

Cabinet Agenda

Monday, 4 January 2016 at 6.00 pm

Stade Hall, The Stade, Rock-A-Nore Road, Hastings, East Sussex, TN34 3FJ

For further information, please contact Michael Courts on 01424 451764 or email mcourts@hastings.gov.uk

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Present: Councillors Chowney (chair), Forward (Vice-Chair), Cartwright, Poole, Atkins, Cooke and Davies

Apologies for absence were noted for Councillor Hodges

28. MINUTES OF THE MEETING HELD ON 2 NOVEMBER 2015 AND THE SPECIAL CABINET MEETING HELD ON 16 NOVEMBER 2015

RESOLVED that the minutes of the meeting held on 2 November 2015 and the special Cabinet meeting held on 16 November 2015 be approved and signed by the chair as a correct record of the meeting

RESOLVED the chair called over the items on the agenda, under rule 13.3 the recommendations set out in minute numbers 30, 31, 32, 34 and 35 were agreed without being called for discussion

MATTERS FOR COUNCIL DECISION

29. REVIEW OF GAMBLING POLICY

The Assistant Director for Environment and Place presented a report to advise Cabinet on the outcome of a recent statutory review of the council's Gambling Act Statement of Principles.

Under the Gambling Act 2005, which made local authorities responsible for determining applications for local gambling premises licences, temporary occurrences, machine permits and lotteries, the council was required to review and consult on its policy at least every 3 years. The council's current policy had been subject to two such reviews since it was first adopted in 2007, and has been revised to reflect changes to legislation and national guidance. The current policy has not been subject to legal challenge and has been applied successfully at a number of licensing hearings.

Minor revisions had been made to the statement of gambling principles, including an amendment to legislation which required a risk assessment be carried out in relation to the 3 licensing objectives. Members had also requested the inclusion of a no casino resolution within the statement of gambling principles. The no casino resolution may be reversed by Full Council at any time. The draft policy had been subject to a 5 week public consultation, and the report gave a synopsis of the responses received. Following the consultation, the council was required to adopt the new policy by 26 January 2016.

Councillor Davies proposed approval of the recommendations to the Assistant Director of Environment and Place's report, which was seconded by Councillor Cartwright.

RESOLVED (unanimously) that: -

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- 1) **Cabinet agree the updated Gambling Act Statement of Principles and recommends it to Full Council for adoption by 26 January 2016, and;**
- 2) **To recommend to Full Council to pass a no casino resolution**

The reason for this decision was:

There is a statutory requirement for local authorities to fully review their gambling statement of principles at least every 3 years. Failure to do so could result in judicial review proceedings against the authority, and call in to doubt local decisions made under the Gambling Act 2005.

The Act gives powers to licencing authorities to introduce a no casino resolution for their areas; it is a Full Council decision and must be revisited and endorsed every 3 years. The decision can be reversed by a Full Council decision at any time if considered appropriate.

30. REVIEW OF LICENSING POLICY

The Assistant Director for Environment and Place submitted a report to inform Cabinet on the results of a recent consultation carried out for the statutory review of the council's Licensing Policy.

Under the Licensing Act 2003, which gave local authorities responsibility for the licensing of premises, persons and temporary events in connection with the sale and supply of alcohol, regulated entertainment and late night refreshment, the council was required to carry out a review of its licensing policy every 5 years.

The policy had been revised to incorporate changes to legislation and statutory guidance. Data from partner agencies, including Sussex Police, had been used to determine that the three saturation zones outlined in the previous policy should be retained. The saturation zones are intended to help control the cumulative impact arising from a concentration of certain types of licensed premises on specific areas of the borough. Applicants applying for licences within the saturation zones will need to consider carefully how they will manage their premises to promote the licensing objectives.

A key aim of the policy was to promote a diverse range of licensed premises within the borough, a new matrix approach to considering applications, based on good practice developed by Brighton and Hove City Council, had been included within the policy. The matrix is intended to clarify the council's aspirations for the operation of licensed premises to potential applicants, stakeholders and the general public.

The proposed policy had been subject to a public consultation. It was necessary for the council to adopt the revised policy by 6 January 2016.

RESOLVED that Cabinet agree the updated Licensing Policy and recommend it to Full Council for adoption by 6 January 2016

The reason for this decision was:

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There is a statutory requirement for local authorities to fully review their licensing policy at least every 5 years. Failure to do so could result in judicial review proceedings against the authority and call in doubt local decisions made under the Licensing Act 2003.

31. HASTINGS LOCAL PLAN - RETENTION OF EMPLOYMENT LAND AND PREMISES SUPPLEMENTARY PLANNING DOCUMENT (SPD)

The Assistant Director for Regeneration and Culture submitted a report which sought formal adoption of the retention of employment land and premises supplementary planning document (SPD).

SPD's provide detail about how the planning policies contained within the Hastings Planning Strategy and Development Management Plan will be implemented when determining planning applications. A key objective for the council is to retain employment land and premises; this is reflected in Policy E1 of the Hastings Planning Strategy.

Following the adoption of the new Hastings Planning Strategy in 2014, and more recently the Development Management Plan in 2015, the council had reviewed its existing SPD in respect of the retention of employment land. The SPD had been subject to an initial consultation with stakeholders, followed by a formal 4 week consultation with the wider public. One minor amendment was made to the SPD as a result of both stages of the consultation.

RESOLVED that the draft supplementary planning document is formally adopted

The reason for this decision was:

To conform to regulation 14 of the Town and Country Planning (Local Planning) (England) Regulations 2012, and enable the supplementary planning document to hold full weight as a material consideration in the determination of planning applications.

32. HASTINGS LOCAL PLAN - VISITOR ACCOMMODATION SUPPLEMENTARY PLANNING DOCUMENT (SPD)

The Assistant Director for Regeneration and Culture presented a report which sought formal adoption of the retention of visitor accommodation supplementary planning document (SPD).

SPD's provide detail about how the planning policies contained within the Hastings Planning Strategy and Development Management Plan will be implemented when determining planning applications. Visitor accommodation is an essential part of the town's tourist offer, and important to supporting related employment in this sector, as detailed in policy E4 of the Hastings Planning Strategy.

Following the adoption of the Hastings Planning Strategy in 2014, and more recently the Development Management Plan in 2015, the council had reviewed its existing SPD in respect of the retention of visitor accommodation. The SPD had been subject

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to an initial consultation with stakeholders, followed by a formal 4 week consultation with the wider public. One minor amendment was made to the SPD as a result of both stages of the consultation.

RESOLVED that the draft supplementary planning document is formally adopted

The reason for this decision was:

To conform to regulation 14 of the Town and Country Planning (Local Planning) (England) Regulations 2012, and enable the supplementary planning document to hold full weight as a material consideration in the determination of planning applications.

MATTERS FOR CABINET DECISION

33. **EAST SUSSEX, SOUTH DOWNS AND BRIGHTON AND HOVE WASTE AND MINERALS SITES PLAN SUBMISSION DRAFT**

The Assistant Director for Regeneration and Culture presented a report which sought Cabinet approval to respond with a formal representation on the submission draft version of the East Sussex, South Downs and Brighton and Hove waste and minerals site plan, which is to be considered at an independent review by a Planning Inspector

The plan identifies sites for new waste management facilities, whilst protecting those existing. The plan covers the period to 2026, and is intended to provide additional recovery and recycling capacity to meet targets for diverting waste from landfill, in order for East Sussex to become self-sufficient in terms of waste management capacity.

The plan identifies 4 locations within the borough as areas for waste related development. However, this is in conflict with the council's newly adopted Development Management Plan (DMP) which had specifically allocated the sites for employment purposes, which did not include waste recovery or related uses. Cabinet members reaffirmed the primacy of the role of the DMP in supporting the future employment needs of the borough.

It was proposed that council submit a formal representation objecting to the proposed plan, on the grounds of its failure to meet the tests of soundness in respect of being justified and effective.

Councillor Poole proposed approval of the recommendations to the Assistant Director for Regeneration and Culture's report, which was seconded by Councillor Davies.

RESOLVED (unanimously) that: -

- 1) **The council submit an objection to the emerging waste and minerals sites plan as a whole, in view of its significant conflict with the policies in the adopted Hastings Development Management Plan 2015;**
- 2) **The council specifically objects to the identification of 3 areas of search sites and 1 area of opportunity site within Hastings borough**

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- boundary for the purposes of waste disposal / waste management. These are considered to be in direct conflict with the policies in the recently adopted Development Management Plan and will significantly prejudice delivery of employment opportunities within the borough;
- 3) The council would reaffirm its previous objection to the inclusion of the site at Whitworth Road as an area of search and in light of Hastings' previously expressed concerns is disappointed that this appears in the proposed submission version of the plan;
 - 4) Urge East Sussex County Council to consider preparing a revised proposed submission draft of the waste and minerals site plan in light of this council's concerns, and;
 - 5) The council reserves the right to appear at future hearing sessions as part of the waste and minerals site plan examination in public in order to support its objection

The reason for this decision was:

To enable the council's strong concerns to be made known to the county council as part of the preparation of its waste and minerals sites plan, and to allow them to be addressed in the final version of the plan. To enable the council's views to be considered as part of the examination in public of the waste and minerals sites plan by an independent Planning Inspector.

34. NEW FACTORY UNIT

The Assistant Director for Financial Services and Revenues submitted a report which sought approval to progress with proposals to build a new factory unit for BD Foods, an existing tenant on the Castleham Industrial Estate.

At its meeting on 1 September 2014, Cabinet had agreed to undertake a feasibility study on the construction of a new factory unit and to proceed with the project unless the costs exceeded £700,000. Planning consent had been granted for the new unit on 13 October 2015.

Following a procurement exercise, facilitated through the East Sussex Procurement Hub, 4 tenders had been received. Interviews with the companies that had submitted the two lowest tenders had taken place in December 2015. The tenders received were significantly above the initial estimated costs, although this is principally due to building cost inflation as well as additional requirements to satisfy East Sussex County Council Highways. As part of the project, a new substation would also be provided which would benefit the estate for many years.

The project would ensure that the council retained BD Foods as a tenant, securing rental income from their units, and support the creation of an additional 20 full time jobs.

RESOLVED that the most economically advantageous tender be accepted and to progress with building the new factory unit

The reason for this decision was:

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To assist a local business to expand and create additional jobs and income for the council.

PART II

RESOLVED that the public are excluded from the meeting during the consideration of items of business listed below because it is likely that if members of the public were present there would be disclosure to them of exempt information as defined in paragraph 3 of schedule 12A to the Local Government Act 1972 referred to in the relevant report

35. NEW FACTORY UNIT

The Assistant Director for Financial Services and Revenues submitted a report which set out the financial implications relating to the construction of an additional factory unit for BD Foods.

RESOLVED as per the part 1 report

The reason for this decision was:

To assist a local business to expand and create additional jobs and income for the council.

(The chair declared the meeting closed at. 6.14 pm)

Agenda Item 5



Report to: Cabinet

Date of Meeting: 4 January 2016

Report Title: Proposed designated Cycle Route in Alexandra Park

Report By: Mike Hepworth
Assistant Director Environment and Place

Purpose of Report

Outline the results of the consultation on the East Sussex County Council funded proposals for providing a cycling route through Alexandra Park, and agree the recommendation to be made to the Borough Council Cabinet.

Recommendation(s)

1. **Hastings Borough Council agree to a shared cycle route through Alexandra Park in principle subject to East Sussex County Council:-**
 - a, **Removing the proposed route in front of the café;**
 - b, **Fully reviewing the results of the consultation and incorporating measures such as those listed below where practicable;**
 - c, **Maximising the numbers of signs, bollards, finger posts and surface markings to ensure safety concerns are fully considered and addressed through appropriate measures implemented in the final design of the route;**
 - d, **Where appropriate, using different coloured surfacing as a safety feature;**
 - e, **Using clearer signage where the route merges or crosses with existing footpaths;**
 - f, **Using cyclists dismount signs at appropriate locations;**
 - g, **Providing cycle racks at appropriate locations.**
2. **Hastings Borough Council publicly thank everyone who responded to the consultation, and in particular the participants of the Reference Group for informing the pre-consultation design process.**

Reasons for Recommendations

Cycling is recognised as a key health benefit and provision of cycling facilities is supported by Government. Hastings Borough Council's Development Management Plan identifies a number of proposed cycle routes in the town, one of which is the route through Alexandra Park. East Sussex County Council are supportive of the route and will fully fund its implementation. Extensive consultation has been undertaken to inform the details of the final scheme.

Introduction

1. Successive Governments have recognised the health benefits of cycling and encouraged Local Authorities to look at ways to increase opportunities for cycling. The current proposal is to implement a shared cycling and pedestrian route, using existing paths through Alexandra Park to join Silverhill and Queens's Road.
2. Although the new shared route would pass through Alexandra Park, which is owned, managed and maintained by the Borough Council, the route through the park has been designed by consultants appointed by East Sussex County Council, and the cost of installing the new route would also be funded by the County Council.
3. If Hastings Borough Council approves the principle of the proposed route, the County Council will instruct their consultants to refine and complete the design in light of feedback from the public consultation and the Borough Council's comments, and set a timetable for delivery of the project.

Policy Framework

4. It should be noted that the provision of a cycle route through and within Alexandra Park is a strategic policy ambition of the Borough Council. The Hastings Local Plan, the Hastings Planning Strategy 2011 - 2028, adopted 19th February 2014, identifies a number of routes around the town, including Alexandra Park. A route within Alexandra Park is shown on the key diagram in the Planning Strategy and on the policies map. The Local Plan was subject to extensive consultation and a public inquiry prior to adoption.
5. Policy T3 of the Hastings Planning Strategy states;
 - a. The Council will work with East Sussex County Council using the Local Transport 3 policy framework and other partners to achieve a more sustainable transport future for Hastings. Particular priority will be given to supporting the provision of new and enhanced cycle routes in the town, and in particular, supporting the implementation of the strategic cycle network as identified on the key diagram and the policies map.
6. Hastings Council, together with East Sussex Country Council, and Hastings Urban Bikes (HUB) produced a Hastings Walking and Cycling Strategy in 2014. The strategy provided a supporting document to the County Council's Local Transport Plan and the Hastings Local Plan and outlined opportunities for increased walking and cycling in the town.
7. On this basis, the local consultation carried out this summer was not about whether there should be a cycle route through Alexandra Park. It was about how such a route should be implemented, and sought feedback on the detailed proposals developed by the County Council.

The proposed route through Alexandra Park

8. Alexandra Park is a grade 2* listed park as designated by Historic England. The current proposal is for a shared cycling/pedestrian route through the park joining Silverhill and Queens Road. The proposed cycle route follows existing paths. No new routes will be constructed. It is not a single use cycle lane.
9. The proposed route does not require planning permission and Historic England did not comment as the route follows existing paths in the park. The provision of cycling in a designated route will be compatible with our proposed new parks' bye laws.
10. To progress the route, East Sussex County Council appointed engineering consultants to design and deliver the scheme. The County Council will be responsible for project managing and fully funding the implementation of the route and associated signage. The route is identified on the attached plans together with the proposed signs. East Sussex County Council envisages the route will be constructed mid to late 2016.

Consultation

11. As landowner, Hastings Borough Council undertook a specific consultation exercise on the proposed route and accompanying signage, paths, crossing points etc. As mentioned earlier, the consultation was not about the principle of a route through the park, it was about the detailed implementation of the route.
12. In April 2015, we established a Reference Group of interested groups (Friends of Alexandra Park, The Greenway Group, The Ramblers Association, Hastings and Bexhill Disability Forum, Hastings Urban Bikes) to assess the initial proposals and give early feedback to the County Council and their design consultants, Amey, prior to the full public consultation.
13. The Reference Group was able to provide helpful early feedback for the consultants prior to full public consultation. The public consultation took place from 15th June until 21st August 2015.
14. We invited comment through our web site, invited comment in person at the Community Contact Centre and held a specific consultation event at Armed Forces weekend on 28th June 2015, where officers from the Councils and the design consultants were available to discuss the proposed route and invite further comment.
15. East Sussex County Council is awaiting the outcome of our Cabinet's consideration of the proposals and the results of the public consultation before commissioning further work to address the concerns received from the public consultation.

Consultation Summary

16. There were 177 single responses to the consultation. 82 responses were identified as for and 84 against.

17. We received one petition with 63 signatories against the proposal. However, instead of stating a single petition statement for signatories to acknowledge and add their signature to, it was essentially a collection of comments against the proposed route.
18. Much of the feedback was very detailed and provided a mixture of personal views and constructive comments. However, many related to the same issues, and made very similar points. Therefore a representative selection of comments from the consultation feedback is attached as Appendix 1, with Borough Council Officer responses to the feedback in the right hand column.
19. After assessing all the comments, the feedback generally highlighted issues around;
 - a. public safety
 - b. enhanced and effective signage
 - c. enforcement

Discussion

20. The provision of a cycle route through the park is a key policy priority for the Council.
21. The consultation prompted very strong feelings both for and against the details of the proposed route. The main concerns from opponents of the route focused on safety, signage and enforcement, as well as opposing cycling in the park as a matter of principle. Of course, we were not actually seeking views on the latter, only on the details of the route.
22. On the other hand the advocates of the route, in general, felt the benefits outweighed the risks and encouraged the Council to approve the proposal.
23. The proposed route follows existing footpaths. It is a shared route so cyclists and walkers will share the same path. Cycling will not be allowed on footpaths not designated for cycling, and cycling will remain prohibited from the majority of footpaths in the park.
24. A number of respondents to the consultation identified the route in front of the café in the lower park as of particular concern, and wished to see this section removed. Hastings Borough Council agrees and will require this section of the proposed cycle route be removed from the final plans.
25. In addressing the key concerns from the consultation, Hastings Borough Council will require East Sussex County Council to:-
 - a. Remove the proposed route in front of the cafe
 - b. Fully review the results of the consultation and incorporate measures such as those listed below where practicable

- c. Maximise the numbers of signs, bollards, finger posts and surface markings and ensure safety concerns are fully considered and appropriate measures implemented in the final design of the route
 - d. Where appropriate, use different coloured surfacing as a safety feature
 - e. Use clearer signage where the route merges or crosses with existing footpaths
 - f. Use Cyclists Dismount signs at appropriate locations
 - g. Provide cycle racks at appropriate locations.
26. Hastings Borough Council will fully participate with the County Council and their consultant to ensure signage is not only appropriate for the location, but is clearly worded and clearly visible to both pedestrians and cyclists using the new route.

Enforcement

27. The enforcement of cycling in the park will be a matter for Hastings Borough Council. We propose working with cycle groups to enforce a self-management approach to cycling, and to working with park users to highlight and challenge unacceptable behaviour by cyclists.
28. In the initial stages officers will design a programme for the Rangers and Wardens to have a heightened presence in the park at specific times to engage with cyclists and deter unsafe use. Cycling outside the designated route would be liable to potential Fixed Penalty Notices for contravention of the bye laws.
29. It is hoped that this proportionate approach of education and enforcement will quickly establish behaviours that are compatible with a shared route through the park, enabling all to use it with confidence, both pedestrians and cyclists.
30. Following on from this initial phase of education and enforcement, we will continue to monitor how the shared route is used, and should any serious concerns arise, we will deploy enforcement staff to address them.

Policy Implications

Equalities

31. The Council formed a Reference Group to include a cross section of park users and interest groups, including the Hastings and Rother Disability Forum. The views of the reference group informed initial changes to the proposed design. Further public consultation invited views from all sectors of the community. Those views have been passed to ESCC and AMEY for consideration in the final design.

Risk Management

32. Safety features such as warning signs and information signs are already integral to the design proposals for the route. The consultation highlighted safety concerns

which have been passed to ESCC for consideration and inclusion in the final designs wherever reasonably practicable.

Environmental Issues

33. Promoting cycling as a sustainable form of transport is a key environmental consideration nationally and locally. Promoting cycling conforms to the national health agenda for increasing exercise and healthy living, as well as reducing car use and fossil fuel consumption.

Economic and Financial

34. The route is being fully funded by ESCC. No contribution is sought from Hastings Borough Council. Whereas the long term maintenance of the path will fall to the Borough Council. However as the route is on existing footpaths that are already maintained by the Council, there are no significant implications for the maintenance budget

Local Peoples Views

35. Local people were invited to comment on the scheme through the consultation process facilitated by the Borough Council.

Wards Affected

Braybrooke, Silverhill

Policy Implications

Please identify if this report contains any implications for the following:

Equalities and Community Cohesiveness	No
Crime and Fear of Crime (Section 17)	No
Risk Management	Yes
Environmental Issues	Yes
Economic/Financial Implications	No
Human Rights Act	No
Organisational Consequences	No
Local People's Views	Yes
Anti-Poverty	No

Additional Information

Appendix One - Summary of responses to the consultation.

Officer to Contact

Murray Davidson
mdavidson @hastings.gov.uk



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Appendix 1 Representative selection of comments from the consultation into the proposed cycle route in Alexandra Park

Positive comments	Negative comments	Hastings Council response
<p>Glad to see that HBC are planning to develop a cycle path / shared use path in Alexandra Park. Roads around the park are hairy! With fast traffic and narrow roads (due to parking) so this is a welcome safe zone for families and kids alike. You have my full support for the scheme</p>		<p>Hastings Council will work with East Sussex County Council to ensure that safety features are paramount in the final design.</p>
	<p>I strongly oppose the plan to allow cycling through the lower part of Alexandra Park. This is a very well used area and the resulting conflict between irresponsible cyclists and pedestrians will not enhance the park experience for anyone.</p> <p>There is an alternative route which could go down the pavement (next to the park) in St Helen's Road.</p>	<p>The adopted Hastings Borough Council Local Plan identified the strategic policy ambition to provide a cycle route through the park. This was the basis of the consultation.</p> <p>The proposed route is felt to be the most practicable but the Council will require East Sussex County Council to consider additional measures such as signage to increase public safety where reasonably practicable.</p>

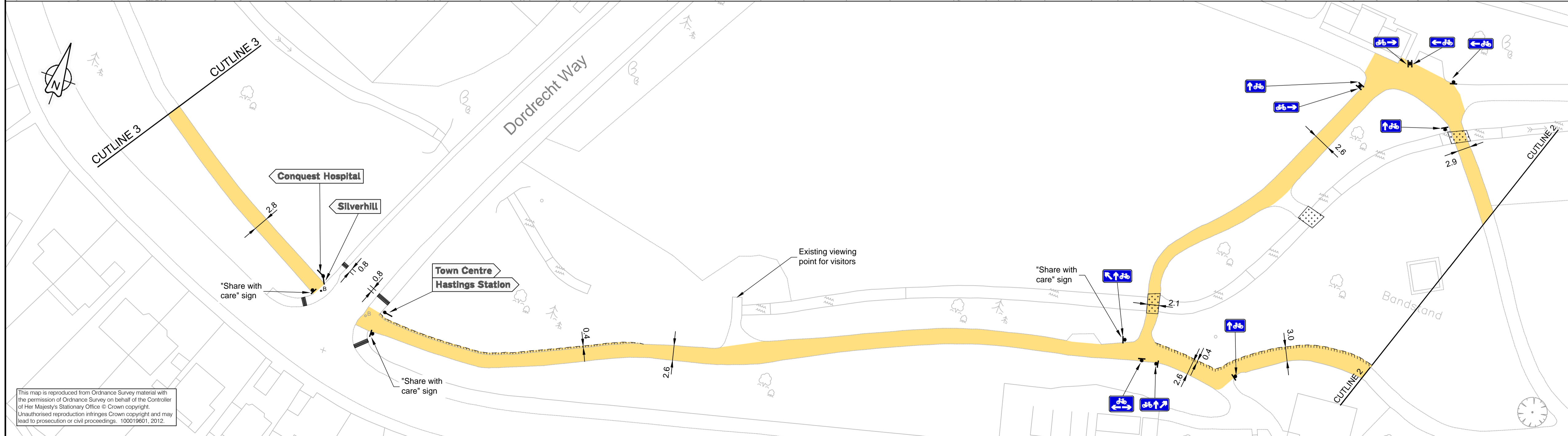
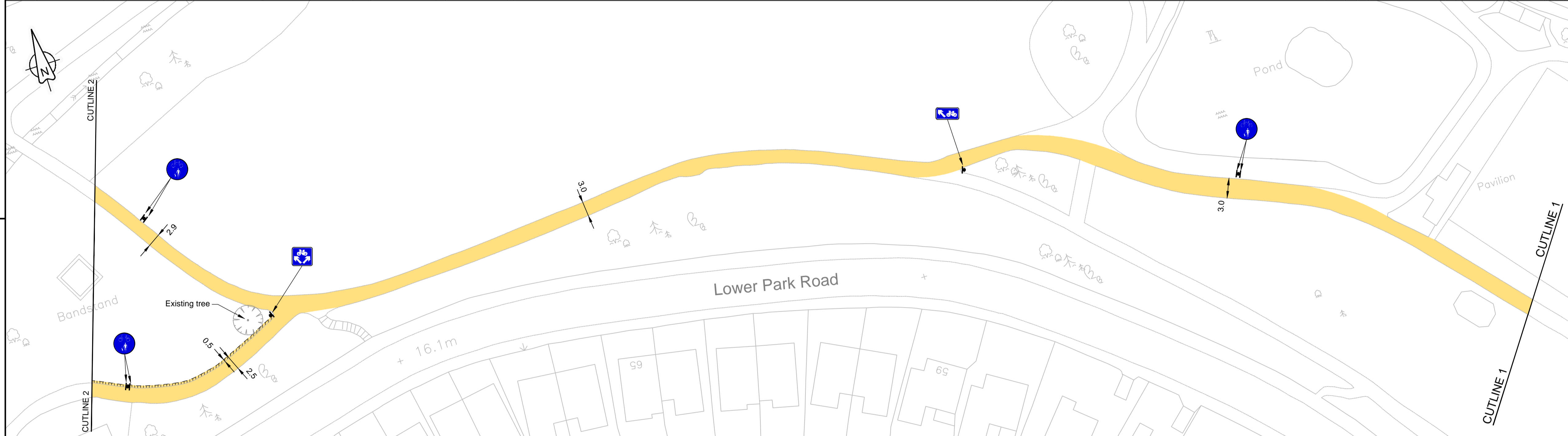
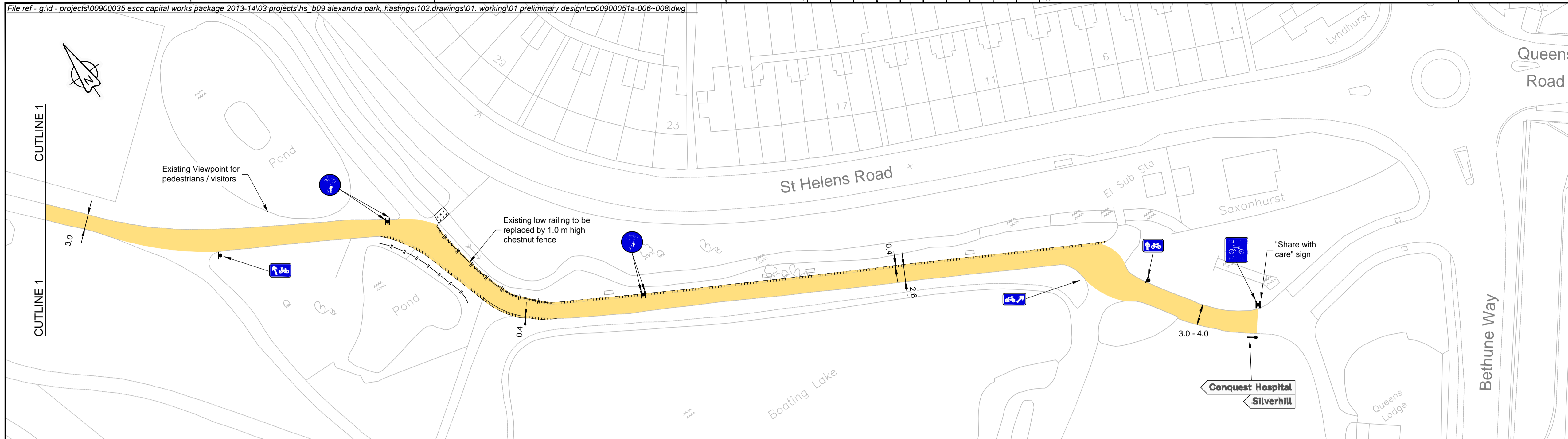
	<p>I do not think that a cycle path in Alexandra Park is a good idea due to the following:-</p> <p>The park is used by walking groups, dog walkers and people with disabilities. Bicycles can be a nuisance if they go fast.</p> <p>The lower park is used by small children who could be in danger as they often run out.</p> <p>Presumably some cyclists will be going straight from Silverhill to the Town and will be cycling fast. I believe there is no speed limit for cycles.</p>	<p>Safety measures have been integrated into the design of the route such as warning signs, speeding signs, bollards, way markers and markings on the paths.</p> <p>Hastings Council will require East Sussex County Council to fully consider the feedback from the consultation and ensure additional signage and safety measures will be included in the final design where reasonably practicable.</p>
<p>A cycle path through the Park can and should be possible, provided all who use it behave responsibly.</p> <p>Perhaps there could be signs in the Park giving a number to ring if irresponsible and speeding cyclists are witnessed?</p>		<p>Hastings Council will consider ways for the public to report speeding cyclists such as the new My Hastings on Line web site.</p>
	<p>I wish to oppose the cycle route through Alexandra park on the grounds it will be unsafe for children and adults too who walk and play in this park.</p> <p>The park is for leisurely walks and enjoyment for all to use and not to get mowed down by cyclist, the park has too</p>	<p>Safety measures have been integrated into the design of the route such as warning signs, speeding signs, bollards, way markers and markings on the paths.</p> <p>Hastings Council will require East Sussex County Council to fully consider the feedback from the consultation and ensure additional signage and</p>

	<p>many blind corners so you can't see what's coming.</p> <p>The paths aren't wide enough and can't see how you can increase them without taking away the green areas and bushes etc., which the animals and birds use.</p>	<p>safety measures will be included in the final design where reasonably practicable.</p> <p>The routes follow existing paths. There are only a small number of locations where the existing path will be widened. There will be no significant loss of green space.</p> <p>The cycle route will be clearly designated and signposted as the only route in the park where cycling is allowed. Cycling is not allowed on paths not designated.</p>
<p>Thoroughly support the proposal. Would prefer that the path have different colour topping.</p> <p>Also that the cross park paths and those paths that merge with the cycle route be well signed.</p> <p>Have you given any thought to people who use the park after dark?</p> <p>There are many examples of safe shared paths already in use locally in East Sussex and the rest of UK and Europe. Comments about using the verge in Lower Park Road are ridiculous.</p>		<p>Safety measures have been integrated into the design of the route such as warning signs, speeding signs, bollards, way markers and markings on the paths.</p> <p>Hastings Council will require East Sussex County Council to consider different coloured surfacing for appropriate sections of the route.</p> <p>As the scheme is being funded by East Sussex County Council, and there are no funds within the budget to provide new lighting.</p>
	<p>I use the park regularly, on my own and with friends and family. Both cycling and walking are healthy and enjoyable activities, but I</p>	<p>The proposed route is a shared route. There are no proposals to have separate lanes in the park. The cycle route will be clearly designated and</p>

	strongly object to shared routes.	signposted as the only route in the park where cycling is allowed.
	<p>I see this as exceptionally dangerous proposition. Children run around in the park without fear of being knocked over which will undoubtedly happen if the scheme goes ahead as per consultation plans.</p> <p>Re the Lower Park in particular I would have thought that the use of the strip of ground in Lower Park Road between the park perimeter railings and the kerb of the road would be a far better route for the cyclists and a great deal safer for the other park users by keeping one separated from the other.</p>	<p>The adopted Hastings Borough Council Local Plan identified the strategic policy ambition to provide a cycle route through the park. This was the basis of the consultation.</p> <p>The proposed route is felt to be the most practicable but the Council will require East Sussex County Council to fully consider the feedback from the consultation and ensure additional signage and safety measures will be included in the final design where reasonably practicable.</p> <p>Safety measures have been integrated into the design of the route such as warning signs, speeding signs, bollards, way markers and markings on the paths.</p>
	<p>Cyclists should not be allowed to cycle across the front of the busy Café area, but detour around it.</p> <p>There could be 'Dismount signs' at the points where the two spurs turn off towards the Rangers' Office and toilet block.</p> <p>Cycle racks should be provided near the Café for those wishing to stop for refreshment</p>	<p>The route in front of the café will not be supported by Hastings Borough Council.</p> <p>Hastings Borough Council will require the construction of cycle racks to be considered in the final design and require Cyclists Dismount signs to be installed at appropriate locations.</p>

<p>I would like to express my support for the Alexandra Park cycle route as a key & important section of the overall Hastings Greenway.</p> <p>The cycle route adjacent to the cafe, due to the use by young children & the connection with the grass area around the bandstand I would advise the cycle route to run past the toilets on the east side of the park with a cycle stand at the base of the steps at the junction of the path to the cafe & the route running past the bandstand.</p> <p>The junction with Dordrecht Way - the route is very close to the junction, how to manage the traffic to provide a safe crossing for cycles.</p>		<p>The route in front of the café will not be supported by Hastings Borough Council.</p> <p>The Council will require East Sussex County Council to use clearer signage where the route merges with existing paths or roads.</p>
<p>I fully support the greenway route through Alexandra Park. As a local public health practitioner I see this as a fundamental way of encouraging physical activity to a town that shoulders a huge burden of obesity related disease</p>		<p>Hastings Council will work with East Sussex County Council to ensure that safety features are paramount in the final design where reasonably practicable.</p>

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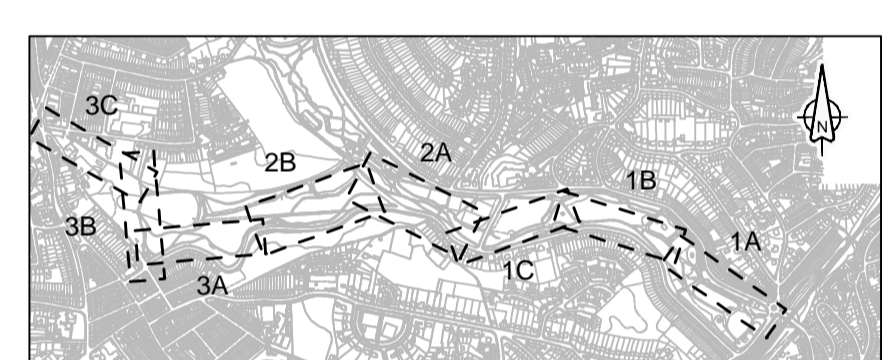


RESIDUAL DESIGN HAZARDS
 (The following information has been collected from Preconstruction Information and the Amey CDM Hazard Management Process.)
 1. Please enter project specific hazards here.

- NOTES**
- All dimensions are in metres unless stated otherwise.
 - All signs to be mounted on 1.0 m high wooden bollards. Diameter of the signs to be less than 250 mm.
 - Pavement specifications are based on As-built section drawings provided by Hastings Borough Council.
 - All finger signs to be mounted on 3.0 m high timber posts.

KEY

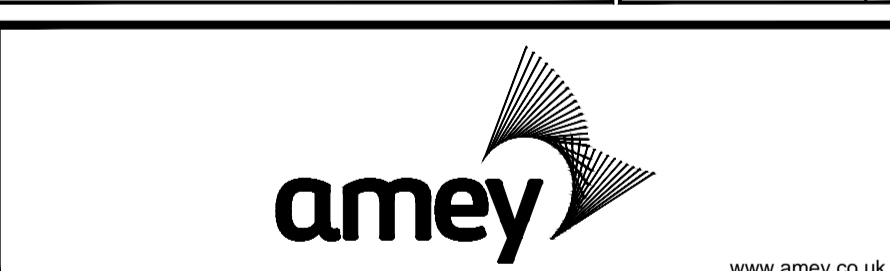
Existing bridge	Existing Road Marking
New Shared Path	Corduroy Paving
New Pavement - Type 1	Existing Benches
New Pavement - Type 2	New Wooden Finger Signs
New Fence / Railing / Guardrail	
Existing Bollard	
New Bollard	



Location Plan
 Scale 1:20,000

SCALE 1:500

P1	*Share with care' signs added; cycle markings added at western end.	AA	NF	15/01/15
Rev	Revision details	Chkd	Appd	Date
Drawn:	JH			Preliminary
Design:	AG			For comment
Chkd:	AA			For tender
Appd:	NF			For construction
Date:	09/01/2015			As constructed
				Other



Project Name
Alexandra Park, Hastings

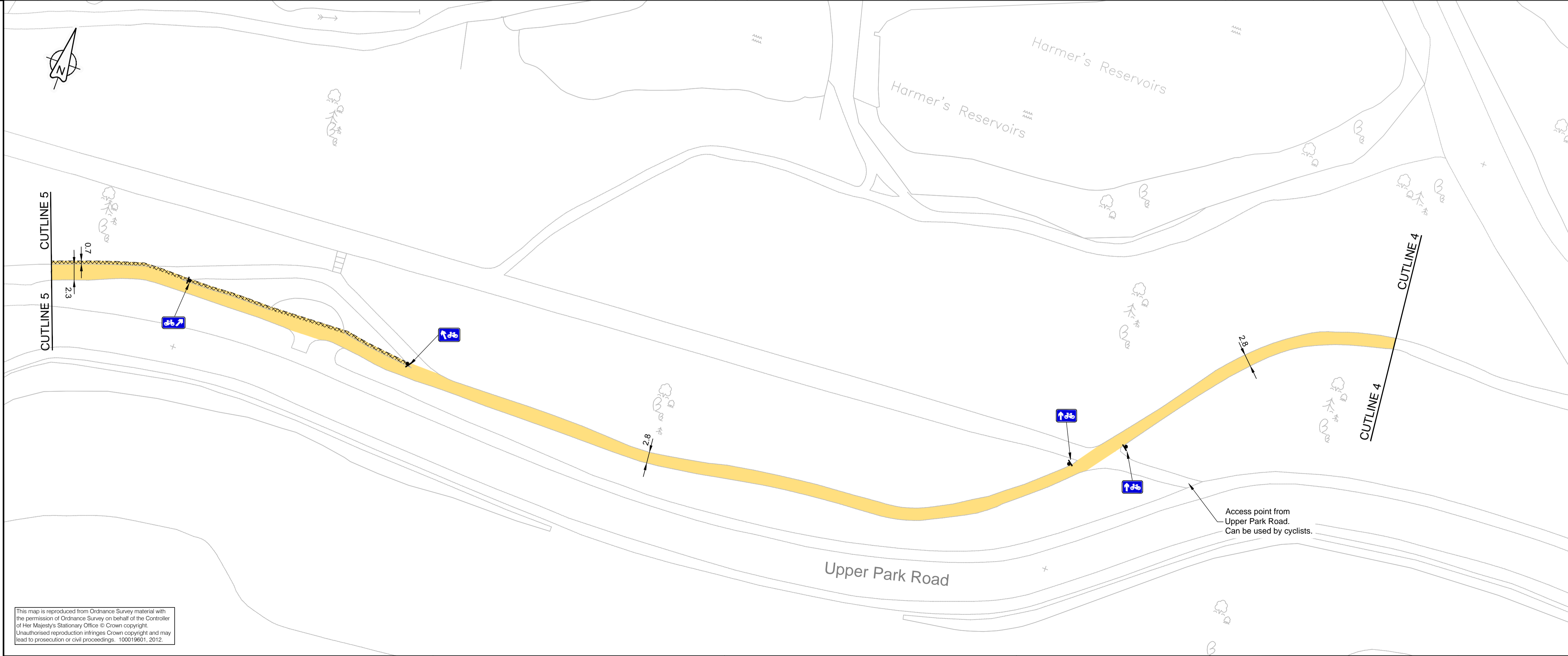
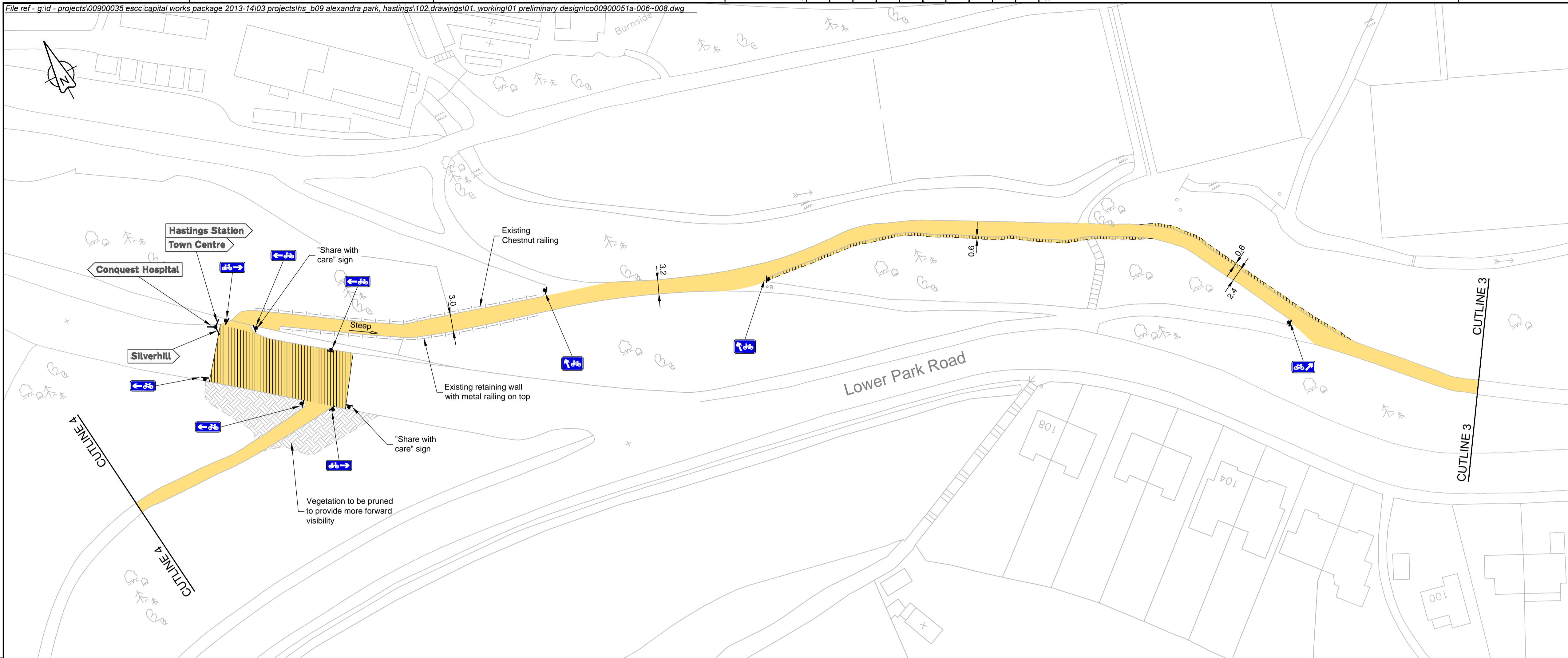
Drawing Title
**Highways
 Shared Pedestrian / Cycle Route -
 General Layout Preliminary Design
 (Sheet 1 of 3)**

Original Drawing Size : A1	Dimensions : m
Scale : 1:500	Copyright © Amey

Drawing No CO00900051a/006	Rev P1
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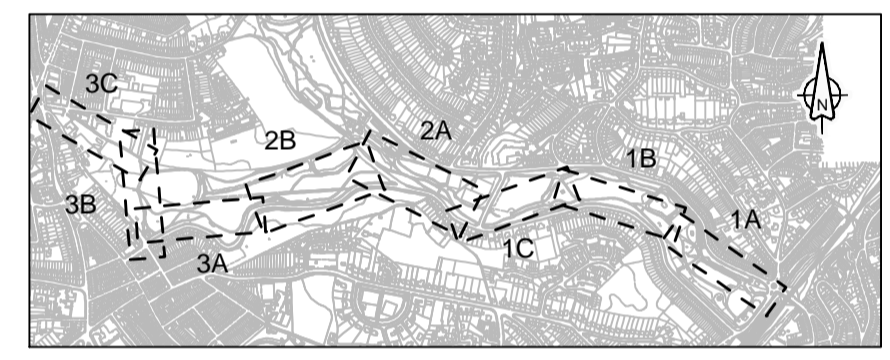


RESIDUAL DESIGN HAZARDS
 (The following information has been collected from Preconstruction Information and the Amey CDM Hazard Management Process.)
 1. Please enter project specific hazards here.

- NOTES**
- All dimensions are in metres unless stated otherwise.
 - All signs to be mounted on 1.0 m high wooden bollards. Diameter of the signs to be less than 250 mm.
 - Pavement specifications are based on As-built section drawings provided by Hastings Borough Council.
 - All finger signs to be mounted on 3.0 m high timber posts.

KEY

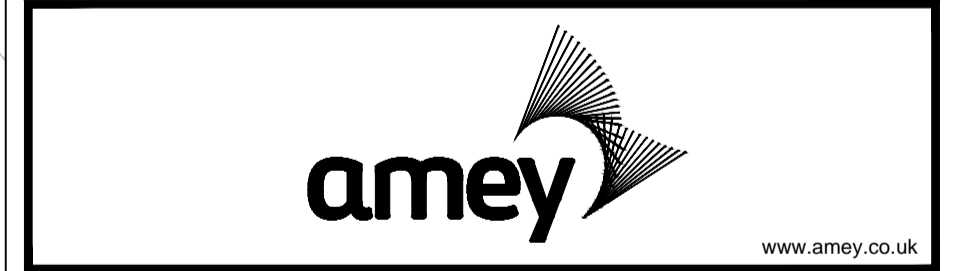
	Existing bridge		Existing Road Marking
	New Shared Path		Corduroy Paving
	New Pavement - Type 1		Existing Benches
	New Pavement - Type 2		New Wooden Finger Signs
	New Fence / Railing / Guardrail		Existing Bollard
	Existing Bollard		New Bollard



Location Plan
 Scale 1:20,000

SCALE 1:500

P1	'Share with care' signs added; cycle markings added at western end.	AA	NF	15/01/15
Rev	Revision details	Chkd	Appd	Date
Drawn:	JH			Preliminary
Design:	AG			For comment
Chkd:	AA			For tender
Appd:	NF			For construction
Date:	09/01/2015			As constructed
				Other



Project Name
Alexandra Park, Hastings

Drawing Title
**Highways
 Shared Pedestrian / Cycle Route -
 General Layout Preliminary Design
 (Sheet 2 of 3)**

Original Drawing Size : A1	Dimensions : m
Scale : 1:500	Copyright © Amey

Drawing No CO0900051a/007	Rev P1
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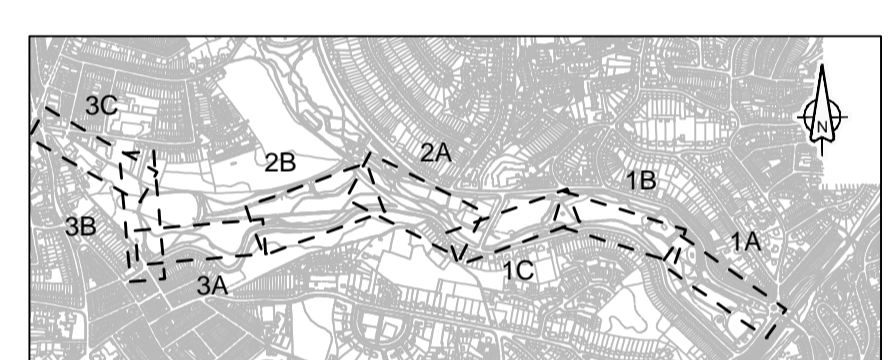


RESIDUAL DESIGN HAZARDS
 (The following information has been collected from Preconstruction Information and the Amey CDM Hazard Management Process.)

1. Please enter project specific hazards here.
- NOTES**
- All dimensions are in metres unless stated otherwise.
 - All signs to be mounted on 1.0 m high wooden bollards. Diameter of the signs to be less than 250 mm.
 - Pavement specifications are based on As-built section drawings provided by Hastings Borough Council.
 - All finger signs to be mounted on 3.0 m high timber posts.

KEY

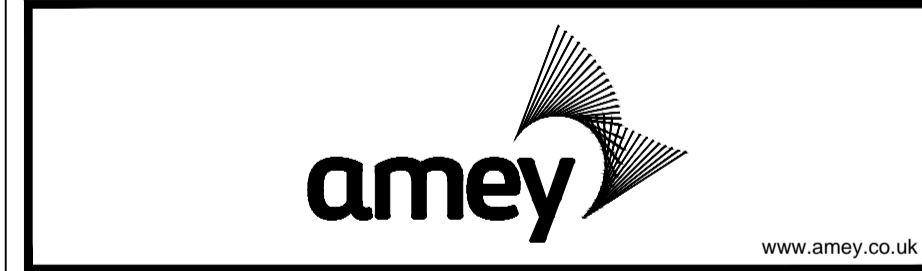
Existing bridge	Existing Road Marking
New Shared Path	Corduroy Paving
New Pavement - Type 1	Existing Benches
New Pavement - Type 2	New Wooden Finger Signs
New Fence / Railing / Guardrail	
Existing Bollard	
New Bollard	



Location Plan
 Scale 1:20,000

0 10 20 30 40 50 m
 SCALE 1: 500

P1	'Share with care' signs added; cycle markings added at western end.	AA	NF	15/01/15
Rev	Revision details	Chkd	Appd	Date
Drawn:	JH			Preliminary
Design:	AG			For comment
Chkd:	AA			For tender
Appd:	NF			For construction
Date:	09/01/2015			As constructed
				Other



Project Name
Alexandra Park, Hastings

Drawing Title
**Highways
 Shared Pedestrian / Cycle Route -
 General Layout Preliminary Design
 (Sheet 3 of 3)**

Original Drawing Size : A1	Dimensions : m
Scale : 1:500	Copyright © Amey

Drawing No CO0900051a/008	Rev P1
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Agenda Item 6



Agenda Item No: 6

Report to: Cabinet

Date of Meeting: 4 January 2016

Report Title: Council Tax Base 2016-17

Report By: Peter Grace
Assistant Director - Financial Services and Revenues

Purpose of Report

To agree the calculation of the Tax Base for the purpose of setting the Council Tax for 2016-17

Recommendation(s)

- 1. Cabinet agree that the Council Tax Base for the year 2016-17 shall be 24,678.**
- 2. Cabinet agree that in future years the determination of the Council Tax Base is determined each year by the Chief Financial Officer (Currently the Assistant Director - Financial Services and Revenues)**

Reasons for Recommendations

Setting the Council Tax Base is the first step in determining the Council Tax for 2016-17. The Tax Base has to be determined by 31 January of each year.

Introduction

1. The Council is required to inform East Sussex County Council, the East Sussex Fire Authority and the Police and Crime Commissioner by 31 January 2016 of its Tax Base for the purpose of setting the Council Tax.
2. This report sets out the calculation of the Tax Base for tax setting purposes and Cabinet is requested to agree the calculation.

Calculation of the Tax Base

3. The Tax Base is calculated by applying the formula:-

$$A \times B$$

where

A is the total of the relevant amounts for each of the valuation bands for the year, and

B is the authority's estimate of its collection rate for the year.

4. Appendix A sets out the calculation required to determine the total of the relevant amounts, i.e. A above.
5. The collection rate, i.e. B above, for Council Tax for 2015-16 was set at 96.5% thereby allowing 3.5% for non-collection. This collection rate is expected to increase marginally and a rate of 96.8% is estimated. Should the collection rate ultimately prove to be better than the estimate, any surpluses will effectively be used to support the cost of providing services in future years and thus help to minimise the call on the Council taxpayer. Conversely, any deficit could add to Council Tax bills in future years.

The Tax Base for 2016-17 would therefore be:-

$$25,493.5 \times 96.8\% = 24,678$$

For every £1 of Council Tax at Band D level, therefore, it is anticipated that £24,678 will be collected. The equivalent figure for 2015/16 is £24,281.

Future Determinations of Council Tax

6. East Sussex County Council are looking to set their budget in November next year and as such there would be insufficient time to determine the taxbase in the normal way.
7. Section 84 of the Local Government Act 2003 allows the calculation or determination to be to be delegated to a committee or an officer of the Council. The

Council is able to delegate this determination to the Chief Financial officer should it so choose – and other Councils do so.

Policy implications

8. Setting the Tax Base is the first formal stage of the Council Tax setting process for 2016-17. The actual Council Tax charge will be determined by Council on the 24 February 2016.

Area(s) Affected

Central Hastings, East Hastings, North St. Leonards, South St. Leonards

Policy Implications

Please identify if this report contains any implications for the following:

Equalities and Community Cohesiveness	No
Crime and Fear of Crime (Section 17)	No
Risk Management	No
Environmental Issues	No
Economic/Financial Implications	Yes
Human Rights Act	No
Organisational Consequences	No
Local People's Views	No
Anti Poverty	No

Background Information

Appendix A - Calculation of relevant amounts to determine Tax Base

Officers to Contact

Peter Grace
pgrace@hastings.gov.uk



Council Tax Base Calculation
The Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012
2016/17

AREA: Hastings Borough

Chargeable Dwellings	DISA	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total
Valuation List Totals		14,584	12,110	7,470	5,598	2,217	796	192	41	43,008.00
Less: Exempt Dwellings Class A - W		191	123	75	55	13	5	1	0	463.00
Less: Demolished Properties/Banding reductions		0	0	0	300	-300	0	0	0	0.00
Disabled Banding Reductions -		-8	-21	-27	-24	-9	-5	-2	-18	-114.00
Disabled Banding Reductions +	8	21	27	24	9	5	2	18	0	114.00
ITEM H Chargeable Dwellings	8	14,406	11,993	7,392	5,828	1,900	788	207	23	42,545
Discounts										
<u>Dwellings entitled to Single Person Discount</u>	1	8,143	4,422	2,061	1,257	355	100	19	0	16,358.00
Discount Percentage	25%	25%	25%	25%	25%	25%	25%	25%	25%	
D1 Adjustment for Single Person Discount	0.25	2,035.75	1,105.50	515.25	314.25	88.75	25.00	4.75	0.00	4,089.50
<u>Dwellings entitled to a2 x 25% Discount</u>	0	5	3	6	14	9	10	32	10	89.00
Discount Percentage	50%	50%	50%	50%	50%	50%	50%	50%	50%	
D2 Adj for Dwellings entitled to a2 x 25% Discount	0.00	2.50	1.50	3.00	7.00	4.50	5.00	16.00	5.00	44.50
<u>Dwellings entitled to a x 25% Discount</u>	0	55	109	58	50	14	4	1	0	291.00
Discount Percentage	25%	25%	25%	25%	25%	25%	25%	25%	25%	
Adj for Dwellings entitled to a 25% Discount	0.00	13.75	27.25	14.50	12.50	3.50	1.00	0.25	0.00	72.75
<u>Second Homes subject to discount</u>	0	2	2	1	2	0	0	0	0	7.00
Discount Percentage	50%	50%	50%	50%	50%	50%	50%	50%	50%	
D3 Adj for Second Homes	0.00	1.00	1.00	0.50	1.00	0.00	0.00	0.00	0.00	3.50
<u>Class A Exempt Dwellings</u>	0	55	20	5	2	0	0	0	0	82.00
Discount Percentage	0%	0%	0%	0%	0%	0%	0%	0%	0%	
D4 Adj for Class A Exempt Dwellings Uninhabitable 50%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>Class C Exempt Dwellings - 100% discount</u>	0	46	18	9	2	2	1	0	0	78.00
Discount Percentage	100%	100%	100%	100%	100%	100%	100%	100%	100%	
D5 Adj for Class C Exempt Dwellings	0.00	46.00	18.00	9.00	2.00	2.00	1.00	0.00	0.00	78.00
<u>Class C Exempt Dwellings - 50% discount</u>	0.00	67.00	28.00	7.00	4.00	1.00	0.00	0.00	0.00	
Discount Percentage	50%	50%	50%	50%	50%	50%	50%	50%	50%	
D5 Adj for Class C Exempt Dwellings	0.00	33.50	14.00	3.50	2.00	0.50	0.00	0.00	0.00	
<u>Dwellings (Long Term Empty)</u>	0	153	28	14	16	1	1	0	0	213.00
Premium Percentage (50% = 150% charge)	50%	50%	50%	50%	50%	50%	50%	50%	50%	
D6 Adj for Dwellings (Long Term Empty)	0.00	76.50	14.00	7.00	8.00	0.50	0.50	0.00	0.00	106.50
ITEM Q Discounts (D1+D2+D3+D4+D5-D6+D7)	0.25	2,056.00	1,153.25	538.75	330.75	98.75	31.50	21.00	5.00	4,235.25
Dwellings - Estimated changes in year										
<u>Estimate of new dwellings</u>	0	35	13	10	1	1	0	0	0	60.00
Less: Exempt dwellings at 25% of total	0.00	8.75	3.25	2.50	0.25	0.25	0.00	0.00	0.00	
Estimate of net new dwellings	0.00	26.25	9.75	7.50	0.75	0.75	0.00	0.00	0.00	45.00
Discounts - Estimated changes in year										
<u>Estimate of new discounts</u>	0	100	60	50	20	10	0	0	0	240.00
Discount Percentage	25%	25%	25%	25%	25%	25%	25%	25%	25%	
Estimated value of discount changes	0.00	25.00	15.00	12.50	5.00	2.50	0.00	0.00	0.00	60.00
ITEM J Adjustment for dwelling and discount changes	0.00	1.25	-5.25	-5.00	-4.25	-1.75	0.00	0.00	0.00	-15.00
ITEM Z Local Council Tax Reduction Scheme	0.63	4,530.86	2,710.57	875.39	365.64	72.50	18.80	1.02	0.00	8,575.41
ITEM H - ITEM Q + ITEM J - ITEM Z	7.12	7,820.39	8,123.93	5,972.86	5,127.36	1,727.00	737.70	184.98	18.00	29,719.34
Ratio Item F	5	6	7	8	9	11	13	15	18	
Ratio Item G	9	9	9	9	9	9	9	9	9	
Band D Equivalents (ITEM H - ITEM Q + ITEM J) - ITEM Z	4.0	5,213.6	6,318.6	5,309.2	5,127.4	2,110.8	1,065.6	308.3	36.0	25,493.5
Rounding Adjustment										
ITEM A Band D Equivalents										25,493.5

<u>Calculation of the Tax Base</u>	
ITEM A Total Relevant Amounts (Band D)	25,493.5
ITEM B Collection Rate	96.80%
COUNCIL TAX BASE (ITEM A x ITEM B)	24,678

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Agenda Item 7



Report to: Cabinet

Date of Meeting: 4 January 2016

Report Title: Land at Summerfields, Bohemia Road

Report By: Peter Grace
Assistant Director Financial Services & Revenues

Purpose of Report

To report on an objection received regarding the proposed disposal of land forming open space

Recommendation(s)

- 1. Having carried out the necessary procedures under Section 123 of the Local Government Act 1972 and having taken account of the objection received Cabinet is recommended to proceed with the sale of land at Summerfields**

Reasons for Recommendations

The Council must fully and properly consider any objections in accordance with statutory provision in coming to a decision.

Background

1. Section 123 of the Local Government Act 1972 (the Act) provides that if the Council wishes to dispose of any land which falls within the definition of open space (as contained in the Town & Country Planning Act 1990) then it must first advertise the disposal in the local paper for two consecutive weeks and then consider any objections received.
2. The land at Summerfields forms part of a larger area (including Summerfields Business Centre and Register Office building) which the Council has agreed in principle terms to dispose of to an affordable housing provider.
3. In order to comply with the Act a Notice was placed in the Hastings & St Leonards Observer on 16 October and 23 October 2015 and a copy of this is attached at Appendix 1.

Consideration of Representation

4. At the closing date of 13 November 2015 one letter was received in response to the Notice and a copy of this is attached at Appendix 2.
5. The letter contains three specific objections (numbered 1 to 3) which are considered in turn below.
 - a. Point 1 - lack of public consultation over the sale. The land has been included in the Council's Land & Property Disposal Programme every year at least since 2008/2009 and this is reported annually to Budget Council which is a public meeting. The budget is open to consultation for a period of 4 weeks prior to the cabinet meeting.
 - b. Point 2 - the sale is contrary to Council policy to protect employment land. The Council has two functions as Local Planning Authority and as land owner which are distinctly separate. The Policy referred to is a Planning Policy and so this will need to be addressed at such time a planning application is submitted.
 - c. Point 3 - the cost benefit analysis is massively in favour of keeping the land. The report to Council on 22 July 2015 titled 'Co-location of ESCC Register Office in Hastings Town Hall and creation of civic facilities within Aquila House' addresses the majority of the points raised. As well as facilitating the sale of the larger site the proposal will provide an income stream, and an opportunity to relocate the Council's civic and democratic functions to an efficient, modern, flexible working environment. Also to correct two of the statements made:
 - i. the buildings on the site are not fit for purpose and are beyond their economic life so are not suitable for use as offices for the Council.
 - ii. the Council's new lease of Aquila House will be for 15 years with a break after 10 years. The agreement is within the Landlord & Tenant Act 1954 so the Council has security of tenure.

Merits of Disposing

6. The merits of disposing of the land are outlined below.

Capital Receipt

- a. The Council is likely to receive a substantial capital receipt if the land is sold with the larger area. This will contribute towards funding schemes in the Council's Capital Programme which means we will not have to borrow money at additional cost.

Supply of Housing

- b. The Hastings Planning Strategy (adopted February 2014) identifies a need for a minimum of 3,400 additional housing units in Hastings by 2028. Disposing of the land would facilitate development of the larger site which could accommodate some 32 housing units which would help with the need.

Affordable Housing

- c. The Hastings Planning Strategy says that housing developments on previously developed land will be expected to provide affordable housing. Applying this requirement to the larger site will yield at least 8 affordable units and if the sale to an affordable housing provider is completed then 100% of the housing units would be affordable.

Conclusion

7. The recommendation is that the land should be disposed of as the merits outweigh the objection that has been received.

Wards Affected

Gensing

Policy Implications

Please identify if this report contains any implications for the following:

Equalities and Community Cohesiveness	No
Crime and Fear of Crime (Section 17)	No
Risk Management	Yes
Environmental Issues	No
Economic/Financial Implications	Yes
Human Rights Act	No
Organisational Consequences	No
Local People's Views	No
Anti-Poverty	No

Additional Information

Background document: Report to Council 22 July 2015
<https://hastingsintranet.moderngov.co.uk/documents/s8414/Co-location%20of%20ESCC%20Register%20Office%20in%20Hastings%20Town%20Hall%20and%20creation%20of%20civic%20facilities%20within%20Aq.pdf>
Appendix 1 Copy of Notice and plan
Appendix 2 Letter from Mrs Heather Grief dated 3 November 2015

Officer to Contact

Amy Terry
aterry@hastings.gov.uk
01424 451640

**LOCAL GOVERNMENT ACT 1972
SECTION 123(1)(2A)**

**NOTICE OF INTENDED DISPOSAL OF OPEN SPACE LAND
IN HASTINGS, EAST SUSSEX**

Notice is hereby given that Hastings Borough Council intends to dispose of a parcel of land, which is for identification purposes described in the schedule to this Notice, which consists of Open Space land.

A plan that identifies the precise location of the Open Space land in question is available to view at the Tourist Information Centre, Aquila House, Breeds Place, Hastings, or can be viewed on our website: www.hastings.gov.uk/publicnotices

Objections to the proposed disposal must be made in writing to Chief Legal Officer, Hastings Borough Council, Aquila House, Breeds Place, Hastings, TN34 3UY by no later than 13 November 2015, quoting the reference HM/PR/0436/1.

SCHEDULE

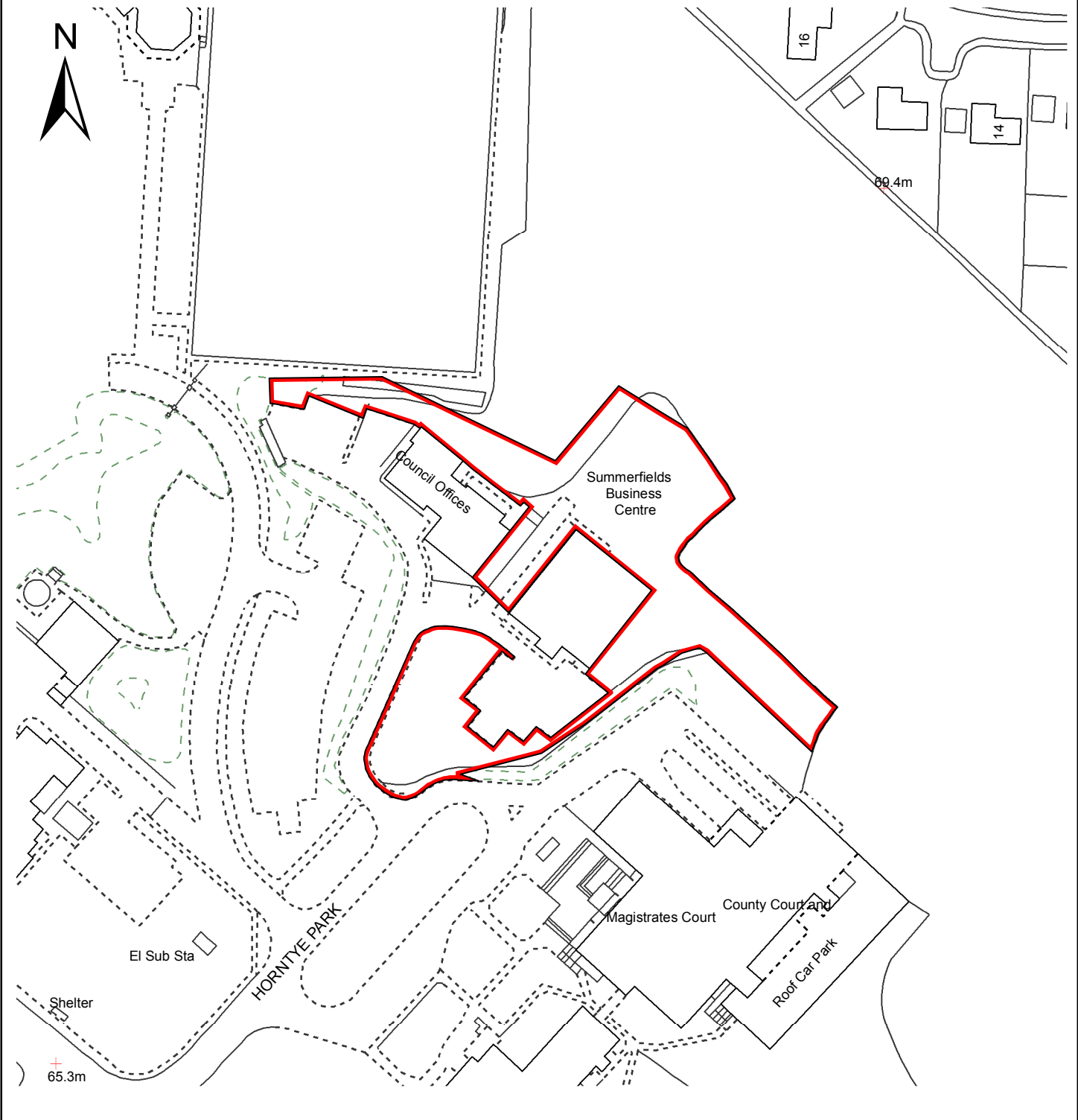
Description - Land at Summerfields, Bohemia Road, Hastings

Approximate Area - 3516.6 square metres

Christine Barkshire-Jones, Chief Legal Officer

Dated: 16 October 2015

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Summerfields Business Centre
 Bohemia Road
 Hastings



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Estates Manager:
Amy Terry M.R.I.C.S.
 Aquila House, Breeds Place,
 Hastings, East Sussex TN34 3UY
 Tel: 01424 451085 Fax: 01424 451515
 email: estates@hastings.gov.uk

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Christine Barkshire-Jones, Chief Legal Officer,
Hastings Borough Council, Aquila House,
Breeds Place, Hastings,
E. Sussex TN34 3UY
Your Ref: HM/PR/0436/1

Mrs Heather Grief,


3rd November 2015

Land at Summerfields Business Centre, Bohemia Rd, Hastings

Dear Ms Barkshire-Jones,

I am writing to object to the proposed disposal of Open Space Land, approx area 3516.6 square metres, next to and including some of the Summerfields Woods Local Nature Reserve. Although there has been a pre-planning application consultation re. plans by Amicus Horizon for 2 blocks of flats and semi-detached houses on this land and on the land occupied by the current buildings marked 'council offices' on the plan you have supplied, this land was not included in the Development Management Plan.

To the best of my knowledge, there has never been any consultation with local residents re. how it should be used, other than the uses for which the Summerfields School and grounds were bought in 1966: to provide council /civic / amenity buildings, and to provide public open space for the local residents, who were deprived of several other pieces of public open space in the area, which were sold to help pay for it.

I would guess the proposed area for 'disposal' has been designed to allow continued use of the Registrar's and 1066 Business Centre buildings whilst the planning process is gone through. In other words, it is a 'done deal' between HBC and AmicusH, and in other circumstances it might be referred to as a 'ransom strip' – it will be the excuse for allowing the development to go ahead, because AmicusH already own this peculiarly shaped piece of land, and their ownership will effectively blight the use of the land enclosed within its 'arms'.

I have the following specific objections to the sale (you will know the policy numbers, or be able to look them up):

1. You have a policy of public consultation regarding your decisions, and this piece of land has been deliberately excluded from any such discussion; local councillors and officials should realise that the local electorate have a firm grasp of the meaning of the word 'democracy'.
2. You have a policy that states that where a site already provides jobs (which the Registrar's and 1066 Business Centre clearly do), then any replacement should also provide jobs, and this was included in the Stiles Harrold Williams 'For Sale' blurb; Cllr Cartwright prevaricated over whether there would be any jobs attached to the proposed social housing, firstly writing that there would be, then that it depended on the actual planning application. In other words, I rather doubt if there will be more than one job, if that.
3. Before receiving an email from Cllr Cartwright, as a resident of Gensing ward, I had thought that HBC owned Aquila House, and that this piece of land was genuinely 'spare'; in 2012 I had suggested it as a possible site for my proposed '1066 Centre', which I would not have done if I had known that HBC is paying rent to the offshore company which owns Aquila House (it's outrageous that council taxpayers' money is being paid to a company that is blatantly avoiding paying UK tax on its profits therefrom).

The current buildings on the site are perfectly useable, and should therefore be used for council offices. In due course, the money saved by not paying rent would enable better / more council buildings to be put up there. I was even more concerned to discover that the lease on Aquila House only has 11 years to run, and that HBC are paying the owner £250,000 for a council chamber to be formed within the building, to replace the one in the Town Hall. This amount of money could pay for a new council chamber building on some of the 'spare land' in question. Again, no rent to pay.

I did email Cllr Cartwright about all this, and asked him to provide facts and figures; of course, he didn't, and pooh-poohed my suggestion that council meetings could take place in what used to be the Information Centre, downstairs at the Town Hall, on the grounds that this space is now used by the contact centre – not in the evenings, I think. In these straightened times, councillors can't expect exclusive use of a large room for just a few hours each week, leaving it unused most of the time. There are also other rooms downstairs in the Town Hall that appear to have a low use rate.

I am going to guess that HBC pays something in the order of £50,000 pa for its offices in Aquila House, and no doubt the rent will rise when a new lease is negotiated. Saving 10 years' rent would give HBC circa £500,000. There is also the question of security of tenure, and it is unbelievably profligate for HBC to spend £250,000 on providing a new council chamber in a rented property on a relatively short lease, when it is already capable of using property that it owns for the purpose.

This land is not 'spare'; it will be needed in the future for council offices, and the price that AmicusH will pay to HBC is a mere £395,000, just once, for the whole original site put up for sale a couple of years ago (minus the fee charged by the estate agent). The cost-benefit analysis is massively in favour of keeping the land and buildings affected. I don't know anything about the local government ombudsman, but I will be finding out if this person can investigate on behalf of Hastings' residents. Again, there was nothing in any political manifesto last Spring about spending all this money on a new council chamber in a rented building, nor in the local press.

Yours sincerely,

Heather Grief

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Agenda Item 8 Public Document Pack

MUSEUMS COMMITTEE

30 NOVEMBER 2015

Present: Councillors Poole (Chair), Hodges (Vice-Chair), Howard, Edwards, Sinden, Street, Purdey, Peak, Palfrey-Martin, Clarke and Dowling

21. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Charlesworth and Mr George Adams and noted for Erica Barrett and Alison Hawkins.

The Chair welcomed new members Councillors Terri Dowling and Martin Clarke to the committee.

22. DECLARATIONS OF INTEREST

Councillors made no declarations of interest at this meeting.

23. MINUTES OF THE MEETING HELD 14 SEPTEMBER 2015

RESOLVED – that the minutes of the meeting held on 14 September 2015 be approved and signed by the Chair as a true record.

24. NOTIFICATION OF ANY ADDITIONAL URGENT ITEMS

None.

25. CURATOR'S REPORT

Cathy Walling, Museum Curator, presented a report to provide an update on issues arising from previous meetings and confirmation of Curator's actions.

1. The recommendation for the Museum's Accreditation application will be determined by the Arts Council England on 19th November 2015. It is hoped the full accreditation will be received.

Actions to be updated on in a year or so:-

- Dealing with document backlog;
- Gatherine data on users and non users.
- Action fulfilled, we hope to receive the certificate shortly.

2. The Museums new and improved website has been updated and subject to a few remaining technical corrections will be launched at the end of January 2016. Progress had slowed down at the early part of the year due to staff changes.

The Curator confirmed the website would be proof read prior to the full launch in the new year. She added that they will eventually include copies of policy documents and any info or links relating to WWI, plus collections, events and access information.

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3. The Museum Store has been completely emptied, cleaned and redecorated. It will then take 6 to 8 weeks for the fumes to dry out and settle. The heating installation will take place on 14th December, followed by the installation of shelving before or after Christmas. The cleaning of parts of the collections is on schedule.

4. The Museum exhibition for 2016 'Story of Hastings in 66 Objects' has been publicised and a live survey linked to Facebook and Twitter and the Root 1066 website. The idea is to get people to suggest the most significant people, events and stories of the last 950 years.. Potential exhibits will be available to view on Facebook and at a Museum Association event in the New Year.

Councillor T Dowling asked if there had been much response and what the cut-off date was for the survey. The Curator confirmed that 12 responses had been received to date and that the survey will close in 66 days from when it was launched, on 31 January 2016.

5. Fossil specimens will be photographed for Sussex Geodiversity Partnership <http://www.geodiversitysussex.org.uk>. A pilot project which was undertaken with the Booth Museum to make people more aware of geological collections in Sussex, can be viewed at the above website link. The Curator confirmed that the Museum holds examples of type specimens.

6. The Public Catalogue Foundation is to change it's shared platform from 'Your Paintings' to 'Art UK' in January 2016 to facilitate a wider range of artworks, it will still work in partnership with the BBC. The Public Catalogue Foundation has already catalogued the Museum's collection of oil paintings. Hastings Museum will be given the opportunity to generate income from the Print and Demand activities and will be publicised on the ART UK website.

RESOLVED - That the Committee accept the report and are satisfied with the comments in the report.

26. RESILIENCE REVIEW UPDATE

Cathy Walling, Museum Curator, presented a report to update members on the progress of the ACE-funded Resilience Project.

Grant money has been received from the Arts Council England Resilience Fund for a 12 month project to conduct a review of Museum Services 'Finding Our Place'.

The museum consultant has met with museum staff and the stakeholders to undertake a review of the Museum services. So far the consultant has delivered a session on 'Developing a Vision for Hastings Museum and Art Gallery' and will be undertaking further training sessions on advocacy and customer care. The areas being considered in this part of the review are:-

- a. The effectiveness of current governance arrangements.
- b. An independent appraisal of the Museum's strategic positioning within the Local Authority structure.
- c. An informed understanding of different models of governance.

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- d. Reviewing the Museum's 'Vision' with staff.
- e. Training to assist staff in developing skills to advocate internally as well as recruit champions for the Museum.
- f. A review of current workforce with recommendations for future development.
- g. A review of income generation activity.
- h. Production of action plan with recommended short, medium and long-term actions.

The Creative Consultants have surveyed 500 people via event questionnaires, focus groups etc to gain information. The initial conclusions are listed below:-

- a. There is a surprising lack of awareness of the Museum by people in Hastings.
- b. Those who know the Museum recognise its value but are oblivious to what is happening when they aren't in the building.
- c. There is a lot of passion for the Museum but concern that only some voices are heard.
- d. From non-users, they encountered surprise at how much there is to see and how good it is.
- e. People value the old-fashioned feel of the displays but see room for some rethink and refresh in presentation.

Having completed their initial review of current spaces and emerging requirements, the Spatial Designers will be taking into account the public views collected by the Creative Consultants and their own research into visitor flow and requirements.

The final report will be produced in February 2016, with a consultation exhibition at the Museum; a sharing event and final progress report to Museums Committee will be in March 2016.

Monies left from the small underspend in the Resilience budget will fund a review of the Education Services and will focus specifically on the Museum's education service to schools. This review will draw on the findings from consultation undertaken in the other activity strands.

Steve Peak asked whether there were further plans for the museum in respect of the government cuts. The Curator confirmed that there was no current plan for reducing the budget and that reporting on different models of governance was a standard requirement of any discussion on resilience.. Furthermore, a full consultation would be carried out on any decisions made in respect of the budget process. Nick Sangster said the original reason for greater resilience that has been funded by Arts Council is that they understood government grants had been reduced.

Councillor Edwards asked the Curator if she was surprised by the fall in school visitor numbers. The Curator said she was not surprised and they had identified an underspend in the Resilience grant which will consider Education Services (schools) and will come up with some actions.

Martin Clarke sought clarification on the museums income. The Curator confirmed that there wasn't much possibility to increase income in addition to current sources such as the shop and café sales, weddings and event hire. She suggested that if the café was enlarged it could help and they were looking at the possibility of selling

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reproduction pictures to bring in a small income. She went on to say that the Museum Consultant felt that the museum was doing as much as it could currently to generate income.

Councillor Street recalled that previously there had been talk about selling items on the museum website. The Curator advised him that the museums software does not currently facilitate it.

Marion Purdey suggested that there was very little information provided about the museum in the Information Centre. The group agreed that this should be improved and recommended that posters advertising the museum be displayed.

Members thanked the Curator for her work.

RESOLVED – that the Committee accepts the report and are satisfied with the comments in the report.

27. MUSEUM ATTENDANCE FIGURES

Cathy Walling, Museum Curator, presented a report to inform members of figures for attendances, educational activities and use of the Museum's website for quarter 2 of 2015-16. Figures for July to September 2014 were submitted for comparison.

It was noted that the attendance figures for Hastings Museum and Art Gallery had reduced by 437 to 13,119 for Quarter 2 when compared with the previous year. Similarly, numbers of pupils in organised groups had reduced by 811. Participants in non-education provider sessions reached 657. The total number of education visits combined for Quarter 2 was 1,905.

The number of website visits had increased by 1,816. At the time of the meeting, the number of followers on Facebook had increased to 749 and Twitter to 849.

The number of weddings and civil ceremonies had increased by 2 compared to quarter 2 last year. At the time of the meeting, a total of 19 ceremonies had been made for 2015-16 and 18 booked for 2016-17.

The curator advised the decrease in visitor numbers may have been due to the reduction in temporary exhibitions. She stated the number of pupils had dropped during quarter 2 since the majority of language schools visit during July to September.

RESOLVED - that the Committee accepts the report and are satisfied with the comments in the report.

28. MUSEUM EXHIBITIONS & EVENTS

Cathy Walling, Museum Curator, presented a report to inform Members of forthcoming events and educational activities taking place at the Hastings Museum and Art Gallery during January to March 2016, for Quarter 4, 2015-16. These included:-

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Exhibitions

To July 2016: 'All at Sea'. Sussex Coastal Scenes from the Museum Collection.

5 December to 31 January 2016: 'The Big Chill', photographs and Tom Hammick's 'Raft'.

From 6 February 2016: 'Finding Our Place, a New Vision for Hastings Museum'. The interim findings of our Arts Council funded project.

Events

16 February 2016: 'All Creatures Great and Small', Family Activity Day

Wednesdays in term-time: Little Explorers

Thursdays in term-time: Stay and Play.

The Curator confirmed the number of exhibitions had reduced now that the exhibition gallery was being used as temporary storage for the items from the store. Exhibitions will continue to take place in the upper walkway until summer 2016. Members should expect to see more events listed from June 2016.

RESOLVED - that the Committee accepts the report and are satisfied with the comments in the report.

29. ACQUISITIONS

Cathy Walling, Museum Curator, presented a report informing members of eight items acquired by the Museum in the last quarter and the names of donors. The items included: -

1. 105 prints and engravings of Hastings and area, including Rye and Winchelsea
Donor: Mr H Jutsche
2. 19th century Bathing Cap, made by E & S Corpo, George St
Donor: Mr S Craig
3. Lindridge & Son keyboard cover; Daily Herald Insurance Certificates; Tickets for Gaiety Cinema; postcards; photographs; assorted leaflets
Donor: Mr P Fuller
4. Daily Mirror Coronation Souvenir; Sussex Downland guidebook
Donor: Mrs K Tichband
5. Non-idiomatic converter of Language devised by donor
Donor: Mr B Nicol
6. Copy of Daily Sketch dated 1915
Donor: Mrs C White

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7. Journal of Royal Sussex Regiment; History of Hastings Police; History of Royal Sussex

Donor: Mr R Whatley

8. Goss china 'memorial', collection of local tickets, cards, paper bags, badges

Donor: Miss S Hayward

RESOLVED - that the Committee accepts the report and are satisfied with the comments in the report.

Steve Peak asked for an update on the status of the Old Town Hall Museum. Cllr Poole confirmed Hastings Borough Council were still hoping to let the building and had received a number of proposals.

Marion Purdey invited members to attend a carol concert on 12 December 2015 at the museum starting at 7.30pm. All proceeds will go to the museum.

30. ADDITIONAL URGENT ITEMS (IF ANY)

None.

(The Chair declared the meeting closed at. 3.13 pm)

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Present: Councillors Hodges (Chair), Forward and Cartwright. Also in attendance Chris May, the Protector and Andrew Colquhoun Chair of the Grants Advisory Panel.

19. APOLOGIES FOR ABSENCE

None.

20. DECLARATIONS OF INTEREST

None.

21. MINUTES OF THE MEETING HELD 28 SEPTEMBER 2015 AND MINUTES OF THE HASTINGS & ST. LEONARDS FORESHORE CHARITABLE TRUST (FORESHORE TRUST) ANNUAL PUBLIC MEETING HELD 28 SEPTEMBER 2015

RESOLVED – that the minutes of the meeting held on 28 September 2015 and the minutes of the meeting of the Hastings and St. Leonards Foreshore Charitable Trust (Foreshore Trust) Annual Public meeting held on 28 September 2015 be approved and signed by the Chair as a correct record

22. NOTIFICATION OF ANY URGENT ITEMS

None.

23. WHITE ROCK BATHS UPDATE

The Assistant Director Regeneration and Culture presented a report to update the committee on the progress of the refurbishment works and lease arrangements at the White Rock Baths.

In addition to investment by the Trust, funding for the project included contributions from Hastings Borough Council, East Sussex County Council, Coastal Communities Fund and the Source. The estimated project costs were revised upwards from an early outline estimate of £822,000 to £1,020,000 following a tendering process.

Additional works to the value of approximately £127,000 were required, bringing the final estimated cost to £1,158k, which is approximately 13% over the revised estimate. This additional cost will be funded by a loan from the Council on similar terms as those agreed for the first Council loan. However, this loan will be written off subject to satisfactory valuation and transfer of ownership to the Council of a small parcel of land that is currently in the Trust's ownership.

Works commenced in March 2015. Additional works, bad weather and delays in power supply connections have led to some delays. Commissioning of new systems is now

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underway, and practical completion of the main works is imminent. The lease to the Source will take effect in early 2016, and there is a planned opening date in the first half of February.

The project has been well received by the public and press has been positive at local and national levels. The Source is planning one international and a number of regional events each year.

Councillor Hodges congratulated all involved in the success of the project.

Councillor Cartwright asked that members be invited to visit the site before it opens. He hoped that the Source will advertise the Foreshore Trust Project and promote their own contribution.

Councillor Forward proposed approval of the recommendations to the report, seconded by Councillor Cartwright.

RESOLVED (unanimously) to:

To note the progress of the works and imminent leasehold occupation of the premises by The Source

The reason for this decision was:

In June 2014, the Charity Committee approved a proposal to refurbish the White Rock Baths and lease it to the Source for use as a BMX and skateboard facility, subject to funding support from Hastings Borough Council and East Sussex County Council. The refurbishment works are now nearing completion.

24. RE-APPOINTMENT OF GRANTS ADVISORY PANEL MEMBERS

The Chief Legal Officer presented a report to re-appoint three original members of the Grant Advisory Panel who were initially appointed in 2011.

Recent changes to the Grants Advisory Constitution state that whilst new members would be appointed for a term of three years, the original members could be re-appointed for a second term of four years.

At the Grants Advisory Panel AGM on 11th November, Steve Manwaring confirmed he wished to be reappointed for a term of four years. After the AGM Karen Rigby-Faux and Judith Monk confirmed they wished to be re-appointed for a term of three years each.

The Chair thanked the members for their work.

Councillor Hodges proposed approval of the recommendations to the report, seconded by Councillor Cartwright.

RESOLVED (unanimously) to:

Re-appoint Judith Monk and Karen Rigby-Faux for a further period of three years and Steve Manwaring for a further period of four years.

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The reason for this decision was:

Originally, the five members were appointed for an indefinite period. This was later changed to two of the original members to retire after two years so that recruitment should be undertaken biennially. This was later further amended as it did not work with an uneven number of members. Two members were subsequently re-appointed in 2013.

25. FORESHORE TRUST FINANCIAL REPORT

The Assistant Director – Financial Services & Revenues presented a report to advise Members of the financial position of the Trust for current financial year.

The Charity Committee had two main income streams, namely car parking and property leases/ licences. Financial Monitoring statements were appended to the report which provided detail of the costs being incurred on major projects within the business plan and income.

In March 2015, the Trust had agreed its budget for 2015/16, with a projected surplus of £248,000 (before grants, capital charges and reserves). The Assistant Director – Financial Services & Revenues advised that income is anticipated to be £16K over the original budget and expenditure projections were currently £3K less than the original budget.

Although the programmed spend will continue to reduce the cash balances held by the Trusts, reserves would continue to be maintained above the minimum level identified in the reserves policy, subject to no unexpected calls on the reserves and no reduction in the expected levels of car parking and fee income.

The Assistant Director – Financial Services & Revenues advised that essential repairs to the White Rock Baths continued and as such required flexibility in the budget. The report noted an increase in funding for resurfacing from Robertson Street to the Pier which had been agreed by the Charity Committee. Expenditure on the landscaping/water feature works; newly proposed soakaways for the Winch Road project, and the cost of the kiosk had been excluded from the Business Plan for the present. Spend on safety signage (RNLi signs) and the landscaping/water feature works which requires further approval will not occur until 2016/17.

Councillor Forward proposed approval of the recommendations, as set out in the resolution below, seconded by Councillor Cartwright.

RESOLVED (unanimously) to:

- 1. To agree the current financial position for 2015/16**
- 2. To agree the revisions to the Business Plan**

The reason for this decision was:

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The Council has the responsibility for the proper management of the financial affairs of the Trust. In doing so it complies with Accounting Codes of Practice and the high standards required for the accounting of Public money.

A surplus in line with budget expectations is anticipated for 2015/16 in respect of ongoing operations.

26. ANNUAL REPORT OF THE GRANT ADVISORY PANEL 2014/15

The Chair of the Grants Advisory Panel presented his annual report on the work of the Panel.

The Grant Advisory Panel was established in March 2011 to advise on and administer the Foreshore Trust Grants programme.

The report gave an overview of the Panel's activities in 2014/15 relating to the small grants programme and events grants programme, and also included a number of case studies about the beneficiaries of these grants which illustrated the positive impact of the Trust's grants programmes on the town.

The report identified changes to the membership of the Panel. In September 2014, Sandra Garner resigned and Andrew Colquhoun succeeded her as the Chair. In January 2015, Dick Edwards resigned and Charles Sharrod was appointed.

The Committee expressed their thanks to the Grants Advisory Panel for its hard work in dealing with the applications and to the Chair for a comprehensive and informative report. The Committee also thanked officers in the Regeneration team for their support to the Panel.

Councillor Cartwright proposed approval of the recommendations to the report, seconded by Councillor Forward.

RESOLVED (unanimously) that the Charity Committee acknowledges the work of the Grant Advisory Panel and its Annual Report 2014/15.

The reason for this decision was:

This is the fourth annual report from the Grant Advisory Panel of the Foreshore Trust. The Grant Advisory Panel was established in March 2011 to advise on and administer the Foreshore Trust Grants programme.

27. NOTES OF THE HASTINGS & ST. LEONARDS COASTAL USERS' GROUP AGM HELD ON 17 NOVEMBER 2015

The notes of the Hastings and St. Leonards Coastal Users' Group AGM held on 17 November were submitted.

RESOLVED (unanimously) that the minutes of the meeting of the Hastings and St. Leonards Coastal Users' Group AGM held on 17 November 2015 be received and noted.

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28. ADDITIONAL URGENT ITEMS (IF ANY)

None.

(The Chair declared the meeting closed at. 6.33 pm)

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