



# Council Meeting

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**15 February 2017**

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## HASTINGS BOROUGH COUNCIL

Dear Councillor

You are hereby summoned to attend a meeting of the Hastings Borough Council to be held at the Muriel Matters House, Breeds Place, Hastings, East Sussex, TN34 3UY, on Wednesday, 15th February, 2017 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

7 February 2017

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### **AGENDA**

1. Apologies for Absence
2. To approve as a correct record the minutes of the Full Council meeting held on 14 December 2016 and the Special Council meeting held on 18 January 2017
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) Councillor under Rule 12
6. Motion (Rule 14)  
Councillor Chowney to propose that:

“This council notes with concern the continued conversion of all schools in Hastings to academies. We believe that by taking schools out of local authority control, and reducing the powers and

responsibilities of governing boards, educational performance are not necessarily improved and a less rewarding educational experience for students can be created through a narrower curriculum.

There are now currently only two schools left in Hastings that have not converted to academies, and at one of these, Castledown Primary, there is now a proposal to convert this school to an academy too.

Parents are concerned about this for two reasons: firstly, because many parents chose Castledown because it was not an academy, and the conversion of this school to an academy reduces further the choice available to parents; and secondly, because only one academy sponsor chain is being considered, which again limits any choice parents might wish to make over the future of the school.

This council therefore supports parents in their campaign to oppose the academisation of Castledown School without any alternatives being presented, and calls for the current plans to be halted immediately so that parents, governors, staff, and other stakeholders can explore all possible options to improve standards and effectiveness of teaching at the school. We further call upon the Leader of the Council to write to Amber Rudd MP and the Lead Member for Children's Services at ESCC to raise these concerns, and ask ESCC if further support can be given to Castledown to restore the high standards and good Ofsted results it had in the recent past."

7. Membership of Committees

To give effect to any request received from a political group for a change in their representation on committee(s)

8. 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: -

<b>Minute No.</b>	<b>Subject</b>	<b>Cabinet Member / Chair</b>
<b>CABINET – 7 NOVEMBER 2016</b>		
49. (E)	Commercial Property Purchase – Retail Park	Chowney
<b>CABINET – 5 DECEMBER 2016</b>		
55. (E)	Land at Churchwood Drive	Chowney
<b>CABINET – 9 JANUARY 2017</b>		
56.	East Sussex Building Control Shared Service	Forward
58.	Housing Renewal Enforcement Policy	Forward
59.	Community Partnership Funding 2017-19	Forward
60. (E)	Resource Planning	Chowney
61. (E)	Procurement of Cleaning Contracts	Chowney
<b>CABINET – 6 FEBRUARY 2017</b>		
64. (C)	External Auditor Appointment	Chowney
65.	The Firs Former Football Ground	Chowney
66. (C)	Pay Policy Statement	Cartwright

(C) – Council Decision

(E) – Exempt

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 resolution 7a) above. Any such discussion shall be deferred until item 8 on the agenda.
9. To consider the recommendations and decisions of committees (if any) which the Council 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

## FULL COUNCIL

14 DECEMBER 2016

Present: The Right Worshipful the Mayor (Councillor Judy Rogers) in the Chair, Councillors Sinden, Batsford (until 8.45pm), Cartwright, Chowney, Clark (from 6.24pm until 8.45pm), Cooke, Davies, Forward, Howard, Dowling, Poole, Roberts, Sabetian, Scott, Street, Turner, Webb, Westley, Wincott, Beaver, Charman, Lee, Fitzgerald, Beaney, Atkins (until 9.00pm), Edwards, Clarke, Dowling, Bacon, Patmore and Rankin

**33. TO APPROVE AS A CORRECT RECORD THE MINUTES OF THE SPECIAL COUNCIL AND FULL COUNCIL MEETINGS HELD ON 26 OCTOBER 2016**

**RESOLVED that the minutes of the Special Council and Full Council meetings held on 26 October 2016 be signed by the Mayor as a correct record of the proceedings**

**34. DECLARATIONS OF INTEREST**

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

Councillor	Committee	Minute	Interest
Beaney	Full Council, 14 December 2016	38 – Motion (Rule 14)	Personal - she has been appointed as the council's Mental Health Champion
Rankin	Cabinet, 7 November 2016	47 (C) – Treasury Management – Mid Year Report 2016/17	Personal – he owns a property company which operates in the town

**35. QUESTIONS FROM COUNCILLORS UNDER RULE 12.1**

No written questions had been received from members of the public or Councillors.

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

Questioner and Councillor	Subject	Reply Given By Councillor
Lee	Congratulations to Councillor Clark would the Leader of the Council join with him in congratulating Councillor Lee Clark on the money he raised recently by taking part in a charity boxing	Chowney

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	<p>match? Would the Leader of the Council also confirm if free parking would be available during the month of December in council-owned car parks?</p> <p>Councillor Chowney congratulated Councillor Clark on the money he raised for charity. Councillor Chowney confirmed that free parking would be offered in council-owned car parks on the same days that East Sussex County Council offered free on-street parking, which was the same arrangement as previous years.</p>	
Scott	<p><u>Investment of Council Reserves</u> the recent purchase of a commercial retail property by the council is to be welcomed. Would the Leader of the Council confirm if the same prudent approach to investing council resources will continue in the future?</p> <p>Councillor Chowney confirmed that the council had recently purchased the retail property units occupied by Dunelm Mill and Pets At Home. This would generate a net income to the council of £150,000 per year. He explained that the council would need to continue to explore new income generation opportunities in the future as the funding it received from other sources reduced over time.</p>	Chowney
Patmore	<p><u>Local Housing Company</u> when the proposal to set up a local housing company had been discussed by Cabinet, members were advised that the company would be used to develop new properties on council owned land. However, in a recent newsletter issued by the Leader of the Council it is stated that the company will be used to purchase poor quality housing, refurbish it and then make it available for rent. Which model for property investment will be used?</p> <p>Councillor Chowney said that the new housing company the council was setting up would be used to purchase existing properties and then make them available for rent as stated in the Cabinet report. The company may be used to develop properties on council owned land in the future, however, this was considered to be a higher risk option.</p>	Chowney
Batsford	<p><u>Play Strategy</u> the council is rightly committed to providing good quality play spaces and has a robust policy in place to support this. Would the lead member provide an update on work undertaken since the Play Strategy was adopted to</p>	Poole

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	<p>ensure these facilities are maintained in the future?</p> <p>Councillor Poole explained that the council owned approximately 30 play parks around the borough, plus a number of multi-use games area. A comprehensive review was underway to assess how these facilities could be maintained in the future. As part of this review, it was important to consider the impact on the communities in which each of these play parks were located, as well as broader efforts to tackle anti-social behaviour and alleviate the effects of deprivation. Individual ward members would also be engaged in the review process.</p>	
Cooke	<p><u>Motion to Council</u> the council approved a motion last year to encourage and protect bee habitats within Alexandra Park. Would the Lead Member give an overview of the work that has been undertaken since the motion was approved?</p> <p>Councillor Davies advised that works had been undertaken in Alexandra Park to cultivate a wildflower meadow. Similar initiatives were also being considered for other green spaces around the town.</p>	Davies
Rankin	<p><u>Street Drinking</u> a number of residents have expressed concern at the level of street drinking taking place, particularly in the town centre. Will the lead member provide an update on what is being done to tackle this issue?</p> <p>Councillor Davies explained that the council had been working closely with its partner agencies, including the Police and East Sussex County Council, to address the issue of street drinking. The issue had also been identified as a high priority by the joint Hastings and Rother crime reduction partnership. He added that it was important to address both the anti-social effects of street drinking, but also the underlying cause of the issue. Residents were encouraged to report any issues they experience directly to the Police. An all-member briefing on efforts to tackle street drinking would be held in 2017.</p>	Davies
Charman	<p><u>Alcohol Enquiry</u> I attended a meeting recently with the lead member as part of a local alcohol enquiry. Would the lead member provide an overview of how the recommendations of the enquiry will be implemented?</p> <p>Councillor Davies commented that the enquiry had resulted in a number of recommendations around</p>	Davies

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	improved education and alcohol awareness which would be implemented in partnership with local schools. A mentoring scheme would also be set up to help young people who may be at risk of developing an unhealthy relationship with alcohol. The council was working in partnership with other local organisations, including the Clinical Commissioning Group, St Johns Ambulance and the Street Pastors to set up safe zones within the town. The council would also review its own policies in respect of licensing and the provision of taxi marshals in the town. Councillor Davies added that two members of the enquiry had been co-opted onto the Community Alcohol Partnership.	
Atkins	<u>Ecclesbourne Glen</u> a recent report by the Local Government Ombudsman had recommended improved communication in respect of planning and licensing issues at Ecclesbourne Glen. What will be done to implement these recommendations? The time allocated for questions from Councillors had expired at this point. A written response to this question would be supplied to Councillor Atkins by the Leader of the Council.	Chowney

### 36. MOTION (RULE 14)

Councillor Wincott proposed a motion, which was seconded by Councillor Roberts.

Councillor Clarke proposed an amendment to the motion, as set out in the resolution below, which was seconded by Councillor Edwards. The amendment was accepted by Councillor Wincott, as the proposer of the original motion.

**RESOLVED (unanimously) that: -**

**This Council notes:**

- 1. That the House of Lords has amended the Bus Services Bill passing through Parliament to remove Clause 21 that would effectively “prohibit a local authority from forming a company for the purposes of providing a local bus service”.**
- 2. That the Localism Act (2011) provides general powers of competence to local authorities.**
- 3. That municipal bus companies like Reading and Nottingham provide some of the best bus services in the country and have a successful track record of increasing bus passenger numbers and providing high quality**

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**bus services.**

**4. That polling by We Own It found that a majority of the public (57%) oppose clause 21, whilst just 22% support it. The opposition to Clause 21 is consistent across voters from all political parties.**

**This Council believes:**

**1. If there is a need and a demand from their public, then Councils should be able to provide their own bus services.**

**2. Should they wish, councils should be legally able to follow the model developed by Reading and Nottingham.**

**3. Consequently we support Clause 21 being omitted from the Bus Services Bill.**

**This Council resolves:**

**1. To write to the Secretary of State Chris Grayling MP at the Department for Transport urging him to support the Lord's amendment and omit Clause 21 from the final legislation.**

**2. To write to Amber Rudd MP to express our opposition to clause 21 and ask her to write to Chris Grayling MP at the Department of Transport to raise concerns about Clause 21.**

**3. To work with any organisations such as We Own It to publicise our opposition to clause 21 in local media.**

**4. To investigate the possibility of Hastings Borough Council providing its own bus services by setting up a fact finding mission to Reading and Nottingham local authorities by the Leader of the Council and the Leader of the Opposition together**

**37. MOTION (RULE 14)**

Councillor Edwards proposed a motion, which was seconded by Councillor Clarke.

Councillor Poole proposed an amendment to the motion, which was seconded by Councillor Fitzgerald, as follows:

“Remove:

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This demonstrates yet again the success of the government's long term economic plan.

Replace with:

This success demonstrates how Hastings Borough Council, working alongside Town Centre Management, businesses in Hastings and the BID steering group has achieved a positive result for the town centre retailers, not only raising funds to improve the retail offer but also help give businesses a stronger, collective voice.”

The proposed amendment was approved by 23 votes for to 8 against with 1 abstention.

### **RESOLVED (unanimously) that:**

**This Council applauds the outcome of the recent Hastings Business Improvement District election when the business community voted to invest up to £1m of their own money over the next five years in the town centre.**

**This success demonstrates how Hastings Borough Council, working alongside Town Centre Management, businesses in Hastings and the BID steering group has achieved a positive result for the town centre retailers, not only raising funds to improve the retail offer but also help give businesses a stronger, collective voice**

### **38. MOTION (RULE 14)**

Councillor Cooke proposed a motion, which was seconded by Councillor Patmore.

Councillor Forward proposed an amendment to the motion, as set out in the resolution below. The amendment was accepted by Councillor Cooke, as the proposer of the original motion.

### **RESOLVED (unanimously) that:**

**Hastings Borough Council recognises that 1 in 4 people will suffer from some form of mental illness in their lifetime and as a caring organisation will do all it can to help them through these difficult periods.**

**The council also notes the support mechanisms in place within it's organisation to support employees with mental health issues.**

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The council further resolves to sign up to the Time to Change Employer Pledge to end mental health stigma which many companies and public bodies have already done to publicly show its commitment that in no way does it discriminate in the workplace against people who suffer from mental health issues and further to this demonstrate the same to those seeking employment with Hastings Borough Council.

### 39. MOTION (RULE 14)

Councillor Patmore proposed a motion, which was seconded by Councillor Rankin as follows:

“On the 21st April 2016 it was the 90th birthday of our Queen, Elizabeth II of the United Kingdom of Great Britain and Northern Ireland.

Given that this is indeed a year to remember for our esteemed and much loved monarch and given the fact that we used to have a portrait of the Queen in the old council chamber, would Hastings Borough Council action and agree to have a portrait of the Queen reinstated in the new Council chamber at Aquila House.”

The proposed amendment was lost by 9 votes for to 10 against with 8 abstentions.

### 40. MOTION (RULE 14)

Councillor Chowney proposed a motion, as set out in the motion below, which was seconded by Councillor Turner.

**RESOLVED (by 24 votes for, to 8 against) that:**

**This council expresses its profound concerns about NHS Sustainability and Transformation Plans (STPs), and opposes them as currently formulated. We believe they will lead to cuts and further damaging privatisation of local health services, particularly for trusts that are in deficit, such as the Conquest Hospital Trust.**

**We strongly support the British Medical Association’s ‘five asks’ that:**

- the plans need to be made public as soon as possible;
- all proposals within the plans need to be realistic and evidence based;
- proposals to close hospitals, and to consolidate services across an area, should only be considered where there is clear evidence that such changes maintain or improve the quality of care patients receive;
- there needs to be a commitment to full consultation with clinicians, patients and the public on any proposed changes as early as possible;

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- the plans need to be fully and properly funded;
- patient care, and not savings, needs to be the priority of each and every plan.

We also believe that district councils should be fully involved in the development of the plans, and call on the government to include district councils in design and implementation of the plans.

We further believe that the proposed 'footprint' for the Sussex and East Surrey STP is illogical. We believe all plans should be coterminous with county or unitary boundaries, to ensure better integration of health and social care.

We call on East Sussex County Council (ESCC) to reject the STP for Sussex and East Surrey unless the footprint is redesigned to be coterminous with county boundaries, and unless it clearly fulfils the BMA's 'five asks'.

We further instruct the leader of Hastings Council to write to Amber Rudd MP, Cllr Keith Glazier (Leader, ESCC), and the Secretary of State for Health to make them aware of our concerns.

### 41. MEMBERSHIP OF COMMITTEES

Councillor Lee 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 Beaver to be appointed as a member of Planning Committee, in place of Councillor Cooke

### 42. REPORTS OF COMMITTEES

The Mayor having called over the minutes set out in the agenda, the undermentioned 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 were reserved were discussed, as follows: -

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Meeting	Minute	Councillor
Cabinet, 7 November 2016	45 (C) – Council Tax Support Scheme	Lee
Cabinet, 7 November 2016	47 (C) – Treasury Management – Mid-Year Report 2016/17	Rankin
Cabinet, 7 November 2016	44 - EU Funding Application Approval – New Visitor Centre at Hastings Country Park Nature Reserve	Westley
Cabinet, 7 November 2016	46 – Medium Term Financial Strategy	Cooke
Cabinet, 5 December 2016	52 – Petition in relation to Dog Control Orders and Public Space Protection Orders	Lee
Cabinet, 5 December 2016	53 – Hastings Local Plan – Statement of Community Involvement (SCI) Update	Cooke
Cabinet, 5 December 2016	54 – Financial and Legal Business Case for Local Housing Company	Patmore

Minute number 45 of Cabinet on 7 November 2016 was a matter on which the Council was required to make a decision. Councillor Chowney moved approval of the minute, seconded by Councillor Lee and agreed unanimously.

Minute number 47 of Cabinet on 7 November 2016 was a matter on which the Council was required to make a decision. Councillor Chowney moved approval of the minute, seconded by Councillor Street and agreed by 23 votes for, to 9 against.

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

(The Chair declared the meeting closed at. 9.32 pm)

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## SPECIAL FULL COUNCIL

18 JANUARY 2017

Present: The Right Worshipful The Mayor (Councillor Judy Rogers) in the Chair, Councillors Sinden, Batsford, Cartwright, Chowney, Forward, Howard, Dowling, Roberts, Scott, Street, Turner, Webb, Wincott, Charman, Lee, Fitzgerald, Beaney, Atkins, Edwards, Clarke, Dowling, Bacon, Patmore and Rankin

Apologies for absence were noted for Councillor Cooke, Davies, Poole, Sabetian, Westley and Beaver

### 43. DECLARATIONS OF INTEREST

The following Councillors declared their interest in the minutes indicated:

Councillor	Committee	Minute	Interest
Cartwright	Cabinet, 9 January 2017	57 – Review of Polling Places	Personal – his partner is a Trustee of Broomgrove Residents Association, which manages the Broomgrove Community Centre
Clarke	Cabinet, 9 January 2017	57 – Review of Polling Places	Personal – he is a Director of the Hastings Centre
Patmore	Cabinet, 9 January 2017	57 – Review of Polling Places	Personal – he is a Trustee of Hastings and Rother Voluntary Association for the Blind

### 44. REPORTS OF COMMITTEES

The Mayor referred members to minute 57 of the Cabinet meeting held on 9 January 2017, which was a matter for Council decision. Following an earlier boundary review by the Local Government Boundary Commission for England (LGBCE), the council had undertaken an interim review of polling places within the borough. Cabinet had recommended that the council adopt the Acting Returning Officer's recommendations.

Members thanked all those who had contributed to the review process for their efforts.

Councillor Cartwright proposed approval of the recommendations in the minute, which was seconded by Councillor Lee.

**RESOLVED (unanimously) that:**

- 1. The council adopts the Acting Returning Officer's recommendations (as appended to the Chief Legal Officer's report to Cabinet) and publish the results of the review, and;**
- 2. Delegated authority is given to the Director of Corporate Services and Governance to amend any decisions made under this review with regard**

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**to polling places or polling stations, should there be an urgent or necessary need**

The reason for this decision was:

Due to the changes made as part of the recent boundary review by the Local Government Boundary Commission for England (LGBCE), the council must carry out an interim review of polling places. The review must incorporate the division of its parliamentary constituency area (within the borough boundary) into polling districts and the places where electors are asked to vote. The council must comply with the requirements of the Electoral Administration Act 2006 (Section 16, EAA 2006) and complete regular reviews of all polling districts and polling places. The council has a duty to ensure that the most suitable premises are used as polling places with regard to the needs of the electorate, subject to availability.

(The Chair declared the meeting closed at. 6.10 pm)

**SPECIAL FULL COUNCIL**

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# Agenda Item 8

## CABINET

7 NOVEMBER 2016

Present: Councillors Chowney (Chair), Forward, Davies, Poole, Cartwright, Fitzgerald, Lee and Patmore

### EXCLUSION OF THE PUBLIC

Councillor Lee proposed a motion for the exclusion of the public from the meeting, which was seconded by Councillor Cartwright.

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

#### 49. **COMMERCIAL PROPERTY PURCHASE - RETAIL PARK**

The Assistant Director, Financial Services and Revenues, presented a report which considered the potential purchase of a commercial property within Hastings.

**RESOLVED (by 6 votes for, 2 against with 0 abstentions):**

- 1. To recommend that the council purchases the property at the best possible price up to the maximum figure set out in the report (plus stamp duty land tax, registration fees, and agents fees), and;**
- 2. Delegated authority is given to the Chief Finance Officer to purchase the property and finalise arrangements**

The reason for this decision was:

The property is in a prime location and will become more prominent following changes to the highway in the area. The council needs to ensure that the area remains attractive for the future to ensure businesses are attracted to, and remain in, Hastings – particularly so as the council will need to ensure business rate growth in the future. The acquisition provides the council with the opportunity to diversify its property holdings and change the overall risk exposure within the portfolio. The council would also secure an additional income stream.

(The Chair declared the meeting closed at. 7.24 pm)

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## CABINET

5 DECEMBER 2016

Present: Councillors Chowney (Chair), Forward, Cartwright, Poole, Davies, Fitzgerald, Lee and Patmore

### 54. LAND AT CHURCHWOOD DRIVE

The Assistant Director, Financial Services and Revenues, submitted a report which sought approval to settle a rent review.

**RESOLVED that the rent review be settled for the amount set out in the Assistant Director, Financial Services and Revenues, report**

The reason for this decision was:

There is no evidence for increasing the rent.

(The Chair declared the meeting closed at. 6.58 pm)

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## CABINET

9 JANUARY 2017

Present: Councillors Chowney (Chair), Forward, Cartwright, Davies, Poole, Fitzgerald, Lee and Patmore

### 55. MINUTES OF THE MEETING HELD ON 5 DECEMBER 2016

**RESOLVED** that the minutes of the meeting held on 5 December 2016 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 56, 57, 58 and 59 (including an additional recommendation proposed by the Assistant Director, Housing and Built Environment, in respect of minute 56) were agreed without being called for discussion

### 56. EAST SUSSEX BUILDING CONTROL SHARED SERVICE

The Assistant Director, Housing and Built Environment, submitted a report regarding the future arrangements for building control services.

The council's building control functions were currently delivered through an arrangement with Rother District Council, the present contract was due to expire on 31 March 2017. The report set out a number of potential options for the service after the existing arrangements come to an end, including; maintaining the existing shared service with Rother, bringing the building control service back in house with loss of scale, join an enlarged East Sussex shared building control service or to move directly to a wholly or jointly owned company with other East Sussex authorities.

The report recommended joining an enlarged East Sussex shared building control service. The new service would be administered by Wealden District Council and would deliver building control services for all district and borough councils in East Sussex. This option was considered to provide the most stable, cost effective and customer focused approach in the short term and would allow for the possibility of an arms length company to deliver building control services to be explored further in the future.

The Assistant Director, Housing and Built Environment, advised of an additional recommendation to the report, as set out in the resolution below.

**RESOLVED** that:

- 1. Subject to final negotiations to delegate to the Assistant Director, Housing and Built Environment and the Assistant Director, Financial Services and Revenues, in consultation with the Deputy Leader of the Council to enter into a legal agreement for the delivery of Building Control Services with Wealden District Council, and;**
- 2. Cabinet agrees to discharge building control functions to Wealden District Council under section 101 of the Local Government Act 1972**

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The reason for this decision was:

Under Section 101 of the Local Government Act 1972 one local authority may arrange for its functions to be discharged by another authority. In order to be part of an East Sussex Shared Building Control Service members are asked to delegate negotiation of contract terms to officers.

### **57. REVIEW OF POLLING PLACES**

The Chief Legal Officer submitted a report which set out the recommendations of the Acting Returning Officer, following an interim review of polling places.

The Local Government Boundary Commission for England (LGBCE) had recently undertaken a review of borough ward and county division boundaries within Hastings. The changes were due to take effect at the next scheduled elections, in this case the East Sussex County Council elections in May 2017 and the Hastings Borough Council elections in May 2018.

Although the next full review of polling places was not due to take place until 2018/19, the council was required to carry out an interim review to ensure all electors within the borough had access to appropriate facilities for voting once the boundary changes have taken effect.

The report gave an overview of the review process, including comments received during the consultation period and the criteria used by the Acting Returning Officer to assess potential polling places. A cross-party working group had been set up to consider representations received during the consultation period, carry out site visits and make recommendations on the location of polling places around the borough.

Following the interim review, the Acting Returning Officer was proposing to change the polling place for polling district N1 from St Helens Methodist Church, The Ridge to The Bridge Community Centre, Priory Road, due to the former venue no longer being in use. No other changes to polling district boundaries or existing polling arrangements were proposed as a result of the review.

The final proposals were due to be reported to a special meeting of Full Council on 18 January 2017, ahead of the publication of a revised electoral register on 1 March 2017.

#### **RESOLVED:**

- 1. To recommend that Council adopts the Acting Returning Officer's recommendations (as appended to the Chief Legal Officer's report) and publish the results of the review, and;**
- 2. Delegate authority to the Director of Corporate Services and Governance to amend any decisions made under this review with regard to polling places or polling stations, should there be an urgent or necessary need**

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The reason for this decision was:

Due to the changes made as part of the recent boundary review by Local Government Boundary Commission for England (LGBCE), the council must carry out an interim review of polling places. The review must incorporate the division of its parliamentary constituency area (within the borough boundary) into polling districts and the places where electors are asked to vote. The council must comply with the requirements of the Electoral Administration Act 2006 (Section 16, EAA 2006) and complete regular reviews of all polling districts and polling places. The council has a duty to ensure that the most suitable premises are used as polling places with regard to the needs of the electorate, subject to availability.

### **58. HOUSING RENEWAL ENFORCEMENT POLICY**

The Assistant Director, Housing and Built Environment, submitted a report which sought approval of an updated Housing Renewal Enforcement Policy.

Following the adoption of a Corporate Enforcement Policy on 2 April 2013, a Housing Renewal Enforcement Policy had been approved in August 2014. Since then, the Housing Renewal Enforcement Policy has been reviewed and updated each year. However, it was necessary to carry out a more comprehensive review to reflect the new provisions for dealing with rogue landlords introduced by the Housing and Planning Act 2016.

A revised copy of the Policy was appended to the Assistant Director, Housing and Built Environment's report, together with a statement of principles for determining the financial penalties for housing offences.

**RESOLVED that the revised Housing Renewal Enforcement Policy (December 2016) be approved**

The reason for this decision was:

The Housing and Planning Act 2016 introduced new powers for local authorities to tackle rogue landlords. These new powers included the provision for local authorities to issue financial penalties for certain housing offences. In order to be able to issue financial penalties the council is required to have a policy for determining the level of penalty.

### **59. COMMUNITY PARTNERSHIP FUNDING 2017 - 2019**

The Assistant Director, Regeneration and Culture, submitted a report which set out the recommendations for community partnership Funding (CPF) for the 2017-19 programme.

At its meeting on 5 September 2016, Cabinet had agreed a set of priorities for the CPF programme 2017-19. The priorities were intended to ensure the programme was focused on the most vulnerable sections of the community by commissioning services from the community and voluntary sector for specifically identified outcomes. The new

## CABINET

9 JANUARY 2017

approach reflected the continued financial pressures facing the council over this period.

The CPF application process opened on 26 September 2016 and closed on 11 November 2016. Eight proposals had been received which were then assessed by a panel comprising the lead member and relevant council officers. Five applications had been recommended for funding by the panel. The amount of grant award will be determined following negotiations between council officers and the applicant organisation, but the total amount will not exceed the allocation for CPF funding in the council's budget.

**RESOLVED that:**

- 1. Cabinet approved the CPF Grants Panel's recommendations as set out in this report subject to the decisions of the Budget cabinet meeting in February 2017, and;**
- 2. Delegation is given to the Director of Operational Services or his nominee in consultation with the Lead Member for Housing, Communities and Equalities, to agree the final contractual outputs, outcomes and grants**

The reason for this decision was:

The current round of CPF comes to an end in March 2017. The proposals set out in this report follows a new commissioning approach for new priorities, developed in consultation with the community and voluntary sector during the summer of 2016.

### EXCLUSION OF THE PUBLIC

Councillor Poole proposed a motion, seconded by Councillor Cartwright, to exclude members of the public from the meeting.

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

#### **60. RESOURCE PLANNING**

The Transformation Manager presented a report which outlined the business case for the procurement and re-implementation of an Enterprise resource Planning (ERP) System to replace the current Finance, Income Management, Human Resources and Payroll management systems.

Councillor Chowney proposed approval of the recommendations to the report, which was seconded by Councillor Cartwright.

**RESOLVED (unanimously) that:**

## CABINET

9 JANUARY 2017

1. Cabinet approved the procurement and implementation of a new Enterprise Resource Planning (ERP) system to include Finance, Income Management, and Human Resources and Payroll – Option 3, as a joint venture with Rother District Council,
2. To procure the ERP system through the G-Cloud framework agreement,
3. To give delegated authority to the Director of Corporate Services and Governance in consultation with the lead member to complete the procurement process and appoint the successful vendor, and;
4. To allocate sufficient resources within the Capital Programme

The reason for this decision was:

In order to function effectively the council needs effective core systems that manage its finances, people and income. Ideally these core systems should be integrated, and the technology is now available for the Financial, HR and Payroll and Income Management systems to be integrated as an Enterprise Resource Planning (ERP) tool.

There are a number of factors affecting our current systems which, as indicated in the business case suggest that now is an appropriate time to implement an ERP system.

- The council's current financial system expires in March 2018. The council therefore has to make a decision about a replacement system (and allow time for implementation) before that date. The current system is also overdue a significant upgrade and is no longer fit for purpose for the way we work today.
- The existing HR/Payroll system is not currently compatible with the financial system and requires continued modification and duplication of effort to ensure staff records and budget codes are aligned.
- Our Income Management system is also separate from our financial system, and is not operating effectively which results in inefficiencies in cash and income handling and incurs high transaction charges.
- The existing systems will not effectively be able to support the council's entrepreneurial and transformational objectives, as existing systems do not have the functionality needed to support these aims.

Together, these factors give the council an opportunity to implement a more efficient and integrated Financial, HR / Payroll and income Management system. This will result in medium to long term economic efficiency gains and will reduce the need for double handling of data and manual processes and allow senior managers to have greater control over budgets and resource planning.

### **61. PROCUREMENT OF CLEANING CONTRACTS**

The Assistant Director, Environment and Place, presented a report which updated Cabinet on the outcome of the procurement of cleaning contracts, and to recommend which tenders should be accepted.

**RESOLVED (unanimously) that:**

## CABINET

9 JANUARY 2017

1. Cabinet agrees to appoint the preferred bidder in relation to Lot 1 building cleaning, for a three year basic contract period, with the option of two one year extensions,
2. Cabinet agrees to appoint the preferred bidder in relation to Lot 2 public convenience cleaning, for a three year basic contract period, with the option of two one year extensions, and;
3. Cabinet agrees that variant 2 of Lot 2 public convenience cleaning should be chosen in preference to variant 1, subject to the 2017/18 budget setting consultation process.

The reason for this decision was:

The existing contracts expire on 31 March 2017 and cannot be extended further. It is essential that the council secures services to clean the public conveniences, council buildings and bus shelters.

(The Chair declared the meeting closed at. 6.26 pm)

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## CABINET

6 FEBRUARY 2017

Present: Councillors Chowney (Chair), Forward, Cartwright, Poole, Davies, Fitzgerald, Lee and Patmore

### 62. DECLARATIONS OF INTEREST

The following Councillors declared an interest in the minutes:

Councillor	Minute	Interest
Forward	65 – The Firs Former Football Ground	Prejudicial – she is a Trustee of the Education Futures Trust
Fitzgerald	65 – The Firs Former Football Ground	Prejudicial

The Director of Operational Services declared an interest in minute number 65.

### 63. MINUTES OF THE MEETING HELD ON 9 JANUARY 2017

**RESOLVED that the minutes of the meeting held on 9 January 2017 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 number 64 were agreed without being called for discussion**

### 64. EXTERNAL AUDITOR APPOINTMENT

The Assistant Director, Financial Services and Revenues, submitted a report which sought authorisation to opt into the national public sector scheme for the appointment of auditors.

Under the Local Audit and Accountability Act 2014, the council was required to appoint external auditors. The council could appoint external auditors either by opting into the Public Sector Audit Appointments (PSAA) scheme, or by establishing an auditor panel and carrying out its own procurement exercise.

The report recommended that the council opt into the PSAA scheme. Opting into the scheme would minimise risks to the council by ensuring that external auditors were appointed in a timely fashion, using fewer resources than the alternative arrangements.

Regulation 19 of the Local Audit (Appointing Person) Regulations 2015 specified that a decision to opt in to the PSAA scheme must be made by Full Council.

## CABINET

6 FEBRUARY 2017

**RESOLVED to recommend to Full Council that this council opts in to the appointing person arrangements made by Public Sector Audit Appointments (PSAA) for the appointment of external auditors**

The reason for this decision was:

An external auditor for the audit of accounts for 2018/2019 must be appointed before the end of 2017. The decision of Full Council is required.

### **65. THE FIRS FORMER FOOTBALL GROUND**

Councillors Forward and Fitzgerald, having declared a prejudicial interest in this item, left the chamber during the debate. The Director of Operational Services also left the chamber.

The Assistant Director, Financial Services and Revenues, presented a report which sought approval to grant a lease of the Firs Former Football Ground to the Education Futures Trust.

The site, which had not been in use as football ground since 2004, was currently occupied by the Education Futures Trust. The Trust had approached the council about extending its activities at the site.

The Trust aimed to promote education, working closely with vulnerable young people and adults across Hastings, Rye and surrounding areas. The proposal was to create a therapeutic and outdoor learning facility at The Firs site, combined with an area for community access and use. A draft business plan was appended to the Assistant Director, Financial Services and Revenues, report. Members noted that the Trust had engaged extensively with the local community and had received significant support for their proposals.

The report proposed granting a 25 year lease of the site to Trust, delegating authority to the Chief Finance Officer, in consultation with the Leader of the Council, to agree the detailed Heads of Terms for any agreement.

Members welcome a proposal which would ensure the site remained available for community and charitable use, whilst securing an additional income stream for the council.

Councillor Chowney proposed approval of the recommendations to the Assistant Director, Financial Services and Revenues report, which was seconded by Councillor Lee.

**RESOLVED (unanimously) that: -**

- 1. Cabinet agrees to grant a lease of the Firs Former Football Ground to Education Futures Trust, and;**
- 2. Cabinet delegates to the Chief Finance Officer, in consultation with the Leader of the Council, the authority to agree the final terms of the lease**

The reason for this decision was:

## CABINET

6 FEBRUARY 2017

The lease is a viable solution for this unused site and will ensure that it receives investment so it can serve as a multi-use and community facility for the town into the future.

### **66. PAY POLICY STATEMENT**

The Director of Corporate Services and Governance submitted a report on the pay policy statement for 2017/18.

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 for Communities and Local Government. The council would also look 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 required approval by Full Council prior to publication.

Councillor Cartwright proposed approval of the recommendations to the Director of Corporate Services and Governance's report, which was seconded by Councillor Poole.

**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.

### **67. MINUTES OF THE MUSEUMS COMMITTEE MEETING HELD ON 28 NOVEMBER 2016**

The minutes of the Museums Committee held on 28 November 2016 were submitted.

**RESOLVED that the minutes of the Museums Committee held on 28 November 2016 be received**

(The Chair declared the meeting closed at. 6.23 pm)

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