

Cabinet Agenda

Monday, 9 June 2014 at 6.00 pm

Town Hall, Queen's Square, Priory Meadow, Hastings TN34 1QR

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Present: Councillors Birch (in the chair), Cartwright, Chowney, Forward, Hodges, Kramer and Westley.

74. DECLARATIONS OF INTEREST

Councillors made no declarations of interest at the meeting.

75. MINUTES

RESOLVED – that the minutes of the meeting held on 3 March 2014 be approved and signed by the chair as a correct record.

RESOLVED - the chair called over the items on the agenda, under rule 13.3 the recommendations set out in minute numbers 78, 79 and 82 were agreed without being called for discussion.

MATTERS FOR CABINET DECISION

76. MANAGEMENT RESPONSE TO THE SCRUTINY REVIEW OF BATHING WATER QUALITY

Councillor Rogers, as chair of the original Scrutiny review, presented the group's findings at the meeting. The Director of Regeneration then presented a report to respond to the review team's recommendations.

The European Bathing Water Directive significantly increased the standard for measuring the quality of seawater. It was important that the two designated bathing beaches in the borough met the new standard, for economic and environmental reasons.

The review team had met with the Environment Agency, Southern Water and representatives of the Clean Seas Please campaign (co-ordinated by Hastings Voluntary Action) to increase understanding of the respective roles of these agencies in protecting bathing water. Members assessed progress towards meeting the revised standards and made recommendations regarding further actions to be undertaken before the directive came into force in 2015.

The review group also considered an action plan, which identified the major areas of planned activity. The action plan included targets to trap and filter silt at Buckshole ponds in Alexandra Park, to prevent contamination reaching the outfall at Hastings beach via the Alexandra Park stream. The review team supported the work of the Bathing Water Quality Executive Delivery Group (BWQEG) in monitoring the implementation of the action plan.

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Members considered possible linkages between the council's Waste and Recycling team and efforts by the Clean Seas Please Campaign to encourage residents and business to dispose of cooking oils and greases responsibly.

The review team were thanked for their efforts, and it was recommended that the group be re-convened in November 2014, with an updated progress report submitted to Overview and Scrutiny Committee for Services.

Councillor Birch moved approval of the recommendations to the report which was seconded by Councillor Hodges.

RESOLVED (unanimously) that –

- 1) the review group's recommendations are endorsed by Cabinet;**
- 2) the review group and participants are thanked for their work and contributions, and;**
- 3) in addition to further discussion by the review group in November 2014 this matter should be discussed at Cabinet before Christmas.**

The reason for this decision was:

To respond to the Scrutiny report.

77. CORPORATE COMPLAINTS POLICY

The Chief Legal Officer presented a report on the findings from a review of the council's corporate complaints policy and to recommend that a refreshed corporate complaints policy be adopted.

A working group had been formed to review and refresh the existing corporate complaints policy, as part of the council's ongoing commitment to a customer first approach. The council was also committed to developing a customer charter as part of its customer first strategy during 2014/15.

The working group defined a complaint as "an expression of dissatisfaction with our service or staff". Consideration was given as to how the council currently explains its complaints policy, the mechanisms in place to record complaints and linkages with other processes. The working group also looked at examples of best practice from other authorities and guidance from the Local Government Ombudsman.

The recommendations of the working group were incorporated into a refreshed customer complaints policy. The policy outlined a two-tiered system, with the central registration of complaints. The policy also included revised guidance on dealing with persistent complainants. Current

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communication options would be rationalised and information on the website regarding the complaints policy would be made more accessible.

The report also set out a series of actions, which officers would undertake to support the implementation of the plan and to continue to improve the handling of, and learning from, complaints received.

Councillor Cartwright moved approval of the recommendations of the report, which was seconded by Councillor Kramer.

RESOLVED - (unanimously) that -

- 1) the refreshed Corporate Complaints Policy (including an unreasonable and unreasonably persistent complaints policy) be approved and implemented with effect from 1st April 2014;**
- 2) a programme of staff awareness and appropriate training is delivered to support the roll out of the refreshed policy, and;**
- 3) an annual report on complaint trends and responses is brought to Cabinet commencing April 2015.**

The reason for this decision was:

The existing corporate complaints system has been in operation since 2008. A detailed review of how the system is working has been undertaken, and improvements have been identified. Officers have made recommendations on refreshing the policy and also how the way complaints are captured and handled.

The council is currently strengthening its approach to customer care under its priority of Customer First, and the way we deal with complaints is a key strand of this overall approach.

There has been a rise in the level of persistent complainants who are absorbing a significant amount of officer time in re-arguing a case that the council feels has already been addressed. In order to protect individual officers and ensure that public resources are not used inappropriately, the council's 'unreasonable and unreasonably persistent complainant policy' has also been refreshed.

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MATTERS FOR COUNCIL DECISION

78. AMENDMENTS TO THE COUNCIL'S CONSTITUTION

The Chief Legal Officer submitted a report on proposed amendments to the council's constitution.

The constitution formed the basis of the council's corporate governance, and it was necessary to amend and improve the document on an ongoing basis. The amendments to the constitution included the creation of a new committee of Cabinet to consider licensing appeals arising from the Scrap Metal Dealers Act 2013, additional appendices regarding the procedure for holding a minutes silence at council meetings and awarding the honorary freedom of the borough, re-wording the sections on petitions and motions, and a sentence on mayoral expenses. The Working Arrangements Group discussed the proposed amendments at their meeting on 21 January 2014.

The amendments to the constitution would need to be agreed by full council on 16 April 2014.

RESOLVED – that –

- 1) the changes to the council's constitution are supported.**

The reason for this decision was:

The council's constitution is the basis for the council's corporate governance. It is necessary to amend and improve the document on an ongoing basis.

MATTERS FOR CABINET DECISION

79. REGULATION 7 DIRECTION – SEAFRONT ESTATE AGENTS BOARDS

The Head of Regeneration and Planning Policy submitted a report which recommended that an application be made to the Secretary of State for the renewal of a direction relating to estate agents boards on the seafront.

Concerns had been expressed by the local community that the large number of estate agents boards on the seafront was having a detrimental effect on the image of the town. In 2009, the council secured a direction from the Secretary of State for not granting consent for estate agents boards to be displayed on the seafront between Grosvenor Gardens and Pelham Place, excluding a small area at Robertson Street.

The direction had worked well and had lead to a marked improvement in the appearance of the seafront area. The current direction was due to expire in November 2014; it was recommended that the council apply to the Secretary of State for the renewal of the direction on a permanent basis. The council was required to advertise its intention in the London Gazette and a local newspaper. A public consultation had been undertaken on the council's website and letters had been sent to all estate agents in the town and to relevant community groups. The results of the consultation supported an extension to the direction.

RESOLVED – that –

- 1) application be made to the Secretary of State for Communities and Local Government for the renewal of his Direction under Regulation 7 in respect of advertisements within Class 3A of the Town and Country Planning (Control of Advertisements) (England) Regulations 2007 in respect of the Hastings and St Leonards seafront on a permanent basis.**

The reason for this decision was:

The existing direction expires in November 2014.

80. STREET DRINKING ISSUES UPDATE

The Director of Environmental Services presented a report to update Cabinet on progress to address street drinking issues and associated anti-social behaviour.

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Cabinet had responded to two petitions from residents in September 2013 regarding street drinking in Central St Leonards. The council continued to work in partnership with other agencies to tackle the causes and effects of street drinking. A reduce the strength initiative was launched in January 2014, to limit the sale of strong beers, lagers and ciders to street drinkers. Moreover, Hastings had been designated as a local alcohol action area, which would enable the council and its partners to identify and implement further best practice initiatives.

Efforts were also underway to address the causes of street drinking through outreach work to rough sleepers and the provision of good access to health care services. From April 2014, the Crime Reduction Initiative (CRI) would take over alcohol services from Action for Change. It was hoped that there would be benefits from one provider delivering alcohol and drug support services in the town.

Members acknowledged that progress had been made over recent months to address street drinking issues and that the council would continue to ensure that all partner agencies were fully engaged to support the individuals involved and reduce the impact of street drinking on the local community.

Councillor Kramer moved approval of the recommendations of the report, which was seconded by Councillor Birch.

RESOLVED – (unanimously) that –

- 1) Cabinet accepts the findings of the report and endorses the work being carried out in relation to street drinking in Hastings.**

The reason for this decision was:

This is a serious issue for residents and businesses in the areas affected, and a high priority for the Council. It is hoped that the local alcohol action area initiative will help the Council and our partners to identify and implement even more best practice initiatives to address the problems associated with street drinking, and Cabinet should continue to monitor the progress of this work.

81. COMBE VALLEY COUNTRYSIDE PARK FUTURE MANAGEMENT

The Environment and Natural Resource Manager presented a report which outlined the future governance arrangements for Combe Valley Countryside Park (CVCP).

A management board, consisting of representatives of Hastings Borough Council, East Sussex County Council, Rother District Council and Crowhurst Parish Council, currently oversaw the strategic direction of CVCP.

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However, given the reduced levels of funding facing these authorities could provide in the forthcoming fiscal year, the management board had commissioned Groundwork Trust to investigate future governance and management options.

Groundwork Trust had outlined three potential management options that were available to the park; they recommended the formation of a community interest company as this would provide the greatest flexibility in the event of changing circumstances. The Groundwork Trust recommendations were supported by the Combe Valley Countryside Park management board at their meeting on 21 February 2014.

Section 106 monies from Biffa and Southern Water had been profiled to keep the park up and running through to 2016/17, whilst Groundwork Trust undertook further work to develop a community interest company. The council would host a shadow management board of elected members, until the new governance arrangements are completed.

Councillor Westley moved approval of the recommendations to the report, which was seconded by Councillor Chowney.

RESOLVED – (unanimously) that –

- 1) Cabinet support continued discussions leading toward the formation of a community interest company (CIC) to carry forward the development of the Combe Valley Countryside park, and;**
- 2) HBC assumes interim administrative support for the park project from 1 April 2014.**

Reasons for Recommendations

The future of local authorities' funding support for the park is becoming increasingly uncertain. The current park management board has recognised the need for new management and development arrangements for the Park going forward from 2014. It is the view of the management board that the creation of a community interest company will provide continuing stability for the development of the park and open up new avenues for grant funding, Section 106 planning contributions from North Bexhill and the development of income streams.

82. TENDER FOR WELFARE FUNERALS

The Head of Amenities, Resorts and Leisure submitted a report to inform Cabinet of the outcome of the tender evaluation process relating to the procurement of the welfare funeral service and to seek approval to award the contract.

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Under the Public Health (Control of Disease) Act 1984, the council had a duty to arrange welfare funerals. The council uses a funeral director to provide this service; the current contract for welfare funerals was due to expire on 31 March 2014. Through the East Sussex procurement hub, the council had tendered for a five year contract from 1 April 2014. The cost of welfare funerals may vary depending on the number of funerals and the extent to which the council can recoup costs from the estate of the deceased person.

Two tenders were received and evaluated. Tenderer 1 earned the highest score and was therefore recommended for awarding the contract.

RESOLVED – that –

- 1) Cabinet agree the appointment of contractor 1, and;**
- 2) Cabinet delegate authority to the Corporate Director of Environmental Services or his nominee to finalise details relating to the implementation of the contract.**

Reasons for Recommendations

Hastings Borough Council has a duty under the Public Health (Control of Disease) Act 1984 to arrange for the disposal of the body of any person who has died or has been found dead within the Borough where no suitable arrangements have been made by anyone else. This activity is termed a welfare funeral.

We have tendered for the provision of this service by a funeral director for a five year period commencing on 1st April 2014. This report seeks agreement to appoint the most economically advantageous tenderer.

83. MINUTES OF THE MEETING OF MUSEUMS COMMITTEE HELD ON 17 MARCH 2014

The minutes of the meeting of Museums Committee held on 17 March 2014 were submitted;

RESOLVED – that the minutes of Museums Committee held on 17 March 2014 be received.

(The chair declared the meeting closed at 7.08pm)

Agenda Item No: 5

Report to: Cabinet

Date of Meeting: 9 June 2014

Report Title: White Rock Baths

**Report By: Simon Hubbard
Director of Regeneration**

Purpose of Report

To inform members of work to bring forward proposals for White Rock Baths and to seek support for this approach.

Recommendation(s)

- 1. That subject to funding being obtained from East Sussex County Council and Hastings & St Leonards Foreshore Trust, the Cabinet approve the proposal to create a BMX/Skateboard facility at White Rock Baths on the basis contained in this report.**
- 2. Delegation is given to the Director of Regeneration acting in consultation with the Director of Corporate Resources and the Chair of the Foreshore Trust and Lead Member for Regeneration to complete tendering, contracting, lease and other arrangements to deliver the proposed scheme at White Rock Baths.**

Reasons for Recommendations

To enable the White Rock Baths to be open for business by Christmas 2015.

Background

1. Members know that the Borough Council and Foreshore Trust have been working for a considerable period to find a productive and appropriate use for the usable space in White Rock Baths [WRB].
2. The WRB has stood empty for 16 years and has been the subject of ongoing work to find a subsequent role. The lower area (basement) is unusable in the long term. The Hastings and St Leonards Foreshore Trust has removed rubble and debris, dealt with asbestos issues and decorated the exterior of the building. A small part of the usable area is now occupied by the Hastings Pier Charity.

The Source Proposals

3. The Source proposal entails the creation of an indoor arena for BMX and skateboard competitions and training with supporting retail and (limited) refreshment provision. The company approached the Trust and Council with an initial written proposal.
4. The nature of the proposal is an exciting one in terms of the use of the Trust estate for sporting and recreational use by large numbers of people, particularly the young.
5. For this reason it was agreed to investigate this jointly with The Source through a commissioned study. The cost of the study was indicated as being £12,500 split equally between HBC and the Source BMX. Neil Choudhury Associates (NCA) undertook the work. This study forms the basis of the approach proposed in this report.
6. The Source is owned by 2 Hastings based business people who have competed in BMX competitions world wide before going into business. The business was established in 2003 as a BMX shop and mail order company and now occupies premises in Braybrooke Road. The store attracts buyers from across the region and the mail order business is world wide.
7. The business currently employs 9 people and uses its store to drive sales from the wider UK and Europe via its mail order company. It supports other employment through the outsourcing of websites, back office and other services. It has won a number of business accolades:
 - i) HSBC 1066 retailer of the year – 2005 and 2007
 - ii) HSBC 1066 community business – 2008
 - iii) Ride BMX Magazine retailer - 2001,2012, 2013
 - iv) Independent cycling retailer award – 2012, 2013
8. In 2014 the company supplied all the BMX cycles and equipment to the London Olympic Veladrome. In developing proposals for this project they have adopted the following mission statement:-

“The Source is committed to creating the most famous skatepark and retail store in Europe”

9. The company proposes the following main thrusts to work in WRB:-
- i) A world class competition standard park operating 7 days a week for both users and competitions
 - ii) A beginners' skatepark with ramps under 1m suitable for coaching and use by schools
 - iii) Outdoor ramps using a temporary airboard in the open courtyard
 - iv) Ancillary retail sales of associated BMX/skateboarding accessories, clothing and equipment
 - v) A café providing drinks and snacks – it is not proposed there should be a major catering outlet
 - vi) A media suite for the editing of videos and photos of sport and for training in media skills
 - vii) Reception area reflecting the long history of BMX and skateboarding in Hastings.
10. Hastings genuinely has a long history in both skateboarding and BMX sporting arenas and the business is both youth orientated and international and this makes it an attractive competition venue. It is expected that 4 regional and 1 international events will be held each year and the company is confident of attracting the world's best riders to these. Such events will be screened on a large screen on the Pier and by internet worldwide. It is understood similar events in Europe have had in excess of a million online viewers log on.
11. The project's business plan anticipates around 58,000 visits to the facility and an annual spend in Hastings of just under £2.9m. Large events are expected to attract a significant number of overnight stays. Estimates of spend have been based on the 2011 assessment of the economic impact of tourism. The company currently employs 9 people. If the WRB is opened it expects to employ 14 new f/t posts here rising to 16. Additionally the related expansion of mail order and other business is expected to generate a further 15 jobs over a period of a few years.
12. The proposers' confidence in their capacity to generate this business is based upon the shortage of indoor skate/BMX parks in the South East region with riders regularly travelling to Corby, Liverpool and Glasgow. A number of proposals in the north of England and Scotland are being brought forward enjoying cheap access to industrial buildings in very large urban centres. In this context the use of the WRB may well secure Hastings a regional leadership role in this area.
13. The Source has a long history of working with local young people and works with other organisations to provide mentoring and guidance for young people. The use of WRB for this purpose would re-establish the link between the building and young people which existed when it was a swimming facility and latterly an ice rink.

14. At previous discussions with members it was agreed that there was support in principle for moving forward with the proposal. It was agreed that further work was required on a number of areas.
- i) The development of a funding approach
 - ii) Clarity about issues of access for people with disabilities
 - iii) Setting out of a proposed lease and rental arrangement
 - iv) The investigation of the liability for VAT

West End Sustainable Development Company Proposal

15. An additional expression of interest has been made by the West End Sustainable Development Company on 9th May, 2014. This proposal is to re-open the Baths as a music venue, entertainment centre, antiques fairs and for other activities
- i) Converting the large pool to a stage, galleries and bar
 - ii) Small baths and courtyard to BMX/skateboard facility
 - iii) Café/bar at the main entrance
 - iv) Other retail and catering outlets

It is believed that this proposed mix may not be compatible with the purposes of the Foreshore Trust but this has not been subjected to Counsel's opinion.

16. No detailed estimates of costs have been provided although they are estimated at £695k exclusive of fit out and VAT. No business plan is available, but the company would propose to invest 50% of these costs, with the Foreshore Trust receiving 50% of the profits in return for 50% investment and a peppercorn lease.
17. The Source has confirmed they do not regard it as possible to develop a joint business venue on the basis described.
18. The West End proposal has not been developed and tested. It is not viewed as an alternative to The Source proposal because:
- i) The proposed use may not be within the Trust's scheme parameters
 - ii) No rent is payable and a share of the profits would be entirely uncertain.
 - iii) Issues of capacity and safety for this type of activity have not been explored and the company has suggested a capacity of 1,500 which is a significant increase from the current 600. This will need to be discussed in depth with both Building Control and the Fire & Rescue Service and might present a significant challenge.
 - iv) No in depth information has been provided about the costs of proposed work or that support projections of financial viability.

Proposed Approach

19. It is not practicable to substantially delay The Source's proposal and adhere to a timetable which will achieve their desired opening date. They consider this essential to the successful launch of the business in the premises. For all these reasons it is not recommended that the West End option is pursued further.
20. It is proposed that the development of the Source proposal is achieved in two principle ways:-
- i) The Foreshore Trust undertakes the refurbishment of the building to ensure it is ready for this use, at a total cost of around £822k. This to be funded through a mixture of borrowing financed through rental income and grant aid from HBC, Foreshore Trust and external funders.
 - ii) The fitting out and equipping of the building to be financed by The Source at a currently estimated value of £226k.
21. Part of WRB is currently occupied by the Hastings Pier Charity on a lease ending in 2018. If The Source project is successful this might be additionally rented from the Foreshore Trust at that point or earlier if this suits the Pier Charity.

Refurbishment

22. As previously reported, it is not thought that any substantial structural issues exist which would require major works to be carried out to enable a 10 year lease to be agreed. The Source wish to bring into use the courtyard, entrance building, east (small) pool, lounge and west (large) pool area. Officers worked together with The Source and these costs are estimated at £822k, although it must be stressed that this needs to be tested through competitive tender. As the economy recovers, building costs will rise and it is likely rapid tendering and implementation will be required to contain the costs. The proposal will include:-

- | | |
|---|------------------------------------|
| * New electricity and lighting throughout | * New floor in the east small pool |
| * Replacement doors and windows | * Toilet provision |
| * Improved access | * Security |
| * Waterproofing and leakage management | |
| * Internal decoration through shotblasting and spray painting | |
| * Improved insulation and ventilation | |

23. The building is subject to regular inspection and although it appears dilapidated advice is that its overall structural integrity has not suffered. Although it was estimated (in 2009) that the full range of repairs required to concrete might cost £650k the bulk of these do not need to be addressed for a project of this nature.
24. The lower basement is subject to flooding and this area will continue to require pumping out. Whilst empty, the building has suffered regular break ins and criminal damage and this has required additional security improvements and repairs.

Disabled Access

25. Because of its construction over 3 levels and its original purpose, the building does provide a challenge in making it fully accessible. The Source, as service provider, would be responsible for meeting DDA guidelines and making the building as accessible as is reasonable and practicable.
26. It is felt that access can be improved as part of the refurbishment through the provision of a ramped entrance, repairing the internal steps and using high contrast materials, installing hearing loops, power assisted doors and a stairlift to give wheelchair access across to the west pool area and the accessible toilet facilities. Any further improvements and provision for specific access requirements would be for the operator to establish as part of an Equalities Impact Assessment. Initial informal consultation with local access groups and local user groups has established that the proposed adaptations would be acceptable.
27. Hastings and Rother Disability Forum have been consulted on the proposed project. The potential activity is not one that can be undertaken by those with significant physical disabilities. However, the proposed improvements to the building would allow spectators with disabilities to access the west balcony and this would enable family and friends of competitors of participants to attend. This will complement other improvements to stairs, lighting and signage that will aid access. The Forum is supportive of the project.
28. The Source will undertake a formal equalities opportunities impact assessment of the scheme if it received the go ahead. They are anxious to be as inclusive as possible and intend that the activities ranging from fun to highly competitive are taken up by people with a wide range of capabilities.

VAT

29. The Head of Finance has received initial advice that VAT would be reclaimable on this project.

Legal Position of the Foreshore Trust

30. The Chief Legal officer has obtained Counsel's advice regarding the proposal:-
 - i) That it is legitimate for the Trust to invest in improving the asset as long as the improvements would not make it suitable solely for a specialised area.
 - ii) That in principle it could borrow against the project subject to independent financial advice in this respect about the reasonableness and appropriateness of any arrangement.
 - iii) That the terms of any lease protected the Trust by ensuring access at a reasonable cost and that the users are compatible with the Trust's purpose (which they appear to be).
 - iv) That the Foreshore Trust obtains independent advice from a qualified surveyor on the level of rent (this advice has been obtained).

Coastal Users Group

31. Coastal Users Group [CUG] received a briefing on the proposed use of WRB facility at its meeting and gave a very supportive response to the idea of the BMX facility. They asked for further information when a decision had been made and will receive a full briefing at their next meeting.

Proposed Lease

32. It is proposed that the lease should be made for 10 years. The proposed rental is £36k per annum which is in line with advice received from independent valuation.

33. It is suggested that as the Trust will insure the premises whether it is vacant or not it might be appropriate to support the early development of the business through relief on insurance for the first 5 years.

Internal Fit Out by the Tenant

34. This will be the responsibility of the company and they will provide:-

- | | |
|-----------------------------------|-----------------------------|
| * Main skatepark | * Reception area |
| * Beginners skatepark | * Workshop/maintenance area |
| * Retail unit | * Café design/fit out |
| * IT | * PA and visual |
| * CCTV | * Signage |
| * Launch and staff training costs | |

Financial Implications

35. Officers have been working to identify a funding package that would support the scheme. The package that is being developed is as follows:-

- | | |
|--|--------------|
| • Loan from Hastings BC funded by rental income | £300k |
| • Funding sought from East Sussex County Council | £200k |
| • Investment by Foreshore Trust | £150k |
| • Grant by Hastings Borough Council | <u>£172k</u> |
| | <u>£822k</u> |

The final shape of any package would depend upon the costs identified at the end of the tendering package.

36. It is estimated that £300k of borrowing over a ten year period could be supported by a rental income of £36k per annum. The funds would be forwarded by the Council either from :-

- (i) borrowing at a fixed rate from the Public Works Loan Board for a ten year period and then lending at no additional cost to the Foreshore Trust (based on an annuity loan).

In this event the Foreshore Trust would reimburse the Council the actual costs of any borrowing. Such sums that are payable by the Council to be match funded and paid by the Trust so that cleared funds are available to the Council to meet the repayment requirements.

- (ii) using capital receipts or revenue resources or a mixture of the two.

In this event the Foreshore Trust would reimburse the Council at the same rate as if the monies had been borrowed by the Council and advanced to the Trust. To limit the potential interest rate exposure of the Trust the loan rate would be the lower of the PWLB rate in force at the time for a new ten year annuity loan or 3%.

37. Whilst the Source is currently a profitable business and has been trading for a number of years, there is a risk that the venture will not succeed for the full 10 year period. If this were to be the case, unless another tenant is found the Trust would be required to meet the loan payments (or equivalent) for the remainder of the 10 year period.

To limit the potential impact on the Trust, it is proposed that the Council would share this risk on a 50:50 basis. For clarity, if the annual borrowing cost (or equivalent) is £36,000 and the venture failed, the amount payable per annum by the Trust would be reduced by 50% to £18,000 p.a. If a new tenant was found at that time but the rental stream achieved was lower, then the shortfall would be shared.

38. Officers have liaised with colleagues at East Sussex County Council and have received considerable interest in the economic, social and cultural benefits of the project. It is hoped that between £160k-£230k might be obtained through this work but this is clearly not in the gift of HBC officers. For the purposes of this report £200k has been identified as a mid point on this range.

39. If the loan is agreed and the County Council agrees to contribute, the current funding gap would be £322k. It is not possible to be fully confident of this final figure until tendering and the outcome of the bid to the County Council is known.

40. The Foreshore Trust has programmed spend of £505k in its 2015-16 Business Plan, £430k of which has previously been earmarked for the Rock a Nore car park. It is now proposed that this scheme be deleted from the Trust's main programme, but that regular maintenance be enhanced and, when necessary at peak times in the year, a person be employed to ensure cars park properly.

It is proposed that in addition to the works funded by loan the Trust contribute £150,000 towards the works – funded from Reserves.

The future use of the remaining balances amounting to £306,000 (at 31 March 2015) to be considered at the time of the next review of the Trust's business plan.

41. Hastings Borough Council have previously identified £170,000 of Area Based Grant funding for the refurbishment of WRB as a regeneration project although this has now been incorporated into the Council's general resources. It is proposed that the Council make a Capital Grant in the sum of £172,000 from Capital receipts, or if insufficient receipts are available from under spends within the 2013/14 financial year and this will be considered at the Cabinet meeting on the 9th June.

Next Steps

42. The procurement, design and construction phases of the works required to render the building ready for occupation and fit-out by the tenant involves various stages and is necessarily lengthy. The East Sussex Procurement Hub has been engaged to review the feasibility study and has prepared an outline timeline on the basis that a contractor be procured to act as lead consultants and project manage the contract, and subcontracts, through to completion of the works. The procurement of the main contractor is anticipated to take three months, followed by a detailed design phase and then tendering of the construction contract. Construction is anticipated to start in spring 2015 and will take approximately 6 months. The Source anticipates a 13-week fit-out, and it may be possible to overlap elements of this work with the tail-end of the Council's construction work. On this basis, it is feasible that the building would be operational shortly before Christmas 2015.

Policy Implications

43. **Equality and Community Cohesion** – The proposal would specifically allow the WRB to meet the needs of young people for recreational activity and open opportunities for mentoring, training and the development of social skills. This would be a “young peoples” focused initiative at the heart of the Foreshore Trust's estate and on the wider seafront. It is difficult to see how this would not contribute to community cohesion.
44. The Source already undertake work to support bespoke activity by people with mental health issues and support a separate girls group. The new facility will assist them to expand their work with local people facing disadvantage.
- i) Outreach work with local schools which serve the Borough's disadvantaged communities.
 - ii) Developing training which will enable less confident or younger people to take up these sports. This might particularly benefit young women and others develop the confidence to enjoy and succeed in these types of sports.
 - iii) Membership packages which would enable regular local users to gain lower priced access to the facility.
45. **Crime and Fear of Crime** – The project should (as stated above) offer a significant opportunity for young people who are both disproportionately the victims and perpetrators of crime. The facility should not provide nuisance and will not feature a licensed bar. The seafront and town centre should be better used (particularly as the Pier opens) and this should increase perception of safety and security.

46. **Risk Management** – by its very nature no guarantees can be given about the success of the venture proposed for the WRB. However, it is believed the risks have been addressed as far as it is possible.

- i) The project proposal and business plan has been reviewed by Let's Do Business Group who have been supportive of the project and believe its estimates are robustly based.
- ii) The fitting out of the building will be the responsibility of the company. If the business fails an improved space will be available for re-letting.
- iii) The company's accountants have given assurances about its position and it has been trading (and growing) since 2003. The Head of Finance will comment further at the meeting.
- iv) The risk of not pursuing this option is that the building remains unused for a further lengthy period. This would miss the opportunity for success offered by coinciding its opening with that of Hastings Pier to establish a mutual "win/win" for both premises and the town.

47. There are two funding risks. The first is that tendered costs will considerably exceed the estimates of the Architects. Using the East Sussex Procurement Hub should mean that competitive prices should be obtained but as with all such exercises this cannot be guaranteed. The second is that County Council funding will not be forthcoming. In the event of the funding package being inadequate consultation with the Chair of the Foreshore Trust, Lead Member for Regeneration and Director of Corporate Resources will take place to determine the best way forward.

48. **Human Rights** – No implications identified.

49. **Organisational Consequences** – No implications identified.

50. **Local Peoples Views** – Early discussion at the Coastal Users Group [CUG] indicated some significant support for the intended use of the building. However, this will need to be further tested through detailed discussion of costed proposals.

51. **Environmental Issues** – No substantial implications have been identified other than a general improvement to this part of the seafront. It is felt that although there will be some implications for traffic this is likely to be limited as many young people will arrive by public transport or bike.

52. **Economic Issues** – The proposed project is intended to have a range of benefits. It is anticipated that 31 jobs will be created and there will be a direct impact upon the visitor economy of £2.9m per annum

Wards Affected

Castle

Area(s) Affected

None

Policy Implications

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

Equalities and Community Cohesiveness	x
Crime and Fear of Crime (Section 17)	x
Risk Management	x
Environmental Issues	x
Economic/Financial Implications	x
Human Rights Act	
Organisational Consequences	
Local People's Views	x

Background Information

Insert a list of appendices and/or additional documents

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Agenda Item No: 6

Report to: Cabinet

Date of Meeting: 9 June 2014

Report Title: Hastings Walking and Cycling Strategy

Report By: Monica Adams-Acton
Head of Regeneration and Planning Policy

Purpose of Report

To consider the draft Hastings Walking and Cycling Strategy, the comments received from the related public consultation and to adopt the Strategy.

Recommendation

That Cabinet adopts the appended version of the Hastings Walking and Cycling Strategy.

Reasons for Recommendation

To progress the adoption of the Hastings Walking and Cycling Strategy.

Introduction

1. The County Council (ESCC) and the Borough Council has prepared the Hastings Walking and Cycling Strategy. The Hastings Urban Bikes and Hastings Ramblers were involved in discussions over possible routes. The Strategy provides a supporting document to the County's Local Transport Plan 2011-2026 and its accompanying implementation plan. In terms of policies and proposed routes, the Strategy also aligns and is consistent with the adopted Hastings Planning Strategy and revised proposed submission version of the Development Management Plan.
2. There is an opportunity for walking and cycling to make a significant contribution to supporting the local economy in Hastings alongside the larger infrastructure projects by helping to reduce congestion on the local road network and further unlock development sites. The Strategy and accompanying implementation plan will focus on infrastructure improvements. The key objectives are:
 - To create a safer, convenient, efficient and attractive walking and cycling network that supports access to and within Hastings.
 - To provide targeted walking and cycling incentives, information and skills to motivate behavioural change towards more active travel.
 - To ensure that current and new local policies, strategy documents and commissions relating to economy, planning, transport, health and the environment facilitate access to walking and cycling for both utility and leisure purposes.
 - To support partnership working and shared responsibility for delivering actions in the short and longer term.
3. To support the delivery of the objectives, policies relating to infrastructure, marketing, training and initiatives are included. The policies include:
 - Pedestrian and cycle route prioritisation – particularly the development and funding of urban utility pedestrian and cycle routes.
 - Pedestrian and cycle route – infrastructure design informed by Department of Transport guidance.
 - Pedestrian and cycle provision – highway schemes – undertake a pedestrian and cycle audit to ensure their requirements are considered.
 - Cycle parking – review of existing and ensuring improved future provision.
 - Integration with public transport to provide better connected and seamless journeys.
 - Funding – securing development contributions, external funding and partner funding to develop routes and other infrastructure.
 - Publicity and promotion to promote the use of the walking and cycling infrastructure.
 - Training – bikeability training for children and adults
 - Travel plans – for new development including secured cycle parking, shower and changing facilities etc.
 - Walking and cycling initiatives – seek funding to deliver schools and workplace initiatives.
 - Monitoring (cycling) – levels of use will be monitored to assess changes.

4. The County and the Borough Councils will work to support the provision of new and enhanced cycle routes in the Borough and five routes have been identified in the Strategy which match those shown on the Development Management Plan Policies Map.
 - Coastal National Cycle Network (NCN 2) & additional links through the Country Park
 - Combe Valley (Crowhurst Road) to Alexandra Park via Silverhill
 - Alexandra Park to Conquest Hospital
 - Alexandra Park to Ivyhouse Lane Industrial Estate and Hastings Academy (through the Ore Valley)
 - Town Centre to Alexandra Park
5. The delivery of routes for utility purposes and related measures, as identified in the action plan, will be subject to funding being secured through a number of ways which include Section 106 funding through development, prioritisation of schemes within the County Council's integrated local transport capital programme and organisations, including the County, Borough and voluntary sector, using the Strategy document to support bids for appropriate external funding.

Public Consultation

6. A public consultation on the Strategy was undertaken between 6th January and 17th February 2014. This included a well attended public consultation event at the Priory Meadow Shopping Centre on Saturday 18th January 2014 with representatives from the County Council, the Borough Council, Sustrans, Hastings Urban Bikes and Hastings Ramblers.
7. Ninety-five representations were received with significant support for the Strategy and the results were as follows:
 - 71% either strongly agreed or agreed that they were happy with the strategy overall, but 19% disagree or strongly disagree.
 - 73% either strongly agreed or agreed that the strategy objectives were clear, but 9% disagree or strongly disagree.
 - 58% either strongly agreed or agreed that the strategy approach contained the right policies to deliver the objectives, but 18% disagree or strongly disagree.
 - 59% either strongly agreed or agreed that the document was easy to read and understand, but 16% disagree or strongly disagree.
8. A summary of the comments received is contained in Appendix A. The main areas of concern were the route through Alexandra Park and in the Hastings Country Park. The issue was, in the main, a concern about possible conflict between cyclists and pedestrians. The Strategy seeks to define the primary routes in principle and it is considered that cycle routes can be accommodated without causing conflict with pedestrian usage of these areas. The detailed design of specific routes will be a matter for further work and detailed consultation as routes are brought forward for implementation. The Borough Council will undertake consultation on routes through its own land such as Alexandra Park and the Hastings Country Park. No significant changes are proposed to the draft consultation version of the Strategy and those changes are outlined in Appendix A.

9. In respect of the route proposed from Hastings Station eastwards at the rear of the Station Plaza college and university buildings the Borough Council will continue to work with the County Council, Hastings Urban Bikes, Network Rail and the University of Brighton to seek to achieve a cycle and pedestrian link.

Conclusions

9. It is recommended that Cabinet adopts the Hastings Walking and Cycling Strategy version attached to this report at Appendix B. Following adoption the County Council will then also adopt the Strategy. The detailed route designs will be a matter for specific detailed consultation when sections of the proposed routes are brought forward. The Strategy will form the basis for future provision of walking and cycling routes in Hastings and any associated infrastructure and facilities.

Wards Affected :

Ashdown, Baird, Braybrooke, Castle, Central St. Leonards, Conquest, Gensing, Hollington, Maze Hill, Old Hastings, Ore, Silverhill, St. Helens, Tressell, West St. Leonards, Wishing Tree

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	YES
Economic/Financial Implications	NO
Human Rights Act	NO
Organisational Consequences	NO
Local People's Views	YES

Background Information

Appendix A - Responses to the comments received and proposed changes to the Hastings Walking & Cycling Strategy

Appendix B - Draft Hastings Walking and Cycling Strategy – available on the HBC website at

http://www.hastings.gov.uk/static/meetings_docs/140609~cabinet~report01~Hastings_Walking_and_Cycling_Strategy_May_2014.pdf

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Appendix A - Responses to the comments received and proposed changes to the Hastings Walking & Cycling Strategy

Comments received (in brackets are the number of comments received for an issue)	Response	Suggested changes to strategy
<p>Question 5 - If you disagree or strongly disagree with any of the statements regarding the overall strategy, whether the objectives are clear, whether the strategy includes the right policies and whether it is easy to read and understand, explain why this is?</p>		
<p>Comments - Specific routes</p>		
<p>Hastings Country Park (9) Route 1 – Cycling should not be introduced into Hastings Country Park, this should remain for pedestrian access only and this area includes areas of Site of Special Scientific Interest (SSSI) and a scheduled ancient monument.</p>	<p>This route is supported by the Hastings Local Plan, Development Management Plan Policies Map (March 2014).</p> <p>The concerns of a route passing through the Countryside Park are noted. The purpose of the strategy is to identify the strategic routes linking the places that local people would use for accessing key services along with leisure.</p> <p>The proposed routes are not definitive and will be subject to the prioritisation of funding for both feasibility and design work, where route alignment and issues and opportunities, including environmental factors, will be assessed and consulted on prior to final design and future delivery. The Borough Council will undertake further public consultation.</p>	None
<p>Shared cycle route – Alexandra Park (3) Proposal to include a shared cycle route through Alexandra Park is opposed on grounds of health and safety.</p>	<p>A shared facility for the top section of Alexandra Park was undertaken with various stakeholder groups early in 2013.</p> <p>The outcome of the consultation is that taking all comments and concerns into account along with suggestions for alternative routes. All options will be considered to gauge whether any other route options are viable.</p>	None

	This is still the current situation. Any proposal within Alexandra Park would require consultation and ultimately approval from English Heritage as the Park is a grade II* registered park. The Borough Council will undertake a further public consultation.	
Bulverhythe Coastal Link (2) The scheme is poor value for money, following recent storm damage to the route surface. Require a better surface to make route more attractive.	Although this scheme is referenced in the strategy document, the recent damage to the route cannot be considered as part of this consultation. A temporary repair to the surface has been undertaken whilst a longer term solution for is investigated.	None
General Comments - routes		
Prioritisation of cars not cycling Condition of roads in Hastings poor and road improvements should be prioritised not cycling.	A programme to tackle the repair of potholes is being undertaken which will benefit all road users. As the local highway authority has a duty to produce a local transport strategy that meets with the needs of all road users in the county. The strategy is supported by an Implementation Plan 2011/12 – 2015/16; the priority for Hastings is to implement transport measures at a strategic and local level that will contribute to local economic growth. Therefore in order to achieve this, the Implementation Plan outlines a range of transport measures, including improvements on the transport network to improve traffic flow, improvements to key walking and cycling routes and public transport, to ensure that all road users benefit.	None
Cyclist/pedestrian Safety The strategy does not address the safe integration of cyclists and pedestrians on paths.	The concern raised is noted and this issue will be assessed at the feasibility stage of route development, but this will be subject to funding availability. Similar concerns were expressed prior to the opening of the seafront cycle route but no significant issues have arisen.	The issue and how this will be managed is referenced in section 5 of the strategy.
Route location (3)	The purpose of the strategy is to identify the strategic routes linking	None to strategy

<p>There is a problem with the proposed routes, it is impossible to understand where they will be located. Need to consider journey safety, route attractiveness. The map is not very clear to read.</p>	<p>the places that local people would use for accessing key services along with leisure.</p> <p>The proposed routes are not definitive, and will be subject to the prioritisation of funding for both feasibility and design work, where route alignment and issues and opportunities, including safety and route attractiveness, will be assessed and consulted on prior to final design and future delivery.</p>	<p>document.</p> <p>The design of the map will be reviewed.</p>
<p>Use of road infrastructure/challenging town topography (2) Proposed routes unachievable using existing road infrastructure, have not taken account of the town topography. The strategy has been drawn up by people unfamiliar with the town and should have involved HUB to demonstrate the challenges that cyclists face.</p>	<p>The purpose of the strategy is to identify the strategic routes linking the places that local people would use for accessing key services along with leisure.</p> <p>The proposed routes are not definitive and will be subject to feasibility, where route alignment will be assessed prior to design work. The concerns raised in regards to use of existing road infrastructure and topography will be assessed be as part of the consultation exercise regarding this scheme, subject to funding being prioritised for this route.</p> <p>The strategy was developed by a working group, including County and Borough Council officers in partnership with Hastings Urban Bikes and Hastings Ramblers, who are all familiar with the town. This included a number of sites visits to review the proposed strategic routes.</p>	<p>None</p>
<p>Shared use Pedestrians and Cyclists (2) Pedestrian improvements should be prioritised above improvements for cyclists due to their greater vulnerability.</p>	<p>The concern raised is noted and this issue will be assessed at the feasibility stage of route development, but this will be subject to funding availability.</p>	<p>The issue and how this will be managed is referenced in section 5 of the strategy.</p>
<p>Infrastructure not 'softer measures' Infrastructure should be prioritised above softer</p>	<p>Whilst the importance of prioritising routes is recognised, it also important that softer measures, particularly measures</p>	<p>None</p>

measures.	that improve the confidence of people using existing or new walking and cycling infrastructure, such as training and incentive schemes, can be very effective at encouraging active travel for everyday journeys.	
Comments – Softer Measures		
Promotion of routes Needs to reference how use of routes by those currently not choosing to walk or cycle to access the town and other key services will be tackled.	Subject to the outcome of a recent bid to the Department for Transport Local Sustainable Transport Fund, a project will be delivered with school communities and workplaces to deliver initiatives and support to use existing and new walking and cycling infrastructure in the town.	None – already referenced in Appendix 2 Implementation Plan.
Working with business Need to work with business to ensure provision for employees at workplace if chosen to walk or cycle to work.	The Sustrans Smarter Business Travel project is currently working with businesses to support an increase in sustainable travel for both commuting and business related journeys, and to assist businesses with the delivery of measures to support this. A bid has been made to the Department for Transport Local Sustainable Transport Fund, to continue the funding of this project during 2015/16.	None
Safe and secure cycle parking Currently insufficient at most destinations.	An audit of cycle parking provision will be undertaken in 2014/15, and funding sought for future delivery.	None
Comments - Document		
Document includes transport jargon Need to remove the transport jargon to make it understandable to the general public.	Comments noted.	A summary document will be developed and published alongside the strategy.
Document length (4) Document too long, should be summarised.	Comment noted.	A summary document will be developed and published alongside the strategy.

Approval (4) Agree with the strategy in principle.	Noted	None
Question 6 – Comments in regards to measures included in the implementation plan.		
SMART targets (6) Needs to be an emphasis on time based targets, it makes the implementation very unambitious and unclear.	Funding to deliver the strategy implementation plan cannot be guarantee at this point, but the plan will support the seeking of future funding opportunities by all members of the strategy working group.	None
Approval (2) Agree with the measures	Comments noted.	None
Route location It is difficult to understand where routes will be located. Page 29	<p>The purpose of the strategy is to identify the strategic routes linking the places that local people would use for accessing key services along with leisure.</p> <p>The proposed routes are not definitive, and will be subject to the prioritisation of funding for both feasibility and design work, where route alignment and issues and opportunities, including safety and route attractiveness, will be assessed and consulted on prior to final design and future delivery.</p>	None to strategy document. The map design will be reviewed.
Feeder Routes (4) Require additional routes, there are missing links i.e. town centre to Baldslow, links to Fairlight, to Rother.	<p>The strategy is in alignment with Borough Council, Local Plan, Development Management Plan Policies Map.</p> <p>Feeder or secondary routes will be considered during the feasibility stage of any route development.</p>	None
Infrastructure to support cycling (2) Integration of cycle lanes with junctions, advanced stop lines, additional cycle counters.	Infrastructure to support cycling will be considered at the design stage of any route development work. These factors will also be considered when other small transport schemes are being developed in the town, to ensure the needs of pedestrians and cyclists are considered, as outlined in Policy 3 within the strategy.	None
Enforcement Require enforcement of advanced stop lines.	The matter will be raised with the Police who are the enforcement authority in this instance. This will be raised at the next East Sussex Cycle Partnership	None

	meeting in June 2014, which will be attended by Sussex Police.	
Shared routes & Using existing Infrastructure Support use of shared routes, as long as basic codes of respect are encouraged. Should establish shared routes on existing paths suitable for cyclists and pedestrians.	The establishment of shared routes using existing paths will be considered at the feasibility stage of route development. A campaign to encourage the sharing of road space/environment will be considered, subject to funding.	None
Shared cycle route – Alexandra Park (2) Support use of a cycle route through Alexandra Park.	Comments noted.	None
HUB HUB should be involved in the development and delivery of the strategy.	As outlined in the strategy, HUB is a key member of the strategy development and delivery group.	None
Shared cycle route – Alexandra Park (2) Strongly disagree with a cycle route through the park on safety grounds.	Consultation on a shared facility for the top section of Alexandra Park has been undertaken, with various stakeholder groups early in 2013. The outcome of the consultation is that taking all comments and concerns into account along with suggestions for alternative routes. All options will be considered to gauge whether any other route options are viable. This is still the current situation. Any proposal within Alexandra Park would require consultation and ultimately approval from English Heritage as the Park is a grade II* registered park. The Borough Council will undertake a further public consultation.	None
‘Softer measures’ Bikeability should be prioritised within the plan. Travel Campaign – Shared use - Suggest a public education campaign to promote sharing of space from all road users. Marketing Actions Should include actions for route mapping especially NCN2. Bike It – suggest that this scheme is extended to the	The ‘softer measures’ outlined in the strategy action plan are all subject to external funding. A bid was recently submitted to the Department for Transport Local Sustainable Transport Fund, the outcome of this bid will be known in July 2014.	None

unemployed. Softer Measures delivery timescale - should not be delayed until 2015/16		
Proposed route – Barley Lane – Warren Road Supported and would benefit disabled users.	Comments noted.	None
Hastings Country Park (3) Disagree with a route through Hastings Country Park, this section should be removed from the strategy in order to not ruin a key walking asset in the town; an alternative route could use the path running alongside Fairlight Road.	This route is supported by the Local Plan, Development Management Plan Policies Map. The concerns of a route passing through the Countryside Park are noted. The purpose of the strategy is to identify the strategic routes linking the places that local people would use for accessing key services along with leisure. The proposed routes are not definitive and will be subject to the prioritisation of funding for both feasibility and design work, where route alignment and issues and opportunities, including environmental factors, will be assessed and consulted on prior to final design and future delivery. The Borough Council will undertake public consultation on detailed proposals.	None
Seafont Pedestrian demarcation of seafont route, cycle path should be a different colour.	The shared route was monitored during the first year of operation and it is shown to be effective, with no changes to be recommended.	None
Cycle Parking Audit Suggest that this undertaken by volunteers, cycle parking should be safe and secure and located at transport interchanges.	This is included as an action and the support by local volunteers would be welcomed, and it is hoped to organise this through HUB.	None
Volunteers/Local Community Use of volunteers should be included as an action to support the delivery of the strategy, and local community/forums to encourage a high level of community participation.	This would be valued but will require resource to manage. The local community will be consulted on any future development of routes included in the strategy. The local community could also be involved if funding is secured to deliver the revenue based 'softer measures'.	None
Routes 2 – Conquest Hospital – suggest route uses	Comments noted. This will be reviewed when any feasibility work	None

Ghyllside Avenue and not Parkstone Road	is undertaken on the development of route 2.	
Route 1 – Unsure if Easthill lift could be used by cyclists	Comments noted. This will be reviewed when any feasibility work is undertaken on the development of route 1.	None
Question 7 – Other Comments and suggestions about the strategy		
General comments on routes		
<ul style="list-style-type: none"> Route 1 should not pass through Hastings Country Park – key walking areas in the region and an SSSI area.(4) Bulverhythe link not a successful route – due to poor surface. (3) Alexandra Park – should not be included on grounds of safety. Alexandra Park – should be included and prioritised. Increase widths of shared spaces for cyclists/pedestrians to ensure safety. Improve safety for cyclists on roads – signage, safety zones. It is difficult to understand where routes will be located. Pedestrians outnumber cyclists – some parts of the network should be prioritised for pedestrians. More feeder routes from main identified routes. Another route should be considered running alongside Hollington Stream from Ponswood Industrial Estate to West St Leonard’s seafront. Why is a route not included on the link road? Lighting should be included on the cycle path 	<p>Comments are as outlined for question 5 & 6.</p> <p>Comments as outlined in question 5.</p> <p>Comments are as outlined for question 5 & 6.</p> <p>Comments are as outlined for question 5 & 6.</p> <p>This will be considered as part of any feasibility work.</p> <p>This will be considered as part of any feasibility work.</p> <p>Comments as outlined in 5 & 6.</p> <p>This will be considered as part of any feasibility work.</p> <p>Comments as outlined in question 6.</p> <p>Consideration will be given for further routes at a future review but those identified are considered the strategic routes of most importance.</p> <p>A Greenway for pedestrians, cyclists and horse riders, running alongside the Bexhill – Hastings Link Road will be delivered as part of the development of the road.</p>	<p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p>

<p>between Bexhill and Hastings.</p> <p>• Page 33 How will route 2 link with the BHLR Greenway? Potential for off road tracks country parks to increase visitors – potential to the north. Potential for a route along the ridge and down Battle Road and London road would provide a strategic link. (2)</p>	<p>The decision as to whether the Bulverhythe Coastal Link was illuminated was given careful consideration during the design process ensuring that design standards were adhered to. Where routes are used primarily for recreation, it might not be necessary to light them. As the route lies within the Bulverhythe Beach and Shingle Cliffs Site of Nature Conservation Importance (SNCI) as well as Little Galley Hill Regionally Important Geological Site (RIGS) it was not felt environmentally acceptable to provide full lighting along the route. The scheme was subjected to various safety audits to ensure the route is safe and it was acknowledged that no lighting would be provided nor deemed necessary at this location.</p> <p>This will be considered as part of any feasibility work for route 2.</p> <p>This will be considered as part of the Rother Walking & Cycling Strategy.</p> <p>This can be considered as part of route development in this area, or other secondary routes.</p>	<p>None</p> <p>None</p> <p>None</p> <p>None</p>
<p>Comments on Cycling Infrastructure</p>		
<ul style="list-style-type: none"> • Dedicated traffic lights for cyclists. (Queens Road/St Helens Road) • Shared cycle and pedestrian zones • Advanced stop lines (2) • Segregated cycle routes on key routes in the town. (2) • Support on road cycling for utility trips • Cycle contra flows • Integration with public transport (2) • Routes should be safe and lit. 	<p>All of the comments below will be considered as part of any feasibility and design work for routes included in the strategy.</p>	<p>None</p>

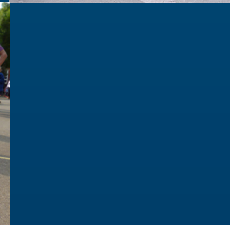
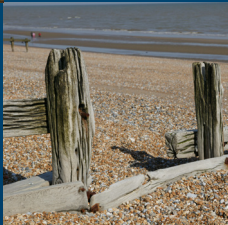
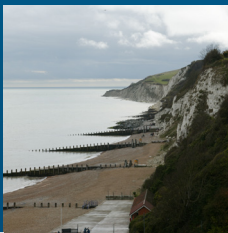
Other general comment		
<ul style="list-style-type: none"> • Link with cycle tourism. • Enforcement of cycle lanes. (2) • Measurable targets to increase walking and cycling. • Cycle parking located where cycle parking banned – this provides a confusing message. • Needs a strategic aim that anywhere in Hastings and St Leonard’s should be within a 5 minute ride of a route. • A large elderly population that will not benefit from funding spent on this strategy, but please a smaller group of the community. • Great idea to make cycling safer and more fun. Excellent/commendable work – could be used to enhance the attraction of Hastings for both residents and visitors.(7) • Some good routes included with the potential to add to these. • Should be measures to promote the use of tricycle carts for courier/delivery work. • Support ‘Greenway’ concept. • Could push chair users be included as a separate group. • The rangers and Hastings Area Archaeological Research Group (HAARG) should be consulted as part of the plans. • Conflict for people with certain disabilities and shared routes; suggest during construction that 	<p>Agree; yes reference to this will be made in the strategy.</p> <p>Comments as outlined in question 6. Levels of walking & cycling will be reviewed but targets will not be included. This will be reviewed as part of the cycle parking audit.</p> <p>This is not considered realistic as a target at this time but can be considered at a future review.</p> <p>Comments noted. The strategy will benefit both pedestrians and cyclists and route development will integrate with public transport where feasible.</p> <p>Comments noted. Comments noted.</p> <p>Comments noted.</p> <p>This could be considered as part of Sustrans Smarter Business Travel Project operating in Hastings, these comments will be forwarded to them. Comments noted. Push chair users will be considered as pedestrians. They will be consulted as part of any feasibility work on the development of routes.</p> <p>Consultation will be undertaken with relevant groups during the design phase of any routes to consider all local needs.</p>	<p>Will be included within paragraph 3.10.</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p>

<p>designers refer to Guide Dogs for the Blind Association and National Federation for the Blind for input.</p> <ul style="list-style-type: none"> • Good to see that it considers all aspects of life not just transport, support public health and wellbeing. • Suggest use of 'share the road' safety campaigns • Concern raised that established paths/routes will not be used and create more signage/lights and hazards. • Suggest working with businesses to include measures that supporting cycling in workplace. 	<p>Comments noted.</p> <p>If external funding is secured, this will be considered.</p> <p>As stated in question 6, this will be considered at the feasibility stage of any route development.</p> <p>This is being undertaken in Hastings as part of the Smarter Business Travel Project.</p>	<p>None</p> <p>None</p>
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Hastings Walking and Cycling Strategy

May 2014



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Appendices

Appendix 1: Hastings Strategic Walking & Cycling Route Map

Appendix 2: Implementation Plan

Appendix 3: Consultation stakeholders

Walking and cycling in Hastings - It's a timely opportunity

Hastings is a community of some 90,000 people, with 8 miles of coastline, extensive natural and formal open space and surrounded by the mainly rural district of Rother. Together with its urban neighbour Bexhill there is a combined population of about 135,000.

Hastings has developed from a small fishing port to a substantial town. Two phases of development have particularly shaped the borough: the creation of St Leonards on Sea and the expansion of Hastings in the Victorian era which established the towns as successful tourist resorts; and the development of new housing and employment through the Town Development Area scheme in the 1970s and 80s.

Tourism is no longer the main focus for the town, although it is still an important part of the local economy and image of the town, together with the fishing fleet. The economic base of the town has been diversified with manufacturing employment, and more recently office usage, adding to retail and leisure uses. The diversification was initially insufficient to fully make up for the decline in tourism, and the borough has suffered an extended spiral of decline, which the Borough Council and partners have sought to reverse.

Major regeneration initiatives have progressed since 2004 with the creation of a new University Centre, the new Sussex Coast College Hastings, employment space in Hastings town centre and the industrial areas on the western side of the borough. In addition, considerable action has been carried out by partners to improve education, reduce crime and improve the housing stock. Significant efforts have also been made to encourage and enforce improvements to the built environment.

Transport improvements have also been progressed to aid regeneration, including the new Hastings railway station and the commencement of the Bexhill to Hastings Link Road. The Hastings Quality Bus Partnership has been set up, which has resulted in the improvements in bus waiting facilities and bus priority measures, an increase in service frequency and passenger numbers, and the reduction in the age of the bus fleet. There have been significant improvements to the pedestrian environment in our shopping areas in Old Town, Central St Leonards and Hastings town centre, along with the creation of a 11km traffic free walking and cycling route along the coast to Bexhill.

So, with the positive changes taking place in the town, and building on the growing popularity, in particular cycling, following the successes at the Tour de France, Olympics and Paralympics, and the proven health benefits that regular walking provides, this provides a timely opportunity for East Sussex County Council, Hastings Borough Council and key local stakeholders to work in partnership to embed walking and cycling improvements and initiatives into the daily lives of local communities and for visitors to the town.



1. Why are we developing the strategy?

‘To develop a culture of walking and cycling’

- 1.1** The strategy provides a supporting document to the County Council’s Local Transport Plan 2011 – 2026 and the accompanying Implementation Plan; these provide the evidence base for the development of this strategy. The strategy also aligns to Hastings Local Plan, Development Management Plan.
- 1.2** These documents clearly outline that walking and cycling has the opportunity to make a significant contribution to supporting the local economy in Hastings alongside the larger infrastructure projects that are being developed, by tackling congestion on the local road network and unlocking development sites by supporting access by active travel.
- 1.3** Research, particularly ‘Understanding Walking & Cycling’¹, has shown that the attitudes to walking and cycling are generally positive and more people would like to engage in more active travel, but there are a number of factors that often inhibit this.
- 1.4** These include people’s concerns about the physical environment, especially in regard to whether it is safe enough to walk or cycle, the difficulty of fitting walking and cycling into a busy household and also that walking and cycling are sometimes seen as abnormal things to do. This strategy and the accompanying implementation plan will focus on infrastructure improvements, but will work towards engaging with other partners to look at the social issues and how these could be overcome.
- 1.3** The health and wellbeing of the local community will also be significantly improved, if active travel becomes part of people’s everyday lives, for travelling to work and school, going to the shops or for leisure purposes.

- 1.4** The creation of safer routes for walking and cycling and other measures to reduce the risk of accidents is an important aim, to reduce both the human and health costs of injuries.
- 1.5** The strategy is accompanied by an implementation plan that includes an ambitious, short and longer term complementary mix of new and improved walking and cycling infrastructure and ‘softer measures’, including training, initiatives and marketing, to motivate a behaviour change towards more active travel. It is recognised that this is required to make it easier and safer for people to walk and cycle in the town.
- 1.6** The delivery of the strategy will include a strong partnership base of local authority partners, the voluntary sector and local walking and cycling groups, who are committed to collaborating to seek investment and support ongoing delivery.



2. How does this fit with national and local policies?

National

Department for Transport - 'Creating growth, cutting carbon: making sustainable local transport happen'

2.1 The Transport White Paper, 'Creating growth, cutting carbon: making sustainable local transport happen'¹² identifies that cycling presents an easy and cheap way for people to incorporate physical activity in their everyday lives. As well as the health benefits, the white paper also highlights that cycling and walking offers other benefits when it replaces vehicle trips, in particular for journeys under five miles, including reducing carbon emissions, improving air quality, and reducing congestion.

Department for Transport – 'Door to Door Strategy' - A strategy for improving sustainable transport integration

2.2 The 'Door to Door strategy's main aim is to encourage local authorities to increase journeys made by sustainable transport, specifically public transport, supported by cycling and walking. It focuses on four core areas so that people can be confident in choosing sustainable transport, including accurate, accessible and reliable information about the different transport options for their journeys, including convenient and affordable tickets for an entire journey; regular and straightforward connections at all stages of the journey and between different modes of transport; and safe and comfortable transport facilities.

Government's 'Ambition for Cycling' – August 2013

2.3 As part of the Government's Ambition for Cycling paper, there is recognition that since 2010, over £700m of government funding has been available for local authorities to bid to invest in sustainable travel measures and infrastructure, including the Local Sustainable Transport Fund, Cycle Safety Fund and Linking Communities Fund. As part of this, a commitment is included to 'cycle proof' roads by encouraging local authorities to ensure that road design reflects the needs of cyclists and making greater provision for cyclists on the strategic road network. This is complemented by increasing the provision for access to cycle training for children and encouraging a culture of sharing the road amongst all road users. All this is supported by a Government led Cycle Stakeholder Forum who are developing a Cycling Delivery Plan.

NICE Public Health Guidance 41 – Walking and cycling: local measures to promote walking and cycling as forms of travel or recreation – November 2012

2.4 The main purpose of this guidance is to support commissioners involved in physical activity promotion or who work in public health, transport planning and leisure sectors, to integrate walking and cycling into policies and projects.

Sub regional

South East Local Enterprise Partnership (SELEP) - Strategic Economic Plan (SEP)

2.5 The Government removed the regional tier of government and this has been replaced by Local Enterprise Partnerships. East Sussex sits within the South East LEP. Their main role is providing opportunities for enterprise, while addressing barriers to growth.

¹ Understanding Walking & Cycling – Engineering and Physical Sciences Research Council

2.6 LEPs can secure funding through the Government’s Local Growth Fund. This is a key strategic funding allocation for transport, skills, and housing, which LEPs will competitively bid for to target their identified growth priorities. This allocation will include funding for major transport schemes, additional integrated transport capital funding and the capital element of the Local Sustainable Transport Fund.

2.7 In order to secure funding, LEPs are developing Strategic Economic Plans (SEP), which outlines their priorities for growth. The SELEP SEP, which is currently being developed, is expected to include a number of infrastructure requirements that will support the key growth areas. With Hastings being a key area for growth in the SELEP area, it is expected that a number of transport infrastructure projects will be included that have the potential to support employment and housing growth. For walking and cycling, a package is expected to be included to develop a walking and cycle network for Bexhill and Hastings that will improve sustainable access for local people from existing and new housing development in the area to existing employment centres and the town centre and new employment in the area.

Local

East Sussex Local Transport Plan (LTP) 2011 - 2026

2.8 The LTP recognises that investment in, and the promotion of, walking and cycling will contribute to the delivery of all its high level objectives and has a number of benefits:

- **Improve economic competitiveness and growth** - Increasing the levels of walking and cycling for everyday journeys, especially peak time journeys, can help reduce congestion and make local road networks function more efficiently, which is good for journey time reliability and supporting local economic growth.

- **Improve safety, health and security** – walking for up to two miles and cycling for up to five miles for everyday journeys can significantly improve an individual’s health and wellbeing. It can help to reduce the risk of a range of health problems, notably heart disease and cancer, the leading preventable causes of premature death.
- **Tackling climate change** - one of the most significant benefits associated with increasing the levels of walking and cycling is reducing local levels of pollution and CO2 emissions. If all the commuters in England with a journey of less than five miles travelled by bike rather than car or bus, 44,000 tonnes of CO2 would be saved in just one week;
- **Improve accessibility and social inclusion** – Walking and cycling provides independent mobility for many people who choose not to drive or cannot drive, including children, people on low incomes, older or disabled people, to access jobs and services.
- **Improve quality of life** – Walking and cycling can improve people’s health and wellbeing, ability to access jobs and services, reduce congestion, reduce carbon emissions and improve air quality, which will all help contribute towards improving people’s quality of life.

2.9 The LTP identifies Hastings as a priority area for investment to support economic growth and support the delivery of housing and commercial development, with a range of walking and cycle related measures identified. These include:

- focus on improvements and safety of key walking routes in Hastings;
- develop and implement the cycle route networks for Hastings, focusing on key routes into the town centre, along the

seafront and providing links to existing and future residential and employment areas; and

- measures to improve traffic movements and access by foot, by bike or by public transport in Hastings town centre.

2.10 It is also recognised that Hastings has a comprehensive network of Footpaths (many of which are designated Public Rights of Way), which vary in length from a few metres to several kilometres, and range from Cliffside walks to urban routes and twittens and cover the town linking it to both Hastings and Combe Valley Countryside Park and to the wider Sussex Weald to the north. These routes can often provide the quickest route to places of employment, education, local shopping and open space.

Economic Development Strategy

2.11 ESCC Economic Development Strategy sets out the issues and opportunities for East Sussex for the next 10 years. It provides a direction for the delivery of the strategy and identifies priorities and actions for partners and stakeholders to ensure effective delivery.

2.12 The key policy related to transport includes the 'Strategic Priority 3: Improve connectivity'. In regards to walking and cycling it recognises that, by increasing sustainable travel modes via the increased use of public transport and more sustainable methods of private travel (e.g. walking and cycling) by businesses and residents, this must sit alongside the required infrastructure improvements.

Hastings Borough Council (HBC) Local Plan: Planning Strategy

2.13 Hastings Local Plan Planning Strategy, to be adopted in February 2014, provides a long term planning framework outlining how sustainable development can take place in the town over the next 15 years. It also encompasses other strategies and policies relating to education provision, health and economic development.

2.14 The strategy document will be supported by the 'Development Management Plan', which identifies the proposed development sites alongside detailed policies for development management.

2.15 ESCC worked alongside HBC to develop a strategic walking and cycle map for inclusion in the Policies Map for the Local Plan. As well as supporting future development management sites the proposed walking and cycle routes focus on short local journeys, particularly for utility purposes, to key destinations of less than five miles.

2.16 This will highlight the following areas of attraction:

- Employment
- Education
- Health amenities
- Green spaces
- Known future development
- Transport hubs – rail / bus stations
- Existing favoured routes

2.17 The walking and cycle routes aim to improve access for pedestrians and cyclists in Hastings to places of study, work and leisure, integrating with the other forms of sustainable transport. It also links into HBC Access to Parks & Open Spaces strategy.

Infrastructure Delivery Plan

2.18 Hastings Borough Council is developing an Infrastructure Delivery Plan, this involves the development of a programme to co-ordinate and integrate the delivery of infrastructure required to serve new and existing development in the borough. The strategic cycle network will be integrated into the plan to support the securing of developer contributions to deliver the network.

Hastings Borough Council – clean, green and safe pedestrian/cycle routes – in Hastings and St Leonards

- 2.19** This document was developed and adopted by the Council in 2008 as part of the Local Development Framework and forms part of Planning Policy Guidance 17. This document will help inform the development of the strategy.
- 2.20** East Sussex County Council is also working in partnership with Rother Voluntary Action, Rother District Council and the local cycle and walking groups to develop a Walking and Cycling Strategy. It is important that there is consistency between the documents and the opportunities for developing walking and cycling links between the district and borough, which will support the delivery of our strategy of sustainable economic growth, where external funding is identified, or public funding is available.
- 2.21** xxx

3. Where are we now? Existing walking and cycling network

- 3.1.** In 1996 Government SRB funding was provided to undertake feasibility work on the concept of a Town Centre ‘Greenway’ Loop - for walking & cycling. A section of Greenway was constructed using this funding (Briscos Walk from Holmesdale Gardens to the Bohemia area) and, in 2003, a plan for a Hastings Strategic Greenway network was produced to utilise the rail corridor and valleys for mostly off-road radial routes from the Town Centre to Silverhill and Hollington, to the Conquest hospital & the Ridge and to Ore Village. This concept was further developed and added to by the study of route options that resulted in the ‘ Clean, Green and Safe Pedestrian/Cycle Routes’ proposals.
- 3.2** As referred to in section 2, a strategic cycle map was developed by Hastings Borough Council and East Sussex County Council in 2010 that outlines both the existing network and the proposed routes.
- 3.3** The National Cycle Network (NCN2) runs along the coast and links to Fairlight on the edge of Hastings, but there are missing links on this route that this strategy will look to address.
- 3.4** The recent Bulverhythe Coastal Link was recently constructed and provides a walking and cycling link between Hastings and Bexhill. It was opened in January 2012, and the route provides a safe alternative to the busy A259 and improved access to the coast and beach. The link is a good example of partnership working and was delivered and funded by the the Big Lottery Fund, the Sustrans Links to Schools Project and East Sussex County Council.

Current route development

- 3.5** As a result of S106 funding from the Asda development in Silverhill, the design of the proposed Alexandra Park section of

the cycle route between Silverhill and the Town Centre is being progressed. This route will link the Silverhill junction, along Beaufort Road, through one of the cycle paths into Alexandra Park and then the access road between Harmers Reservoir and the pumping station (the limit of the upper part of the park).

- 3.6** Alexandra Park is recognised as being of ‘registered’ status by English Heritage. Therefore any proposals within the park would require formal approval from them prior to further detailed design and implementation. In addition there are other concerns that have been raised by key stakeholders as part of the initial design process. Any further design will involve stakeholder consultation with the local community.
- 3.7** A feasibility study has been undertaken on a potential route that runs east/west linking Combe Valley Country Park to the west of Hastings with the main railway station in the town centre and Ore at the eastern side of the town. The results of the feasibility study and the potential routes have been incorporated into the strategy.

Cycling and walking - training and initiatives

Bikeability

- 3.8** For cycling, ESCC currently delivers a programme of Bikeability training for Years 5, 6 & 7 pupils in primary schools in Hastings, including All Saints Hastings, Blacklands, Castledown, Christchurch, Elphinstone, Hollington, Little Ridge, Ore/Red Lake, Robsack Wood, Sacred Heart, Sandown, Silverdale, St Mary Star, St Pauls, and West St Leonards.

Sustrans - Smarter Business Travel Project European Regional Development Fund (ERDF)

- 3.9** Sustrans have been successful in securing ERDF funding to deliver a Smarter Small Business Travel project between November 2013 – July 2015 across the South East. It will include Newhaven, Eastbourne and Hastings in East Sussex. A project officer has been recruited and they will focus on working with small and medium enterprises (SME’s) to help implement measures to reduce the costs, and resulting environmental impact, of business generated journeys.

Hastings Seafront Cycle Hire

- 3.10** A new cycle hire scheme was launched in June 2014, providing a range of cycles for adults and children, along with electric cycles. More information to follow

Evidence Gathering

- 3.11** In order to inform the development of the strategy it was important that the views of local stakeholders and members of the public were gathered. This included:-
- Development of a working group to support the development of the strategy and future delivery of the action plan; the group includes:
 - East Sussex County Council – Strategic Economic Infrastructure
 - Hastings Borough Council – Planning Policy and Amenities, Resorts & Leisure.

- Hastings Urban Bikes (HUB)
 - Hastings Ramblers
 - 6 week public consultation; including a public consultation event held in Priory Meadow Shopping Centre led by the working group.
- 3.12** The specific purpose of the consultation on the strategy was to seek opinions on whether the appropriate strategic routes had been identified to link the places that local people would use for accessing work, school and town centre facilities. It was also made apparent that the proposed routes were not definitive and following approval the routes would be subject to feasibility and the securing of future funding.
- 3.13** As a result of the evidence that was gathered from the consultation, the most significant concerns and improvements that were identified for cyclists and pedestrians in Hastings were as follows:
- **Concerns**
 - o Route 1 – a route through Hastings Country Park is opposed and should remain for pedestrian access only because this area includes Sites of Specific Scientific Interest and a scheduled ancient monument.
 - o Route 4 – a shared walking & cycling route is opposed through Alexandra Park.
 - **Improvements**
 - o More cycle parking located in the town.
 - o Integration of cycle lanes with junctions.
 - o Advanced stop lines.
 - o Shared cycle and pedestrian zones
 - o Segregated cycle routes on key routes in the town.
 - o Dedicated traffic lights for cyclists.
 - o Cycle contra flows.
 - o Integration of shared routes with public transport.
 - o Prioritisation of Bikeability training.
 - o Enforcement of cycle lanes.
 - o A public education campaign to promote sharing of space from all road users.

4. What will guide the delivery of the strategy?

- 4.1** In order to guide the delivery of the strategy and to assist with future monitoring it will be supported by a number of key objectives. These have been informed by recent national and local policy relating to walking and cycling.

Key objectives

1. To create a safer, convenient, efficient and attractive walking and cycling network that supports access within and to Hastings.
2. To provide targeted walking and cycling incentives, information and skills to motivate behaviour change towards more active travel.
3. To ensure that current and new local policies, strategy documents and commissions relating to the economy, planning, transport, health and the environment, facilitate access to walking and cycling for both utility and leisure purposes.
4. To develop a document that supports partnership working and shared responsibility for delivering actions in the short and longer term.

Strategic policies

- 4.2** To support the delivery of the objectives policies relating to infrastructure, marketing, training and initiatives are included. Although a number of distinct policies are included, it is recognised how these are complementary and provide the opportunity to deliver a more holistic and partnership focused strategy.

Infrastructure policies

Policy 1. Pedestrian and cycle route prioritisation

- 4.3** ESCC will prioritise the development and funding of urban utility pedestrian and cycle routes that are:
- routes and links from residential areas to places of work, education, shopping and retail centres, public transport interchange, hospitals/GP surgeries and leisure facilities;
 - part of the National Cycle Network;
 - supported by other funding, i.e. through development contributions or where external funding has been secured (Policy 6 includes a more detailed policy related to funding options)

Policy 2. Pedestrian and cycle route - infrastructure design

4.4 Infrastructure design for pedestrians and cyclists will be guided by the Department for Transport, Local Transport Note (LTN) 1/12 – Shared Use Routes for Pedestrians and Cyclists which is informed by LTN 2/08 Cycle Infrastructure Design.

4.5 There are a number of underlying principles when designing a scheme for pedestrians and cyclists and the identified routes will consider the following:

- **Convenience** – new facilities should offer advantage in terms of directness/permeability and/or journey time; all routes should be clearly signed and trip-end facilities such as cycle parking provided.
- **Accessibility** – pedestrian and cycle routes should link to key residential and employment areas/ locations of education and link with other walking and cycle routes.
- **Safety** – the impact of motor traffic on pedestrian and cycle routes should be reduced by exclusion or speed reducing features where appropriate.

- **Comfort** – Infrastructure should be designed such that pedestrians and cyclists are not required to undertake complex manoeuvres/diversions or be exposed to poor surfaces.
- **Attractiveness** – the pedestrian and cycling environment should be attractive and maintained to support this.

4.6 The other key considerations, particularly for cyclists, will include:

- **Cyclist categories** - regard to the identification of certain cyclist categories, i.e. whether the route is likely to be used by utility cyclist, or children.
- **Hierarchy of provision** - will also be considered where new cycle routes or facilities are proposed, this will be used to determine the most suitable intervention.
- **Traffic speeds and flows** - will be assessed to inform the suitable type of provision.

Policy 3. Pedestrian and cycle provision – highway schemes

4.7 As part of the delivery of all highway schemes across the county, a pedestrian and cycle audit will be undertaken to ensure that the requirements of pedestrians and cyclists are considered. This will either result in the provision of improvements, including advanced stop lines for cyclists, or ensure that negative impacts on the coherence, attractiveness, directness and comfort of routes and facilities used by pedestrians and cyclists is not hindered.

Policy 4. Cycle parking

4.8 As part of the delivery of the strategy and action plan the provision of cycle parking in Hastings will be reviewed, in terms of the locations and design.

4.9 Cycle parking locations will be prioritised according to those locations that serve the existing network, along with the proposed

network and particularly where it would support utility cyclists accessing work, education and retail services.

4.10 As part of new developments, cycle parking will be considered in accordance with the relevant guidelines and standards in the East Sussex Supplementary Planning Guidance – Parking Standards at Development document or any future update.

4.11 ESCC will also work with the other partners to identify an appropriate cycle parking design (Sheffield style stand or hoop type) that can be delivered to provide consistent cycle parking provision across the town in both public and private areas.

Policy 5. Integration with public transport

4.12 In order to provide a better connected and seamless journey, door-to-door by sustainable travel, the whole journey needs to be considered. This can be achieved by integrating infrastructure for pedestrians and cyclists with public transport hubs.

4.13 Working in partnership with public transport operators, particularly train operating companies, infrastructure that supports integration with public transport, will be prioritised. This will include establishing links from public transport interchanges to local walking and national cycle networks, providing adequate secure and covered cycle parking at railway stations and encouraging the local train operating companies to carry cycles on trains. Cyclists will also be permitted, wherever safe and practical, to use bus lanes and other priority measures for buses.

Policy 6. Funding

6a. Securing and using development contributions

4.14 As part of the planning process development, contributions will be secured, where appropriate, to improve transport infrastructure which

facilitates walking and cycling in the town, as outlined in the Infrastructure Development Plan and required by specific developments.

6b. Securing external funding

4.15 ESCC in partnership with HBC will identify potential external funding opportunities. Bids will be developed that outline the key transport infrastructure, which facilitates walking and cycling in the town, as outlined in the action plan.

6c. Opportunities for key partners to secure funding

4.16 ESCC and HBC will work in partnership with key partners, as identified in the document, to seek funding that external bodies can access to support the delivery of measures identified in the strategy action plan.

Marketing, initiatives and training policies

Policy 7. Publicity and promotion

4.17 All publicity and promotion of walking and cycling will use ESCC TravelChoice branding, along with the national Public Health branding, Change 4 Life. ESCC, HBC and key stakeholders will seek funding opportunities to promote the existing walking and cycling infrastructure.

Policy 8. Training

4.18 For cycling, ESCC will continue, where funding is available, to deliver a programme of Bikeability training for Years 5, 6 and 7 pupils in schools in Hastings.

4.19 A Bikeability training based programme for adults is being developed by ESCC, called ‘Learn It, Love It, Live It.’ This can be provided when funding is available.

4.20 ESCC currently provides child pedestrian training for Key Stage 1 children for schools who wish to participate. This will continue to be delivered subject to funding. The programme is likely to be developed shortly into a ‘Moving on to

secondary school' programme by the Sussex Safer Roads Partnership, and training offered to Key Stage 2 pupils (year 6) in primary schools.

Policy 9. Travel plans

4.21 Travel plans for new and existing establishments, which are secured through development, will be encouraged to include adequate secure covered cycle parking (in alignment to ESCC, Guidance for Parking at Non-Residential Development and consistent with the preferred cycle parking design referred to in Policy 4 above), shower and changing facilities where feasible, interest free bike purchase loans and financial enumeration for work journeys undertaken by bike.

Policy 10. Walking and cycling initiatives

4.22 ESCC, HBC and key stakeholders will work in partnership, where resources are available, to seek funding to deliver targeted initiatives with schools and workplaces that support and enable behavioural choices towards more active travel.

Policy 11. Monitoring (cycling)

4.23 The levels of cycling activity in the town will be monitored using the permanent cycle counters at key points on the cycle network in the town and regular traffic counts undertaken on the road network.



5. How will we deliver the strategy?

Infrastructure

Hastings Local Plan – Strategic Walking and Cycling Network

5.1 Through the development of the Hastings Local Plan – Planning Strategy, policy T3 ‘Sustainable Travel’ has been included and refers to the potential for delivering sustainable transport measures within the town. It outlines that HBC will work with ESCC to support the provision of new and enhanced cycle routes in the town, particularly supporting the implementation of the strategic walking and cycle network as identified in appendix 1.

5.2 The local plan includes a proposed overarching strategic walking and cycle network for the town to support access to key services and to future commercial and housing development sites, focusing on short local journeys particularly for utility purposes to key destinations of less than five miles for cycling. Although the plan is focused on cycling these routes are also accessible to pedestrians.

Route identification and priorities

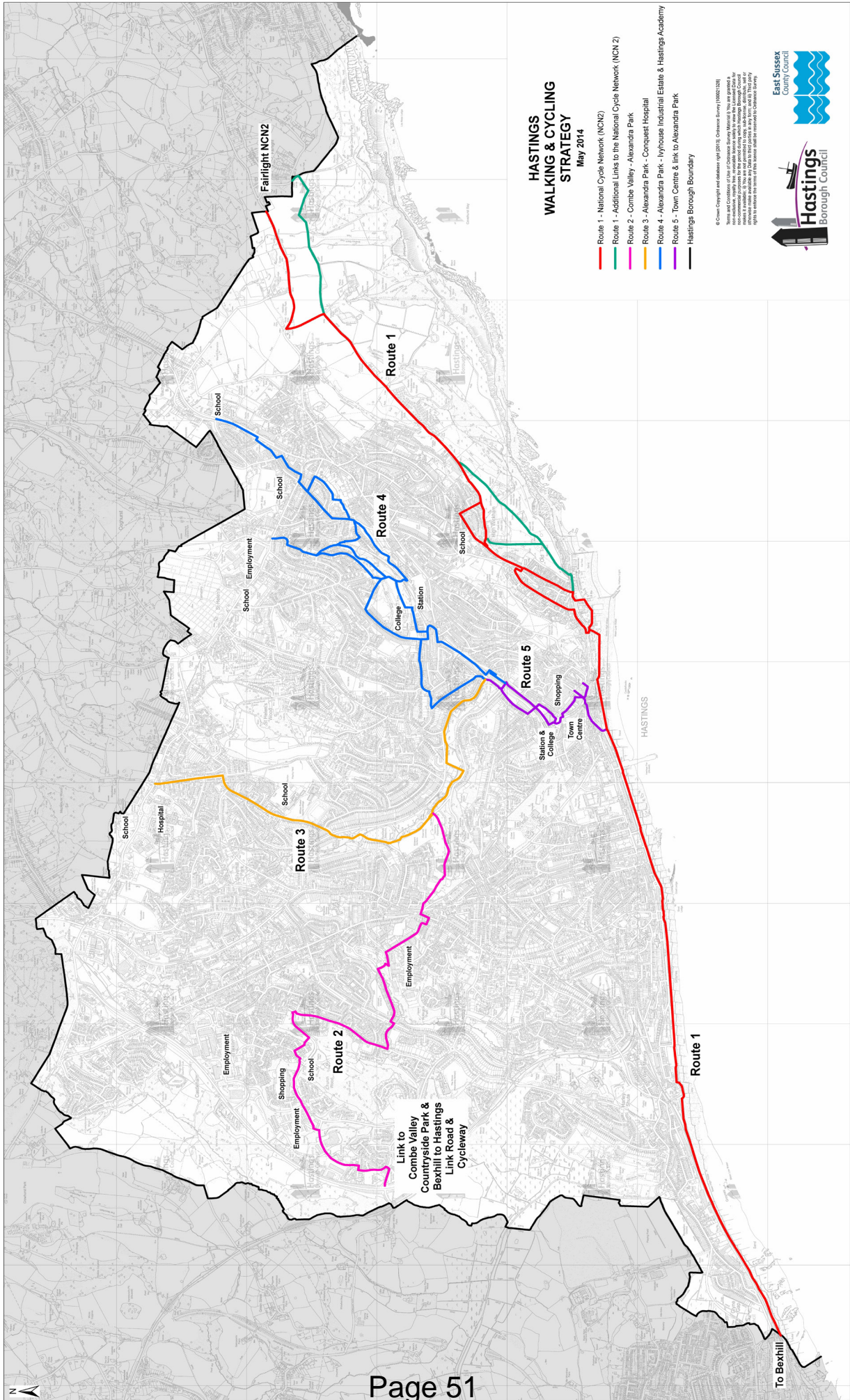
5.3 With a proposed strategic walking and cycling network in place, the development of the strategy has focused on a review of these routes. The review has resulted in the strategic network remaining largely unchanged, but for a number of routes there are options that could be delivered in the short and longer term dependent on agreements in relation to land ownership, feasibility and cost.

5.4 The routes identified on the strategic walking and cycling network have also been assigned a specific route name to demonstrate the link between the locations that the route will serve and the nearby services, including education and employment. In some cases these routes have been split into a number of sections to support future delivery and the opportunities to seek funding.

Appendix 1 outlines the proposed network, and Appendix 2 outlines an implementation plan for the delivery of walking & cycling infrastructure and associated marketing, training and initiatives.

Appendix 1

Hastings Strategic Walking and Cycling Route Map



Appendix 2

Table 1 - Implementation Plan

Measure	Action	Responsibility	Timescale
Infrastructure			
Walking and cycle routes	<p>Route 1 National Cycle Network (NCN) 2</p> <ul style="list-style-type: none"> • Section 1- Missing seafront links – town centre • Section 2 – Old Town (East Hill Lift) – Barley Lane • Section 3 – Barley Lane – Fairlight <p>Route 2 Combe Valley – Alexandra Park</p> <ul style="list-style-type: none"> • Section 1 – Combe Valley – Hollington • Section 2 - Hollington - Silverhill <p>Route 3 Alexandra Park – Conquest Hospital</p> <p>Route 4 Alexandra Park – Ivyhouse Industrial Estate and Hastings Academy</p> <ul style="list-style-type: none"> • Section 1 – Alexandra Park – Ore Station • Section 2 – Ore Station – Ivyhouse Industrial Estate • Section 3 – Ore Station – Hastings Academy • Alexandra Park northern section - subject to associated approvals • Alexandra Park – Southern section <p>Route 5 Town Centre and links</p> <ul style="list-style-type: none"> • Town centre - Alexandra Park • Hastings Rail Station - Ore (Mount Pleasant Road) 	<p>ESCC HBC</p> <p>ESCC</p> <p>ESCC</p> <p>ESCC</p> <p>ESCC</p> <p>ESCC/HBC</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>

<p>Cycle parking</p>	<ul style="list-style-type: none"> • Prepare and submit a bid for cycle parking as part of wider transport infrastructure package for Hastings through the Local Growth Fund/LSTF. • Undertake an audit to identify the quantity and quality of cycle parking provision in the town. • Identify and agree an acceptable cycle parking design for the town to provide a consistent approach for cycle parking provision. • Identify locations for the installation of improved and new cycle parking in the town. • Deliver improved and new cycle parking if funding available. • Secure cycle parking provision alongside new development consistent with agreed design for town cycle parking provision. 	<p>ESCC, HUB</p> <p>ESCC, HBC, HUB</p> <p>ESCC, HBC, HUB</p> <p>ESCC</p> <p>ESCC, HBC</p>	<p>Spring 2014</p> <p>Autumn 2014</p> <p>Autumn 2014</p> <p>Autumn 2014</p> <p>2015/16 and ongoing</p> <p>Ongoing</p>
<p>Marketing, Training & Initiatives</p>			
<p>Marketing and promotion</p>	<ul style="list-style-type: none"> • Develop a promotional borough wide walking and cycling map. • Undertake an appropriate sustainable travel campaign. 	<p>ESCC, HBC</p> <p>ESCC</p>	<p>2015/16</p> <p>2015/16</p>
<p>Training</p>	<ul style="list-style-type: none"> • Deliver a targeted programme of Bikeability training for Years 5, 6 and 7 pupils in schools in Hastings where funding available. • Develop a cycle training centre in Hastings. • Deliver the Bikeability based training programme for adults - Learn It, Love It, Live It, when funding is available. 	<p>ESCC</p> <p>ESCC, HBC</p> <p>ESCC</p>	<p>Ongoing</p> <p>2015/16</p> <p>Ongoing</p>

<p>Walking and cycling initiatives</p>	<ul style="list-style-type: none"> • Develop and submit a bid to the DfI Local Sustainable Transport Fund – to deliver the Sustrans Bike It scheme with workplaces and schools in Hastings. • Deliver the Bike It Programme with workplaces and schools, subject to funding. • Provide monitoring reports on the ERDF Workplace Travel Programme to key stakeholders. • Provide key stakeholders with cycle count information for the town. 	<p>ESCC, HBC</p> <p>ESCC, Sustrans</p> <p>ESCC, Sustrans</p> <p>ESCC</p>	<p>Spring 2014</p> <p>2015 - 16</p> <p>Nov 2013 – July 2015</p> <p>Ongoing</p>
<p>Monitoring</p>			

Appendix 3 Consultation stakeholders

As part of the consultation and the delivery of the strategy a number of key stakeholders were engaged:

- Hastings Strategic Partnership
- Sea Change Sussex
- ESDA – Hastings & Rother Disability Forum
- Hastings Town Centre Management
- Hastings & St Leonards Seniors' Forum
- Let's Do Business Group
- Hastings Area Chamber of Commerce
- Hastings Youth Council
- Hastings Voluntary Action
- Hastings Greenway Group
- East Sussex Disability Association
- East Sussex Fire & Rescue
- East Sussex Coast Ambulance Service
- Rother District Council
- Sustrans – South East Rep
- Highways Agency
- Southern Rail
- Southeastern
- Network Rail
- Stagecoach
- University of Brighton
- Sussex Coast College, Hastings

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May 2014 • 14-15 041



Agenda Item No: 7

Report to: Cabinet

Date of Meeting: 9 June 2014

Report Title: Banking Services Contract

Report By: Peter Grace
Head of Finance

Purpose of Report

To advise Cabinet of the procurement route for the provision of banking services and to agree delegated authority for the award of the contract.

Recommendation(s)

- 1. That Hastings Borough Council joins with the Procurement Hub in the contract for banking services.**
- 2. To delegate authority to the Director of Corporate Resources or his nominee in consultation with the Lead Member, to award a contract to the supplier that offers the most economically advantageous terms.**

Reasons for Recommendations

The joint procurement route is seen as being the most cost effective way forward in the interests of the Council. It will save procurement time and allow scope for using the consolidated purchasing power of 5 other local authorities.

Delegated authority is sought in order to ensure the short timescales within the tendering procedure can be achieved.

Introduction

1. Hastings Borough Council's current banking services contract is with Co-operative bank and expires on 31 March 2015. However, the mobilisation period for banking services, that is the time for a new supplier to take over from the existing one needs to be several months in the case of banking services so that billing information and particularly council tax invoices, have the Council's new bank account details.
2. On 5 November 2013, the Co-operative bank announced that it had decided to withdraw from providing banking services to local authorities.

Outline of Procurement Process

3. The East Sussex Procurement Hub is working on behalf of Wealden District Council (the lead authority) and other East Sussex District and Borough Councils named in below to seek offers to provide corporate banking services (Lot 1) and merchant services (credit card payments / payment at remote locations etc.) (Lot 2) to each Council for a period of 5 (five) years with the option to extend for a further period of up to 33 months, however no contract will exceed the end date of 31 March 2022. The services are also being procured on behalf of Crawley Borough Council. Collectively, for the purposes of this tender Councils are referred to as the partner councils.
4. The procurement is being undertaken as an open tender compliant with the Public Contract Regulations 2006. A contract notice was published in the Official Journal of European Union (OJEU) on 3 March 2014.
5. Each partner council and the lead authority will enter into separate agreements with the successful provider/s.
6. The partner councils who will use this contract are:

Eastbourne Borough Council
Hastings Borough Council
Lewes District Council
Rother District Council
Wealden District Council (Lead Authority)
Crawley Borough Council *
- * Crawley Borough Council is not a member of the East Sussex Procurement Hub but is included for this contract.
7. Providers may bid for one or more Lots, but are required to complete pricing for all elements of the services required by all Councils for the Lots being applied for. Where bids do not comply with this requirement they may be rejected without further evaluation.
8. The objective of the partner Councils is to achieve the best value for these services through aggregation of volumes and value and as such anticipate awarding the

contract to one provider for all Councils per Lot, and if best value is maintained may award both Lots to one provider for all Councils.

9. The Partner Councils will evaluate each bid on its own merit and will award the Contract based on the Most Economically Advantageous Tender (M.E.A.T). The evaluation will take into account a combination of Cost (a calculation of rates quoted against a pricing model provided in the tender document) and Quality. Partner Councils will make their award decision based on the overall highest scoring bid.

General Requirements of the Contract

10. In general the requirements of the 6 councils are similar although each council has its own banking profile. The services required however will generally fall into the following categories

Corporate Banking Services (Lot 1)

Bank Accounts: General Account, Payroll Account, Direct Debit Account, Public Sector Reserve Account.

On-line or electronic account access to balances & statements.

Cheques and Paying in slips

Overdraft facilities

Cash and Cheque handling facilities

Electronic transaction facility

Optional Credit Card facility

Optional investment accounts

Merchant Services (Lot 2)

Credit and debit card transactions

Fixed and handheld devices

Transfer to New Provider

11. The Councils will require a smooth and well resourced transfer of accounts. The start of the contract is anticipated to be 1 July 2014 but all the Councils currently have arrangements until 31 March 2015. Some Councils have indicated that they wish to transfer to the appointed provider earlier than this to stagger the implementation. All Councils will require transfer to be completed and service to commence no later than midnight 31 March 2015.

Joint Procurement Objectives

12. The commissioning of the tender will be managed by the East Sussex Procurement Hub on behalf of its members and Crawley Borough Council.
13. The East Sussex Procurement Hub (ESPH) is a shared service which co-ordinates joint procurement on behalf of its members. It was formed in 2010 by the East Sussex District & Boroughs. It is not a purchasing or contracting body but Providers will be expected to communicate directly with the Hub throughout the procurement and the life of the contract.

14. A prime objective for ESPH members is to generate benefits from process improvements, efficiency savings, aggregation and increased effectiveness by building upon the best that each Council has to offer.
15. The Partner Councils are seeking quotations on a joint procurement basis, taking advantage of the benefits that this type of procedure may offer and giving providers an opportunity to show the added value or efficiency that is possible by working with multiple clients. However, each Council will require its own individual requirements to be fulfilled, although we envisage that the same underlying terms and conditions for services and products will be used by all clients.

Timetable for Tender and Contract Award

16. The following timetable will apply to this procurement unless otherwise agreed.

Task	Date
OJEU Notice issued	3 March 2014
Tender issued	10 March 2014
Clarifications deadline	15 April 2014
Clarifications published	by 23 April 2014
Deadline for receipt of tenders	1pm 30 April 2014
Evaluation period	30 April to 22 May 2014
Clarification meetings	w/c 19 May 2014
Notice of intention and standstill period	23 May to 3 June 2014
Contract award (subject to Council approvals process)	4 June 2014
Contract start date	1 July 2014 with staggered transfers from each council

17. 3 bids have been received for Corporate Banking Services (Lot 1) and 4 were submitted for Merchant Services (Lot 2).

Hastings Foreshore Trust

18. Hastings Borough Council is the trustee of the charity for all purposes and bound by charity law in the same way as any other charity trustee. A report advising the Charity Committee of the new provision of banking services was considered by them on 24 March 2014.
19. The successful provider will be expected to enter into a separate agreement in respect of banking services provided to the Trust.

Risk Management

20. The risks from transferring complex financial arrangements to a new bank will need to be fully identified and managed. A transition stage will be built in where both bank accounts (new and old) will be maintained for a minimum of 3 months. A small project team will be set up to manage the bank transfer in conjunction with the new provider.

Economic/Financial implications

21. The Council spent £47,000 during 2012/13 on banking services. It is not known at this stage whether the process will result in savings.

Wards Affected

None

Area(s) Affected

None

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

Background Information

None

Officer to Contact

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Agenda Item No: 8

Report to: Cabinet

Date of Meeting: 9 June 2013

Report Title: Cabinet Appointments to Committees, Working Groups, Partnerships etc

Report By: Christine Barkshire-Jones
Chief Legal Officer

Purpose of Report

To consider nominations received and to make appointments to Committees, Working Groups and Partnerships etc. Also to appoint the Chairs and Vice Chairs to the Committees of Cabinet.

Recommendation(s)

1. To appoint members to Committees, Working Groups, partnerships and representative bodies as set out in Appenix A and B, which will be circulated as soon as possible; and
2. To appoint the Chairs and Vice-Chair of Museums Committee, as listed in appendix A.

Reasons for Recommendations

Members are required to serve on the Committees, Working Groups, Partnerships and representative bodies to which Cabinet appoints. Chairs and Vice-Chairs are required for the Committees that report to Cabinet.

Background

1.1 The group leaders were circulated with schedules of the Committees, Working Groups, Partnerships and representative bodies to which Cabinet appoints. Nominations were sought to fill the places available. The schedules showing the nominations will follow.

1.2 Like Cabinet, Cabinet committees are not required to be politically balanced and this is a matter for Cabinet decision. The allocations shown are, therefore, advisory.

1.3 Members are nominated until the Borough elections, in 2016.

Wards Affected

None

Area(s) Affected

None

Policy Implications

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

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

Background Information

Appendix A - table of Committees, Working Groups and Partnerships etc. to which appointments are to be made.

Appendix B - list of representative bodies to which appointments are to be made.

Officer to Contact

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CHARITY COMMITTEE 24 MARCH 2014

Present: Councillors Forward, Hodges (in the Chair) and Kramer. Also in attendance Mr Chris May, Protector and Ms Sandra Garner, Chair of the Grant Advisory Panel.

27. DECLARATIONS OF INTEREST

There were no declarations of interest made at this meeting.

28. MINUTES

RESOLVED – that the minutes of the meeting held on 9 December 2013 be approved and signed by the Chair as a correct record.

29. APPOINTMENT OF PROTECTOR

The Chief Legal Officer presented a report to seek approval from the Charity Committee for the reappointment of Chris May as the Protector of the Hastings and St Leonards Foreshore Charity Trust.

Under the scheme, the Council, as trustee is required to appoint a Protector. Each appointment is for a term of three years, however, a Protector may be re-appointed for an unlimited number of terms. The postholder must hold a qualification awarded by a member of the Consultative Committee of Accountancy Bodies. The post had been advertised on the Council's website for a period of three weeks.

The report recommended that Chris May be re-appointed for a further term. Mr May is a Chartered Accountant and has three years previous experience as Protector of the Charity.

The report proposed that the daily rate of the Protectors' expense allowance be increased by 10%. Mr May had requested that the maximum threshold for claims should also be increased by 10%. However, the committee was minded not to review the maximum threshold, unless there was a significant change in the Protector's workload.

Councillor Kramer moved approval of the recommendations, as set out in the Chief Legal Officer's report, which was seconded by Councillor Forward.

RESOLVED (unanimously) – that:

- 1. Christopher May be re-appointed as Protector of Hastings and St Leonards Foreshore Charity Trust for a period of three years, and;**
- 2. the daily rate allowance be increased by 10% from £320 to £352 up to a maximum of £10,000 in any one year.**

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Reason for the decision: -

On the 13 January 2011, the Charity Commission for England and Wales approved Hastings Borough Council as trustee for the Hastings and St Leonards Foreshore Charitable Trust. The scheme required that the trustee must appoint a Protector of the charity, "whose fiduciary duty will be to ensure the integrity of the administration of the charity, and who must report to the Charity Commission any matter which he has reasonable cause to believe is likely to be relevant for the purposes of the exercise by the Commission of any of its functions".

30. APPOINTMENT OF GRANTS ADVISORY PANEL MEMBERS

The Chief Legal Officer presented a report to appoint three new members of the Grant Advisory Panel.

The Grant Advisory Panel makes recommendations to Charity Committee in respect of the application process for Foreshore Trust grants and funding allocations. Up to eight members may sit on the panel.

Interviews had been conducted by Members of the Charity Committee and three candidates had been selected, based on their performance and knowledge of the voluntary and charitable sector.

Councillor Forward moved approval of the recommendation to the report, which was seconded by Councillor Kramer.

RESOLVED (unanimously) – that the Charity Committee:

- 1. appoint Andrew Colquhoun, Richard Lewis and Barry Cooper to the Grant Advisory Panel with immediate effect for a period of three years.**

Reason for the decision: -

Both the Charity Committee members and members of the Grants Advisory Panel were in agreement that the Hastings and St Leonards Foreshore Trust should look to appoint up to three members to the Grants Advisory Panel.

31. EVENTS GRANTS RECOMMENDATIONS

The Head of Regeneration and Planning Policy presented recommendations on applications for grants to support events on Foreshore Trust land in 2014/15.

Consideration was given to the applications for funding recommended for support by the Grant Advisory Panel (GAP). Twenty one applications for funding had been received, of which, the GAP had recommended eleven for

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grant support. The Chair of the panel gave an overview of the application process.

Officers, at the request of Members, had provided further information on three events, using a surplus of unallocated monies from the 2013/14 budget. The report also proposed that a further £1,177 from the unspent 2013/14 grants budget be used to increase the level of grant awarded to those projects recommended by the GAP up to the maximum requested by each applicant organisation.

The GAP had been invited to reconsider their original recommendations, in case additional funds were available. The Chair of the GAP expressed her disappointment that the panel had not received a copy of the report prior to publication, she requested that the panel be consulted on any further recommendations for funding in the future.

Following this round of events grants allocations, it was suggested that officers consult with the GAP to identify potential improvements to the application process and that recommendations for changes to the established protocols be brought forward to a subsequent meeting of the Charity Committee. Councillor Kramer suggested that all Members of the Grant Advisory Panel should score all applications for funding.

The Protector suggested that unspent monies from grant allocations should be ring fenced for future rounds. The Head of Finance commented that it was not possible to assess the demands on the Foreshore Trust budget until the end of each financial year.

Councillor Kramer moved approval of the recommendations to the report, which was seconded by Councillor Forward.

RESOLVED (unanimously) – that the Charity Committee:

- 1. accept the recommendations of the Grant Advisory Panel;**
- 2. approve the officer recommendations for additional grant awards, and;**
- 3. consider any additional criteria that should be applied to future rounds.**

Reason for the decision: -

The Grants Advisory Panel (GAP) has appraised the merits of the applications received for grant support and has made a number of recommendations for grant awards that can be funded from the 2014-15 allocated budget. There are a number of additional projects that officers believe warrant grant support which could be funded from that portion of the 2013-14 grant budget that remained unallocated.

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32. FORESHORE TRUST 2014/15 BUDGET AND FINANCIAL REPORT

The Head of Finance presented a report to advise the committee of the current year's financial position (2013/14) and to determine the budget for 2014/15.

The report set out the financial position of the trust for 2013/14, it was noted that surplus for this period was expected to be £133k against an original estimate of £144k (before grants and use of reserves).

A draft budget for 2014/15 had been appended to the report; together with the estimated expenditure in respect of project spend. The estimated surplus for 2014/15 was £223k after direct governance costs, but before the distribution of grants and the use of reserves.

Appendix 1, 2 and 3 of the report were amended to reflect that £26,242 would be allocated as grants to support events on Foreshore Trust land, rather than £20,000 as originally budgeted for.

The report stated that the current business plan up to and including 2015/16 remained affordable, based on the current levels of reserves and a continued annual surplus from the Trust's trading activities.

Councillor Forward moved approval of the amended recommendations to the report, which was seconded by Councillor Kramer.

RESOLVED (unanimously) – that the Charity Committee:

- 1. accept the current financial position for 2013/14;**
- 2. the allocation of grants for 2014/15 be set at £50,000 and events grants at £26,242 (relating to agenda item number 7);**
- 3. approve the proposed expenditure on schemes funded from reserves, albeit further committee approval to proceed is required for a few schemes;**
- 4. approve the budget for 2014/15, and;**
- 5. financial monitoring reports continue to be presented at each meeting of the Charity Committee.**

Reason for the decision: -

The Council has the responsibility for the proper management of the financial affairs of the Trust.

A surplus is expected in 2013/14 and 2014/15 in respect of ongoing operations. This enables the Committee to establish a prudent level of grant allocations that can be distributed as part of the 2014/15 budget process.

The programmed use of reserves has been determined in accordance with the agreed business plan.

**CHARITY COMMITTEE
24 MARCH 2014**

33. BANKING SERVICES CONTRACT

The Head of Finance presented a report to advise of the procurement route for the provision of banking services and to seek delegated authority for the award of the contract.

It was a statutory requirement for the Foreshore Trust to have its own bank account and arrangements, although the Trust's banking requirements were minimal.

The report outlined the procurement process, which would be co-ordinated by the East Sussex Procurement Hub on behalf of five East Sussex authorities and Crawley Borough Council. It was hoped that this route would enable the Foreshore Trust to benefit from process improvements, efficiency savings and aggregation.

It was not yet known whether the process would result in savings, however, the Protector received an assurance that a joint procurement exercise was the most cost effective option for the Trust.

The report set out a timetable for the tender and contract award, it was anticipated that the new contract would begin on 1 July 2014. The successful provider would be expected to enter into a separate agreement in respect of banking services provided to the Trust.

Councillor Kramer moved approval of the recommendations to the report, which was seconded by Councillor Forward.

RESOLVED (unanimously) – that:

- 1. the Foreshore Trust be included within the banking services contract being tendered by the Council in conjunction with the Procurement Hub.**
- 2. delegated authority be given to the Director of Corporate Resources or his nominee in consultation with the Chair of the Charity Committee, to award a contract to the supplier that offers the most economically advantageous terms.**

Reason for the decision: -

The joint procurement route is seen as being the most cost effective way forward in the interests of the Trust. It will save procurement time and allow scope for using the consolidated purchasing power of 5 other local authorities.

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Delegated authority is required as the next meeting of the Charity Committee (30 June 2014) is after the indicative contract award date.

**34. MINUTES OF THE MEETING OF THE COASTAL USERS GROUP
HELD ON 11 MARCH 2014**

The minutes of the Coastal Users Group meeting held on 11 March 2014 were submitted.

RESOLVED – that the minutes of the meeting of the Coastal Users Group meeting held on 11 March 2014 be received and noted.

**35. MINUTES OF THE GRANT ADVISORY PANEL HELD ON 18
FEBRUARY 2014**

The minutes of the Grant Advisory Panel meeting held on 18 February 2014 were submitted.

RESOLVED – that the minutes of the meeting of the Grant Advisory Panel held on 18 February 2014 be received and noted.

**36. NOTES OF THE STADE HALL ADVISORY COMMITTEE HELD ON
13 FEBRUARY 2014**

The notes of the Stade Hall Advisory Committee meeting held on 13 February 2014 were submitted.

RESOLVED – that the minutes of the meeting of the Stade Hall Advisory Committee held on 13 February 2014 be received and noted.

(The Chair declared the meeting closed at 6.50pm)