

DRAFT June 2013

CONSTITUTION FOR THE ADVISORY COMMITTEE STADE HALL AND OPEN SPACE MANAGEMENT

Background

The Stade Hall and Stade Open Space have been developed to provide community and educational facilities and an annual programme of events for residents and visitors.

As the Stade Hall and 60% of the Open Space are owned by The Foreshore Trust (the remaining 40% of the Open Space is HBC land), the use of the land and facilities must accord with the charitable objects of The Foreshore Trust, namely:

- (1) To hold and maintain the charity's land for the objects set out in the trusts of the charity, namely for the common use, benefit and enjoyment of all Her Majesty's subjects and of the public for the time being for ever; and
- (2) Subject to sub-clause (1) above, such charitable purposes within the area of the Borough of Hastings as the trustee thinks fit.

Although the Foreshore Trust will retain operational management of the Stade Hall and Open Space, Hastings Borough Council as Trustee intends to establish and sustain strong community engagement and involvement in the development and ongoing use of these facilities. The establishment of The Advisory Committee will provide the vehicle for community oversight and advice.

The Advisory Committee must have regard to the policies adopted by The Foreshore Trust.

Scope

The area covered by this Advisory Committee is the Stade Hall building (excluding the public toilets) and the outdoor area designated as the Stade Open Space.

Membership of the Advisory Committee

The core and founding members of the Advisory Committee will be the working group established, after considerable community discussion, with the intention of forming a Stade Community Trust.

The membership includes one representative of each of the following groups or spheres of influence:

- Hastings Fishermen's Protection Society
- The Stade Partnership
- The East Hastings Sea Angling Association
- Hastings Old Town Residents' Association
- Hastings Voluntary Action
- Hastings Borough Council
- A representative of the wider community of Hastings & St. Leonards
- A representative of the education sector

Individual representatives may change from time to time by agreement between the representative organisation and the Advisory Committee. The community

representative will be appointed for a term of x years after a recruitment process to be managed by Hastings Voluntary Action.

If a member is unable to attend an Advisory Committee meeting, he or she may send another representative for that meeting.

Co-opting members

From time to time, the committee may wish to invite persons with a particular expertise to join them for a period of time to advise on current issues. This is permissible with the agreement of the majority of committee members. Such co-opted members will attend and speak at committee meetings but will not vote.

Terms of Reference

Purpose

The Advisory Committee aims to promote the development of community facilities in the Stade area and to ensure that the public derive benefit from them. The Committee will work with other partners to ensure that a diverse programme of events and activities are provided in the Stade area, that community groups are offered affordable physical space for their activities, and that The Stade continues to be presented and preserved as a unique cultural and historical area.

Responsibilities

To meet quarterly to consider current matters affecting the Stade Hall and Open Space and to receive and consider reports from HBC/Foreshore Trust managers.

To advise the Foreshore Trust and HBC management on strategic direction and policies relating to Events, Fees and Charges (including Waiver/Reduction of Fees and Bonds/Deposits), Hiring, and any proposed enhancements to the Stade assets.

To review the events programme, attendances, future bookings, income and expenditure and maintenance each quarter.

To consider changes to hire charges at least annually.

To consider comments and complaints from users of the Stade facilities.

To provide, either directly or through a subcommittee, the same advisory and review function for the area of the Stade Hall to be known as the Classroom on the Coast.

Meetings

Frequency

The Committee will meet quarterly on dates to be agreed at the start of each municipal year. Additional meetings may be called if necessary by agreement with the Chair.

HBC/Foreshore Trust will prepare agendas, give notice of meetings and produce and maintain minutes of all proceedings.

Chair and Vice Chair

The Committee will select a Chair and Vice Chair annually at the first meeting in each municipal year.

Voting

It is the aim of the Committee to reach agreement on its recommendations by consensus. However, in the event of dispute, a vote will be taken by a show of hands. The Chair will have a second or casting vote.

Quorum

Quorum for a meeting of the Committee will be 5 members.

Minutes

Minutes will be taken of each meeting which will be circulated within 10 working days and agreed at the next meeting of the Committee.

The minutes of Committee meetings will be reported to the next Charity Committee meeting.

Review

In order to retain the relevance of this document, it will be reviewed annually.

Register of Interests and Conflicts of Interest

Upon their appointment, Members of the Advisory Committee will register any personal, including personal financial, interests that they may have relating to the Stade area. This register will be held by the Advisory Committee chair.

To be added: Conflict of Interest clause being drafted for adoption by this committee and Coastal User Group.

Changes to this Constitution

Any changes to this constitution must be voted upon and agreed by a simple majority of the membership.

VG
June 2013