

Provision of toilets in commercial premises open to the public

South Holland District Council has adopted a standard for the provision of sanitary accommodation in places to which the public resort which are either:

- (i) New premises, or
- (ii) premises undergoing conversion, refurbishment or alteration, or
- (iii) existing premises where the standard is inadequate and it is deemed reasonable and in the public interest to require better sanitary provision.

Supporting local businesses, encouraging tourism and promoting health are very important to the Council. This guidance supports these objectives and will lead to an improved standard of toilet facilities in relevant premises, benefiting not only the local customers but also ensuring a better 'visitor experience'. This will in turn assist the local economy.

This guidance contains a reference standard to ensure that a consistent approach is taken in the requirement of toilet provision in premises where the Local Government (Miscellaneous Provisions) Act 1976 applies

The scale of facilities you need to provide depends on the use of the premises. The most common uses are summarised in the tables in this guide. For any other uses, please contact the Food, Health & Safety Team at the Council Offices for further advice.

- Facilities for disabled people must be provided in new premises and must be incorporated into the designs for all proposed alterations to existing premises where appropriate. (*These Should also be in accordance with the design specified in the Building Regulations, Approved document M. You should also provide facilities for the disabled in other premises where this is reasonable or practicable.*)
- Separate toilets and wash basins should be provided for each sex and for disabled persons.
- It is not a legal requirement, but it is good practice that Facilities for staff should only be used by them, especially in premises where food is handled.
- Where toilets are used by females, suitable means for disposing of sanitary dressings should be provided.
- Toilets must not open directly into rooms where food is handled and must be separated by a lobby or other room.

You should consult the Planning and Building Control Teams of the Council about the technical side of installing the sanitary accommodation. They will also advise you about any permissions you may need.

You may also need to speak to other agencies or consider other matters depending on your circumstances. Please see the notes to the tables for more information.

You may also like to look at British Standard BS6465-1 2006 which provides useful guidance.

Premises providing 15 seats or less for customers

Where there are less than 15 seats and the physical dimensions are such that it would be impossible to house separate toilets for each sex, the minimum standard will be one unisex W.C, plus wash hand basin, to be accessible from within the premises to all customers including disabled persons. "This will be required in new premises and must be incorporated into the designs for all proposed alterations to existing premises where appropriate."

(in accordance with the design specified in the Building Regulations, Approved document M) You should also provide facilities for the disabled in other premises where this is reasonable or practicable.

If you feel that you have a justified reason why you cannot comply with the standards outlined in this guidance, then you can apply in writing to the Food, Health & Safety Manager for a waiver. **You must provide sufficient evidence and apply before any work starts. Your application may be refused, but grounds for the refusal will be provided.**

We will consider each case on its own merits, but for small premises with 15 seats or less, no discretion will be given in respect of no toilet provision, a minimum of one WC plus wash hand basin will be required and must be accessible from within the premises.

If you would like to speak to someone about these standards then please contact the Food, Health & Safety Team , South Holland District Council on 01775 761161 or email foodhs@sholland.gov.uk

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Table 1 – Licensed pubs, bars, nightclubs and discos		
Appliances	Male Customers	Female Customers
WC's	2 for up to 150 males plus one for every additional 200 males or part thereof. 2 for up to 40 males where urinals are not provided	2 for up to 25 females plus 1 for every additional 25 females up to 200 plus 1 for every additional 35 females or part thereof
Urinal	1 for every 50 males up to 200 plus 1 for every additional 70 males or part thereof	Not Applicable
Wash Basins	1 per WC and in addition 1 per 5 urinals or part thereof	1 plus 1 per 2 WC's
Bucket/Cleaners Sink	Adequate provision should be made for cleaning facilities including at least one bucket/cleaner's sink	

- Note 1** Occupancy should be calculated at the rate of 4 persons per 3m² of the effective drinking area (EDA)
- Note 2** A ratio of 50% male customers to 50% female customers should be assumed
- Note 3** Attention is drawn to the Workplace (Health, Safety and Welfare) Regulations 1992 for staff toilet provision
- Note 4** Toilets for the disabled should be provided in accordance with Clause 7 BS 6465-12006
- Note 5** Public Houses with restaurants should provide facilities as for restaurants and other areas where seating is provided for eating or drinking
- Note 6** Where unisex toilets are provided, WC's should be in self-contained toilets with full height walls and doors.

Table 2 – Shops and shopping malls Areas in excess of 1000m²		
Appliances	Male Customers	Female Customers
WC's	1 per 500 males; plus 1 for every additional 1000 males or part thereof. Where urinals are used, WC numbers to be half of those used for females	1 per 100 females up to every 500, plus 1 per every additional 200 females or part thereof
Urinal	2 for up to 500 males, plus 1 for every additional 500 males or part thereof	
Wash Basins	1 per WC, plus 1 per 5 urinals or part thereof	1 plus 1 per 2 WC's or part thereof
Bucket/Cleaners sink	Adequate provision should be made for cleaning facilities including at least one bucket/cleaner's sink	

- Note 1** Where unisex toilets are provided, WC's should be in self-contained toilets with full height walls and doors
- Note 2** Toilets for the disabled should be provided in accordance with Clause 7 BS 64650-12006.
- Note 3** Toilets for customers should include nappy changing facilities where necessary
- Note 4** Consideration should be given to providing an area for mothers to breast feed
- Note 5** A necessity to provide facilities for the disposal of sanitary dressings
- Note 6** Attention is drawn to the Workplace (Health, Safety and Welfare) Regulations 1992 for staff toilet provision

Table 3 – Hotels and Guest Houses and similar accommodation			
Type of accommodation	Appliances	Number Required	Remarks
Bedroom with en-suite accommodation	Bath or shower, WC and washbasin	1 per bedroom	
Bedrooms without en suite accommodation	WC	1 per 9 persons	
	Washbasin	1 per bedroom	1 per 4 persons in dormitories
	Bathroom	1 per 4 persons	Containing bath or shower, washbasin and additional WC
Cleaner's room	Cleaner's sink	1 per 30 bedrooms	At least one per floor

Note 1 Attention is drawn to the Workplace (Health, Safety and Welfare) Regulations 1992 for the staff toilet provision

Note 2 Toilets for the disabled should be provided in accordance with Clause 7 BS 6465-12006

Note 3 The necessity to provide facilities for the disposal of sanitary dressings

Note 4 Bathrooms should be preferably en suite. Sanitary facilities that are not en suite should be close to bedrooms. A clearly marked drinking water supply must be provided in each bathroom.

Table 4 – Restaurants and other areas where seating is provided for eating and drinking		
Appliances	Male Customers	Female Customers
WC	2 for up to 150: plus 1 for every additional 250 or part thereof 2 for up to 50 if urinals are not provided	2 for up 30 females; plus 1 for every additional 30 up to 120 plus 1 for every additional 60 or part thereof
Urinal	1 per 60 males or part thereof up to 120; plus 1 for every additional 100 or part thereof	N/A
Wash Basins	1 per WC, plus 1 per 5 urinals or part thereof	1 per WC

- Note 1** Where unisex toilets are provided, WC's should be in self-contained toilets with full height walls and doors
- Note 2** Attention is drawn to the Workplace (Health, Safety and Welfare) Regulations 1992 for staff toilet provision
- Note 3** Necessity to provide facilities for the disposal of sanitary dressings
- Note 4** A ratio of 50% male customers to 50% female customers should be assumed
- Note 5** Toilets for the disabled should be provided in accordance with Clause 7 BS 6465-12006
- Note 6** Establishments with up to 25 seats should provide as a minimum one wheelchair accessible unisex toilet, which may be used by both staff and customers
- Note 7** Sanitary facilities for staff in establishments with more than 25 seats should in addition to and separate from sanitary facilities for customers
- Note 8** All toilets in food business premises should be separated by a lobby from food eating and preparation areas

Table 5 – Nursery Schools and Play Schools	
WC's	1 per 10 pupils (not less than 4)
Wash Hand Basins	1 per WC/urinal
Deep sink, bath or shower	1 per 40 pupils

Note 1 Toilets for the disabled should be provided in accordance with Clause 7 BS 6465-12006

Note 2 Separate staff facilities should be provided except that facilities for disabled staff may be shared with pupils

Note 3 Attention is drawn to the Workplace (Health, Safety and Welfare) Regulations 1992 for staff toilet provision

Table 6 – Scale of Provision of Sanitary Appliances		
Number of people at work	Number of water closets	Number of wash stations
1 – 5	1	1
6 – 15	2	2
16 – 30	3	3
31 – 45	4	4
46 – 60	5	5
61 – 75	6	6
76 – 90	7	7 persons
91- 100	8	8
Above 100	8 plus 1 wc and washbasin for every unit or fraction of 25 persons	

The table above is the minimum number of sanitary conveniences and washing stations which should be provided in offices, shops, factories and other non domestic premises used as a workplace

These notes are only intended as a guide. This advice is not intended to be a definitive guide to, nor substitute for, the relevant law.

In the case of sanitary accommodation used only by men, the following table may be followed if desired, as an alternative. A urinal may be either an individual urinal or a section of urinal space which is at least 600mm long

Number of men at work	Number of WC's and washbasins	Number of urinals
1 – 15	1	1
16 – 30	2	1
31 – 45	2	2
46 – 60	3	2
61 – 75	3	3
61 – 75	6	6
76 – 90	4	3
91- 100	4	4
Above 100	4 plus 1 wc, urinal and washbasin for every unit or fraction of a unit of 50 males	

Extra facilities should be provided where work activities result in heavy soiling of the face, hands and forearms.

Where facilities provided for workers are also used by the public, the number of convenience and washing stations should be increased, to ensure workers can use the facilities without undue delay