

TO:	CHAIR AND MEMBERS COMMUNITY AND PROTECTIVE SERVICES COMMITTEE MEETING ON NOVEMBER 3, 2020
FROM:	CHERYL SMITH MANAGING DIRECTOR, NEIGHBOURHOOD, CHILDREN AND FIRE SERVICES AND ANNA LISA BARBON MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER
SUBJECT:	UPDATE ON FREE MENSTRUAL PRODUCTS AVAILABLE AT CITY FACILITIES

RECOMMENDATION

That, on the recommendation of the Managing Director, Neighbourhood, Children and Fire Services and the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, the attached report BE RECEIVED for information.

PREVIOUS REPORTS PERTINENT TO THIS MATTER
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- Presentation by the Diversity, Inclusion and Anti-Oppression Advisory Committee (April 1, 2019)

STRATEGIC PLAN LINKAGES 2019-2023
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Strengthening our Community: Londoners have access to the services and supports that promote well-being, health and safety in their neighbourhoods and across the city. Increase participation in recreation, sport, and leisure activities. Remove barriers to access recreation, sport, leisure, and leadership programs and services.

Leading in Public Service: Londoners experience exceptional and valued customer service. Increase community and resident satisfaction of their service experience with the City.

BACKGROUND

In April 2019, Council heard a presentation by the Diversity, Inclusion and Anti-Oppression Advisory Committee asking that menstrual products be distributed free of charge in City buildings. In response, Council directed Civic Administration to undertake the following actions:

- i. Civic Administration BE DIRECTED to provide free menstrual products (pads and tampons) in all public facing City of London facilities and report back at a future meeting of the Community and Protective Services Committee (CPSC) with respect to the cost associated with this;
- ii. Civic Administration BE REQUESTED to explore the option of providing free menstrual products in all remaining City of London facilities, as a pilot project, and report back at a future meeting of the CPSC with respect to the cost associated with this.

The purpose of this report is to provide an update on the cost of providing free menstrual products in all public-facing City of London facilities and to outline next steps to be undertaken to provide free menstrual products in all remaining City of London facilities.

Free Menstrual Products in Public-Facing Facilities Pilot

In September 2019, the pilot program was launched and 40 City of London facilities now provide free menstrual products (pads and tampons) in washrooms that are accessible to the public.

A list of the buildings and locations where the product is available to the public, is found in APPENDIX A.

The actual cost to implement the pilot was significantly less than the original estimate of \$25,000. The actual cost was \$13,600, made up of \$9,600 in the one-time cost of dispensers, trays, and decals, and \$4,000 in product. The cost to set up one washroom with a dispenser and product cost between \$250 and \$300 each.

There were few issues identified throughout the pilot, use and loss was significantly less than anticipated, and there was minimal waste or vandalism. Product loss was mainly due to vandalism (product thrown out or flushed down toilets) and loss due to product being dispensed and not used.

Free Menstrual Products in All Remaining City Facilities

Civic Administration will continue to roll out provision of free menstrual products to all remaining City of London facilities starting in January 2021 (see APPENDIX B). These additional locations include three more buildings open to the public and 33 buildings with 163 staff-only washrooms.

FINANCIAL IMPACT

There will be no additional cost to continue providing free menstrual products at the 40 existing locations through to the end of 2021.

The one-time capital cost to expand this program to all other locations identified in APPENDIX B will cost approximately \$23,000 to purchase and install wall dispensers or counter trays depending on location. This up-front cost to expand the program to remaining facilities will be funded from the Efficiency, Effectiveness and Economy Reserve at the recommendation of the Senior Management Team.

If usage level remains similar to the pilot, it is estimated that ongoing costs to provide free menstrual products in all City facility washrooms will be approximately \$8,500 annually. This ongoing operating cost will be accommodated within approved Service Area operating budgets.

PREPARED BY:	CONCURRED BY:
DONNA BAXTER MANAGER, POLICY AND PLANNING SUPPORT	TIM WELLHAUSER DIVISION MANAGER, FACILITIES CORPORATE AND FINANCIAL SERVICES
RECOMMENDED BY:	RECOMMENDED BY:
ANNA LISA BARBON CPA, CGA MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER	CHERYL SMITH MANAGING DIRECTOR NEIGHBOURHOOD, CHILDREN AND FIRE SERVICES

- c: Paul D'Hollander, Manager, Neighbourhood Operations
- Scott Stafford, Managing Director, Parks and Recreation
- Val Morgado, Manager Operations, Facilities, Finance and Corporate Services

APPENDIX A

Free Menstrual Products in Public-Facing Facilities Pilot Locations

Buildings	Washroom Type	Location in Building
Argyle Arena	Male	Main level
	Female	Main level
Boyle Community Centre	Universal	Accessible washroom off main hallway
Byron Community Centre	Universal	Accessible washroom off main hallway
Byron Pool	Universal	Universal changeroom - first one
Canada Games Aquatic Centre	Universal	Accessible washroom lower level
	Female	Changeroom
Carling Arena	Male	Main level
	Female	Main level
Carling Heights Optimist Centre	Universal	Family change room
City Hall	1 male 1 female	Lower Level Public washrooms
Civic Gardens Complex	Male	Main hallway
	Female	Main hallway
Earl Nichols Arena	Male	Main corridor
	Female	Main corridor
East Social Services Office	Universal	Barrier free washroom off of the waiting area
Fanshawe Golf Course	Male	Public washroom
	Female	Public washroom
Farquharson Arena	Male	Public washroom
	Female	Public washroom
Glen Cairn Pool	Male	Public washroom
	Female	Public washroom
Gibbons Pool	Universal	Universal changeroom - left
	Universal	Universal changeroom - right
Hamilton Road Annex	Universal	Universal washroom
Hamilton Road Seniors Centre	Male	Main hallway
	Female	Main hallway
Kinsmen Arena	Male	Main Hall - downstairs
	Female	Main Hall - downstairs
Kiwanis Seniors Centre	Universal	Universal washroom
Lambeth Arena & Community Centre	Male	On community centre side
	Female	On community centre side
Medway Arena & Community Centre	Male	Lobby - main level
	Female	Lobby - main level
	Male	Hallway upstairs
	Female	Hallway upstairs
North London Optimist Community Centre	Universal	In front of reception desk
Northeast Pool	Male	Public washroom
	Female	Public washroom
Northridge Pool	Male	Public washroom
	Female	Public washroom
Oakridge Arena & Pool	Male	Public washroom
	Female	Public washroom
Provincial Offences Act Court	Female	Public washroom only
River Road Golf Course	Male	Public washroom
	Female	Public washroom
Silverwoods Arena	Male	Public washroom
	Female	Public washroom
Silverwoods Pool	Male	Public washroom
	Female	Public washroom
South London Community Centre	Universal	Hallway near Gemmel Room
South London Pool	Universal	Family changeroom - in universal washroom closest to the door
Southcrest Pool	Universal	Universal changeroom

Buildings	Washroom Type	Location in Building
Springbank Gardens Community Centre	Male	Exterior washrooms
	Female	Exterior washrooms
Storybook Gardens	Male	By the castle
	Female	By the castle
Stronach Arena, Community Centre & Pool	Universal	Family change room
Thames Golf Course	Universal	Public washroom
Thames Pool	Male	Public washroom
	Female	Public washroom
Victoria Park Bandshell	Male	On left facing bandshell
	Female	On right facing bandshell
Westminster Pool	Male	Public washroom
	Female	Public washroom

APPENDIX B

Remaining City Facilities and Washrooms to be Fitted for Free Menstrual Products in January 2021

Additional Publicly Accessible Washrooms

Buildings	Washroom Type	Location in Building
Fire Station #1 (HQ)	1 universal	1 st Floor public washroom
Tourism Information Centre	1 male 1 female	Main Building (public and staff washrooms)
East Lions Community Centre Opening (TBD)	Universal	Accessible washroom off changeroom hallway

Additional Staff-only Washrooms

Buildings	Washroom Type	Location in Building
Adelaide Operations Centre	4 male 3 female	Main floor locker rooms Second level locker rooms
AJ Tyler Operations Centre	6 male 6 female	Administrative Building, Service Garage, Water and Sewer Building
Centennial House	2 male 2 female 1 universal	Unit 1,2 & 3 Risk Management, Unit 4 Building Inspectors Unit 11 & 12 By-Law Enforcement
Central Library (Rapid Transit office)	Universal	Universal Washroom
Citi Plaza	2 male 2 female 1 universal	Second floor
City Hall (Floors 2 to 12)	12 male 12 female 1 universal	2 nd to 12 th floor
East Social Services Office	2 male 2 female 2 universal	Main floor
Exeter Road Operations Centre	2 male 2 female 2 universal	Main floor
Fire Station #1 (HQ)	3 male 3 female 1 universal	1 st to 3 rd floor
Fire Station #2	2 male 2 female 1 universal	Suppression and Apparatus Divisions
Fire Station #3	1 male 1 female 1 universal	Basement & 2 nd floor
Fire Station #4	1 male 1 female 1 universal	Basement & 2 nd floor
Fire Station #5	1 male 1 female	Main floor
Fire Station #6	1 male 1 female 2 universal	Basement & 2 nd floor & platoon chief area
Fire Station #7	1 male 1 female 1 universal	Main floor
Fire Station #8	1 male 1 female 1 universal	Basement & main floor
Fire Station #9	2 male 2 female 2 universal	Main floor, & platoon chief area

Buildings	Washroom Type	Location in Building
Fire Training Division	1 male 1 female	Main floor
Fire Station #10	1 male 1 female 1 universal	Basement & main floor
Fire Station #11	1 male 1 female 1 universal	Main floor
Fire Station #12	1 male 1 female 1 universal	Main floor
Fire Station #13	1 male 1 female 1 universal	Main floor
Fire Station #14	1 male 1 female 1 universal	Main floor
J Allyn Taylor Building	6 male 6 female	Lower level to 5 th floor
Northland Mall Social Services Office	1 male 1 female 1 universal	Main Floor
Oxford Operations Centre	1 male 1 female	Main Building
Provincial Offences Act Court	4 male 3 female 1 universal	Staff washroom courts and parking enforcement
Regional Water Supply	1 male 1 female	2 nd floor
South London Social Services Office	1 male 1 female 1 universal	Main Building
Westmount Social Services Office	1 male 1 female 1 universal	Main floor
Wolseley Operations Centre	1 male 1 female	Main Building
201 Queens (ITS Department)	2 male 2 female	2 nd & 3 rd floor
204 - 206 Dundas St. (City Planning)	1 male 1 female 1 universal	1 st & 2 nd floor
220 Dundas St. (JD Edwards group)	1 male 1 female	6 th floor