

Charity Committee Agenda

Monday, 25 June 2018 at 6.00 pm

Council Chamber, Muriel Matters House, Breeds Place, Hastings, TN34 3UY.
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For further information, please contact Emily Horne on 01424 451719 or email ehorne@hastings.gov.uk

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CHARITY COMMITTEE

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Present: Councillors Beaney (Chair), Batsford, Poole and Mr May, the Protector

24. DECLARATIONS OF INTEREST

Councillors made no declarations of interest at this meeting.

25. MINUTES OF PREVIOUS CHARITY COMMITTEE HELD ON 11 DECEMBER 2017

There was a correction to the minutes of 11 December 2017, Paragraph 7. It should have read:

“The report stated that income was at £1,335,000...”

It was agreed that the minutes would be amended, and republished to reflect the correction.

RESOLVED that the minutes of the Charity Committee meeting held on 11 December 2017 be approved and signed by the Chair as a correct record of the meeting subject to the above amendment.

26. FORESHORE TRUST EVENTS GRANT PROGRAMME

Andrew Colquhoun, Chair of the Foreshore Trust Grants Advisory Panel (GAP) presented a report on the Foreshore Trust Events Grant Programme, recommending which organisations should be funded under the Foreshore Trust Events Grant Programme and the allocations that will be made to each. A total of 17 applications were actually received. The total grant to be allocated to the 12 from the 17 recommended applications is £23,362 out of an available £30,000.

GAP recommended that the remaining balance of £6,638 be carried over to the event grant call for 2019/20.

Thanks were given to the officers who had worked with the Grant Advisory Panel.

Councillor Poole proposed approval of the recommendations to the Chair, Foreshore Trust Grants Advisory Panel’s report which was seconded by Councillor Batsford.

RESOLVED (unanimously) that -

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- 1. The committee would agree the Grant Advisory Panel's (GAP) recommendation to award events grants to the organisations shown in Appendix B.**

The reason for this decision was:

The recommended organisations for grant funding have been selected following an open application process, and awarded to those considered by the GAP to best meet the Foreshore Trust's aims and objectives.

27. FORESHORE TRUST 2018-19 BUDGET AND FINANCIAL REPORT

The Assistant Director, Financial Services & Revenues presented a report on the Foreshore Trust 2018/19 Budget and Financial Report. The purpose of the report was to advise members on the current year's financial position (2017/18) and to determine the budget for 2018/19.

A question was raised to clarify an increase of £30,000 in surplus. The reply was that there was a shortfall from the previous year, but it was possible to achieve this increase if recommendation 2 of the report was approved. This would then allow the funding of the recommendations approved in minute 27.

Councillor Batsford proposed approval of the report, which was seconded by Councillor Poole.

RESOLVED (unanimously) that:

- 1. The committee agree the current financial position for 2017/18**
- 2. The allocation of general grants for 2018/19 be set at £60,000 and event grants £30,000**
- 3. Approve the proposed expenditure funded from Reserve – albeit further approval to proceed is required for a few schemes.**
- 4. Approve the budget for 2018/19.**
- 5. Financial monitoring reports continue to be presented to each Meeting of the Charity Committee.**

The reasons for this recommendation were:

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

A surplus slightly above budget expectations is anticipated for 2017/18 in respect of ongoing operations. This enables the committee to establish a prudent level of grant allocation that can be distributed as part of the 2018/19 budget process.

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

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28. WHITE ROCK FOUNTAIN

This item was withdrawn.

29. REQUEST FOR GRANT FOR HASTINGS FISHERMARKET ENTERPRISES

The External Funding Manager stated that there was a correction to the agenda, in that the grant applicant was the Hastings Fishermen's Protection Society (HFPS). He then presented a report on a grant to allocate funding to the HFPS. The report sought approval from the Foreshore Trust on the allocation of a grant to the HFPS to contribute towards the cost of replacing their icemaker, with the resulting project budget being paid from by the FLAG Programme.

He stated the importance of the icemaker to the Hastings fishing fleet and the community, including its importance in Hasting Borough Council's fish fairs and other community events held on the Stade and the beach.

A question was raised by the Protector in regards to the charitable purpose of the grant as a private commercial business benefitting from the grant money would not meet the Trust's objectives. Officers responded that the icemaker was a community asset and the fish fleet relies on it to remain sustainable.

HFPS are a not-for-profit organisation. The fishermen pay for their own ice. The grant will not subsidise any other body. The Chief Legal officer advised that the benefit to the community needed to be weighed against any potential profit to HFPS. Officers confirmed there would be no profit to HFPS.

Councillor Poole proposed approval of the recommendations to report, which was seconded by Councillor Batsford.

RESOLVED (unanimously) that:

- 1. To give delegated authority to the Director of Operational Services or his nominee in consultation with the chair of the Charity Committee to issue to HFPS a grant payment of 20% towards the FLAG icemaker project (up to £16,000 grant), for this approved project application.**

The reason for this decision was:

HFPS have applied and received approval for funding through the FLAG programme to replace their icemaker. The grant intervention rate from the European Maritime Fisheries (FLAG) Fund is 80% of the project costs. For the remaining 20% match needed, several other funding sources have been explored. Unfortunately the other sources of funding are ineligible due to several reasons, including the creation of jobs vs safeguarding jobs.

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Additionally the Hastings fishing fleet, of under 10 metre boats and beach launched, working within the current quota system means that income and finances can fluctuate.

Due to this quota allocating, the fish market cannot process sufficient fish to enable repayment of any loans offered to it at this time. This project will therefore not happen if HFPS cannot secure a grant for the 20% match.

A Foreshore Trust grant, along with the FLAG funding, will enable HFPS to replace their icemaker with resulting benefits.

30. OPTIONS FOR PUBLIC ART ON FORESHORE TRUST LAND

Michael Hambridge, Arts and Cultural Development Officer presented a report on the proposal for public art on Foreshore Trust land. The scheme was to develop a programme of temporary public art along Hastings seafront, with a brief to create installations that are family orientated, playful and interactive to encourage people to visit the seafront. The report stated that this would happen annually, but it was noted there were considerations to hold this bi-annually.

Not only would this attract tourism from other places, but it would focus on local visitors, and instilling a sense of pride in the town with the event.

The funding was requested to develop the scheme and for the first event; however it was advised that the first outcomes could come as late as 2019. Any organisation charged with event delivery would have to work closely with local partners such as Coastal Currents.

A query was raised in regards to the cost of the art commissions. It was replied to by stating that the first year is unclear as finances would have to go towards project development. In the long run however, the investment is expected to lever in up to one-hundred percent in match funding.

It was also suggested that engagement of children was especially important. There was an offer to change the brief to include more engagement with children from deprived area, in a way that would benefit the community without burdening artists with community involvement.

It was advised that art schemes tend to differ, and so it must be decided if ring-fencing a fund would be appropriate, as the amount of money needed each year would change.

Councillor Batsford proposed approval of the report, which was seconded by Councillor Poole.

RESOLVED (unanimously) that:

- 1. The committee initiate and support a proposal for public art investment**
- 2. The committee give delegated authority to the Assistant Director, Regeneration and Culture, or her nominee, in consultation with the Chair**

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of the trust, to develop the proposal and implement a public art campaign accordingly.

3. That funding of £20,000 per annum be allocated over three years
4. In addition that £5,000 per annum be allocated for community consultation and engagement for three years.

The reasons for this decision were:

The chair of the Trust has asked officers to present to the committee a scheme to develop a trust funded public art campaign.

The report outlines the proposed scheme which would set in course the development of a long-term strategy and deliver programme of public art.

31. PELHAM BEACH - FAMILY PLAY AND SPORTS ACTIVITY HUB PROPOSAL

The Assistant Director, Regeneration and Culture presented a report on a proposed Family Play and Sports Activity Hub on Pelham Beach. Working in partnership with the Foreshore Trust there has been previously delivered a number of projects and schemes improving the Seafront play experience for children and young people in Hastings and St. Leonards. The proposal seeks to increase the quality of lives of local residents, support the advancement of citizenship and support the Blue Flag award criteria.

To deliver this pilot project, of 70 full days and 20 half day events of play and leisure activity on Pelham beach, through the summer and shoulder season of 2018; it was suggested the budget was split between the Foreshore Trust and Hastings Borough Council.. There is the potential to charge £1 per child for each activity day, and should this income not be surplus, this would be returned to the Foreshore Trust.

Councillor Batsford proposed approval of the report, which was seconded by Councillor Poole.

RESOLVED (unanimously) that:

1. The trust consider the proposal to extend a Play and Active Hastings service to Pelham Beach.
2. Give delegated authority to the Assistant director, Regeneration and Culture, or her nominee, in consultation with the Chair of the Charity Committee to make use of the old life guard hut at Pelham Place
3. The trust fund a short term pilot 'Play and Sports Hub' project for 2018, amounting to £24,900

The reasons for this decision were:

The charity's objective is to hold and maintain the charity's land for the common use and enjoyment of all her Majesty's subjects and of the public for the time being for ever,

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Since the RNLI was awarded the lifeguard contract the old life guard hut, situated on Pelham beach has been redundant. This proposal recommends utilising this asset and delivering a robust play and leisure offer, which is accessible to Hastings residents and visitors. The RNLI are agreeable to this proposed new short term usage.

32. STADE FACILITIES MANAGEMENT

The Marketing & Major Projects Manager presented a report on the Stade Hall Facilities Management. Three tenders were received from organisations, with one being discounted due to being non-compliant. Organisations B and C both produced reasonably comprehensive tenders - which were assessed -and supplemented these by additional documentation at the interviews on 20 February.

Organisation 'B' focused on their community background, the added value their operation could bring, and on the potential commercial value of the Stade for events, particularly 'life' events (parties, anniversaries, weddings, funerals/wakes, etc.). They intended to apply for grant funding to support their bid, and expected to just cover their costs of the Stade operation.

Organisation 'C' – Sussex Coast College Hastings - had a particularly robust view on the potential value of commercial lettings, whilst at the same time allowing for community use at a much lower fee. Organisation C is a large organisation, albeit local based, and would offer the Stade facilities as part of a much wider venue offer. It would integrate the Stade operation into its main business. Organisation C proposed paying a management fee of £10 000 per annum from year 2.

It was suggested that the organisation work with fishermen in the area to engage with the community the Stade Hall, as the kitchen area was originally intended.

Councillor Batsford proposed approval of the report, which was seconded by Councillor Poole.

RESOLVED (unanimously) that:

That Sussex Coast College Hastings is appointed to manage the Stade Hall facilities subject to due diligence and contractual processes.

The reason for this decision:

Sussex Coast College Hastings offered the most robust business case, had the organisational capacity to deliver the management facilities, and will return a £10,000 fee to the Foreshore Trust from the second year of their management.

33. MINUTES OF COASTAL USERS GROUP HELD ON 6 MARCH 2018

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The notes of the Coastal Users Group meeting held on 21 November 2017 and updated Constitution and Terms of Reference were submitted for members to note.

RESOLVED that the minutes of the Coastal Users Group meeting held on 6 March 2018 be received and noted.

(The Chair declared the meeting closed at 7.00pm)

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Agenda Item 4



Report to: Charity Committee

Date of Meeting: 25th June 2018

Report Title: Seafront Cycle Hire and Deckchairs – Service Review

Report By: Victoria Conheady
Assistant Director for Regeneration and Culture

Purpose of Report

To present options for 2018 cycle hire and deck chair provision based at Pelham beach on behalf of the Foreshore Trust for the benefit and enjoyment of her majesty's citizens.

Recommendation(s)

1. That the Foreshore Trust agrees to the allocation of funding for service provision for 2018 as outlined in the appended proposed business models document; either provided through HBC Resort Services at a projected cost of up to £5,000 or through an enhanced Active Hastings model at a projected cost of up to £7,000.
2. Alternatively; that the Foreshore Trust agrees to proceed without cycle hire and deckchair provision for 2018.
3. That a further report is brought to Charity Committee after the season to review services provision to date and outline future operational options for 2019.

Reasons for Recommendations

There is continuing demand for both cycle and deckchair hire during peak season, but little demand for this service outside of those times other than ad-hoc group bookings.

Experience gained from previous year's operation has shown that in order to continue to provide cycle hire benefiting users of the foreshore, a level of subsidy will be required as minimum staffing costs exceed income.

The options presented include a continuation of the previous level of service, or an enhanced service from the Active Hastings team, which aims to develop the cycle hire service in line with their community objectives, geared around engagement with their key target audience and enhancing the existing Leisure and Play offer of the seafront.

Background

1. The service was set up in 2014 as part of the FLAG funded Ecostade project aimed to indirectly support the local fishing community through encouraging green tourism in the area. The cost to provide the building, bikes and equipment were met through FLAG funding and the subsequent purchase of electric bikes was funded through a Coastal Communities Fund 3 grant in 2016.
2. In 2017:
 - a. There were 111 separate hires within the operating period
 - b. The total number of bike hires was 235
 - c. Bikes were hired out on approx. 80% of the available days, with 20% being lost to poor weather.
 - d. The income produced was £1,878.
3. The table below shows a breakdown of operating dates, usage, income and staffing costs for the four year operating period to date

Year	Dates	Number of hires	Number of users	Income	Staffing Cost
2014	24.7.14-27.9.14	125	274	£1,521	£3,250
2015	2.5.15-27.9.15	274	596	£3,536	£7,150
2016	2.5.16-2.10.16	239	471	£2,889.50	£7,150
2017	15.7.17-3.9.17	111	235	£1,878	£4,500
Total		749	1576	£9,824.50	£22,050

4. In the past four years various models of operation have been trialled, however none have proven profitable and a level of subsidy will be required to continue service provision.
5. Options for alternative provision including outsourcing to other operators have been explored; however few are in a position to operate a service at this time.
 - a. Discussions were held with the not-for-profit Bikelab based at Warrior Square regarding potential operation of a cycle hire service including Pelham, however at this time they are unable to proceed as they are interested in forming a wider cycle hire network, and as part of their business model they require a host of locations that they have not yet been able to secure.
 - b. Discussions were held with the commercial operator Hastings Adventure Golf regarding their potential operation of cycle hire and deckchair provision from their existing premises at Pelham; however they consider

the operation to not be commercially viable and feel a level of subsidy will always be required to enable provision.

6. There is currently no convenient and accessible daily deckchair hire available within Hastings. Deckchairs are currently only available when requested in advance for formal events, or at Hastings Pier.

Summary

7. Three proposals are presented here.
 - a. The Resort Services proposal is a continuation of the peak time only operation applied in 2017, with the inclusion of deckchair provision and additional staffing to enable effective implementation of the service.

The projected income is £2,800. Therefore a projected £3,832 subsidy is proposed from Foreshore Trust should expected income be achieved. However we recommend up to £5,000 be budgeted for in case of bad weather affecting income levels.
 - b. The Active Hastings model is a new proposal, whereby Active Hastings staff operate the service for the peak summer period, including deckchair provision. In addition they plan development of the service in line with their objectives, geared around engagement with their key target audience and enhancing the existing Leisure and Play offer of the seafront.

The forecasted income is £4,000. Therefore a projected £4,910 subsidy is proposed from Foreshore Trust should expected income be achieved. However we recommend up to £7,000 be budgeted for in case bad weather affects income levels.
 - c. Alternatively, the Foreshore Trust agrees to proceed without cycle hire and deckchair provision for 2018 as a zero cost option.
8. Coastal Users Group will be consulted on the three proposals presented and their views will be reported back to Charity Committee.

Timetable of Next Steps

Please include a list of key actions and the scheduled dates for these:

Action	Key milestone	Due date (provisional)	Responsible

Recruitment and induction of staff	Staff recruited	June 2018	HBC Resorts / Active Hastings
Service operation	Operating July - September	July 2018	HBC Resorts / Active Hastings

Wards Affected

Castle Ward

Implications

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

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

Additional Information

Appendix 1: Seaside Cycle Hire – 2018 Business Model Comparison

Officer to Contact

Aaron Woods
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 01424 451331

Seaside Cycle Hire – 2018 Business Model Comparison

This document sets out two proposed operational models for cycle and deckchair hire based at Pelham Beach for 2018.

Column 1 model is a continuation of HBC Resort Services managed provision

Column 2 model is a newly proposed Active Hastings managed enhanced provision.

Where there is a difference in proposed provision within the Active Hastings model this is also highlighted for clarity.

Model one – HBC Resorts Proposal

Model two – Active Hastings Proposal

Provision outline	
<p>Cycle hire utilising existing bikes: 10x adult bikes - all new condition 6x adult electric bikes – good condition, already serviced 1x Powered adult trike - in new condition, already serviced 2x teen hardtail mountain bike - in used condition and requiring service before use 4x child bikes - in used condition and requiring service before use 2x child trailer in poor condition requiring replacement before season</p> <p>There are no plans for additional bikes to be purchased and included within provision.</p> <p>Basic maintenance will be carried out by HBC Resort services staff with servicing carried out by Halfords.</p> <p>Maintenance is projected to cost £700 across the season, comprising: pre-season servicing of bikes £300 (£50 per currently un-serviced bike) 2x replacement child trailers £200 Consumable items (including tyres, inner tubes) £200</p> <p>Deckchair hire utilising existing HBC owned deckchairs: 100 deckchairs to be provided palletised adjacent to kiosk. Staff will administer hire from building and hirers will be encouraged to return the items at the end of day, however staff will also walk the beach and collect any leftover</p>	<p>Cycle hire utilising existing bikes: 10x adult bikes - all new condition 6x adult electric bikes – good condition, already serviced 1x Powered adult trike - in new condition, already serviced 2x teen hardtail mountain bike - in used condition and requiring service before use 4x child bikes - in used condition and requiring service before use 2x child trailer in poor condition requiring replacement before season</p> <p style="background-color: yellow;">Subject to a successful funding bid (already submitted) the provision will be increased by 1x adapted bike.</p> <p style="background-color: yellow;">Basic maintenance will be carried out by Active Hastings staff with servicing carried out by Handsome Bicycles.</p> <p>Maintenance is projected to cost £700 across the season, comprising: pre-season servicing of bikes £300 (£50 per currently un-serviced bike) 2x replacement child trailers £200 Consumable items (including tyres, inner tubes) £200</p> <p>Deckchair hire utilising existing HBC owned deckchairs: 100 deckchairs to be provided palletised adjacent to kiosk. Staff will administer hire from building and hirers will be encouraged to return the items at the end of day, however staff will also walk the beach and collect any leftover</p>

chairs at 17:00 daily. Deckchairs will be maintained by HBC Resort Services staff. Additional deckchairs can be added to provision depending on demand during season.	chairs at 17:00 daily. Deckchairs will be maintained by HBC Resort Services staff. Additional deckchairs can be added to provision depending on demand during season.
Operational dates	
Peak time only service covering the school summer holiday period – Saturday July 21 st through to September 3 rd inclusive.	Peak time service covering the school summer holiday period – Saturday July 21 st through to September 3 rd inclusive. Facilitation of ad hoc out of season group bookings during the rest of the year. Offering two additional weekly instructor-led sessions during peak season. To be provided by qualified staff, primarily geared around Active Hastings key target audience. One of the rides will continue through the Autumn and Spring.
Operational times	
12:00-18:00 opening hours, seven days per week during season.	12:00-18:00 opening hours, seven days per week during season. The two additional led sessions will take place outside of operating hours. Times and days will reflect service user needs.
Staffing	
2x staff per day at grade 11 - £8.45 per hour Staff will be utilised from existing casual pool where possible, however there will be a need to recruit additional staff.	2x staff per day at grade 9 – £10.74 per hour Staff will be utilised from existing Active Hastings core staff and casuals and as well as Resorts if needed. Active Hastings staff will also: Develop and promote the use of the Seaside Cycle Hire Hut. Offer out of opening hours led bike rides. Work with local organisations and charities to promote and increase cycling along the seafront. Use the hut to promote local activities. Promote local cycling events. Partner with local cycle shops to promote related offers. Use the location to consult with the local public regarding funding opportunities.
Projected staffing cost = £5,931.90 inclusive of on costs.	Projected staffing cost = £8,209.56 inclusive of on costs.

Fees and charges	
Fees and charges will be set in line with local market value.	Fees and charges will be set in line with local market value.
2 hour Adult £6.00	2 hour Adult £6.00
2 Hour Child £5.00	2 Hour Child £5.00
Part Day Adult £10.00	Part Day Adult £10.00
Part Day Child £8.00	Part Day Child £8.00
Full Day Adult £14.00	Full Day Adult £14.00
Full Day Child £12.00 (+£2 on 17/18)	Full Day Child £12.00 (+£2 on 17/18)
Full Day E-Bike £25.00	Full Day E-Bike £25.00
Part Day E-Bike £16.00 (+£2 on 17/18)	Part Day E-Bike £16.00 (+£2 on 17/18)
Deckchair hire full day £2 (not provided in 17/18)	Deckchair hire full day £2 (not provided in 17/18)
	Lead bike rides £1 per person.

Marketing	
Existing Seaside Cycle Hire leaflets. Via HBC website and social media. Promotion via TIC.	Newly designed Seaside Cycle Hire leaflets. Via HBC website and social media. Promotion via TIC. Via AH social media including daily updates on the number of bikes still available for hire. (AH Facebook page has over 6k followers) Through Active Hastings Partnership and participant's mailing list (reaches 8k people). Advert in Active Hastings Summer programme (printed 10k) – distributed through school book bags, community venues and through partner organisations.

Storage and security	
Continued use of existing building at Pelham beach.	Continued use of existing building at Pelham beach.
The kiosk is already fitted with intruder alarm and smoke detector.	The kiosk is already fitted with intruder alarm and smoke detector.
No additional storage required.	No additional storage required, if successful with grant for new adapted bike this would be stored within current building.

Projected income and usage levels	
Income projected to be approx. £1,800 from cycle hire and approx. £1,000 from deckchair hire. Total income projected £2,800.	Income projected to be approx. £3000 from cycle hire and approx. £1,000 from deckchair hire. Total income projected £4,000.

<p>In 17/18 the service was used 80% of the time possible with 20% of available time being lost to poor weather, this was used as the basis for this model.</p> <p>When used, an average of 6 bikes were hired per day.</p> <p>The hire split across the 2017 season was approx: 2 hour hire – 60% of all use 4 hour hire – 35% of all use Full day hire – 5% of all use These values have been used as the basis for 18/19 projection.</p> <p>When deckchair hire was last provided there were approx. 500 hires, this has been used as the basis for 18/19 usage projection.</p>	<p>In 17/18 the service was used 80% of the time possible with 20% of available time being lost to poor weather, this was used as the basis for this model.</p> <p>Active Hastings project that 10 adult bikes will be hired out each day.</p> <p>The hire split across the 2017 season was approx: 2 hour hire – 60% of all use 4 hour hire – 35% of all use Full day hire – 5% of all use These values have been used as the basis for 18/19 projection.</p> <p>When deckchair hire was last provided there were approx. 500 hires, this has been used as the basis for 18/19 usage projection.</p>
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Financial summary	
<p>Staffing = £5,931.90 Maintenance = £700 Total cost: £6,631.90 Income = £2,800</p> <p>Projected provision cost to FT = £3,831.90</p>	<p>Staffing = £8,209.56 Maintenance = £700 Total cost: £8,909.56 Income = £4,000</p> <p>Projected provision cost to FT = £4,909.56</p>

Agenda Item 5



Report to: Charity Committee Meeting

Date of Meeting: 25 June 2018

Report Title: White Rock Fountain

Report By: Kevin Boorman, Marketing and Major Projects Manager

Purpose of Report

1. To update the charity committee on the White Rock Fountain project following the public consultation and structural survey.
2. To present the final concept design and revised budget for approval.

Recommendation(s)

1. Agree to proceed with the final concept design as set out in Appendix 1.
2. To agree to use identified Foreshore Trust funding to financially support this project, including an additional £90,000 capital funding, a total Foreshore Trust contribution of £175,000.

Reasons for Recommendations

1. The concept designs have been positively received by stakeholders and the public. The concept design complements the aims of the Coastal Communities Fund 4 ('CCF4') programme to develop the White Rock area as a destination.
2. Proceeding with the final concept design will ensure a higher quality, longer lasting public asset that meets the objectives of the project.
3. The installation will add a new high quality asset to the Foreshore Trust's portfolio and will create additional enjoyment for users of the trust's land.
4. The White Rock Fountain Project is CCF4 and Foreshore Trust funded and needs to be completed by December 2019.

Background

1. Hastings Coastal Communities Team was successful in its bid to the Coastal Communities Fund (CCF) for round 4 grant funding. Hastings Borough Council is the accountable body for ensuring delivery of the approved projects.
2. The programme called 'Destination White Rock, Hastings – Continuing the Economic Revival' will enable the council and its partners to continue the regeneration of the White Rock area with a total project value of £1.09m.
3. As part of this portfolio of projects, Hastings Borough Council, on behalf of the Foreshore Trust, is managing the refurbishment of the redundant water feature above The Source skate park, known as White Rock Fountain.
4. Refurbishing and improving this fountain will add a new high quality asset to the trust's portfolio, enhance the appearance of the seafront, and create additional enjoyment for users of the trust's land
5. Funding for the White Rock Fountain project is via a combination of CCF and Foreshore Trust grants, with an original budget of £180,000. With the designs now agreed we are requesting further funding for the project.
6. We are committed under the terms of the CCF4 funding to deliver this project by December 2019.

Development of the White Rock Fountain

7. Saville Jones consultants were appointed in October 2017 to undertake tasks to RIBA stage 7 – which includes developing a concept design, technical design, tender, project management of the construction process and handover.
8. Three initial concept designs were developed from a specification that took account of the location, adjacent structures, budget, the historical nature of the site and the aim to develop this area as a destination in its own right.
9. A stakeholder consultation workshop took place in early November 2017. Invitees included representatives from the Coastal Communities Team, Chair of the Foreshore Trust, Lead Member for Regeneration, key local businesses from the adjacent area and HBC officers.
10. A public consultation on the chosen initial concept design began in November 2017 for a period of four weeks, closing on 1 December 2017. Advertising took place through the normal HBC marketing media outlets, with a landing page on the HBC website.
11. The Community Safety Manager was consulted and was in agreement with the preferred initial concept design. He particularly noted that the other designs

provided opportunities for anti-social behaviour due to the ‘wall’ and shelter elements.

12. ESCC Highways has confirmed in writing that they have no objection to proceeding with elements in the initial concept design.
13. Informal discussion with senior HBC Planners indicated they are supportive of the elements in the preferred initial concept design, however, due to its location they would expect to see appropriate materials used.
14. The Coastal Users Group supported the elements detailed in the initial concept design when it was presented to them in March 2018. They are being further consulted on the final concept design (Appendix 1) at their meeting on 19 June 2018. Any comments will be noted (and duly considered) and reported back verbally at the charity committee meeting on the 25th June 2018.

Surveys & Structural Engineer Report

15. Consulting engineers Conisbee were appointed to undertake a structural loading assessment survey of the structure and establish the loading capabilities, based on the concept design to help determine what design elements were possible on the structure.
16. Their final report on the structural loading capacity of the structure confirms that there is sufficient loading capacity to proceed with the project.

Final Concept Design Development

17. Appendix 1 shows the revised final concept design.
18. The revised final concept uses a simple, high quality design to tell the little-known history and story of how the White Rock area was formed, specifically the blasting of the rocks, while retaining an interactive water element, seating and destination ‘feel’ that featured highly in the public consultation.
19. The **‘design and project management’** cost totals £55,000 to which FST is contributing £35,000 and CCF £20,000.
20. The **‘build’** cost for this design is now estimated at £215,000 to which FST is contributing £140,000 and CCF £75,000.
21. Table below provides a breakdown of the new proposed budget:

White Rock Fountain New Profile May 18		
Funding Source	Build Costs	£
Foreshore Trust	Capital Build (FST Business Plan)	£50,000
Foreshore Trust	Capital Build (additional funding request)	£90,000
CCF4	Capital Build (approved)	£75,000
	Total	£215,000
	Design and Project Management Cost	

Foreshore Trust	Survey and design (agreed by FST June 17)	£35,000
CCF4	Project Management (approved)	£20,000
	Total	£55,000
	Total FST Funds identified from seafront waterplay cost centre	£175,000
	Total CCF Funds	£95,000

22. The increase in the build cost are due to the following:

- Enhanced design aesthetics – the fountain space project objective is to develop a space that is a destination and complements the adjacent assets.
- High quality long lasting materials, specifically for the misters, paving, seating and rocks which will be subject to coastal elements and regular water coverage from the mister jets.
- Substantial waterproofing to the fountain space/roof structure provided, thereby further mitigating against water ingress into The Source Park below.
- Programming feature for the misters to turn on/off, thereby minimising water usage and option to turn off overnight.
- Good sized plaza space – enhancing the objective as a destination and social space and adding a new high quality asset to the Foreshore Trust's portfolio, creating additional enjoyment for the users of the Trust's land.

Next Steps

23. Work has already started on the detailed design to meet CCF 4 spend deadlines of December 2019. Planning permission will be sought and a tender process opened to appoint the contractor to construct the approved design once the new budget has been agreed.

24. It is planned that construction will take place in Autumn 2018 to avoid the summer tourism season.

Wards Affected

Castle

Policy Implications

Equalities and Community Cohesiveness

improves access to the fountain area

Crime and Fear of Crime (Section 17)

bringing an unused asset and redundant space back into use.

Risk Management

risk associated with build and water ingress to the Source facilities.

Environmental Issues

none

Economic/Financial Implications

project CCF4 funded and additional funds may be required.

Human Rights Act

none

Organisational Consequences

project will be managed by HBC

Local People's Views

consultation has taken place with the public

Anti-Poverty

none

Additional Information

Appendix 1 – White Rock Fountain final concept design

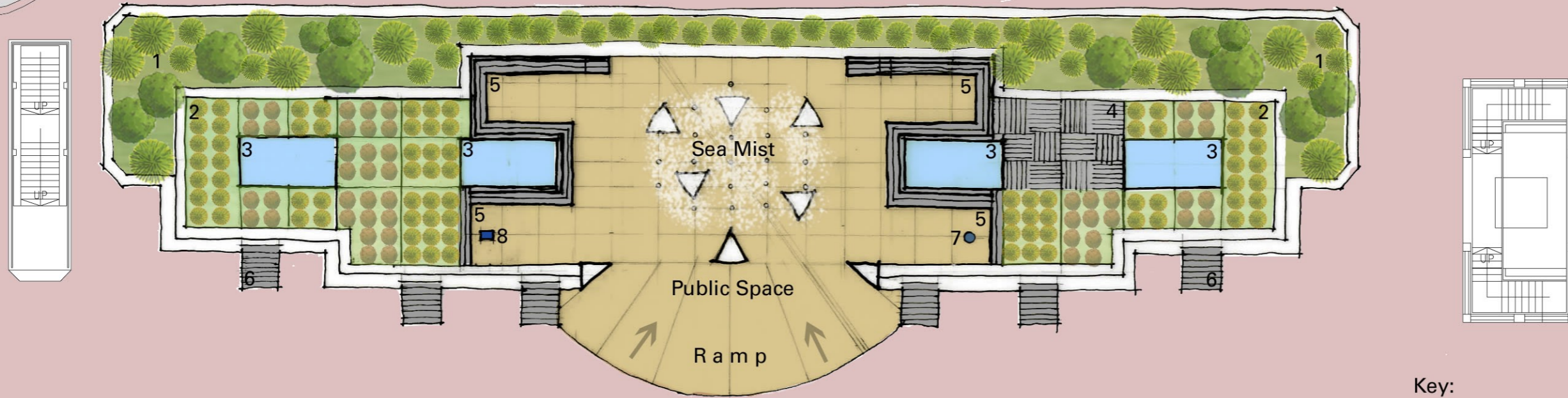
Officer to Contact

Hannah Brookshaw

hbrookshaw@hastings.gov.uk

01424 451337

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Key:

- 1 - Replacement planting
- 2 - New planting
- 3 - Existing rooflight
- 4 - Water tank
- 5 - Bench seating area
- 6 - Timber clad seating
- 7 - Drinking fountain
- 8 - Periscope



Seating Area

White Rock Mist

Seating Area

1721 SK07C

White Rock Fountain, Hastings

Sea Mist Plan & Elevation as proposed

1:200

October 2017

saville jones architects

t +44 (0)1903 211 363
f +44 (0)1903 211 114

REV	DATE	DESCRIPTION
A	13 Nov 17	Notes added.
B	15 Nov 17	Notes revised.
C	16 Nov 17	Height note added.
E	17 Apr 18	Revised scheme.

White Rock Mist

- Jet misters
- Exploded Hastings rock & misters will provide a playground
- The ethereal nature of the feature evokes poems such as John Masefield's - Sea Fever

The public space provides benches for:

- Relaxation
- Fun

Materials

- White pre-cast concrete with engraved lettering
- Granite paving
- Timber benching
- New planting to complement its coastal location
- Protective grating to rooflights



Sea Fever

*"I must go down to the seas again, to the lonely sea and the sky,
And all I ask is a tall ship and a star to steer her by,
And the wheel's kick and the wind's song and the white sail's shaking,
And a grey mist on the sea's face, and a grey dawn breaking."*

John Masefield

1721 SK12E

White Rock Fountain, Hastings

Sea Mist Perspective

November 2017

saville jones | architects

t +44 (0)1903 211 363
f +44 (0)1903 211 114

REV	DATE	DESCRIPTION
B	17 Apr 18	Revised images.



Fog fountain provides a refreshing playground



Timber slatted benches



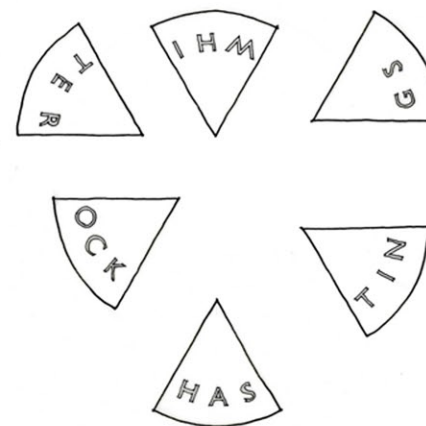
Aromatic coastal planting



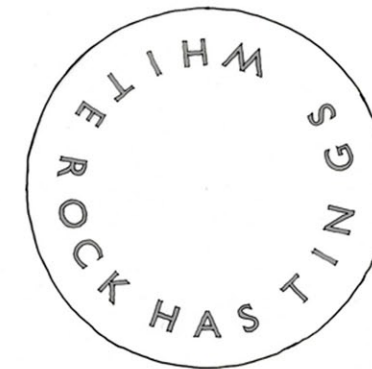
Mister jets with LED lighting



Timber slatted benches



Exploded Hastings rock as the fountain theme



Periscope will allow visitors to take a peek at the Source BMX skatepark below

1721 SK15B
 White Rock Fountain, Hastings
 Sea Mist Precedent Images
 November 2017

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Agenda Item 6



Report to: Charity Committee

Date of Meeting: 25 June 2018

Report Title: Beach Security – Barrier Replacement and Installation

Report By: Mike Hepworth
Assistant Director Environment & Place

Purpose of Report

To request match funding for a European Maritime and Fisheries Fund (EMFF) funding to replace the existing RNLI Barrier and the East Hastings Sea Angling gate with two new electronic gate systems.

Recommendation(s)

- 1. That approval is given to an initial spend from the Foreshore Trust account of £25,128.52. The EMFF will refund 75% of this which will mean an outcome spend of £6,282.13.**

Reasons for Recommendations

It has been known for some time that the lifeboat barrier needs replacing, it is often faulty, the electrical box is corroded and we are not able to obtain new fobs that can be programmed onto the current system. These fobs themselves are also extremely expensive.

The barrier is included in the Foreshore Action Plan as needing to be replaced, the original estimated cost is around £5000 but this is an estimate and would not include a new fob system.

This is an excellent opportunity to make use of EMFF funding to not only replace a faulty barrier but also add another which will improve security to the area and control the number of vehicles using the Blue Stade area as a parking place.

By changing the fob system to a Paxton System, new fobs can be purchased cheaply, lost fobs can be deactivated, and it can be recorded who is passing through the barriers and at what time which adds to the security of the area.

Background

1. Hastings has the largest beach launched fleet in Europe. The Stade area where the fishing beach is located is already a popular tourist and visitor destination. It is the place where the historic Old Town, with its wonderful mixture of historic architecture, distinctive black wooden net-shops, fishing beach with its boats and gear, museums, aquarium, amusement arcades and fun-fair all come together. All against the backdrop of the East Hill cliffs of the Country Park and the ruins of Hastings Castle on the West Hill. It is a favourite with photographers, artists and film-makers.
2. Within its locality you will also find the fish market, wholesale and retail fishmongers, specialist fish restaurants, fish sales huts located directly on the fishing beach and retail outlets selling fishing equipment to the fishing industry and tourists.



3. The fishing beach is serviced by its own road, known as the winch hut road. The Hastings Life Boat, RNLI Station and the East Hastings Sea Angling Association (EHSAA) are both based in this area. Both organisations have car parks that are accessed through the Stade and the Winch Hut Road.
4. The RNLI has an electronic barrier which requires a fob to pass through. This has become corroded and is beyond economic repair. There is also an issue with the fob system, when the barrier was installed the fobs were handed out to the RNLI. Over the years these fobs have been lost or needed replacing, but the current system does not allow new fobs to be programmed to operate the barrier.



5. The EHSAA was formed over 100 years ago and has a club house with a large licensed bar, social area and function room. Members are anglers who can berth their boats in the compound. The club though is open to members and non-

members. The parking area is accessed through a lockable gate, parking is supposed to be for members only, so they can access and service their boats.



6. The current gate system is open to abuse of access and parking, so many non-member cars manage to get through and park on the members car park.

Impact to Fishing industry

7. This area is a working fishing area, there needs to be management of the number of vehicles that can enter the area for security of the site and the health and safety of the walking visitors to the area.
8. Maintaining controlled and efficient access for the emergency services is also vital to the fishing fleet in the event of an emergency. Also, if too many cars pass through the EHSAA gate then the car park becomes full and often cars will then encroach on the Winch Hut Road, which has a negative impact on the fishing businesses as well as increasing the danger to pedestrians walking through.

Project

9. We propose to replace the existing RNLI Barrier and the EHSAA gate with two new electronic gate systems. Both would need electronic fob access. The fobs would be allocated only to authorised vehicles. This would enable more effective control and management of the vehicles that can access the area, which will also reduce the amount of traffic through the working areas increasing the health and safety to visitors and improving the security to the area. This can be achieved by making use of an EMFF funding application.

Financial Implications

10. It has long been known that the life boat barrier needs replacing, and it is in the Foreshore Action Plan with an expected cost to replace a like for like barrier at around £5000. But this is only to replace the electrical cabinet and the barrier.
11. This alone would not address the issue regarding the expensive fob system that would still be in use. By approving and using an EMFF grant an improved system can be implemented which has a total cost of £25,128.52.
12. The project has FLAG board approval. The offer letter and contract for European Maritime Fisheries Funding is ready to be signed. If we proceed the Council will be signing the contract on behalf of the Foreshore Trust. The quotes for the work have also gone through our tendering processes.

13. This full amount needs to be paid in advance and then 75% of the funding is returned to the EMFF applicant. This would mean that £6,282.13 needs to be covered by the Foreshore Trust.
14. If this request for extra funding is agreed then it also needs to be decided how the initial payment will be arranged (£25,128.52).

Risk Management

15. There are clear safety benefits to installing the new barriers and fob access system. The areas concerned need to be accessible in emergency situations, and are also accessible to the general public on foot.

Local people's views

16. The Hastings Fisherman's Protection Society supports these proposals.

Consultation

17. This project has the full support of the Fisherman's Protection Society the EHSAA, and the RNLI. It has also been discussed at the Stade Management Meetings and is on the agenda for the Coastal User Group Meeting on the 19 June 2018. The Coastal User Group views will be verbally reported to Charity Committee at the meeting.

Timetable of Next Steps

18. Please include a list of key actions and the scheduled dates for these:

Action	Key milestone	Due date (provisional)	Responsible
Contract to be signed with EMFF		Subject to approval being granted by Charity Committee on 25 th June 2018	Paul Cosson
Contact suppliers and raise purchase orders		By 02/07/18	Paul Cosson Mark Cayley
Works Complete	Barriers installed and working correctly	End of August 2018	

Wards Affected

Report Template v29.0

Insert the list of wards affected

Implications

Relevant project tools applied? Yes

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	Yes
Anti-Poverty	No

Additional Information

Insert a list of appendices and/or additional documents. Report writers are encouraged to use links to existing information, rather than appending large documents.

Officer to Contact

Officer Name	Paul Cosson
Officer Email Address	pcosson@hastings.gov.uk
Officer Telephone Number	01424 783365

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Agenda Item 7



Report to: Charity Committee

Date of Meeting: 25 June 2018

Report Title: Rock a Nore Car Park -Feasibility Study and Car Park Stacker Budget

Report By: Mike Hepworth
Assistant Director Environment & Place

Purpose of Report

To request approval to go ahead with an application to the European Maritime and Fisheries Fund (EMFF) for a feasibility study into the congestion issues at Rock a Nore Car Park requiring a funding contribution, and to increase the current budget provided by the Foreshore Trust for the Seasonal Car Park Stackers.

Recommendation(s)

- 1. That the Foreshore Trust annual budget for the seasonal car park stackers is increased by £2,000 per annum (from £10,000 per annum to £12,000) with effect from 2019/20.**
- 2. That a total budget of up to £30,000 is approved for the feasibility study described in the report, and that the Foreshore Trust will fund 25% of the costs of the study up to a maximum of £7,500.**

Reasons for Recommendations

The seasonal car park stackers perform an important role, it makes sense that for only a modest increase in budget, the role is also available for what is often one of the busiest bank holiday weekends of the year.

Although the seasonal stackers aren't a total answer to the congestion issues, they make an essential contribution. If they are not present, the council is often subject to serious criticism in the local media.

Regarding the feasibility study there are lots of theories as to what causes the congestion at these peak times. These range from the car park lay out, the sequencing of the traffic lights at the end of the road, the effect of the pedestrian crossings at this junction and the number of traffic signals all along the A259. What is not in doubt is the serious impact for the visitors trying to park or drive away from the car park, which in turn has an impact on the local economy.

This is an opportunity to fund an expert analysis of the problem, which will identify potential solutions to the very serious problems affecting this part of the Old Town on busy Summer weekends.

Background

Issues at Rock a Nore Car Park

1. Hastings has the largest beach launched fleet in Europe. The Stade area where the fishing beach is located is already a popular tourist and visitor destination. It is the place where the historic Old Town, with its wonderful mixture of historic architecture, distinctive black wooden net-shops, fishing beach with its boats and gear, museums, aquarium, amusement arcades and fun-fair all come together. All against the backdrop of the East Hill cliffs of the Country Park and the ruins of Hastings Castle on the West Hill. It is a favourite with all tourists to the town, photographers, artists and film-makers.
2. The fishing beach and associated supply chain businesses are reached by a narrow highway (Rock A Nore Road) which ends in a loosely gravelled and in some parts tarmacked car park where tourists and the fishing industry park.



- 3.
4. The car park has a capacity of approximately 450 spaces and the income generated is in the region of £650,000 per annum. As most of the car park is of a gravel type surface, it is not possible to mark out the bays.
5. During the summer and 'shoulder seasons', there are significant issues with congestion on Rock a Nore Road. The large car park is located next to the fishing quarter and the beach. Access to the car park is off the main A259, through the narrow Rock-a-Nore Road, with vehicles having to enter the car park to turn around and come back onto the A259.
6. There are anecdotal stories of cars being stationary in both directions on the road for over 3 hours waiting at the traffic lights or waiting for spaces to become vacant. Council officers and councillors have witnessed these problems first hand on numerous occasions.
7. Last year after the Easter Bank Holiday the Hastings Observer ran a story about a petition being launched in protest at road chaos in Rock a Nore Road:
<http://www.hastingsobserver.co.uk/news/petition-launched-in-protest-at-road-chaos-in-hastings-rock-a-nore-1-7936502>
8. Again, these issues reoccurred around the Easter Weekend and the Hastings Observer had a headline which read '100s stuck in Hastings Car Park':

<https://www.hastingsobserver.co.uk/news/transport/hundreds-stuck-in-hastings-car-park-for-more-than-two-hours-1-8441325>

9. It needs to be noted that on both occasions the weather was extremely good and the whole town was particularly busy, car park full signage was placed out on the roads near the junction, the electronic signage on the ring road diversion areas was being used and council staff were in the car park.
10. The issues tend to become worse when many of the motorists attempt to leave at the same time with the traffic backing up from the lights at the junction to Rock a Nore Road and then all around the car park. This in turns blocks cars trying to leave and cars trying to park in the car park at the same time.
11. It can be said that the issues primarily relate to moving traffic on the highway, which is the responsibility of East Sussex County Council in their capacity of Highways Authority. There are views that the traffic lights and the pedestrian crossings at the junction make the situation worse. However, it could also be argued that if there was not a car park at the end of the road much of the traffic would not try to drive down there.

Role of the Car Park Stacker

12. For many years the Foreshore Trust has provided a budget of £10,000 per annum so that two part time seasonal Car Park Stackers can be employed to work in Rock a Nore Car Park over the busiest summer months of the year.
13. These staff are part time, working 24 hours a week and always work on both Saturday and Sunday. Their main responsibilities are to stack motor vehicles in an effective manner to ensure effective use of the car parks, to enable a smooth operation for drivers and passengers arriving and departing.
14. Without bay markings motorists will take up more parking space than needed, reducing parking spaces exacerbating congestion issues, and impacting on 'pay and display' income. Well trained Car Park Stackers carrying out their role have the following benefits to the car park:
 - Efficient parking will operate and allow greater opportunity for more visitors to park.
 - Parking Income should increase.
 - The sight of an employee managing parking may deter some motorists from choosing to ignore payment.
 - Accessible and well managed parking will encourage visitors to return, which in turn supports the local business economy.
15. It needs to be noted that neither the Car Park Stacker or any other Council Officer working within the car parks has the legal authority to stop moving traffic or direct moving traffic on a highway such as Rock a Nore Road. So, they are only able to operate within the car park itself and not on the highway.
16. Due to the budget the Car Park Stackers are not currently employed in readiness for the Easter Holiday. As a result the Council's Wardens have needed to be drafted in to assist in managing the car park. This presents serious difficulties for

the Warden service as it is a small team providing a 7 day a week service. It is responsible for a wide range of enforcement, not just in the car parks. For example, dealing with serious anti-social behavior issues in the town centers associated with street drinkers. Allocating Wardens to assist in Rock a Nore car park over the weekend means they aren't available for other important duties either during the weekend or through the week.

17. This year the car park stacker role was budgeted to begin on the 30 April 2018 and end on the 16 September 2018 which coincides with the sea food and wine festival. This 21 weeks of work will cost approximately £8400

18. Easter varies from year to year but the earliest date it can be is 22 March. This would equate to a further 7 weeks for the Car Park Stackers to work which would cost a total of £11,500 for 28 weeks.

If the budget was increased from £10,000 to £12,000 this would then allow the car park stackers to begin in time for the Easter Holiday every year. As mentioned above, the dates vary so there would be savings against this budget in some years.

Feasibility Study

19. There is an opportunity to make an application for EMFF funding which would fund a study into the issues around Rock a Nore Car Park and provide possible solutions.

20. A feasibility study would include

- An assessment of the current situation regarding the car park – including management, surfacing, vehicle movement, access and usage
- An assessment of the current VMS signage provision and proposal to improve this provision, including designs, capital and installation costs and annual maintenance costs
- Options for the redesigning of the car park, considering layout, resurfacing, entrances and exit
- These options would also need to consider disability access to the parking machines.
- Costed capital costs to undertake the work in the options suggested and ongoing annual maintenance costs associated with each option.
- The scope to consider installing an Electric Charge Unit.
- An analysis on the increase to car park revenue and the impact on the traffic congestion in the local area.
- Careful consideration of the safety measures that would be required for pedestrian users to the car park
- Suggested timescales for any suggestions
- SWOT analysis of the options suggested.

21. We have been advised that such a study would cost in the region of £20,000. If successful with an EMFF grant application match funding for £5,000 would need to be approved as well as an initial outlay of £20 000 (with the EMFF refunding £15,000). As of yet we have no quotes for the study, £20 000 is an estimate but it may be more.

22. If this study gains approval and financial backing, we would need to demonstrate to the FLAG board that we would give serious consideration to the recommendations. However, this does not mean that the Foreshore Trust would have to commit to hundreds of thousands of pounds to redesign and resurface the car park. But we could for example use the study to work with partners such as ESCC to see how the solutions could be funded and how they might fit into the wider transport strategy for the town.
23. Last Summer officers including myself met with the Team Manager for Strategic Economic Infrastructure from ESCC. Below for information are his observations shared internally following that visit:

Rock a Nore Car Park

- There are two car parks – one which is surfaced and operates as a one-way system off the far end of Rock-a-Nore Road, which leads into the other main car park which is part surfaced/part unsurfaced (nearest the sea); this car park can also be accessed separately via a two-way access.
- The surfaced area of the main car park has spaces marked out whereas the unsurfaced section hasn't, and cars can go two ways down the aisles – barriers are used to provide a route through for traffic on the unsurfaced section. Cars are known to park in these aisles which means cars can't get around and out of the car park easily and get into situations when having to reverse, or cars have a 'stand-off' as they come in opposite directions, will not move as they don't have the space to get past, and this creates congestion throughout the car park.
- The cost of surfacing the unsurfaced section which is around £600k and there was concern that it wouldn't last as it would be right on edge of the beach.
- When the car parks are at capacity HBC employ staff at the A259 junction, at the entrance into the car park and in the car park to try and manage the parking. However, drivers will ignore the advice and try and use the car park anyhow.
- Something that could be done with the car park entrance/exit arrangements, perhaps create a one-way system in and out but also look at the car park layout to again create a one-way system, rather than the existing two-way aisles, to reduce the potential conflicts and improve the overall circulation.

Rock a Nore Junction

- VMS car park signs could be provided on the entrance to Rock a Nore Road (to replace the current manual one) which can be seen from both directions (linked into the suggestions below for the current traffic information signs).

A259

- On the A259 near the Pier and up near Ore (apparently), there are traffic information/VMS signs. I saw the one by the Pier which was advising that there was parking at Priory Street available for £1 all day.

Therefore, the surfacing, marking of bays and directional arrows (one way rather than the current two way) in the Rock-a-Nore car park would be an appropriate way to address some of the current circulation issues that occur in the car park. The VMS signage at the entrance to Rock-a-Nore Road would also be supported but will need to be seen from both directions because, as we observed, traffic from the north is unable to see the current manually operated sign.

In addition, consideration should be given to linking the Rock-a-Nore sign(s) to the two other VMS signs on the A259 near the Pier and on London Road so that these signs are used more effectively to manage traffic aiming for the seafront car parks, by intercepting that decision making and encouraging such traffic to use the town centre car parks instead, especially if Rock-a-Nore is full or nearly full. This may therefore require additional VMS signage near Albert Place and at Breeds Place - linked to the two existing and the one at the entrance to Rock-a-Nore Road - to reinforce the messages to drivers and direct them to the town centre car parks.

24. Regarding a proposed feasibility study and the possible solutions, he has commented that

This project complements the wider vision for improving local economic growth and the role of transport within the town, which is focussed on improving movement and access, by reducing traffic congestion, creating safer access, delivering high quality infrastructure and information, and embracing the growing opportunities to maximise the use of technology and communication to enable 'smart mobility'."

Policy Implications

25. There are several policy implications as described below.

Risk Management

26. The serious congestion issues repeatedly experienced in this popular area of the town have significant implications. There is the scope for disputes between motorists frustrated at the inconvenience of being trapped in long queues in and out of the area. There are reputational consequences for the council and ESCC. There are potential safety hazards due to the way the car park is operated.

Economic/Financial Implications

27. There are financial implications as the funding for the proposals are not currently identified in the budget. Plus, the findings of a specialist survey could have consequences for future budgets. However, an expert analysis of the issues and options to address them could enable access to external funding and partnership working with agencies such as ESCC.

Local People's Views

28. There is clearly a widespread view that the Council and ESCC need to do something about this recurring serious seasonal problem. The matter was also reported to the Coastal User Group on 19th June 2018, and their views will be verbally updated to Charity Committee at the meeting.

Timetable of Next Steps

29. Please include a list of key actions and the scheduled dates for these:

Action	Key milestone	Due date (provisional)	Responsible
Approval Granted	Report to Charity Committee on 25 th June 2018	25 June 2018	Foreshore Committee
Complete specification for the tender and test the market		by July 2018	Paul Cosson Rosie Leech
	Submit Application to EMFF and approval gained	By September 2018	Paul Cosson Rosie Leech
Project Commences		TBA	

Wards Affected

Old Town, but the impact of the traffic congestion also affects neighbouring Wards.

Implications

Relevant project tools applied? Yes

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	Yes
Anti-Poverty	No

Additional Information

Appendix 1 - Specification for a feasibility study for re-design of Rock-a- Nore car park
Appendix 2 – Location Map for Car Park
Appendix 3 – Location of Vehicle Messaging Signs

Officer to Contact

Officer Name	Paul Cosson
Officer Email Address	pcosson@hastings.gov.uk
Officer Telephone Number	01424 783365

Specification for a feasibility study for re-design of Rock-a-nore car park

Background

Hastings is a seaside resort on the south coast of England. The Stade Old Town area where the fishing beach is located is the most popular tourist and visitor destination area of the seafront. It is the place where the Old Town, with its heritage assets such as the net shops, fishing fleet, museums, cultural outdoor space, amusements and eateries and retail units all come together against a backdrop of the Castle and the Country Park.

During the summer and shoulder seasons, there are significant issues with congestion on Rock-a-nore Road (see Appendix 1 for location) and failure in the operations of the car park. This is believed to be for the following reasons:

- Existing Vehicle Messaging Signs (see Appendix 2 for locations) may not be effective to divert traffic away from this area and to other car parks and there are no alternative transport methods to the area.
- The large car park is located next to the fishing quarter and the beach and access to the car park is through the narrow Rock-a-nore road.
- There are two distinct car parking areas: entrance and exit arrangements to the car parks cause bottlenecks causing serious congestions on the A259.
- Not all the parking areas are clearly marked, surfaced with clearly defined aisles.
- During busy summer times, the operation of the traffic lights and pedestrian crossing arrangements on the A259 / Rock-a-nore junction may also be causing problems.

Feasibility study considerations and deliverables

Hastings Borough Council would like to conduct a feasibility study to redesign the operation of Rock-a-nore carpark to address the issues highlighted above. The study will consider and provide detailed design solutions and costing options to the following:

- An assessment of the current situation regarding the car park – including management, surfacing, vehicle movement, access and usage
- An assessment of the current VMS signage provision and proposal to improve this provision, including designs, capital and installation costs and annual maintenance costs
- Options for the redesigning of the car park, considering layout, resurfacing, entrances and exit
- These options would also need to consider disability access to the parking machines.
- Costed capital costs to undertake the work in the options suggested and ongoing annual maintenance costs associated with each option.
- The scope to consider installing an Electric Charge Unit.

- An analysis on the increase to car park revenue and the impact on the traffic congestion in the local area.
- Careful consideration of the safety measures that would be required for pedestrian users to the car park
- Suggested timescales for any suggestions
- SWOT analysis of the options suggested.

This project would compliment the wider vision for improving local economic growth and the role of transport within the town, which is focussed on improving movement and access, by reducing traffic congestion, creating safer access, delivering high quality infrastructure and information, and embracing the growing opportunities to maximise the use of technology and communication to enable 'smart mobility'.

The wider objective being to encourage the circulation of vehicles all over the town and greater use of other carparks rather than just congesting in the Rock-a-nore area and gravitating towards the main seafront car parks.

Budget

We have a budget circa **£20,000** to produce the above feasibility study, with all the deliverables and considerations. The appointed contractor must not exceed this amount when quoting for the works.

Please ensure that an itemised breakdown of costs is provided, as per the considerations information above.

The quotes will be needed to be held for 90 days from submission. This study is dependent on HBC securing external funding.

Quotation template

1. Using the table below please set out your plan for delivery of the commission including identifying roles and responsibilities and timescales for completion based on an appointment being made. Please ensure this relates to your approach on the undertaking of the commission.

Stage	Description	Where & Who (on site or remote, if other please give further detail)	Days	Estimated Budget	

2. Please provide full details (including CVs) of all of the individuals that will project manage this commission including details of their relevant experience on similar projects, qualifications, any local knowledge and roles within the organisation and team.

3. Provide a method statement detailing your technical proposals for undertaking the work, including the methodology for undertaking the assessments in line with best practice at the required scales and level of detail to deliver the key outputs of this commission (*Your response should be no longer than 300 words*).

4. Please outline any risks to your proposed programme and measures taken to mitigate, absorb or avoid these risks (*Your response should be no longer than 300 words*).

5. Please provide a case study for a project that has been delivered to completion within the last three years and of a similar scope, size and nature as that required by the Council

Terms and Conditions

This contract will be subject to HBC's standard terms and conditions.

Timescales

	Date	Comment
Tender issue date		
Deadline for receipt of clarifications		Please submit clarification questions to Paul Cosson: pcosson@hastings.gov.uk
Council response to clarifications		
Deadline for receipt of tenders		Please submit to Chief Legal Officer as detailed below
Evaluation		
Notification to preferred bidder (or Award of contract if funding secured by this date)		Subject to funding being secured.
Project commences		Subject to funding being secured.

Hastings Borough Council reserves the right to alter the timings of any of the stages within the Tender Process and withdraw from the tender at any time.

Quotation Selection Process

The Quotations received will be opened under a controlled quotations process by the Chief legal Officer and officer named at the end of this document.

The quotation selection process will be based on a scoring system against the brief and criteria specified in this document. You will be scored according to how well you have met the brief and its associated budget.

Scoring: 50% Quality
 50% budget

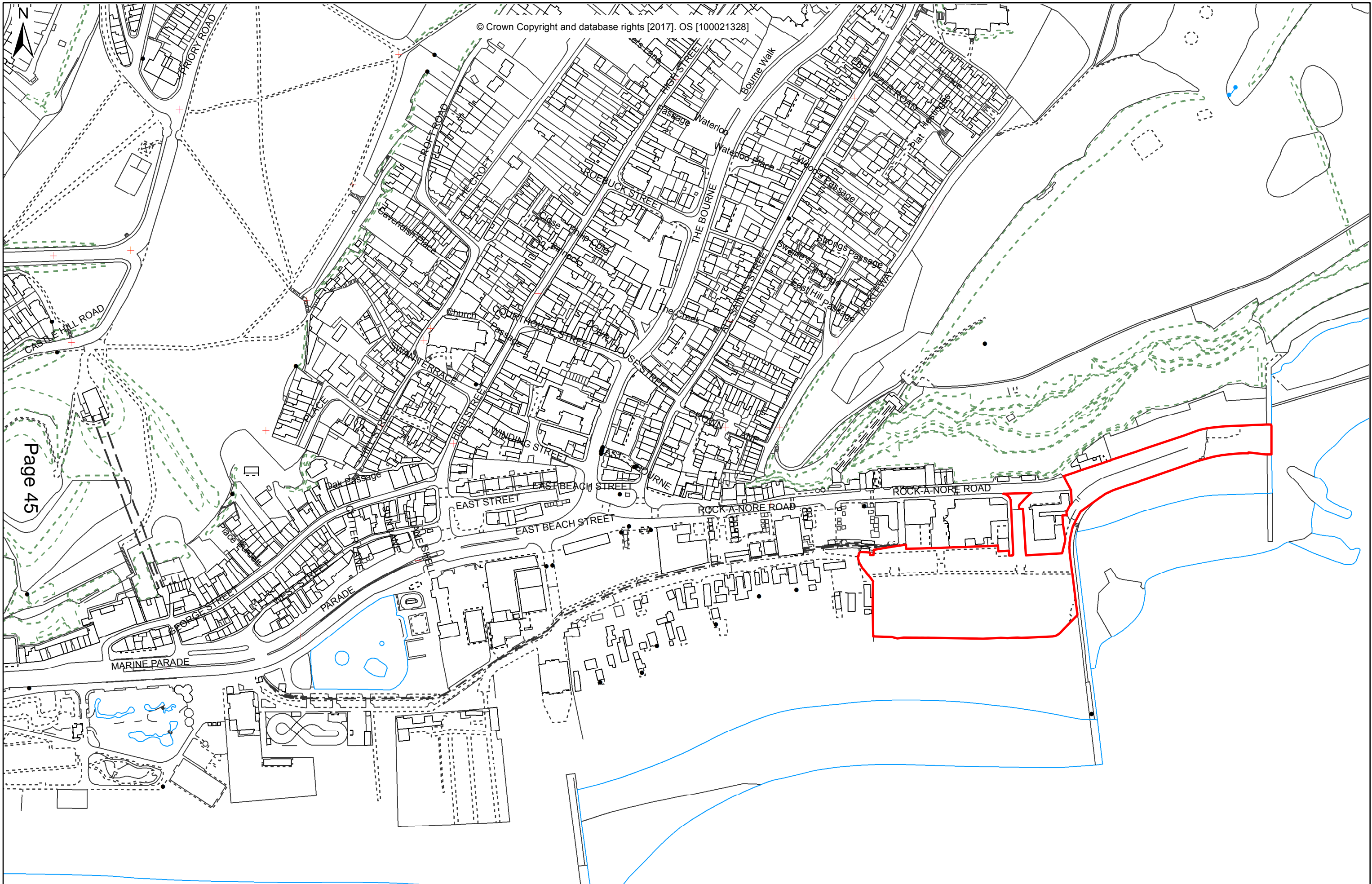
It is not assumed that the lowest priced bid will secure the tender, but rather the one that gives the best value for money and quality in terms of the project brief overall.

Please return quotations in a plain white envelope to:

Chief Legal Officer, Muriel Matters House, Breeds Place, Hastings, TN34 3UY

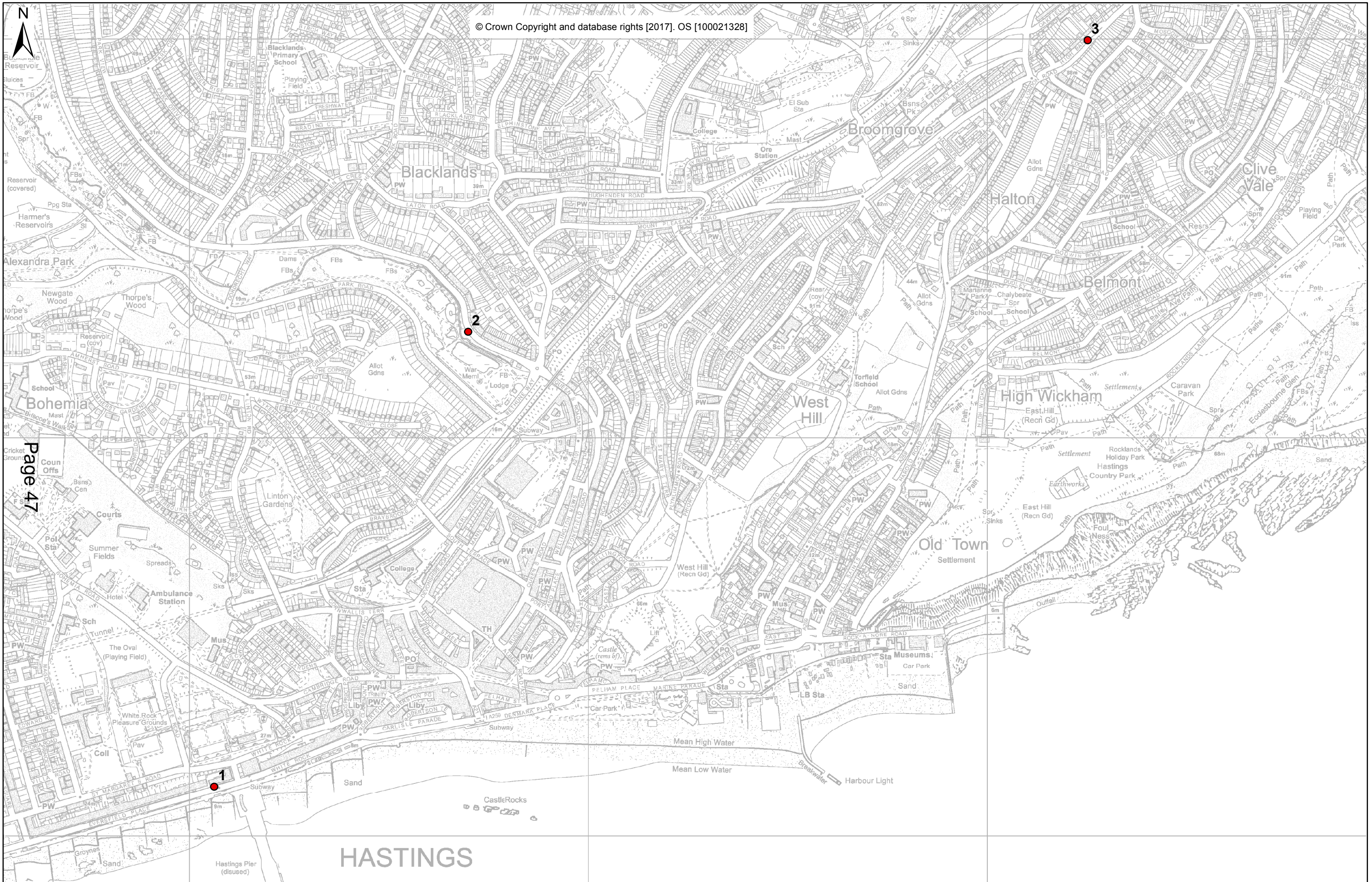
Please return quotations by XXXX.

No quotation will be considered unless it meets these return requirements as set out above



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Appendix 2

Vehicle Messaging Signs

Date: Oct 2017

Scale: 1:8,500

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- 1. Eversfield Place (Operative)
- 2. St Helens Road (Operative)
- 3. Old London Road (Currently Inoperative)

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Agenda Item 8



Report to: Charity Committee

Date of Meeting: 25th June 2018

Report Title: Appointment of Grants Advisory Panel Member

Report By: Chris Barkshire-Jones, Chief Legal Officer and Monitoring Officer

Purpose of Report

To appoint a new member of the Grants Advisory Panel

Recommendation(s)

- 1. To appoint Sarah Coop to the Grants Advisory Panel with immediate effect for a period of three years**

Reasons for Recommendations

The membership of the Grants Advisory Panel is now seven due to a member recently resigning. The assessment of grant applications takes very soon. As two members assess the same applications it is helpful to have an even number of members.

Background

Under a scheme dated 13 January 2011, Hastings Borough Council became 'the Trustee' to the Hastings and St Leonards Foreshore Trust.

The scheme advocated that there must be a Grants Advisory Panel with no fewer than four and not more than eight members.

The members of the Grants Advisory Panel must be appointed by the trustee on the basis of their knowledge and experience of the voluntary and charitable sector and in particular their knowledge of the voluntary and charitable sector in the area of the Borough of Hastings.

The Grants Advisory Panel must consider and make recommendations in respect of:

- a) the criteria for making grants which the trustee adopts from time to time.
- b) the content and format of grant application forms.
- c) the advertisement of availability of assistance by way of grant from the charity.
- d) individual applicants for grants and proposals of the trustee for making grants.

Process

Last year the Council put an article in the Hastings and St Leonards Observer and Hastings Independent in order to attract interest from members of the public to volunteer to be members of the Grants Advisory Panel. Three applications were received. The applicants were interviewed by the Chair of Charity Committee and the Chair of the Grants Advisory Panel, Andrew Colquhoun. Andrew was able to give helpful information on the work of the Grant Advisory Panel. All three candidates had experience of the voluntary sector and gave very strong performances at interview. Subsequently Maria Gonet was offered a position on the Grants Advisory Panel subject to the Charity Committee formally appointing her. However the other two candidates details were kept in case anyone else resigned. Sarah was contacted (with the approval of the Chair of GAP and the Chair of Charity Committee) and said she would be delighted to join the panel.

Next Steps

Sarah will meet the other members of the Grants Advisory Panel as soon as possible after being formally appointed by the Charity Committee. The Chair of the Grants Advisory Panel will facilitate this process with the Chief Legal Officer.

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	No
Environmental Issues	No
Economic/Financial Implications	No

Human Rights Act	No
Organisational Consequences	No
Local People's Views	No
Anti-Poverty	No

Additional Information

None

Officer to Contact

Officer Name Chris Barkshire-Jones
Officer Email Address cbarkshire-jones@hastings.gov.uk
Officer Telephone Number 01424 451731

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Agenda Item 9



Report to: Charity Committee

Date of Meeting: 25 June 2018

Report Title: Financial Report

Report By: Peter Grace
Assistant Director – Financial Services & Revenues
(Chief Finance Officer)

Purpose of Report

To advise members of the Committee on the current year's financial position (2018/19).

Recommendation

- 1. To agree the current financial position for 2018/19.**

Reasons for Recommendations

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

The programmed use of Reserves has been determined in accordance with the business plan. The business plan and spending plans of the Trust, agreed when determining the budget for the year can then be amended by the decisions taken by the Trust throughout the year.

Introduction

1. The Foreshore Trust derives its income mainly from car parking and property leases/licences, the former income stream being quite variable.
2. Appendix 1 attached provides details of the budget for 2018/19 as agreed at the March meeting of the committee. The estimated annual operating surplus for 2018/19 amounting to £380,000.

Financial Position 2018/19

3. The budget agreed in March 2018 identified budgeted income at £1,400,000 and expenditure at £1,020,000. The budgeted surplus for the year being £380,000 after direct governance costs, but before distribution of grants, capital charges and before use of Reserves.
4. The final accounts for 2017/18 have yet to be produced and as yet there are no expected variations for income and expenditure in 2018/19 other than the variations agreed at the Charity Committee meeting on the 19 March 2018 and those appearing elsewhere on the agenda for the 25 June 2018.
5. At the meeting on the 19th March a number of changes to the budget and future year budgets were agreed. Namely,
 - (i) Grants - Event grants increased to £30,000 p.a. (from £20,000 p.a.)
- General grants increased to £60,000 p.a. (from £50,000 p.a.)

At the meeting the events grants for 2018/19 were agreed at £23,362 with the remaining balance of £6,638 being made available for 2019/20 i.e. a total of £36,638 in that year.

An adjustment to this effect has yet to take place in the attached papers, but would effectively decrease the overall deficit for the year from £16,000 shown in Appendix 1 to some £10,000.

(ii) Options for Art on Foreshore Trust Land

It was agreed that £25,000 would be made available for each of the next three years of which £5,000 p.a. would be available for community consultation and engagement.

The business plan agreed in March 2018 (as attached) will need to be amended to reflect the £25,000 p.a. rather than the £20,000 currently shown as well as removal of the £20,000 figure currently in place for 2021/22. The overall impact is to increase the deficit for the year by some £5,000 (i.e. back up to £15,000 after accounting for the grants adjustment above).

(iii) The March meeting also agreed the ice maker contribution and the Play Hut facility. Both of these items of expenditure were already included in the business plan and hence there is no impact on the surplus or deficit for the year.

- The level of programmed spend continues to reduce the cash balances held by the Trust for this financial year

Indicative Forward Plan

- The indicative Forward plan as agreed in March 2018 has been reproduced for information (Appendix 3) . This identified projected cash balances for future years and hence affordability of current initiatives and commitments. Based upon projections the current business plan remains affordable and will be adjusted to take account of the items listed above. The overall deficit for the year would be £15,000 rather than £16,000 presented in March 2018. That is before consideration of items appearing before the Committee on the 25 June 2018.

Reserves

- The business plan agreed as part of the budget setting process for 2018-19 (in March 2018) identified the estimated cash balances for future years as follows:-

£1.46m as at 31st March 2018,
 £1.44m as at 31st March 2019,
 £1.65m as at 31st March 2020,
 £1.85m as at 31st March 2021,
 £2.03m as at 31st March 2022.

The figures are only marginally affected by the decisions made in March 2018.

- The reserves policy identifies £900,000 as the suitable level to maintain given the potential risks to the Trust: An annual review being undertaken – this will be presented to the Charity Committee in September 2018 along with a review of the risks faced by the Trust.

Timetable of Next Steps

- Please include a list of key actions and the scheduled dates for these:

Action	Key milestone	Due date (provisional)	Responsible
Annual Risk Review		September 2018	Chief Finance Officer
Annual Reserves Review		September 2018	Chief Finance Officer

Wards Affected

None

Implications**Relevant project tools applied? Yes**

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

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

Additional Information

Appendix 1 - Financial Monitoring Report
Appendix 2 - Business Plan - Financial Summary
Appendix 3 - Indicative Forward Plan

Insert a list of appendices and/or additional documents. Report writers are encouraged to use links to existing information, rather than appending large documents.

Officer to Contact

Peter Grace
pgrace@hastings.gov.uk
01424 451503

Hastings and St Leonards Foreshore Charitable Trust

Appendix 1

Actual expenditure to 28th February 2018

SUMMARY - MONITORING REPORT

	Outturn 2016-17	Budget 2017-18 Charity Committee March 2017	YTD Actual 2017- Estimate to end of 18	Forecast year	Outturn 2017-18	Variance to Budget	Estimated Budget 2018-19
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Incoming Resources							
Investment Income	(5)	(6)	(2)	(1)	(3)	3	(5)
Incoming resources from Charitable activities	(1,103)	(1,099)	(1,039)	(130)	(1,169)	(70)	(1,170)
Rental income	(210)	(230)	(248)	16	(232)	(2)	(225)
Profit on disposal of Fixed Asset	(127)	0	0	0	0	0	0
Total incoming resources	(1,445)	(1,335)	(1,289)	(115)	(1,404)	(69)	(1,400)
Resources Expended							
Loan repayments	33	47	0	33	33	(14)	33
Charitable Activities* (excluding Capital charges)	820	738	495	293	788	50	780
Maintenance projects and cyclical repairs	93	84	43	26	69	(15)	90
Governance costs	106	108	35	72	108	0	117
Total resources expended	1,052	978	573	423	998	20	1,020
Total Operating (Surplus)/Deficit	(393)	(357)	(716)	308	(406)	(49)	(380)
Grants	50	50	47	3	50	0	60
Events	20	20	16	4	20	0	30
Projects**	216	359	22	162	183	(176)	306
(Surplus)/Deficit	(107)	72	(631)	477	(153)	(224)	16
Interest Income non HBC	(5)		(5)		(3)		
Transfer to/(from) HBC account							
Total Funds (cash) brought forward		1,304			1,304		1,457
Total funds carried forward		1,232			1,457		1,441

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Foreshore Trust Spending Plan			2016-2017	2017-2018	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	Total
Cost centre	PROPERTY	DESCRIPTION OF WORK	OUTTURN	REVISED ESTIMATE	CURRENT	ESTIMATE	ESTIMATE	ESTIMATE	ESTIMATE	ESTIMATE
			£	£	£	£	£	£	£	£
Maintenance projects										
5290B020	Pier Area	Area inspections and repairs	862							0
5290B020	White Rock Baths	External redecoration/ Building maintenance	27,225.86	10,000	10,831	25,000	10,000	10,000	10,000	65,000
5290B020	White Rock Baths	Alleviate Water ingress	40,850	10,000						10,000
5290B020	Stade Barriers	Annual maintenance	1,486	2,000	1,254	2,000	2,000	5,000	2,000	13,000
5290B020	Cycle route	Contribution to maintenance	881		0	5,000				5,000
5290B020	Public Conveniences	Maintenance	2,050	6,000	6,972	6,000	6,000	6,000	6,000	30,000
5290B020	Car Parks Rock a Nore	Maintenance	6,025	6,000	8,003	6,000	6,000	6,000	6,000	30,000
5290B020	Car Parks - Pelham	Maintenance	2,689	6,000	1,707	6,000	6,000	6,000	6,000	30,000
5290B020	Chalets - White Rock & Marina	Maintenance		2,000	64	2,000	2,000	2,000	2,000	10,000
5290B020	Play Areas and Exercise Equipment	Maintenance of equipment		5,000		5,000	15,000	15,000	15,000	55,000
5290B020	Water Play *	Maintenance & operation		0		12,000	12,000	12,000	12,000	48,000
5290B020	Winch Road	Maintenance & lighting		2,000		2,000	2,000	2,000	2,000	10,000
5290B020	White Rock Promenade Kiosk	Maintenance				3,000				3,000
5290B020	Signage repairs	Maintenance				1,000	1,000	1,000	1,000	4,000
5290B020	Stade and Stade Kitchen	Maintenance		3,000	2,482	3,000	3,000	3,000	3,000	15,000
5290B020	Cycle Hire	Replacement bikes		4,500	0					4,500
Total of Cyclical Repairs and Redecorations			82,068	56,500	31,312	78,000	65,000	68,000	65,000	332,500
0										
5290B020	Beach - Other	Other repairs and renewals beachfront area	10,644	12,000	7,623	12,000	12,000	12,000	12,000	60,000
Total Maintenance Projects			10,644	12,000	7,623	12,000	12,000	12,000	12,000	60,000
Projects (main programme)										
			£	£	£	£	£	£	£	£
5291B022	White Rock Promenade Kiosk	Kiosk to be operated by The Source	2,410							0
5292B022	White Rock Chalets	Purchase 12 new chalets	33,470	22,370	21,810					22,370
5293B022	Beachfront	New signage to RNLI standard potential 50% contribution from RNLI		0	0	40,000				40,000
5287B020	Winch road	Winch road upgrade**			0	5,010				5,010
5293B022	Beachfront	Children's play area	19,990	0		5,000				5,000
5293B022	Beachfront	Pelham Hut play Facility*				25,000				
5293B022	Beachfront	New Public Art Project*				20,000	20,000	20,000	20,000	
5293B022	Beachfront	Fishing fleets Ice maker*				15,800				
5293B022	Stade Open Space Landscaping			5,000						5,000
5293B022	Marine litter project*			0		20,000				20,000
5287B020	Soakaways re Winch project		9,630							0
	Access Audit	Implement prioritised actions		0		20,000				20,000
5298B022	Resurfacing Robertson Street to Pier/White Rock Promenade improvements	Work with potential Coastal Communities Fund match - additional surveys to complete	103,000	25,000	25,000	25,000	25,000	25,000	25,000	125,000
5293B022	Landscaping - adj. to boating lake					15,000	6,000	6,000		27,000
5294B020	Parking machine Upgrades	Upgrade of new machines to cater for new coins and new signage	0	21,100	21,000					21,100
5298B022	Landscaping/Water Feature* (Water Feature only)	Work to enhance Coastal Communities funded 4 landscaping. Total costs £180,000 of which the Trust has approved £50,000 and CCF £95,000. A further £35,000 is being sought*. (35k now from Council	3,000	85,000		90,000				175,000
5296B022	Contingency			25,000		25,000	25,000	25,000	25,000	125,000
Total Programme			171,500	183,470	67,810	305,810	76,000	76,000	70,000	711,280

*Further Charity Committee Approval before additional spend

**Fisheries Local Action Group (FLAG) projects

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Hastings and St Leonards Foreshore Charitable Trust

Indicative Forward Plan	2016-17	2017-18	2017-18	2018-19	2019-20	2020-21	2021-22
	Outturn	Budget		Budget	Budget	Budget	Budget
	£'000	£'000	Estimate £'000	Estimate £'000	Estimate £'000	Estimate £'000	Estimate £'000
Incoming Resources							
Investment Income	(5)	(6)	(3)	(5)	(9)	(10)	(11)
Incoming resources	(1,313)	(1,329)	(1,401)	(1,395)	(1,395)	(1,395)	(1,395)
Profit on disposal of fixed assets	(127)						
Total incoming resources	(1,445)	(1,335)	(1,404)	(1,400)	(1,404)	(1,405)	(1,406)
Resources Expended							
Loan repayments	33	47	33	33	33	33	33
Charitable activities (exc capital charges)	820	738	788	780	796	812	828
Maintenance projects and cyclical repairs	93	84	69	90	77	80	77
Governance costs	106	108	108	117	119	121	123
Total Resources Expended	1,052	978	998	1,020	1,025	1,046	1,061
Total Operating Surplus	(393)	(356)	(406)	(380)	(379)	(359)	(345)
Grants	50	50	50	60	60	60	60
Events	20	20	20	30	30	30	30
Projects (Main programme)	216	359	183	306	76	76	70
(Surplus)/Deficit	(107)	72	(153)	16	(213)	(193)	(185)
Usable current assets	1,236	1,305	1,305	1,458	1,442	1,655	1,848
Usable current assets carried forward	1,305	1,233	1,458	1,442	1,655	1,848	2,033
Minimum reserves	690	900	900	900	900	900	900

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Agenda Item 10



Report to: Charity Committee

Date of Meeting: 25th June 2018

Report Title: Agreeing the delivery model for the next Hastings street cleansing service

Report By: Mike Hepworth
Assistant Director Environment and Place

Purpose of Report

To provide Charity Committee with comprehensive background information to the recommissioning of the Council's beach, foreshore and street cleansing services, and seek their approval to proceed with the preferred service delivery model as set out in the associated part two confidential report.

Recommendation(s)

- 1. That Charity Committee approve the recommendations for the recommissioning of beach, foreshore and street cleansing services set out in the associated part two confidential report on this agenda.**

Reasons for Recommendations

The existing waste services contract with Kier Environmental provided through the East Sussex Joint Waste Partnership ends 28th June 2019. New arrangements must be in place ready to commence on 29th June 2019, to ensure a seamless transition for residents.

Since the formation of the Foreshore Trust cleansing of their land has been carried out by the Council's waste services contractor, and recharged to the Foreshore Trust. The Foreshore Trust is therefore included during the recommissioning of these important services.

Although the council is committed to continue to provide our refuse and recycling and garden waste collection services through a contracted out service delivery model, we are considering whether to deliver our street cleansing, bulky waste and fly-tip removal services through an in-house direct service organisation. Officers have developed a fully priced in-house option for these services. However, to enable us to assess whether or not an in-house service represents 'best value', prices and methodologies for a contracted out service have been requested through the East Sussex Joint Waste Partnership procurement team.

Priced bids for a stand-alone Hastings street cleansing contract should be available for consideration week commencing 18th June. To enable the procurement and mobilisation processes to proceed in a timely fashion, the council is required to reach a decision on whether or not to opt for an in-house or contracted out service by no later than Friday 20th July 2018.

Introduction

1. As set out on the front sheet of this report, the council needs to decide whether to opt for a contracted out street cleansing service again, or to provide these services via a new in-house service.
2. Contracted out prices are being obtained through the East Sussex Joint Waste Contract Procurement Team, hosted for the partnership by Rother District Council. They should be available on Monday 18th June.
3. In advance of this the council's Waste and Cleansing Services Manager has developed a fully costed in-house service model. This will enable the council to assess whether or not the in-house model represents 'best value'. However, as will be outlined later in the report, assessing best value needs to take account of overall value, including economic, environmental and social value, not just cost.
4. The process for making this decision is challenging as the council needs to decide which service delivery model to use for this very important service, and notify the East Sussex Joint Waste Procurement Team by no later than 20th July 2018.

The Reporting Process

5. The reporting process is as follows:-
 - a. **Tuesday 19th June 2018 – Coastal Users Group (CUG):** was presented with this report, but not the confidential part two report, which was not completed until the end of that week. Our purpose was to seek verbal feedback from CUG on the rationale behind the Council developing an in-house service delivery model for comparison with any prices and methodologies received from contractors. Their feedback is included within the part two confidential report to Charity Committee.
 - b. **Monday 25th June 2018 – Charity Committee:** meets to consider this report, and the shorter part two confidential report setting out the results of the evaluation of the costs and potential quality of the different options. The purpose is to seek Charity Committee endorsement and approval of the recommendations, in the light of the pricing and quality information that will then be available.
 - c. **Monday 2nd July 2018 – Cabinet:** will be presented with the same reports as Charity Committee and given a verbal update on the feedback from Charity Committee.

- d. **Wednesday 11th July 2018 – Council:** will be asked to consider the decision made by Cabinet.

Background to why the council is considering delivering future street cleansing services through an in-house service

Early termination of the current waste and cleansing contract

6. On July 17th 2017 the council's Cabinet considered a report called Future Waste and Cleansing Services. It provided an update on arrangements for the provision of our new waste and cleansing services from the end of June 2019.
7. The report set out the background to the letting of the current East Sussex Joint Waste Contract to Kier Environmental in October 2012, and the subsequent problems experienced with the contract. In April 2017 these problems had resulted in a decision to agree to the mutual termination of the 10 year contract 3 years early at the end of June 2019.
8. The current contract operates on the basis that the contractor is responsible for the collection and disposal of all the household recycling collected across the whole partnership area (Hastings, Rother, Wealden, and Eastbourne). When the contract was let Kier Environmental anticipated that income from selling the recycling to reprocessing companies would offset their costs and generate a net income. Unfortunately, very early in this contract the international recycling commodity market collapsed and did not recover. This was a key factor in the early termination of the contract, as it resulted in significant ongoing financial pressures for the contractor.

Concerns about the operation of contracted out street cleansing services in Hastings

9. The report to Cabinet last June, set out some of the reasons why the council should consider changing from the contracted out model of delivery to an in-house service for our street cleansing services. A year later, and with the experience of working with our contractor in the period leading up to the end of their contract, it is worth reviewing this rationale again.
10. In recent years the potential short-comings of the contracted out service delivery model have been highlighted in several ways. For example at the Partnership Joint Waste Committee on 16th June 2017, the Kier Environmental Contract Director presented the results of their partnership wide customer satisfaction survey. This highlighted a stark difference between Hastings and the rest of the partnership. On average about 80% of respondents from Rother, Eastbourne and Wealden were satisfied or very satisfied with their street cleansing service. This was only 58% for Hastings residents.
11. Throughout the last contract with Veolia, and the current contract with Kier Environmental, the council has worked closely with a specialist waste consultancy called WYG to carry out independent audits of 'street scene' 3 times a year. They work to a recognised methodology associated with a previous national indicator known as NI195. This enables an objective assessment of street scene issues such as litter, fouling, graffiti, and detritus. In 2012 NI195 was adapted by the Joint

Waste Partnership, and is used to monitor and assess the current contractor's street and beach cleansing performance, and some of the contract rectification and default provisions rely on this methodology.

12. The independent street scene environmental quality audit results for Hastings during 2016/17 were particularly poor, and they were not much better in 2017/18. In fact the 2017/18 Operational Services Directorate year end performance report to Overview and Scrutiny Committee includes reference to the fact that Kier Environmental's performance was such that we failed to meet the normal street cleanliness target for the year.
13. At the end of Summer 2017 street cleansing along the seafront had deteriorated to the extent that it was necessary for the Director of Operational Services to arrange for the Managing Director of Kier Environmental to become personally involved in agreeing how to improve the contractor's performance. This led to a series of meetings with them last Autumn, and to an action plan to address the issues. This appears to have been only partially effective, and negotiating a way forward for the remaining year of the contract has not been easy.
14. As many long serving councillors will know, street scene issues such as littering and fouling have featured at performance review and overview and scrutiny meetings for many years, including well before the existing waste contract. Members have regularly reported street scene issues brought to their attention by residents, which are then often exacerbated by inadequate street cleansing performance. In a borough so reliant on regeneration and tourism, street and beach cleansing is one of the most vital services provided by the council.
15. Experience with the current contractor has highlighted that if a contractor doesn't perform to the standards set out in the contract, implementing the rectifications and defaults clauses doesn't necessarily result in improved performance. Furthermore, the contract dispute mechanisms have also not resulted in satisfactory outcomes for the council. This is despite the fact that these clauses were drafted by waste management specialists and reviewed by specialist contract lawyers. Some would say the answer is simply to include more robust and carefully worded rectification and default clauses in any new contract. However, this would result in contractors upgrading the risk associated with the contract, and their bids would reflect this.
16. Indeed waste contractors involved in soft market testing for the development of the next waste and cleansing contract have made this point. Feedback from the Joint Waste procurement Team is that waste contractors (potential bidders) have become far more focussed on risk, and this will influence which contracts they choose to bid for, and the cost of the bids they develop.
17. Another serious frustration is that modern waste contracts are meant to be 'self-monitoring'. This means that the contractor should operate a staff supervisory and management system that is capable of proactively monitoring performance and adjusting resources as necessary. Unfortunately our experience is that unless we notify the contractor's management of a problem it won't be addressed. This results in very negative contractor/client relationships, and the council has had to increase client team resources during the current contract.

Potential advantages of operating an in-house service

18. A significant potential benefit of an in-house service over a contracted out cleansing service is that the council would have direct control of it. This would enable the council to immediately address problems that arise. Rather than having to highlight them to a contractor, and then wait for the contractor to analyse the issue and develop and implement a solution that may or may not work.
19. A good example is the problems we have experienced with our contractor servicing litter bins along the seafront during the busy Summer season last year and again this year. The process of agreeing a way to improve this element of the service has been tortuous, and taken over a year. Involving a lot of senior management input to implement measures that had we been providing the service in-house, would have been easily implemented with minimal additional expense well in advance of the 2018 Summer season.
20. Another potential benefit is the ability to adapt the service without the need to implement contract variations that can be very costly and slow to negotiate. The council could change the nature and scale of any element of the service, if it could be justified through a business case to senior management and councillors. Major changes are not normally practical/affordable during the 7 to 10 year period of a standard waste contract.
21. A management and supervisory capacity operating 7 days a week, which is directly linked to all other council services and communication systems, would be hugely beneficial to ensure that cleansing services are operated effectively all the time. Including during summer weekends when demand for cleansing will always be high. Without this level of supervision and direct access to management of the service, what should be easily manageable cleansing issues can quickly escalate to the extent that the council receives serious complaints. Leading to the involvement of senior management and councillors, and serious reputational damage. During recent years poor cleansing performance often caused by inadequate staff supervision and support, has frequently resulted in the need for council officers to become involved, diverting them from other important work.
22. Delivering a one team culture resulting in greater commitment to provide a good service, and to help service other Council activities such as events like the Seafood and Wine Festival, would also be far easier with an in-house service.
23. Another practical advantage of the cleansing services staff and management being direct council employees is the ability to train them in evidence gathering to enable them to work with our enforcement services to address issues such as fly-tipping, breaches of trade waste rules, and littering associated with the clientele of commercial premises such as takeaways and cafes. The street cleansing operatives will frequently come across evidence of enviro-crime on their rounds, and if trained and authorised should be able to help other council services target education and awareness raising initiatives on these residents and businesses. As well as potentially issuing Fixed Penalty Notices, and providing witness statements for fly-tipping cases, where education/awareness raising hasn't resulted in positive behaviour change. Problems they could assist with include:-

- Residents persistently placing black bags of refuse out on the street on the wrong days;
 - Residents repeatedly placing black sacks of refuse out by litter bins rather than presenting their waste in the proper place on the day of collection;
 - Traders dumping commercial waste inside litter bins;
 - Traders not providing litter bins to service their external tables and chairs areas, and not cleaning up their customers waste when they close.
24. We have unsuccessfully attempted to work more collaboratively with the last 2 waste contractors on this sort of enforcement. The main hurdles appear to have been the fact that we haven't had direct access to the cleansing operatives to train and brief them, and the contractor's management have had different priorities for their staff.
25. The ability to provide reliable additional chargeable services to other departments is another important consideration, which will generate income to offset the core service costs. For example to the Foreshore and Estates Teams.
26. In time when the core street cleansing services are bedded in, there will also be the potential to add other cleansing operations to the core service when those contracts expire. For example the currently contracted out Cleansing Services for the council's offices and public conveniences could be delivered from the new in-house service by TUPE transferring the staff across. Combining these services and their workforces could provide the services with greater flexibility and resilience.
27. In a similar vein, in time there could also be the potential to generate income by providing cleansing services for other public sector partners such as Optivo who operate large areas of social housing in the town. Optivo currently operate their own estate cleansing arrangements. But given the difficulties they face in servicing their estates, and the overlap with the council's street cleansing services they may be open to working in partnership. At one time the council's waste and cleansing contractor provided street cleansing services for the entire borough, including our main social landlord's holdings through a sub-contracting arrangement. This only changed in about 2008 when Amicus decided to cleanse their land holdings using an in-house work force.
28. An in-house service can provide a more cost effective way of delivering our bulky waste and fly-tip removal services. Under the current contract these essential street scene elements of the service are relatively expensive.
29. The ability to redeploy the manual work force during emergencies such as during severe winter weather is also beneficial. The current contract allows for this but it is chargeable. So if the contractor's cleansing staff are redeployed to help clear snow and ice from shopping areas, we have to continue to pay for the core street cleansing work that has been suspended due to the weather, and pay extra for the snow and ice clearance.

30. Of course the other key advantage of an in-house service is that all income generated by the service will be retained by the Council and used to offset the operating costs, rather than paid to shareholders.

Arranging new waste and cleansing services to start at the end of June 2019

31. As a result of the early termination agreement it was clearly necessary for each of the 4 waste collection authorities in the East Sussex Joint Waste Partnership to agree arrangements for how their waste and cleansing services would be provided when the existing contract ends in June 2019.

32. For Hastings the Cabinet report last July concluded that the partnership approach to procurement with neighbouring councils had delivered a refuse and recycling service that had generally worked well for the majority of residents. It was also noted that after many years of contracting out this service, the council's capacity to take it back in-house was questionable. Procuring and operating a refuse and recycling service would require officer capacity and expertise in areas such as fleet procurement and servicing, which no longer existed to the degree that would be required for such a large operation. Therefore despite the need for the early termination of the current Joint Waste Contract, it was concluded that the new refuse and recycling services should continue to be provided by a contractor, and that the council should again procure these services through the East Sussex Joint Waste Partnership.

33. However, whilst a contracted out refuse and recycling service had generally worked well for Hastings, the same could not be said for street cleansing. As a result Officers and specialist waste management contractors had carried out some preliminary work to explore the option of an in-house street cleansing service for Hastings. This indicated that such a service could be provided within current cost levels.

34. Having considered the report, on 17th July 2017 the council's Cabinet unanimously approved a recommendation to:-

- Commit to and participate in a joint waste services procurement with the East Sussex Joint Waste Partnership for new waste services from 29th June 2019; and
- To develop comprehensive fully costed arrangements for a potential Hastings street cleansing direct services organisation (DSO), which subject to meeting best value criteria, could provide street and beach cleansing, fly tip removal and bulky waste collection services in Hastings from June 29th 2019.

Update on the procurement of a new refuse and recycling contract

35. Last year following similar reports to the Cabinet of each of the 4 Joint Waste Contract authorities, and a number of meetings of the Partnership's Joint Waste Committees, it was decided that from the end of June 2019:-

- Eastbourne Borough Council would deliver all their new waste and cleansing services (refuse, recycling and street cleansing) through an in-house service in partnership with Lewes District Council;
- Rother and Wealden would continue to deliver all of their waste and cleansing services (refuse, recycling and street cleansing) through a new contractor;
- Hastings would also continue to deliver their refuse and recycling collection services in partnership with Rother and Wealden through a new contractor;
- Hastings would develop a fully costed in-house service delivery model for a stand-alone Hastings street cleansing, bulky waste and fly-tip removal service. However, Hastings would also seek to obtain a contracted out price and methodology for this service, so that a best value assessment could be made before a final decision was made on how to deliver this service.

36. As a result Rother District Council is again hosting and administering a Joint Waste Procurement Project for waste services for Wealden, Rother and Hastings, to ensure that a new contractor can be appointed in time to mobilise the new contract for the end of June 2019. In parallel with this they are also procuring prices and methodologies from the bidders for a stand-alone Hastings street cleansing, bulky waste and fly-tip removal service, to facilitate a best value assessment.

37. This work has been progressing well and it is hoped that on the 19th June 2018 bids will be received for:-

- The refuse and recycling elements of the service for all 3 councils;
- The street cleansing service for Wealden and Rother; and
- The stand-alone street cleansing, bulky waste and fly-tip removal service for Hastings.

38. To enable the procurement and mobilisation processes to proceed in a timely fashion, the evaluation of the bids is scheduled to take place immediately the bids are received, and it is therefore essential that this council reaches a decision on whether or not to opt for an in-house or contracted out service by no later than Friday 20th July 2018.

Summary of the proposed in-house street cleansing service

39. Following the Cabinet report last July, further discussions with Councillors, and in the light of the continued poor performance of the existing service, it was concluded that whilst the cost of the service is important, so is quality. Hastings needs a good quality street cleansing service. We have therefore specified an enhanced core service capable of supporting the needs of the community, business, tourism and regeneration across the town. This is summarised below.

Comprehensive levels of cover 7 days a week

40. Staff and supervisors will provide operational services seven days a week including public holidays. The only exceptions will be Christmas Day when a skeleton

service will be provided in Zones 1/1+ to clear waste generated on Christmas Eve. All other public holidays will be treated as if they were a normal day.

41. Coverage for weekend working will be a fundamental requirement on the beaches, and in the town centre and secondary retail areas, particularly as weekends substantially increase footfall. To ensure adequate resources and a consistent approach this proposal has been developed as a seven-day operation to include weekends in these key areas. Before implementation, this proposal will require staff consultation to seek employees and union acceptance of the change to working days.

Increased supervisory capacity

42. There will be a supervisor on duty at all times the service is in operation seven days a week.
43. Due to our many years of experience of working with street cleansing contractors, we are already aware of the hotspots in Hastings, and already involved in monitoring them. The location of each hotspot will be given to individuals and teams to monitor over the duration of their working week, and staff will be expected to proactively report incidents in new areas. The type and location of fly-tipping will be logged so that our management team can identify trends and begin a plan of action with our Wardens and enforcement colleagues.
44. Our supervisory team will play a similar role when out on inspections by ensuring that fly tipping areas are not missed or overlooked by the teams. Supervisors will have the responsibility of preparing reports on hotspot areas where there are frequent occurrences of fly tipping, and the reports will regularly be presented to the Waste and Cleansing Manager.
45. For at least the first year (exactly as now) three times a year independent monitoring of the street cleansing standards achieved will be conducted by an independent third party using the NI195 methodology set out by DEFRA.

Back office management systems for responding to requests for service, complaints and monitoring performance

46. Unlike now, we will use the Council's existing Firmstep and Dash applications to facilitate the management of information and for communicating with operational staff in the field. Following a recent consultation with our IT and Transformation Teams, it was concluded that these tried and tested applications were best suited to meet this need as they are familiar and already established as an integral part of the council's current IT infrastructure. By contrast, use of the Kier Environmental back office system has been problematic throughout the existing contract.
47. Use of the council's Firmstep on line reporting system will allow us to:
 - Electronically produce work schedules and job sheets responding to customer requests and complaints, that staff will complete and update in real-time as each task is carried out
 - Provide the Contact Center staff with up to the minute information on cleansing progress/issues

- Issue instructions to operational staff
- Upload photos for before and after images and recording evidence
- Run data reports to help identify developing hot spots for street scene issues based on intelligence from our customers

48. All staff will be provided with smart devices with the necessary apps pre-installed and with the ability to upload photos illustrating how they have addressed reported cleansing issues such as fly tips.

Zonal system for cleansing frequencies

49. The cleansing resources and frequencies have been carefully considered and determined by a combination of factors including levels of footfall, housing density and other environmental conditions, to ensure that we use resources effectively and efficiently and minimise the cleansing of streets that are already clean.

50. Operating a cleansing service in a busy urban environment poses specific challenges. For this reason we propose early morning and team working to cleanse town centres and other areas of high footfall. Cleaning these areas before the start of the normal working day allows the cleansing teams more freedom of movement to deliver a service with minimum interruption and obstacles, due to far less vehicular and pedestrian traffic using these otherwise very busy areas.

51. The new service will clean the majority of streets by more intense and efficient mechanical cleansing, supported by mobile teams and concentrated street cleansing in the areas of high footfall and known hot spot areas.

52. We believe that in low-density residential areas, the demand for cleansing should be more reactionary at six or eight week intervals, as only low levels of litter and detritus is generated. This will allow us to avoid 'cleaning' clean streets. However, supervisors and the 4 mobile teams will monitor these areas and adjust cleansing frequencies accordingly, as well as responding to requests for service from residents.

53. So based on our excellent knowledge of demand and also to some extent on profile, the entire borough will be divided into zones and cleansing operations deployed as appropriate to each zone. For example the following areas have a classification of maximum intensity and have been identified as Zone 1+ areas:

- Town Centre
- Areas of Old Hastings
- Beach and Promenade

54. Areas like the St Leonards town centre are designated as Zone 1. The principal difference between Zone 1+ and Zone 1 is that the former is assigned a continuous presence between 06:00 hours and 20:00 hours. The latter has a presence of between 08:00 hours and 16:00 hours in the increased footfall/retail areas.

55. The completion of the early morning cleansing of all maximum intensity areas (Zones 1+ and high footfall areas of Zone 1) will be by 08:00, with the use of mechanical sweepers and mobile teams starting work at 06:00. This is then immediately followed by a permanent presence in the form of barrow operatives,

with start and finish times varying between summer and winter as demand changes.

56. In these critical areas all litterbins will be emptied and any side waste removed by the mobile team using their caged vehicle. Further emptying of litter bins during the remainder of the day will be carried out by the barrow operative working with the litterbin collection crew. Mechanical sweeping machines will also be deployed at least twice per week to ensure a deep cleanse of the pavement backlines are achieved with the assistance of the barrow operative. In addition to this, barrow operatives will undertake other duties such as litter bin maintenance, minor graffiti removal, etc.
57. Other areas classified as Maximum Intensity, have been identified as Zone 1 and are also cleansed on a daily basis. The early morning cleansing regime in Zone 1 areas (only the parts of increased footfall/retail) will be the same as previously described for Zone 1+ locations with the exception of a barrow operative providing a presence between 08:00 hours and 16:00 hours in and around the high footfall/retail areas of St Leonards. The remainder of the Zone 1 areas will be cleansed by the same mobile teams immediately after.
58. Areas classified as high intensity will be designated as Zone 2. These areas will be cleansed on a weekly basis by the same teams that undertake the cleansing in the Zone 1+ and Zone 1 areas following their early morning daily cleans. Once Zone 1+ and Zone 1 locations are restored to a Grade A standard and depending on location, the mobile teams continue with their daily schedules as directed and monitored by supervisors to ensure Grade A standards are achieved in Zone 2 areas.
59. These teams will undertake sweeping, litter picking and litter bin servicing and will have a mechanical sweeper join them to ensure the best possible result. We believe it is important that Zone 2 areas form the focus of the council's campaigns for litter enforcement and education to minimise cigarette and on the go littering between the scheduled cleans. This is because of the large numbers of people that are passing through these areas.
60. Areas classified as medium intensity will be designated as Zone 3. These will be cleansed on a fortnightly basis by the same teams that undertake the cleansing in the Zone 1+ and Zone 1 areas following their early morning daily cleans.
61. Areas classified as low intensity will be designated as Zone 4. These will be cleansed on a six weekly basis by the same teams that undertake the cleansing in the Zone 1+ and Zone 1 areas following their early morning daily cleans. But as mentioned above, they will also be subject to monitoring to ensure that appropriate standards are maintained.

Beach cleansing

62. As mentioned above, the beach is designated Zone 1+ and shall be free from all visible litter, waste and faeces by 09:00 hours and maintained to that standard throughout the day and throughout the year. Work on the beach will be from 06:00 hours to 20:00 hours in the summer, and 08:00 hours till 16:00 hours in the winter.

Mobile teams will be deployed in the morning to bring cleansing levels up to the required standard, followed by the continuous presence of barrow operatives.

Fly posting and graffiti

63. A graffiti response unit will remove flyposting and graffiti, using a dedicated vehicle and carrying all the necessary equipment for this task including mobile pressure washer. Standard response times will be 24 hours, except for instances where the graffiti is offensive in which case a 4-hour response time shall apply from the time of report or next working day if at night.

Deep cleaning

64. Deep cleansing in areas which over the course of time have become fouled or stained, covered in chewing gum or bird droppings, will be undertaken by the graffiti response unit which will be equipped with a specialist high-pressure steam machine. Unlike the current contract where deep cleansing is not a core activity, we will be able to deep cleanse areas as and when required. The steam system identified is compact, light-weight, and can be used by a single operative, and has a low noise level so reduces disturbance to the public. It has low water usage and uses a biodegradable fruit based cleansing fluid to help protect the environment.

Weeds

65. Weed control has become increasingly difficult as international changes to environmental controls mean that there is a now really only one herbicide available. It is widely recognised that it is difficult to apply this herbicide effectively, and we will need to review evolving best practice in this area of the service.

Leaf and blossom fall

66. Autumn leaf fall and spring blossom can create havoc with walking and driving conditions. The council has a duty to ensure that autumn leaf fall and spring blossom is proactively managed, and will work to ensure this is delivered. Waste and Cleansing Services management will proactively plan for recruiting or diverting seasonal resources to meet the demand and a schedule of leaf and blossom clearance will be created.
67. Special attention will be given to ensure highways are kept free of leaf fall to prevent a health and safety risk to motorists and members of the public. Special arrangements can be made to dispose of leaf only materials and divert these to composting during the autumn period.
68. We will also provide all permanent street cleansing staff, including barrow operatives, with biodegradable sacks for the purpose of collecting leaves and blossom. These filled bags will then be sent for composting where they will contribute to recycling rates. Teams carrying out normal cleansing duties using mechanical and standard street cleansing equipment will also help to manage blossom fall.

Out of hours and emergency response during normal hours

69. A team responding to emergency call outs such as road traffic incidences/waste spillages etc. will be provided at all times during normal working hours, followed by a team on stand-by during out of hours Monday to Sunday, including public holidays.
70. Due to the unpredictable nature of this work, the response service will provide a combination of all the appropriate resources allocated to the street cleansing service. Initial response will usually be by the nearest mobile team who will assess the situation and call for assistance where required. These teams will carry out a range of ad-hoc work such as graffiti/fly posting removal, and clean-up work of anything that could not be left for the following day, and anything requiring emergency attention.

Car park cleansing

71. Waste and cleansing services will cleanse all council managed public car parks as part of the daily routine service.

Mobile teams

72. There will be four mobile teams deployed each day comprising of a driver and an operative and working from 06:00 hours to 14:00 hours using a 3.5t caged vehicle. For operational purposes the borough will be divided into four designated sections: North East, North West, South East and South West. Each mobile team will operate in a designated area to ensure a high degree of local knowledge and promote ownership and pride in the areas they have been allocated.
73. These teams will be providing the daily cleans to the Zone 1+ and Zone 1 areas already mentioned above and then from 08:00 hours moving onto their designated area. Each team will have a defined schedule within their designated area and will carry out all street cleansing tasks within their area including all footways, footpaths and channels at the pre-determined frequencies. They will also empty litter/dog bins during their scheduled cleans and remove smaller fly tipped material.

Use of mechanical sweepers

74. The mechanical cleansing requirement will be carried out using three machines of varying size with their own dedicated drivers. They will operate on a scheduled basis, and the frequencies will be adjusted over time to ensure that the resources are targeted as effectively as possible and that changing needs are met.
75. Working with the mobile teams, operatives will blow or sweep items from the pavements into the path of the mechanical sweeper which will also cleanse the channel and carriageways. The operation will include the cleaning of channels from abutting junctions, central reserves and islands, lay-bys and bus stop bays.

Servicing litter/dog waste bins

76. A tried and tested method employed in a number of boroughs throughout England is to deploy a dedicated team of driver and operative to service litter bins in a small (7.5t) refuse collection vehicle.

77. Such is the importance of preventing litter bins from filling to full capacity, we propose double shifting this vehicle and thereby providing cover between 06:00 hours and 20:00 hours, Monday to Sunday. These crews will be provided with a daily schedule of the locations of litter bins and the frequency at which each bin requires emptying.
78. The benefit of using such a vehicle is that it can compact the deposited waste, which enables more litter bins to be emptied before tipping the load at the designated disposal site. This results in fewer trips to the disposal site and therefore less down time. It also allows us to use a wider range of litter bins which will permit us to install larger refuse type bins. For example along the seafront and to supplement normal litter bins for large public events like May Day.

Removal of dog fouling

79. Dog fouling is particularly disgusting and has a very negative impact on street scene, as well as being a potential health hazard. Our multi-faceted approach to street cleansing will enable fouling to be removed more effectively and faster than has been the case during the current contract. It will be dealt with by the barrow operatives and mobile teams in high footfall high intensity areas, and by the 4 area based mobile teams throughout the whole borough.
80. Supervisors, barrow operatives and mobile teams will see reports of dog fouling in their areas as they are logged on the Firmstep system by the public, enabling a faster response.

Liaison with the refuse and recycling contractor

81. A review of the current contractor's operation highlighted there is a significant amount of litter in areas where black sacks are used rather than wheelie bins. This is due to split bags and poorly presented waste being placed on the pavement by residents in flats, and in some cases uncontrolled waste from businesses. Waste sacks are sometimes not sealed properly before being placed out, are ripped open by vermin or are targeted by anti-social behaviour resulting in litter being strewn and blown over the pavements. Unfortunately there are often no simple solutions to these issues. In some cases seagull proof sacks can help, and there is an ongoing need for informing residents of the best way to manage their household waste.
82. Our approach to dealing with this will be to ensure the waste contractor fulfils their contractual obligation to clear spilt waste through the course of their collection service, but also to time the street cleansing activity in these critical areas shortly following refuse collections.

Chargeable domestic bulky waste service

83. This is an important service that provides residents with a cost effective way of disposing of large bulky items such as furniture. Historically this has been priced to reflect the multi-deprived nature of the borough. It may also help reduce fly-tipping.
84. In the in-house service it will be provided by a crew also providing a rapid response to urgent cleansing incidences. They will utilise a 7.5t caged vehicle to provide sufficient capacity for these items and reduce the number of runs to the tip, thereby

reducing down time. A tail lift will also be attached to the vehicle to aid the loading and unloading of larger items. Cleaning equipment such as litter pickers, brooms, shovels and spill granules will also be carried on-board.

85. This team will comprise of a driver and operative and will provide cover between 08:00 hours and 16:00 hours, Monday to Friday. A list of pre-booked domestic bulk collections will be provided to this crew each morning and progress checked by a supervisor. Direct contact will be made by the supervisor when an urgent cleansing incident needs attending.

Fly-tip removal service

86. Again this is an important service as fly-tipping has a serious negative impact on street scene. As with the bulky waste service it will be provided by another crew also providing a rapid response to urgent cleansing incidences. They will also utilise a 7.5t caged vehicle with a tail lift.
87. This team will also comprise of a driver and operative and will be double shifted to provide cover between 06:00 hours and 20:00hours, Monday to Sunday. A list of reported fly-tip collections will be provided to these crews each day and progress monitored by a supervisor. Direct contact will be made by the supervisor when an urgent cleansing incident needs attending.
88. In addition to this dedicated crew, all mobile teams during the normal course of their daily routine will also be collecting small amounts of fly tipping that they come across. This will ensure the swift removal of these types of fly-tips and ease the pressure on the single fly-tip crew. Our experience with contractors is that fly tips are not always cleared as quickly as needed, which can lead to more tipping at that location. There also appears to have been a tendency not to clear fly tips unless they have been formally notified to the contractor. We will be proactively removing them as and when we come across them.

Depot

89. Two options have been costed for a depot for the new service. Both are owned by the council. Bulverhythe depot on the same site that we anticipate the incoming refuse and recycling contractor will use, and a unit on the Castleham Industrial Estate
90. For a number of reasons the Castleham unit is our preferred choice. It is cheaper to establish a street cleansing depot there, and not being at the same site as the refuse and recycling contractor should make the culture change required to integrate the cleansing staff into our one council team easier.

ASSESSING BEST VALUE

91. Best Value was introduced to local government by the Local Government Act 1999. Its aim was to secure better value for money from local government services through continuous improvement. Although the original 'best value regime' is no longer in place, the council still needs to ensure that services are commissioned and delivered in accordance with best value principles.

92. Whilst there is no longer detailed statutory guidance setting out exactly how a local authority must assess best value, good practice is for local authorities to consider best value from a broad perspective and not just from a financial perspective. So assessing best value needs to take account of overall value, including economic, environmental and social value.
93. In this case the council's Waste and Cleansing Manager has been working with specialist waste management contractors, and the council's corporate services, to develop and refine a fully costed operational model for a Hastings Street Cleansing, Bulky Waste and Fly-Tip Removal Service.
94. The costings cover all aspects of the service. Such as human resources, vehicle acquisition and maintenance, fuel, plant, depot facilities, insurance, and consumables such as brushes, litter bin liners, etc. The way these costs were estimated has been reviewed by our finance team, to ensure that they are realistic and cover all aspects of the proposed service, including corporate recharges.
95. Comparison of the costs modelled for the proposed in-house service will need to be compared with contractor's costs obtained through the Joint Waste Procurement Team at Rother. However, as outlined above cost comparison is only part of the assessment. Factors such as those outlined throughout the earlier parts of this report also need to be considered.

POLICY IMPLICATIONS

96. There are clearly a number of policy implications arising from these proposals, and they are outlined below under the appropriate headings.
97. It should be noted that there are thought to be no 'equalities or community cohesiveness' implications, as a change in the method of service delivery should not result in any changes from this perspective.

Crime and fear of crime

98. Poor 'street scene' has long been recognised as contributing to the fear of crime, which in turn has a negative impact on how an area is perceived. This can have negative consequences for property values and investment in local businesses, and lead to a general decline and even blight..

Risk Management

99. There are a number of different risks associated with the way we deliver our street cleansing services. If they are poorly delivered there can be a serious impact on:-
- The economy of the town;
 - The reputation of the town and the council;
 - Tourism;
 - The environment;

- The wellbeing and prosperity of residents and people operating businesses in the town.

100. These risks exist irrespective of the delivery model we choose. As we have seen in recent years a contracted out service has had negative impacts, but this doesn't necessarily mean that a contracted out service cannot be successful. However, it may be easier to manage these risks if the council has direct control of the cleansing service.

Environmental Issues

101. A key aim of our street cleansing services is to improve the quality of the environment. Effective cleansing operations remove litter and fouling that would otherwise accumulate, and be blown into open spaces, water courses and the sea leading to environmental pollution and hazards to flora and fauna.

Economic/Financial Implications

102. As with the risk management implications, there are potentially serious financial implications associated with operating our street cleansing services. Historically there has often been an assumption that contracted out services are more cost effective, and deliver better value than in-house services. This is really an unfortunate generalisation that dates back to the last century when some council workforces were not managed efficiently and had larger than necessary work forces. This resulted in the drive to contract out services through compulsory competitive tendering, which is an approach to service delivery that a growing number of councils are now reconsidering.

103. As set out in this report, our experience during the current contract suggests that in order to reduce operating costs the contractor has not resourced the service sufficiently. Whilst this has resulted in lower contract costs for the council, it has also resulted in poor standards of service, and a large number of complaints.

104. Although affordability is obviously a key factor in deciding which delivery method to opt for, so is quality of service. Especially for a service like this that can have such a positive impact on the economy of the town.

Organisational Consequences

105. Fewer complaints about street cleansing would result in reduced demand on our community contact centre. Waste and cleansing calls and complaints have consistently been one of the highest sources of demand on this service throughout the current contract.

106. Operating an in-house service will require additional input from corporate services, such as HR support, payroll, IT support, etc. These additional costs have been factored into the cost modelling for the service.

Timetable of Next Steps

107. Please include a list of key actions and the scheduled dates for these:

Action	Key milestone	Due date (provisional)	Responsible
Seek approval to develop proposals for a fully costed comprehensive in-house street cleansing.	Report to Cabinet seeking approval to proceed.	Approved at Cabinet on 17 th June 2017.	Assistant Director Environment and Place
Develop a comprehensive fully costed model for an in-house Hastings street cleansing service.	Fully costed model must be completed before contract prices are received from the East Sussex Joint Waste Procurement Team on 18 th June 2018.	By week commencing 11 th June 2018.	The Waste and Cleansing Services Manager working with the Corporate Project Group set up to facilitate this process..
Determine whether the council will opt for another contracted out service or a new in-house service.	Reports to Coastal Users Group, Charity Committee, Cabinet and Full Council.	June and July 2018.	Assistant Director Environment and Place.
Mobilise the chosen service delivery model to ensure a seamless transition when the existing contract ends from June 29th 2019.	Whichever option we choose there are a number of key milestones including:- TUPE transfer of staff; Culture change for staff; Establish a depot facility as the base for operations; Procure equipment, plant and vehicles and	August 2018 through to end June 2019.	To some extent this will depend which service delivery model is chosen. But will inevitably be the responsibility of the Assistant Director Environment and Place, the Waste and Cleansing Services Manager, and the Corporate Project Group.

	associated maintenance arrangements.		
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Wards Affected

All Wards

Implications

Relevant project tools applied? Yes

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

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

Additional Information

Insert a list of appendices and/or additional documents. Report writers are encouraged to use links to existing information, rather than appending large documents.

Officer to Contact

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Agenda Item 12

NOTES OF

Hastings & St. Leonards Coastal Users' Group Held on Tuesday, 19th June 2018 @ 1800hrs East Hastings Sea Angling Association, Hastings

Present:

Paul Carter (Chair) – East Hastings Sea Angling Association
Aaron Woods – HBC (Resort Manager)
Alan Care – Hastings and Rother Disability Forum
Anne Scott – Old Hastings Preservation Society
Cameron Morley – HBC (Waste & Cleansing Services Manager)
Chris Hoggart – Natural England (part)
Chris Richards – Hastings Adventure Golf
Christine Boulton-Lane – West of Haven Beach Users Association
Cliff Meaden – Epic Life
Cllr James Bacon – HBC (Old Hastings Ward)
Cllr Karl Beaney – HBC (West St Leonards Ward)
Cllr Leah Levane – HBC (Castle Ward)
Cllr Ruby Cox – HBC (Central St Leonards Ward)
Di Cooke – Hastings Voluntary Lifeguards
Dick Edwards – Hastings Old Town Residents Association
Hayden Luke – Shipwreck Museum
Hugh Richardson – Royal National Lifeboat Institution
John Bownas – Love Hastings Ltd
Joseph Mitchell – Royal National Lifeboat Institution
Kevin Boorman – Hastings Borough Council
Laurence Bell – White Rock Business Group
Mike Hepworth – HBC (Assistant Director, Environment & Place)
Paul Cosson – HBC (Marketing & Major Projects Manager)
Paul Joy – Hastings Fishermen's Protection Society
Peter Wheeler – Hastings District Canoe Club
Yasmin Ornsby – Stade Partnership
Allison San Diego – HBC (Secretary)

1. WELCOME, INTRODUCTION AND APOLOGIES

Apologies have been received from:

Cllr Kim Forward – (Vice Chair) HBC, Deputy Leader/Lead Member – Regeneration)
Cllr Dany Louise – HBC (Old Hastings Ward)
Andre Palfrey-Martin – Save Our Heritage Group
Gerard Loughran – Hastings Arts Forum
Steve Peak – Friends of Hastings Country Park

2. ENGLISH COAST PATH

Christopher Hoggart from Natural England attended the meeting to talk about the English Coast path:

- Natural England has started looking at how to improve coastal access around the coast of England
- The work is being done in 59 different sections and it is anticipated that the path will be 4700 miles long once the work is finished
- Paths will be linked up where possible and rolled back as necessary. It is hoped that major infrastructure changes will not be made
- By Spring 2019, a report will be presented to the Secretary of State and a Planning Inspector will visit and consider potential issues
- They are currently consulting on the route between Eastbourne and Camber and it is hoped that towards the end of the year a map will have been produced showing where the paths are
- The implementation phase will then be carried out by the access authority, East Sussex County Council (ESCC)
- Once this is completed there will be a new coastal trail which will be in receipt of government funds which will be used solely for maintaining the path
- Consultation is being carried out with land owners and various groups and Chris is happy to meet interested parties as required. Further information and his contact details will be circulated
- It was agreed to keep this item on the agenda and it will be discussed further at the next meeting

3. LIFEGUARD OPERATION IN HASTINGS

Joseph Mitchell and Hugh Richardson from Royal National Lifeboat Institution (RNLI) attended the meeting and spoke about the RNLI lifeguard operation in Hastings:

- The RNLI took over the lifeguard service in Hastings last year. HBC's payment for the service covers wages and RNLI is responsible for providing the necessary uniforms and equipment
- It now also operates in Camber Sands and Bexhill under a separate contract
- The service has been in operation from 26th May and will be carried out on weekends, Bank Holidays and school holidays. From 7th July until the end of September the service will operate daily
- Operational hours are from 10:00 to 18:00, with provision to extend this if there are repeated incidents or high volumes of beach users on any given day
- CUG has previously questioned the red flag policy and it was clarified that as per national RNLI practice, red flags are put up every day but only in patrolled areas when these are deemed to be too dangerous for swimming. There will not be any red flags present in areas not being patrolled, but this would not necessarily mean that the area is safe to swim in
- The meeting expressed its concerns that this conflicts with previous practice and it was further clarified that Foreshore staff are no longer putting up red flags on any parts of the beach to bring its practice in line with that of RNLI. It was recognised that beach users need to be educated. The RNLI intends to

start visiting schools to raise awareness and HBC is also working on proper signage

- Now in its second year of operation, it is intended to properly interact with various local groups. Joseph and Hugh will regularly attend CUG meetings and statistics will be provided to CUG at the end of the season
- Comments and questions about the service are welcome and anyone is welcome to visit RNLi if they wish

4. NOTES OF THE LAST MEETING (6th MARCH) (attached)

The notes were accepted as an accurate record subject to one amendment:

Winch Road – Dick advised that a number of abandoned cars are still found parked on the Winch Road. Registration details will be passed to HBC. *19/06 update: details were passed to HBC and the matter is now resolved.*

Matters arising:

- Lawful Development Certificate – has been refused permission. It was confirmed that as of earlier this week, no appeal has been made against this decision
- Stade Amusement Park planning application – has not yet been presented to Planning Committee and is still available online for comments

5. FORESHORE TRUST ITEMS

a. Charity Committee minutes from 19th March – the minutes were noted

Item 30, Options for Public Art on Foreshore Trust Land – the wording in paragraph 5 would give CUG cause for concern and it was requested that clarification/an amendment be sought. **Action: Kevin**

Item 32, Stade Facilities Management – Kevin advised that it has been confirmed that Sussex Coast College Hastings was appointed, subject to due diligence procedures being completed. Unfortunately, this hasn't progressed as quickly as their management structure has changed. Existing bookings are still being honoured.

b. Seafront Cycle Hire and Deckchairs – Service review

The meeting agreed that the Active Hastings proposal (model 2) would be a great enhancement on the previous service and agreed to fully support the proposal.

The issue of the areas requiring improved access along the seafront was raised and although not covered in the report, has previously been discussed with East Sussex County Council. The meeting agreed that the report should be amended to highlight the issue.

c. White Rock Fountain

The meeting agreed to support the recommendations in the report.

d. Beach Security – Barrier Replacement and Installation

The meeting agreed to support the recommendations in the report.

e. Rock-a-nore Car Park – Feasibility Study and Car Park Stacker Budget

It was recognised that there is a need to take advantage of funding while still available. The feasibility study would help to leverage in more funds from other available sources. It was also noted that more signage is required in the area and the issues should be addressed. The meeting agreed to support the recommendations in the report although minor text amendments should be made to it.

f. Appointment of Grants Advisory Panel Member

The report was noted.

g. Foreshore Trust Financial Report

The report was noted.

h. Agreeing the delivery model for the next Hastings street cleansing service

The meeting agreed its full support for the proposed in-house delivery model.

6. COASTAL ITEMS UPDATE

a. Harbour Arms Works

Kevin advised the meeting that work is now well underway following the earlier delays. Cornish granite has been delivered and another barge is due to deliver more next week. The work is being monitored as necessary and it is hoped it will be completed by the middle of August.

b. Marina

Kevin advised that there hasn't been any contact with the developers for some time now and there is no update yet on when public consultation will take place.

c. Rock-a-Nore Road

A site visit has been carried out with ward councillors and despite notes being sent to ESCC, a response is still to be received. It was agreed that the access issues should be kept on this agenda, that petition be started and a letter be sent to ESCC to register the group's disappointment regarding the lack of improvements to the area. **Action: Chair**

d. Winch Road

The meeting discussed the difficulties with access in area and it was recognised that both this and Rock-a-Nore Road do not meet disabled user needs. As per the above action, it was agreed to include this in the letter to ESCC. **Action: Chair**

e. External Funding initiatives:

i. Fisheries Local Action Group (FLAG)

The Hastings Fish Brand work has started and an informal launch will take place in July. The work will support the Seafood and Wine Festival in September, where the formal launch will take place.

ii. Coastal Revival Fund

The HBC Regeneration team is currently looking at suitable options for a project proposal.

iii. Coastal Communities Fund

Work is underway on the 'CCF4' round of funding, which includes the White Rock Fountain.

The meeting acknowledged that a tremendous amount of work is carried out by the Regeneration team and extended its thanks for those involved in the work. Yasmin and Paul Joy were also thanked for their continued work with the team on FLAG.

7. MEMBER UPDATES / ANY OTHER BUSINESS

Draft updated Foreshore Trust Business Plan – it was clarified that this item will be presented to the Charity Committee at a later date. The meeting requested that it is given sufficient time to consider the business plan in a constructive manner.

Bulverhythe Beach – The Shipwreck Museum carry out guided walks of the Amsterdam Wreck and it has been noted that the signage in the area is now out of date. Kevin advised that there may be funds available to have this updated. **Action: Kevin.** Christine advised that the multipurpose track in the area is being renovated

and may be closed for up to six weeks. Despite ESCC promising to advise her when the works were to take place, this did not happen.

Quentin Blake mural – Dick has copies available if anyone wishes to have one.

Isabel Blackman Centre – Dick advised that the centre is subject to further review which is a very harsh thing to do for the groups that run it.

CUG membership – agreed that Groundworks South should be invited to CUG; this will be done via the AGM process.

Boating lake – has been empty for some time now. Kevin advised that there is a crack in the floor. It is hoped that it will be fixed by the end of the month and the lake refilled by 10th July.

Amusement park footpaths – there have been rumours that these have been purchased. This will be clarified and reported to CUG. **Action: Kevin**

White lines on promenade – Kevin clarified that the area between the two kiosks is for shared use and the lines have been removed. The rest of the prom above Bottle Alley area is where there are lines and is not for shared use.

Pier – Peter confirmed that this has been taken over by Sheikh Abid Gulzar. Tomorrow is the 200th birthday of Eugenius Birch and unfortunately will not be celebrated due to the closure of the pier. Peter's team is staying on but most of the staff have now left. Kevin explained that the new owner has met with the local MP and intends to continue with all planned events. HBC has been in touch with him and is hoping to meet with him soon. CUG is interested in what happens, should be kept up to date and it was agreed to invite the new owner to a future CUG meeting.

8. DATE OF NEXT MEETING

6pm, Tuesday, 18th September – Muriel Matters House

Meeting closed 19:48

Distribution:

Hastings & St Leonards Coastal Users Group
Charity Committee