



Council Meeting

18 February 2015

HASTINGS BOROUGH COUNCIL

Dear Councillor

You are hereby summoned to attend a meeting of the Hastings Borough Council to be held at the Town Hall, Queen's Square, Priory Meadow, Hastings, TN34 1QR, on Wednesday, 18th February, 2015 at 6.00 pm at which meeting the business specified below is proposed to be transacted.

Yours sincerely,

Chief Legal Officer

Aquila House
Breeds Place
Hastings

10 February 2015

AGENDA

1. Apologies for Absence
2. To approve as a correct record the minutes of the Council meeting held on 17 December 2014
3. Declarations of Interest
4. Announcements from the Mayor and Leader
5. Questions (if any) from:-
 - (a) Members of the public under Rule 11
 - (b) Councillors under Rule 12
6. Membership of Committees
To give effect to any request received from a political group for a change in their representation on committee(s).
7. Reports of Committees
 - (a) To resolve that the public be excluded from the meeting

during the discussion of any items considered while the public were excluded by the relevant committee because it is likely that if members of the public were present there would be disclosure to them of “exempt” information as defined in the respective paragraphs of Schedule 12A to the Local Government Act 1972 referred to in the minutes of the relevant committee

- (b) To receive and consider the recommendations and any decisions of the following committees: -

<u>Minute No.</u>	<u>Subject</u>	<u>Cabinet Member / Chair</u>
CABINET – 5 January 2015		
50	Refresh of Seafront Strategy	Chowney
51	Bottle Alley Petition	Poole
52	Council Tax Base 2015/16	Birch
53	Cash Collection Contract	Birch
54	Scrutiny Review of Bathing Water Quality	Chowney
55	Hastings Crematorium Chapel Enhancements	Poole
56	Proposed Scheme of Delegation for the Anti-Social Behaviour Police and Crime Act 2014	Cartwright
57	Cabinet Appointments to Committees, Working Groups and Partnerships etc.	Birch
58	Proposed Changes to the Senior Officer Structure	Birch
CABINET – 2 February 2015		
62	Social Lettings Agency Update	Birch
63	Discretionary Council Tax Relief – Section 13A 1C	Birch
64 (C)	2015/16 Pay Policy	Cartwright

(C) = Council Decision

Notes:

- (1) The Mayor will call over the minutes and members will rise and indicate those items, which they wish to have discussed
- (2) No discussion shall take place at this stage upon any Part II minute covered by the resolution at 7(a) above. Any such discussion shall be deferred until item 8 on this agenda.

PART II

8. To consider the recommendations and decisions of committees (if any) which the council has resolved should be discussed after the exclusion of the public from the meeting

Note: Nothing contained in this agenda or in the attached reports and minutes of committees constitutes an offer or acceptance of an offer or an undertaking or contract by the Borough Council

Agenda Item 2 Public Document Pack

COUNCIL

17 DECEMBER 2014

Present: The Right Worshipful the Mayor (Councillor Bruce Dowling) in the Chair. Councillors Rogers, Batsford, Birch, Cartwright, Charlesworth, Chowney, Clark, Cooke, Davies, Forward, Hodges, Howard, Poole, Pragnell, Roberts, Sabetian, Scott, Sinden, Street, Turner, Webb, Westley, Wincott, Beaver, Charman, Lee, Lock, Fitzgerald, Beaney, Atkins and Edwards

14. TO APPROVE AS A CORRECT RECORD THE MINUTES OF THE COUNCIL MEETING HELD ON 22 OCTOBER 2014

RESOLVED – that the minutes of the council meeting held on 22 October 2014 be signed by the Mayor as a correct record of the proceedings.

15. DECLARATIONS OF INTEREST

The following Councillors declared their interest in the minutes indicated: -

Councillor	Committee	Minute	Interest
Westley	Council, 17 December 2014	17 – questions from Councillors under rule12	Personal – she is a temporary employee of East Sussex County Council

16. ANNOUNCEMENTS FROM THE MAYOR AND LEADER

The Mayor announced that Councillor Atkins had been appointed as Leader of the Conservative Group, with Councillor Pragnell as his Deputy, following Councillor Lock's resignation as group leader.

17. QUESTIONS FROM COUNCILLORS UNDER RULE 12

A written question had been received from Councillor Beaver regarding the parkrun initiative. Councillor Poole, Portfolio Holder for Resorts and Amenities answered the question. Copies of the question and the reply were circulated at the meeting.

Councillor Beaver asked a supplementary question about options for the council to assist parkrun in identifying alternative funding opportunities, if their proposed funding package did not proceed. Councillor Poole replied that the council would support the parkrun volunteers in securing alternative funding, if required.

Questions to the Leader, Deputy Leader and other Lead members were asked and answered in accordance with rule 12.1 as follows: -

COUNCIL

17 DECEMBER 2014

Questioner and Councillor	Subject	Reply Given By Councillor
Atkins	<p><u>Parking Charges</u> given the council's ongoing support for local small businesses, would it be possible to offer free parking on key days, to attract consumers to local shops?</p> <p>Councillor Chowney commented that East Sussex County Council had responsibility for on-street parking. Free parking was available in council-owned car parks on selected Thursday evenings, any additional free periods may involve diverting funding from other areas and would need to be considered as part of the budget setting process.</p>	Chowney
Clark	<p><u>Street Signage</u> could the Lead Member provide an update on plans for new street signage in Hastings and St Leonards?</p> <p>Councillor Poole explained that two projects were currently underway to improve street signage in the town. Intelligent signage was due to be installed in the council's car parks, to ease congestion at busy times. New totem signs had also been installed at Warrior Square and Kings Road. Additional new signage at key landmarks was due to be installed early in 2015.</p>	Poole
Cooke	<p><u>Off Street Parking Charges</u> can the Lead Member provide an assurance that off-street parking fees will not be increased in 2015/16?</p> <p>Councillor Poole replied that this matter would form part of a broader consultation for the 2015/16 budget.</p>	Poole
Charman	<p><u>White Ribbon Day 2015</u> would the Lead Member provide an update on the outcomes of White Ribbon Day 2015?</p> <p>Councillor Cartwright replied that just under 3,000 people had signed a pledge never to commit, condone or remain silent about domestic violence, as part of series of events to mark White Ribbon Day. An increased number of domestic violence cases were dealt with by the police, which illustrated that victims felt empowered to report these issues. Councillor Cartwright encouraged all members</p>	Cartwright

COUNCIL

17 DECEMBER 2014

	to register as White Ribbon Ambassadors and White Ribbon Champions.	
Charlesworth	<p><u>Town Hall lift</u> when will the works to install a new lift at the Town Hall be completed?</p> <p>Councillor Cartwright referred Members to an earlier email from the Head of Corporate Services. It was anticipated that the new lift at the Town Hall would be operational by early 2015.</p>	Cartwright
Street	<p><u>Advice Hub</u> would the Lead Member provide an update on a recent event to mark 1000 days since the advice hub was launched?</p> <p>Councillor Forward acknowledged that the voluntary agencies located at the advice hub carried out vital work to support vulnerable residents. In the past 1000 days, the Citizens Advice 1066 had dealt with enquiries from 5160 people. Councillor Forward added that the advantage of locating these agencies in a single hub meant that service users could access advice on a range of matters in one place; she encouraged all Members to visit the hub to understand the work of the advice agencies. The council proposed to continue to support the Advice Hub through its community partnership funding grant programme.</p>	Forward
Beaver	<p><u>Hastings household waste recycling site</u> would the Leader Member pass on the council's thanks to staff at the recycling site for their excellent customer service?</p> <p>Councillor Chowney commented that this service was provided by East Sussex County Council, but he would pass on the council's thanks to the relevant officers.</p>	Chowney
Sabetian	<p><u>Autumn Statement</u> would the Leader of the Council give an overview of the impact of the Chancellor's Autumn Statement, and the further proposed reductions to local government funding, on Hastings Borough Council?</p> <p>Councillor Birch expressed his concern at the possible impact of the further planned reductions in local government funding, outlined in the autumn statement, on the</p>	Birch

COUNCIL

17 DECEMBER 2014

	<p>council's ability to deliver services in the town. He added that the council had already made significant reductions to its spending over recent years. Councillor Birch noted that the National Audit Office had commented that some authorities may not have sufficient resources to fulfil their statutory duties, if the reductions to government grant were delivered.</p>	
Batsford	<p><u>Severe Weather Conditions</u> would the Lead Member provide an update on the council's plans to deal with snowfall and icy conditions over the winter months?</p> <p>Councillor Poole replied that East Sussex County Council was primarily responsible for responding to severe weather conditions. However, Hastings Borough Council had made plans to support these efforts by purchasing extra supplies of salt and prioritising key roads in the town to be cleared of ice by the council's street cleansing contractor.</p>	Poole
Davies	<p><u>Overview and Scrutiny review of changes to the welfare system</u> could the Lead Member provide an update on the implementation of the recommendations from the Overview and Scrutiny review of changes to the welfare system?</p> <p>Councillor Forward explained that, in line with the recommendations of the Overview and Scrutiny review, the anti-poverty steering group was due to consider a revised anti-poverty strategy and action plan. The council also considered anti-poverty implications as part of its decision making process.</p>	Forward
Turner	<p><u>Bus Service</u> would the Leader of the Council comment on East Sussex County Council's decision to reduce funding for the local bus service, and the impact this may have on the quality of life of local residents?</p> <p>Councillor Birch noted that Hastings had a lower rate of car ownership than any other town in East Sussex, and an effective bus service was therefore particularly important to local residents. During the recent consultation on proposed changes to the bus service,</p>	Birch

COUNCIL

17 DECEMBER 2014

	concerns had been expressed about the impact of a reduced bus service on the local economy and the evening economy in the town. Stagecoach had agreed to operate some of the routes in the town on a commercial basis, however, Council Birch highlighted the importance of efforts to maintain the frequency of the bus service on these routes. Hastings Borough Council also supported the dial-a-ride service for residents who were unable to access the bus service.	
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18. MEMBERSHIP OF COMMITTEES

Councillor Atkins confirmed that he had been appointed as Leader of the Conservative Group, following Councillor Lock's resignation. Councillor Pragnell had been appointed as Deputy Leader of the Conservative Group. Councillor Atkins proposed a motion regarding the membership of committees, as set out in the resolution below.

RESOLVED – that the council adopt the following arrangements for the membership of committees: -

- 1) Councillor Pragnell be appointed to Cabinet, in place of Councillor Lock
- 2) Councillor Lee be appointed to Overview and Scrutiny Committee for Services, in place of Councillor Pragnell

19. MEMBERS' ALLOWANCES INDEX REVIEW

The report of the Director of Corporate Resources on Members' allowances index review was submitted. The report including the recommendations of an Independent Remuneration Panel following a review of the index applied to calculate Members' allowances in accordance with the provisions of the Local Authorities (Members Allowances) (England) Regulations 2003.

Under rule 13.3 the report was approved, without being called for discussion.

RESOLVED – to agree the four recommendations made by the Independent Remuneration Panel and set out in paragraph 8 of the report.

The reason for this decision was:

To review the index applied to calculate Members' allowances in accord with the provisions of the Local Authorities (Members Allowances) (England) Regulations 2003.

COUNCIL

17 DECEMBER 2014

20. REPORTS OF COMMITTEES

The Mayor having called over the minutes set out in the agenda, the under mentioned minutes were reserved for discussion.

RESOLVED – Under rule 13.3 that the reports and minutes of committees set out in the agenda be received. Only those items which had been reserved were discussed, as follows: -

Meeting	Minute	Councillor
Cabinet, 1 December 2014	47 – Combe Valley Community Interest Company	Howard

No motions for reference to an Overview and Scrutiny Committee or reference back to Cabinet were approved in respect of the item reserved for discussion and it was, therefore, received.

(The Mayor declared the meeting closed at. 6.44 pm)

5 JANUARY 2015

Present: Councillors Birch (Chair), Chowney (Vice-Chair), Cartwright, Forward, Hodges, Poole, Atkins and Pragnell

49. MINUTES OF THE MEETING HELD ON 1 DECEMBER 2014 AND THE SPECIAL MEETING HELD ON 26 NOVEMBER 2014

RESOLVED – that the minutes of the meeting held on 1 December 2014 and the special meeting held on 26 November 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 52, 53 and 56 were agreed without being called for discussion

MATTERS FOR CABINET DECISION

50. REFRESH OF SEAFRONT STRATEGY

The Director of Regeneration presented a report on the outcome of a recent public consultation on the refreshed seafront strategy. A revised copy of the strategy had been appended to the report.

The existing Hastings and Bexhill Seafront Strategy, which set out a vision for a regenerated seafront between Hastings and Bexhill in 2020, had been adopted by the council in 2005. However, since the strategy was adopted, there had been a number of significant developments on and around Hastings seafront, and it was therefore necessary to refresh the document.

The revised strategy focused solely on Hastings seafront, and incorporated the vision and objectives of the original strategy. Members noted that the seafront strategy formed part of the council's broader regeneration objectives for the town and was closely linked to the emerging local plan.

The draft strategy had been subject to an eleven week public consultation from 18 August 2014. The comments received during the consultation reflected the importance of the seafront to the town's economy and residents' quality of life. Revisions had been made to the draft strategy document, following the consultation feedback.

Following adoption by the council, an action plan to deliver the objectives set out in the strategy would be developed. The action plan will enable the council to identify opportunities to work with other local organisations and explore funding opportunities to support the realisation of the vision for the seafront.

Councillor Chowney moved approval of the recommendation to the report, which was seconded by Councillor Cartwright.

CABINET

5 JANUARY 2015

RESOLVED (unanimously) that Cabinet:-

- 1) acknowledges the comments received by individuals and organisations which have helped shape the final document, and;**
- 2) adopts the refreshed seafront strategy as set out in appendix A to the Head of Regeneration and Planning Policy's report.**

The reason for this decision was:

The existing seafront strategy, Leading From the Front, which covers both Hastings and Bexhill, was agreed in 2005. Since then, there have been many developments affecting Hastings seafront and a refreshed draft seafront strategy was prepared and put out for public consultation. A range of comments were received through the consultation process that warrant the council's response and which have informed proposed revisions to the draft refreshed seafront strategy.

51. BOTTLE ALLEY PETITION

The Director of Environmental Services presented a report which responded to a petition the council had received requesting the restoration of Bottle Alley.

Mr Andre Palfrey-Martin introduced the petition to Cabinet on behalf of the petitioners. The petition called for the restoration of Bottle Alley, to return it to its original appearance, including improvements to the concrete structure, lighting and bottle wall. Mr Palfrey-Martin also suggested exploring alternative uses for the site, to encourage visitors to Bottle Alley.

The report gave an overview of the history of the site, including the results of a feasibility study undertaken in 2012, which had considered the viability of an integrated package of improvements for the road-level promenade and Bottle Alley itself.

Whilst the petitioners request for a full restoration of Bottle Alley was not affordable for the council at this time, £160,000 had been allocated in the capital programme for 2015-16 to rewire the structure and the installation of new lighting fixtures with LED lights and cosmetic repairs to missing concrete throughout the structure. The proposed works would significantly improve the appearance of the area and make it more welcoming for walkers and visitors.

An intensive survey of the concrete promenade would also be undertaken in 2015, to establish accurate costs for a more comprehensive restoration of the structure. With nearby facilities such as the pier and indoor BMX facility at White Rock Baths also due to open, it may then be possible to explore funding opportunities to support the further restoration of Bottle Alley.

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

CABINET

5 JANUARY 2015

RESOLVED (unanimously) that: -

- 1) Cabinet acknowledge the petitioners' concerns about the condition of Bottle Alley;
- 2) Cabinet support the inclusion in the draft budget of a proposed £160,000 capital allocation in 2015-16 for a new lighting scheme and surface concrete repairs, and;
- 3) the full cost of a Bottle Alley restoration scheme be considered following the 2015 intensive survey and investigations into external funding possibilities.

The reason for this decision was:

The petitioners request for a full restoration of Bottle Alley is not affordable at this time, primarily due to the cost of extensive waterproofing and resurfacing. Renewed efforts to identify external funding will be required. However, a capital scheme is proposed for 2015 -16 that will enhance the appearance and lighting of Bottle Alley whilst funding is pursued for its longer term restoration.

52. COUNCIL TAX BASE 2015/16

The Head of Finance submitted a report to agree the calculation of the tax base for the purpose of setting council tax for 2015-16.

The council was required to inform East Sussex County Council (ESCC), the East Sussex Fire Authority and the Police and Crime Commissioner of its tax base for the purpose of setting council tax by 31 January 2015. The council tax charge would then be determined at the Budget Council meeting on 25 February 2015.

The council tax base was calculated by multiplying the total of the relevant amount for each of the valuation bands for the year with the authorities estimate for its collection rate for the year. Any variations experienced in the in-year collection rate of council tax would be carried forward as part of the council tax setting process for future years.

RESOLVED that Cabinet agree the council tax base for the year 2015-16 shall be 24,281.

The reason for this decision was:

Setting the council tax base is the first step in determining the council tax for 2015-16. The tax base has to be determined by 31 January each year.

53. CASH COLLECTION CONTRACT

The Head of Finance submitted a report to agree the procurement arrangements for the cash collection contract.

The council's current cash collection contract was due to expire on 31 March 2015, and it was recommended that the council go out to tender with three other local authorities via the East Sussex Procurement Hub. The new contract would be for three years, with an option to extend for a further two years (five years in total).

CABINET

5 JANUARY 2015

As part of the procurement process, contractors would be assessed against their ability to mitigate the security risks associated with cash collection and promptly bank the cash collected in to Hastings Borough Council's bank account.

RESOLVED to agree that authority be given to the Director of Corporate Resources or his nominee in conjunction with the Leader of the Council, to award a contract to the supplier that offers the most economically advantageous terms.

The reason for this decision was:

The current cash collection contract expires on 31 March 2015.

54. SCRUTINY REVIEW OF BATHING WATER QUALITY

The Director of Regeneration presented a report to update Members on actions taken to address the quality of Hastings bathing water in order to meet the new European bathing water standard in 2016.

There are two designated bathing beaches within the borough, Hastings Pelham and St Leonards, both bathing beaches met the current water standards. However, from 2016 a new, more stringent, European Bathing Directive will replace the current measure. Whilst it was expected that the St Leonards beach would be classified as good under the new standards, it was anticipated that the Hastings beach would be classified as poor.

A range of actions had been undertaken by the Environment Agency, Southern Water, the Clean Seas Please Campaign and the council to improve bathing water quality. A bathing water quality executive group also met regularly to monitor progress with the improvements. Many of the efforts have focused on reducing pollution from the outfall pipe at Pelham Beach by identifying and correcting missed connections and dual manholes and re-engineering Buckshole Pond 1 in Alexandra Park to provide improved filtration. The Clean Seas Please campaign had also continued to promote positive behavioural changes amongst local residents and businesses.

Further interventions were planned throughout spring 2015, including actions to filter pollution from the Alexandra Park stream as it passes through the park's ponds and boating lake. Southern Water would also continue a programme of works to address sewer issues in the catchment, prior to the 2015 bathing water season.

The Overview and Scrutiny review of bathing water quality team had been reconvened to update members on progress to improve bathing water quality. Members were mindful that any measures must ensure that bathing water in Hastings continued to meet the required standard in the long term.

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

RESOLVED (unanimously) that:-

CABINET

5 JANUARY 2015

- 1) Cabinet acknowledge the work of all partners and the continued interest of the Scrutiny review team,
- 2) Cabinet support ongoing efforts for further improvements by 2015 and the realisation of a long term sustainable solution thereafter, and;
- 3) a further report be brought to Cabinet at the end of the 2015 bathing season.

The reason for this decision was:

The management response to the Scrutiny Review of Bathing Water Quality was presented to Cabinet at your 31 March 2014 meeting. The resolution arising from that report requested that further discussion take place at Cabinet at the end of the calendar year.

Progress has been made as a result of action by Southern water, the Environment Agency and the Borough Council. However, the risk of failure at Hastings Pelham beach remains and further actions are planned over the winter and spring.

55. HASTINGS CREMATORIUM CHAPEL ENHANCEMENTS

The Director of Environmental Services presented a report which sought authorisation to proceed with construction works at Hastings Crematorium and the spending of £103,017 from the capital programme budget for this project.

It was necessary to improve the facilities at the crematorium in order to accommodate larger funerals, which may have 100 or more mourners present. Over recent years, many people had elected to hold an entire funeral service at the crematorium which had involved a larger number of people in attendance, often above the chapel's maximum capacity.

The project would improve accessibility to the eastern chapel, where new audio visual and sound system equipment would be installed to allow mourners to view service in the main chapel. A new flower pergola would also be constructed, to display floral tributes. Planning permission and building control consent had been sought for these works.

A budget of £100,000 had been allocated in the capital programme, however the total cost of the works was likely to be £103,017 excluding VAT.

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

RESOLVED (unanimously) that:-

- 1) Cabinet approve the expenditure of £103,017 against the £100,000 allocated in the capital programme for crematorium chapel enhancements, and;
- 2) Cabinet delegate the acceptance of the most economically advantageous tender for the pergola and associated works to the Corporate Director of Environmental Services

CABINET

5 JANUARY 2015

The reason for this decision was:

Larger funerals with 100 or more mourners have become a frequent occurrence as people opt to use the crematorium chapel for funeral services rather than just commitals. The current chapel facilities at Hastings Crematorium are not large enough to seat everyone and the overflow facilities need improvements. The project will expand our seating and viewing capacity by refurbishing the eastern chapel, improving audio and video links to the main chapel and installing a new flower and memorial plaque display area on the lawn opposite the eastern chapel.

A budget of £100,000 was allocated for this work. Now that all quotes and the main tender have been received, that actual spend is £103,017 excluding VAT.

56. PROPOSED SCHEME OF DELEGATION FOR THE ANTI-SOCIAL BEHAVIOUR POLICE AND CRIME ACT 2014

The Director of Environmental Services submitted a report which proposed a scheme of delegation for the enforcement powers set out in the Anti-Social behaviour Police and Crime Act 2014.

At its meeting on 6 October 2014, Cabinet had considered a report on background information to the new powers introduced by the Anti-Social Behaviour Police and Crime Act 2014, the council had also adopted a process for implementing community triggers.

The report set out a range of powers introduced by the Act; these included the civil injunction, criminal behaviour order, community protection notice, public space protection order and closure power. The new powers were intended to enable the council to address and prevent instances of anti-social behaviour.

In order for the authority to discharge its functions under the act, it was necessary to adopt a scheme of delegation. The report recommended that these powers be delegated to the Director of Environmental Services and his nominees.

RESOLVED that Cabinet delegates the powers listed in paragraph 3 to the Director of Environmental Services and his nominees.

The reason for this decision was:

In order for the council to discharge its function under the Act, a scheme of delegation should be in place. Cabinet has the responsibility to delegate powers under the Act.

57. CABINET APPOINTMENTS TO COMMITTEE, WORKING GROUPS AND PARTNERSHIPS ETC

The Chief Legal Officer presented a report which included nominations received from the group leaders for changes in representation on the committees, working groups and partnerships to which Cabinet appoints.

At the meeting, Councillor Pragnell proposed that Councillor Atkins be appointed to the Hastings Local Strategic Partnership and the Hastings Athletic Track Committee,

CABINET

5 JANUARY 2015

as set out in appendix A to the minutes. The remaining nominations were agreed, as set out in Appendix A and B to the Chief Legal Officer's report.

RESOLVED (unanimously) that Members be appointed to committees, working groups, partnerships and representative bodies, as set out in Appendix A and B to the minutes.

The reason for this decision was:

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.

58. PROPOSED CHANGES TO THE SENIOR OFFICER STRUCTURE

The Executive Manager People and Organisational Development presented a report on the feedback received as part of the chief officer restructure and affected staff consultation.

The council had committed to undertake a review of its senior management structure as part of a business case submission to the government for efficiency support grant. At its meeting on 26 November 2014, Cabinet had approved a recommendation to delete the three current Director posts, and replace them with two new posts.

Following the Cabinet decision, the council had carried out a further consultation period with chief officers and affected staff, in compliance with the JNC Terms and Conditions of Employment. As part of the consultation process, the three current Directors had individually met with the Leader of the Council and the Executive Manager of People and Organisational Development; other affected staff were also offered 1:1 meetings.

The results of the consultation had been broadly supportive of the proposed new structure in order for the council to achieve ongoing efficiencies and as an opportunity to further develop the culture of the organisation and service provision.

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

RESOLVED (unanimously) that the Cabinet:-

- 1) thanks officers concerned for their comments during the formal consultation period;**
- 2) in light of the consultation responses re-affirms its decision of 26 November 2014 regarding the restructuring of the chief officer team, and;**
- 3) instruct the Executive Manager, People and Organisational Development to make the necessary arrangements for the appointments process**

The reason for this decision was:

CABINET

5 JANUARY 2015

The consultation highlights the support from the chief officers and affected staff for the proposed senior officer changes, given the economic and financial outlook for the council. These changes lead to on-going savings which can only be achieved once the new structure is implemented.

59. MINUTES OF THE CHARITY COMMITTEE MEETING HELD ON 8 DECEMBER 2014

The minutes of the meeting of Charity Committee held on 8 December 2014 were submitted.

RESOLVED – that the minutes of the Charity Committee meeting held on 8 December 2014 be received

(The Chair declared the meeting closed at. 6.50 pm)

**CABINET
APPOINTMENTS TO COMMITTEES, WORKING GROUPS, PARTNERSHIPS ETC. JANUARY 2015**

COMMITTEES, WORKING GROUP / PARTNERSHIPS

COMMITTEES	SEATS TO BE FILLED	ALLOCATION TO POLITICAL GROUPS 2014/15		APPOINTMENTS for 2014/15		NOTES
		LAB	CON	LABOUR GROUP	CONSERVATIVE GROUP	
Museums Committee	Up to 10			Poole (Chair) Howard (Vice-Chair) Charman Hodges Sinden Street	Charlesworth Edwards Lock	
Charity Committee	3			Hodges (Chair) Forward Cartwright		Chair to be non-portfolio holder member of Cabinet for the majority group
Discretionary Rate Relief Appeal Panel	Up to 9			Cartwright Chowney Forward Hodges Poole	Atkins Pragnell	All Members of Cabinet, excluding the Leader, to be appointed to the Panel.

APPENDIX A

Licensing Committee (Scrap Metal Dealers)	Up to 9			Cartwright Chowney Forward Hodges Poole	Atkins Pragnell	All Members of Cabinet, excluding the Leader, to be appointed to the committee. Functions relating to the licensing of Scrap Metal Dealers as set out in the Scrap Metal Dealers Act 2013 or by virtue of any amending or consolidating legislation and any regulations made under the Act as such amending or consolidating legislation.
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APPENDIX A

WORKING GROUPS ETC	SEATS TO BE FILLED	ALLOCATION TO POLITICAL GROUPS 2014/15		APPOINTMENTS for 2014/15		NOTES
		LAB	CON	LABOUR GROUP	CONSERVATIVE GROUP	
Working Arrangements Group	7			Street (Chair) Cartwright Roberts Rogers Davies	Charlesworth Lee (Vice-Chair)	
Member Training and Development Group	4			Cartwright (Chair) Batsford (Vice-Chair) Rogers	Pragnell	
Hastings Country Park Management Forum	5			Hodges (Chair) Street (Vice-Chair) Poole Sinden	Beaver	
Order of 1066	4			Dowling Roberts Rogers	Charlesworth	To comprise Mayor, Deputy Mayor & 1 member from each Political Group
Joint Waste Committee	2			Birch Chowney		Leader of the Council and Lead Member for Env & Highways
Personnel Consultative Group	4			Chowney (Chair) Cartwright (Vice-Chair) Birch	Cooke	

APPENDIX A

PARTNERSHIPS	SEATS TO BE FILLED	ALLOCATION TO POLITICAL GROUPS 2014/15		APPOINTMENTS for 2014/15		NOTES
		LAB	CON	LABOUR GROUP	CONSERVATIVE GROUP	
Stade Partnership	2			Birch Poole		
Hastings Overseas Student Advisory Council	3			Dowling Street	Charlesworth	Known as HOSAC
Hastings Local Strategic Partnership	2			Birch	Atkins	
Safer Hastings Partnership	1			Cartwright		Relevant Lead Member
Jt. Advisory Cttee. the High Weald AONB	1			Street		
Combe Valley (formerly Pebsham) Countryside Park Management Forum	2			Howard Poole		Appropriate Lead Member, plus one further Councillor.
Hastings and Rother Task Force Steering Group	1			Birch		Leader of the Council
Hastings Athletics Track Committee	2			Batsford	Atkins	
AmicusHorizon Hastings Area Panel	1			Forward		Relevant Lead Member

Partnerships

APPENDIX A

Joint Governing Body for the Hastings Academy and the St Leonards Academy	1			Forward		
Police & Crime Panel	1			Cartwright		
Public Health Systems Partnership	1			Turner		
East Sx Health Overview & Scrutiny Committee	1			Beaney		Needs to be a non-executive Member.

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CABINET – JANUARY 2015
APPOINTMENT OF MEMBERS TO REPRESENTATIVE BODIES

ORGANISATION	SEATS TO BE FILLED	APPOINTMENTS FOR 2014/15
Dungeness Site Stakeholder Group	1	
East Sussex Energy Infrastructure and Development Ltd (Sea Change) (This is a directorship)	1	Chowney
Hastings & St Leonards Town Centre Management Group	1	Birch
Hastings Health Improvement Network	1	Webb
Health & Wellbeing Board	1 (not Health O & S Cttee member)	Turner
Local Gov. Assoc. – National Body	1	Birch
Local Gov. Assoc. – Urban Commission	1	
Local Gov. Assoc. – Coastal Issues Group	1	Beaver
South East England Councils	1 (The Leader of the Council)	Birch
Ten Sixty Six Enterprise	1	Atkins

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2 FEBRUARY 2015

Present: Councillors Birch (Chair), Chowney (Vice-Chair), Cartwright, Forward, Hodges, Poole, Atkins and Pragnell

Apologies for absence were notes for Councillor

60. DECLARATIONS OF INTEREST

The following Councillors declared an interest in the minutes:

Councillor	Minute Number	Interest
Chowney	62 – Social Lettings Agency Update	Prejudicial – he owns a second property, in addition to his main residence
Forward	62 – Social Lettings Agency Update	Prejudicial – she owns a second property, in addition to her main residence

61. MINUTES OF THE MEETING HELD ON 5 JANUARY 2015

RESOLVED – that the minutes of the meeting held on 5 January 2015 be approved and signed by the chair as a correct record.

MATTERS FOR CABINET DECISION

62. SOCIAL LETTINGS AGENCY UPDATE

Councillors Chowney and Forward, having declared a prejudicial interest in this item, left the chamber while the matter was discussed.

The Head of Housing and Development presented a report which advised of the results of a feasibility study carried out into the establishment of a social lettings agency in the town, and recommended the piloting of a private sector accommodation leasing scheme as the first stage of the council's plans.

Hastings had a comparatively high proportion of housing stock in the private rented sector. Changes to the local housing market over recent years had resulted in a significant shortfall in the supply of accommodation available to meet local housing need at an affordable price. The purpose of an accommodation leasing scheme would be to improve access to good quality accommodation, particularly for low income households.

The council currently operated a Letstart scheme, to assist local households who were at risk of becoming homeless, and Shelter had been commissioned by the council to assess the feasibility of developing this provision to provide a social letting agency in

CABINET

2 FEBRUARY 2015

Hastings. Consideration was also given to examples of best practice from other authorities, who had implemented similar schemes.

As part of the feasibility study, Shelter had consulted with a variety of stakeholders including, landlords, letting agents and tenants. The results of the study indicated that it would be feasible to introduce a social letting agency in Hastings, and there was likely to be a significant demand for affordable, accessible housing solutions from local people.

The report recommended piloting an accommodation licencing scheme, with between 60 and 100 units of accommodation. A second phase, which would involve the council managing accommodation on behalf of private landlords, could then be introduced if the first phase was a success.

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

RESOLVED (unanimously) that Cabinet approve a pilot of a private sector leasing scheme in 2015/16 as part of the establishment of a social lettings agency

The reason for this decision was:

Private sector accommodation in Hastings is becoming increasingly difficult to access for local people in housing need. Many low income households report problems securing accommodation due to the level of fees and deposits charged by letting agents and landlords and a reluctance by some to let to those in receipt of housing benefit.

Current levels of financial assistance available to support local people into accommodation, such as that provided through the East Sussex Discretionary Support Scheme and the Welfare Reform service (funded by East Sussex County Council), may continue but reduce from April 2015 exacerbating the problem.

At the same time the council continues to receive reports concerning the poor quality of accommodation or the standard of housing management offered to some of those who have managed to find housing.

The council had therefore been exploring other options to enable households to access accommodation that is affordable and of good quality.

A feasibility study was commissioned to consider the council developing a social lettings agency with the aim of reducing tenancy start-up costs and improving accommodation and housing management standards. The report sets out the main findings of the study and recommends that consideration is given to the establishment of a pilot leasing programme in 2015/16 as part of the development of a social lettings agency to assist the council to meet housing need in Hastings (the full feasibility report is available on request).

CABINET

2 FEBRUARY 2015

63. DISCRETIONARY COUNCIL TAX RELIEF - SECTION 13A 1C

The Head of Finance presented a report for the council to consider a countywide discretionary reduction in liability policy.

Under section 13A 1c of the Local Government Finance Act 1992, the council was provided with additional discretionary powers to provide assistance to taxpayers in instances when existing legislation does not provide a discount or the council feels the level of discount given is insufficient given the circumstances.

Following a recent council tax reduction tribunal, local authorities had been advised to adopt a policy which set out their guidelines and procedure in respect of section 13a 1c. All five East Sussex authorities had developed a consistent policy, a draft of which was appended to the Head of Finance's report.

The chair proposed an additional recommendation, set out in the resolution below, regarding the reduced budget allocated for Discretionary Housing Payments in 2015/16. The additional recommendation was supported by the remaining members of Cabinet.

Councillor Birch moved approval of the recommendations, set out in the resolution below, which was seconded by Councillor Cartwright.

RESOLVED (unanimously):-

- 1) To agree, in principle, to adopting the proposed discretionary reduction in liability policy at appendix 1 to the Head of Finance's report**
- 2) That delegated authority be given to the Head of Finance to finalise the policy in conjunction with the other East Sussex authorities and to make minor amendments in future years to ensure that the policy remains fit for purpose**
- 3) To call on the local Member of Parliament to take up the issue of a reduced budget for allocation as Discretionary Housing Payments in 2015/16**

The reason for this decision was:

We have no policy at present and by the adoption of such a policy will make us compliant with statutory regulation.

MATTERS FOR COUNCIL DECISION

64. 2015/16 PAY POLICY

The Executive Manager of People and Organisational Development presented a report on the pay policy statement for 2015/16.

Under the Localism Act 2011, the council was required to prepare and publish a pay policy statement each financial year. The statement provided information on issues related to the pay of the council's workforce, and complied with guidance issued by the Department of Communities and Local Government. The council would also look

CABINET

2 FEBRUARY 2015

to ensure that the ratio of pay at the top to pay at the median did not exceed the national average for the public sector.

The statement would require approval by Full Council, prior to publication.

RESOLVED (unanimously) that Cabinet recommends the pay policy to Full Council for approval

The reason for this decision was:

The Localism Act 2011 requires Hastings Borough Council to prepare and publish an annual pay policy statement. The purpose of such a statement is to provide information about council policies on a range of issues relating to the pay of its workforce, particularly its senior staff and its lowest paid employees. A pay policy must be prepared for each financial year and must be approved by Full Council, and published.

Please note: the pay structure has been updated to reflect the increase which took effect from 1 January 2015.

65. MINUTES OF THE MUSEUMS COMMITTEE MEETING HELD ON 12 JANUARY 2015

The minutes of the meeting of Museums Committee held on 12 January 2015 were submitted.

RESOLVED – that the minutes of the Museums Committee meeting held on 12 January 2015 be received

(The Chair declared the meeting closed at. 6.34 pm)