is to meet to discuss the refurbishment and maintenance of the public toilets. To include, but not limited to:

- 1) Internal refurbishment of all the toilets
- 2) External refurbishment, where necessary, of the toilet block
- 3) Liaising with contractors – plumbing, cleaning and construction
- 4) Liaising with WBC as landlord, where necessary

Membership

1. The sub-committee consists of five councillors
2. The HPT may invite other people to attend and participate at any one meeting should it consider their expertise on a particular subject would be helpful.

Areas of Responsibility

The HPT sub-committee has the delegated authority from Haslemere Town Council:

1. To plan the refurbishment of the public toilets within the budget guidelines set by Haslemere Town Council
2. To instruct contractors to carry out any such works as deemed necessary to improve the residents' experience of using the public toilets within the budget guidelines
3. To liaise with Waverley Borough Council regarding any such refurbishment work which will require their written consent
4. To prepare a cleaning specification for the daily and quarterly clean of the building and put the work out to tender
5. To explore the possibility with LINK of having an ATM put into the fabric of the building

Meetings

1. To hold regular meetings, usually 4-6 weeks until such refurbishment work is complete.

Proposed Refurbishment but not limited to:

1. Three new toilet pans in ladies toilets, to include new toilet seats
2. Three new air flush cisterns
3. Remove and replace existing urinal in mens' toilet with two new urinals and divider
4. To explore the possibility of heating for the winter months
5. To replace the existing Wallgate (wash, soap and air dispensing) units with new
6. To paint the toilets where appropriate
7. To de-rust and paint the metal gate and frames for the mens and ladies toilets
8. To reduce the height of the three "entrance" walls by 8 courses to improve security and lighting
9. To explore the possibility of putting in a baby change unit to either the mens or disabled toilets