

# Cabinet Agenda

**Monday, 29 January 2024 at 6.00 pm**

Council Chamber, Muriel Matters House, Breeds Place, Hastings, East Sussex, TN34 3UY. Please enter the building through the Contact Centre entrance via the seafront.

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1.	Apologies for Absence	
2.	Declaration of Interests	
3.	Minutes of Last Meeting	1 - 6
4.	Public Question Time (30 minutes)	
5.	Financial Monitoring Report <i>(Kit Wheeler, Chief Finance Officer &amp; Section 151 Officer)</i> <i>(Cabinet decision)</i>	7 - 32
6.	The Future of Internal Audit <i>(Kit Wheeler, Chief Finance Officer &amp; Section 151 Officer)</i> <i>(Cabinet decision)</i>	33 - 38
7.	Pay Policy Statement 2024/25 <i>(Jane Hartnell, Chief Executive)</i> <i>(Council decision)</i>	39 - 48
8.	Review of the Gating Public Space Protection Order (PSPO) <i>(Natasha Tewkesbury, Head of Community and Regulatory Services)</i> <i>(Cabinet decision)</i>	49 - 64
9.	Land off Sidney Little Road <i>(Amy Terry, Property and Commercial Assets Manager)</i> <i>(Cabinet decision)</i>	65 - 72
10.	Housing Allocations Scheme <i>(Chris Hancock, Head of Housing)</i> <i>(Cabinet decision)</i>	73 - 90

11.	Notification of Additional Urgent Items	
12.	Urgent Items (if any)	91 - 92
a)	Cornwallis Street Hotel Part 1 <i>(Jane Hartnell, Chief Executive)</i> <i>(Cabinet decision)</i>	93 - 96
	Exclusion of the Public	
	To resolve that the public be excluded from the meeting during the consideration of the items of business listed below because it is likely that, if members of the public were present, there would be disclosure to them of 'exempt' information as defined in the paragraphs of Schedule 12A to the Local Government Act 1972 referred to in the relevant report.	
b)	Cornwallis Street Hotel Part 2 <i>(Jane Hartnell, Chief Executive)</i> <i>(Cabinet decision)</i>	97 - 100

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Present: Councillors Barnett (Chair), Batsford, Cannon, Evans, Roark, Rogers

In attendance: Jane Hartnell Chief Executive, Kit Wheeler Chief Finance Officer

Remotely: Mary Kilner Chief Legal Officer

## 18. APOLOGIES FOR ABSENCE

Apologies received from Councillor Willis.

## 19. DECLARATION OF INTERESTS

None.

## 20. MINUTES OF LAST MEETING 06/11/23

Cllr Roark highlighted her comment regarding byelaws and PSPO's preventing people and dogs entering the water ways in Alexandra Park.

**RESOLVED** – that the minutes of the meeting held on 6<sup>th</sup> October 2023 be approved as a true record.

## 21. PUBLIC QUESTION TIME (30 MINUTES)

Cllr Pragnell asked whether the council was putting together a budget that made 125% of the £4m savings that the council needs to make to avoid s114. Cllr Barnett replied this would be discussed during the Cabinet debate.

The Chair re-ordered the agenda to consider the for Fees and Charges item first.

## 22. BUDGET SAVINGS PROPOSALS

The Chief Executive submitted a report to consider the Budget Savings proposals together with the consultation feedback submitted and make recommendations to full Council as appropriate.

She explained that because of the seriousness of the council's budget position, proposals for addressing the funding gap have been brought forward for earlier

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consideration. This will enable the council to start work on implementing the agreed proposals before the start of the new financial year and will positively impact on our ability to achieve savings in the timescale required. A consultation exercise has taken place and stakeholders, staff and members of the public have had an opportunity to give feedback and comments. The consultation closed on Friday 1 December therefore a summary was circulated at the meeting. An equality impact assessment was not yet available but will be circulated with updated documents with the Full Council agenda tomorrow.

The budget gap is based on the current 'worst case scenario' and does not assume any further assistance from Government. The Council is legally required to demonstrate it can balance its budget.

A significant part of the savings proposals relates to a transformation programme to change the way the council works and to deliver services in partnership with others to create more capacity and resilience.

The Chief Finance Officer explained that there are other Councils in a similar position, and they are looking to also share services. If the Budget targets are not made, then further in year saving will have to be identified.

Councillor Hilton asked if there had been feedback from the youth council? The Chief Executive answered that officers had been in discussion with the youth council but will check if the Youth Council has given feedback.

Councillor Collins asked regarding total savings from housing not including savings from housing acquisitions program? The Chief Finance Officer explained that the figures included in last year's budget had been revised and that these new figures were included in the table.

Councillor Batsford asked is the Council ready to start sharing services? The Chief Executive answered that some preparations have taken place, but further work will start after the Councillor's final decision at Full Council.

Councillor Roark asked if the budget is agreed will staff in affected services be included in the discussions? The Chief Executive answered that as soon as any decisions are made about which services are to be progressed for consideration for sharing the relevant service teams will be included in discussions.

Councillor Barnett gave thanks to the Senior Leadership Team for their work in producing the Budget Proposals.

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Councillor Barnett explained that most of the consultation has been positive. All responses have been read and all concerns and ideas have been listened to. Because of this Councillor Barnett proposed to change saving proposal 10 to:

*Bring food safety inspections work in-house. The saving to be changed 'to be confirmed'.*

Councillor Barnett also proposed, following consultation feedback, to merge saving proposals 22, 23 and 32 into a single review regarding council tax.

The Cabinet members discussed the report and thanked members of the community for their ideas and feedback.

Proposed by Councillor Barnett and seconded by Councillor Evans

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

**1. That Cabinet recommends that Full Council approve the draft Budget Savings proposals and those that can be are implemented as soon as practicably possible.**

#### Reasons

1. Current estimates are that £4m savings are required to cover the council's budget deficit in 2024/25. This deficit has been largely created by cuts in local government funding over the past decade and more recently exacerbated by the housing and homelessness crisis in Hastings.

2. Due to the seriousness of the council's budget position, proposals for addressing the funding gap have been brought forward for earlier consideration. This will enable the council to start work on implementing the agreed proposals before the start of the new financial year and will positively impact on our ability to achieve savings in the timescale required.

### **23. FEES AND CHARGES**

The Chief Finance Officer presented an annual review of the Council's fees and charges. The Council needs to review its fees and charges on an annual basis, each service has been asked to review its fees and charges with a suggested increase of 10% but not all fees are under the Councils control as some are set by Government.

Historically the Council has tried to keep any increases to a minimum to reduce the

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impact on residents and visitors to the town. The Council can no longer absorb increases due to inflation and needs to be able to recoup any additional costs from its fees and charges.

Councillor Beaney asked a question regarding beach hut fee increases and how the decision on the increase is decided? Councillor Barnett answered that Fees and Charges are delegated to Officers, but that the Administration wished to bring a report to Cabinet for transparency. The Chief Finance Officer explained inflation has an impact and discussions are had with each service area manager to recommend appropriate fee increases and these are discussed with Lead Councillors. The decision regarding beach huts has to be made earlier as the fees are incurred from 1 January and do not run to the financial year. Councillor Beany also asked regarding the impact on Beach Hut users from Southern waters issues. Councillor Barnett highlighted a lot of work has been done by the Council to hold Southern Water to account.

Councillor Hilton asked has there been feedback regarding the charge for hire of Council spaces? Councillor Barnett answered that the fees for local groups are not proposed to go up again next year and the feedback from officers has been that the spaces have been used successfully despite the introduction of fees this year. Councillor Batsford added that feedback from groups has been they are pleased the fees are not being increased from 2024/25.

Councillor Barnett asked what the overall impact of the proposed fees and charges would be on the budget. The Chief Finance Officer answered the increases will add £120k income to the budget.

Proposed by Councillor Barnett and seconded by Councillor Rogers

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

- 1. Fees and Charges be increased by a minimum of 10% except where there are clear reasons for not doing so, or where charges are on a statutory basis.**
- 2. Fees and charges proposed by services be agreed.**

### Reasons

The Council relies on income from fees and charges to provide services and supplement Government funding where this does not fully cover the cost of the service, we as a Council provide. Historically costs have continued to increase whilst central funding decreases.

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(The Chair declared the meeting closed at. 7.18 pm)

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# Agenda Item 5



**Report to:** Cabinet

**Date of Meeting:** 29 January 2024

**Report Title:** Financial Monitoring Report for 2023/24 –  
to end of November 2023 (Period 8)

**Report By:** Kit Wheeler (Chief Finance Officer)

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## **Purpose of Report**

To provide a summary of the financial forecast outturn position for services at the end of Period 8 (November 2023).

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## **Recommendation(s)**

To note the contents of the report, and the actions within the conclusion and management action section.

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## **Reasons for Recommendations**

To assist the Council in understanding the financial position and particularly areas of over and under spend. Early indications of emerging overspends can allow management action to be targeted to those areas.

This monitoring assists in identifying areas for review in the production of the 2024/25 budget and the impact of the 2023/24 outturn on the reserves position.

## Background

1. As part of the process of continuous improvement, and to provide more comprehensive financial monitoring, the format of the budget monitoring report continues to change.
2. Last year the monitoring report was revised to not only include the monitoring of direct service expenditure but to also include details on debt repayment (Interest and MRP), and Capital budgets.
3. Further developments have been implemented for 2023/24 including monitoring of the achievement of PIER savings agreed as part of the 2023/24 budget process, monitoring of the Reserves position.
4. In February 2023, the Council agreed a revenue budget for 2023/24 with total expenditure of £17,754,575 funded by government grants, Council Tax, Business Rates, and contributions from reserves.
5. The table below shows the forecast outturn position at the end of November 2023 (Period 8), i.e. what the position is expected to be at 31<sup>st</sup> March 2024

**Table 1: Forecast Revenue Outturn Position**

Monitoring to end of November 2023	2023/24	2023/24	2023/24	2023/24	October Forecast Variance	Change
	Original Budget	Draft Outturn	Variance	Variance		
	£	£	£	%	£	£
<b>Head of Service Area</b>						
Chief Finance Officer / S151 Officer	2,622,200	3,500,764	878,564	33.5%	1,059,297	(180,733)
Chief Legal Officer / Monitoring Officer	985,990	946,340	(39,650)	-4.0%	(43,050)	3,400
Commercial Services & Development	931,100	905,803	(25,297)	-2.7%	69,493	(94,790)
Community and Regulatory Services	861,830	898,300	36,470	4.2%	46,010	(9,540)
Environment and Operations	4,990,980	5,057,036	66,056	1.3%	60,572	5,485
Housing	6,426,235	7,238,047	811,812	12.6%	1,097,945	(286,132)
People and Business Support	726,050	747,060	21,010	2.9%	23,110	(2,100)
Strategic Programmes	2,375,080	2,664,640	289,560	12.2%	281,150	8,410
Property and Commercial Assets Manager	(4,992,890)	(5,342,070)	(349,180)	7.0%	(358,600)	9,420
<b>Total Service Expenditure</b>	<b>14,926,575</b>	<b>16,615,921</b>	<b>1,689,346</b>	<b>11.3%</b>	<b>2,235,927</b>	<b>(546,581)</b>
Minimum Revenue Provision (MRP)	945,000	904,100	(40,900)	-4.3%	(40,900)	0
Net Interest (Earnings) / Payments	1,483,000	1,051,500	(431,500)	-29.1%	(187,000)	(244,500)
<b>Debt Repayment Costs</b>	<b>2,428,000</b>	<b>1,955,600</b>	<b>(472,400)</b>	<b>-19.5%</b>	<b>(227,900)</b>	<b>(244,500)</b>
<b>Total Expenditure</b>	<b>17,354,575</b>	<b>18,571,521</b>	<b>1,216,946</b>	<b>7.0%</b>	<b>2,008,027</b>	<b>(791,081)</b>

6. Total Expenditure is forecast to be £1,216,946 over budget at year end. This is a decrease of £791,081 on the overspend reported at the end of period 7 (end of October). The factors leading to this change in forecast are discussed in paragraph 12 below.

7. The overspend of £1,689,346 on Total Service Expenditure is offset in part by savings on MRP and Net Interest payments. Further details on the different elements are given below.

## Total Service Expenditure

8. The 2023/24 Total Service Expenditure budget agreed by Council was £14,826,575. This figure includes the contingency budget which was initially set at £300,000.
9. The Total Service Expenditure budget has increased by £500,000 due to budget amendments and subsequent approval, with the revised Total Service Expenditure budget now being £14,926,575.
10. Table 2 below details the current forecast outturn position for Total Service Expenditure.

**Table 2: Revenue Direct Service Expenditure Position**

Head of Service Area	2023/24 Budget	2023/24 Forecast Outturn	Variance	Trf to / (Use) of Reserves	2023/24 Outturn Variance
	£	£	£	£	£
Chief Finance Officer / S151 Officer	2,622,200	3,500,764	878,564	0	878,564
Chief Legal Officer / Monitoring Officer	985,990	946,340	(39,650)	0	(39,650)
Commercial Services and Development	931,100	1,021,603	90,503	(115,800)	(25,297)
Community and Regulatory Services	861,830	919,760	57,930	(21,460)	36,470
Environment and Operations	4,990,980	5,243,686	252,706	(186,650)	66,056
Housing	6,426,235	7,247,947	821,712	(9,900)	811,812
People and Business Support	726,050	842,260	116,210	(95,200)	21,010
Strategic Programmes	2,375,080	2,514,640	139,560	150,000	289,560
Property and Commercial Assets Manager	(4,992,890)	(5,342,070)	(349,180)	0	(349,180)
<b>Total Service Expenditure</b>	<b>14,926,575</b>	<b>16,894,931</b>	<b>1,968,356</b>	<b>(279,010)</b>	<b>1,689,346</b>

11. The forecast overspend on Total Service Expenditure has decreased by (£546,581) since last month (November 2023). The most notable variances causing this charge are:
- £108k saving due to Head of service and Waste Manager Post budget being re-allocated .
  - £49k underspend as Management Fee for CHART project.
  - £222k reduction in forecast for Temporary Accommodation and re-distribution of the Homeless Reduction Grant.
  - Further in year savings of £167k have been identified across the Council as a result of the financial restrictions enforced from October 2023, including a pause on any new ideas being brought forward for consideration while focus remained on current service provision..
12. Appendix 1 provides a more detailed analysis of each service, and this report seeks to provide further narrative on the main variations identified.

13. The 2023/24 staff pay rise has now been agreed. The offer of £1,925 per Full Time Equivalent (FTE) or 3.88% whichever is greater. At the time of setting the budget an assumption of a 3% salary increase was made.
14. The unbudgeted element of the pay rise will adversely impact all service budgets. These are however out of the direct control of the service budget managers. In some areas this overspend will be offset against savings, thus reducing the adverse impact in the short term. Where this is the sole impact, individual narratives for each area have been removed to avoid repetition within the report itself.

### **Chief Finance Officer / S151 Officer**

15. This area is forecasting an overspend of £878,564.
16. The Senior Leadership Team is showing an overspend of £818,259. This is largely due to a PIER savings target of £1m set when the budget was originally agreed in February 2023. Savings were not originally forecast to be achieved until Q4 once the initiatives of the Housing and Homelessness Taskforce started to take effect. The achievement of this saving has been made harder due to providers increasing their fees in line with inflation and delays in the delivery of social housing units. Savings are budgeted centrally in SLT until they are confirmed and budget reductions are made in the relevant service areas.
17. Accountancy and Exchequer Services is showing an underspend of (£96,420). Of this £140,000 is due to vacant posts, pending restructure outcomes. There is also an overspend of £105,000 due to changes in the way actuaries calculate employer pension charges which were calculated differently in previous years. The overspend will be offset by savings on salaries within individual cost centres. However, this saving may not be realised due to other overspends within departmental salary budgets. £50k is to be transferred to reserve for an Insurance Claim.
18. Revenues and Benefits Service is showing an overspend of £219,989 due to a delay in the planned restructure of the service. This has led to the continuation of the temporary staffing structure and reliance on additional agency members of staff for longer periods than anticipated, coupled with additional demand being placed on the team to deal with extra grant schemes throughout the financial year. A full restructure has been implemented from 1<sup>st</sup> January 2024.
19. The council has received grant income for managing the Household Support Fund and Energy Price Guarantee of (£91,904) and (£19,000) which offsets part of the overspend showing in the Revenues and Benefits Service.

### **Chief Legal Officer / Monitoring Officer**

20. This area is forecasting an underspend of (£39,650).

### **Head of Commercial Services and Development**

21. This area is forecasting an underspend of (£25,297).
22. The Cliff railway is forecasting a £111,510 overspend due to the East Hill lift being closed for essential maintenance work until mid-October 23. Initially loss of income was only anticipated for the first quarter.

### **Head of Community and Regulatory Services**

This area is forecasting an overspend of £36,470.

23. No major variances to report.

### **Head of Environment and Operations**

24. This area is forecasting an overspend of £66,056.

25. No major variances to report.

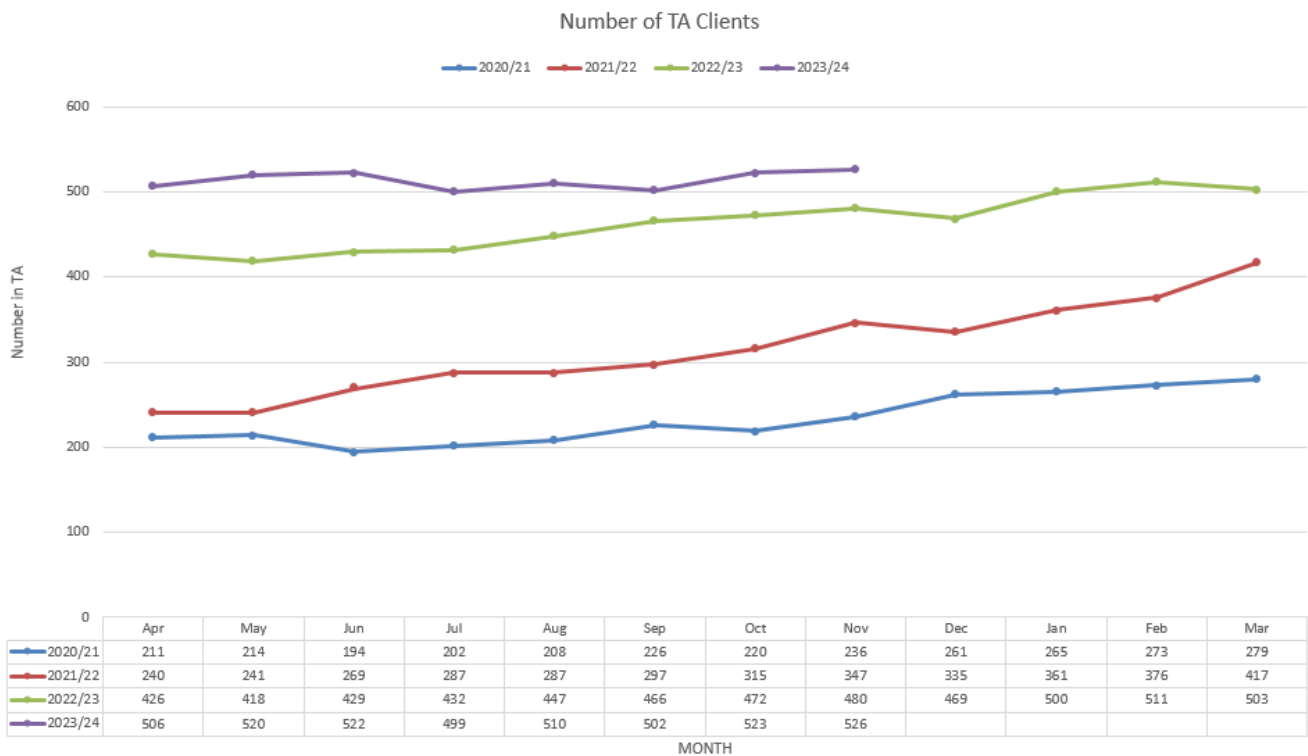
### **Head of Housing**

This area is forecasting an overspend of £811,812.

This is a £222k reduction in the forecast from the previous period due to a reappraisal of the forecast of Temporary Accommodation use for the rest of the year plus a re-distribution of the Homeless Reduction Grant, which we receive from Central Government, to better target it against reactive costs within this financial year.

26. Homelessness (Temporary Accommodation) is forecasting an overspend of £972,165 despite the number of households in TA remaining broadly stable. The key driver of additional spend has been an increase in provider costs linked to inflation, which had not been budgeted for.

27. The graph below demonstrates the demand for temporary accommodation The graph shows the growth in the number of Temporary Accommodation clients over the current and past three years.



## Head of People and Business Support

28. This area is forecasting an overspend of £21,010. .

## Head of Strategic Programmes

29. This service area is showing a forecasted overspend of £289,560.
30. Local Land Planning Management and Admin is showing an underspend of (£21,380) due to additional income from a major application for naming and numbering of streets.
31. Development Management is showing an overspend of £119,350. The service budget is predicated on the assumption that we will receive major applications during the year which require significant work which is funded in part by the fee paid by the applicant. The trend has been that the council has received at least one major application in each of the last few years. As there are currently no major applications in the pipeline, the budget forecast will show a reduction of £75,000 income. Officers are developing a proposal to encourage those who may be submitting their major applications to do so ASAP while the council has resources to assess them. There is also a £39,000 additional spend on legal fees required for the award of costs against the refusal of 777 The ridge.

32. Local Land Charges Register is showing an overspend of £36,500 as income is expected to be lower than budgeted. A detailed analysis will be undertaken as part of the service review and options to mitigate brought forward.
33. Dangerous structures work at Battle Road have now been completed and £158,360 has been spent to date this financial year. We are not anticipating any further expenditure. Cost recovery for this year, and previous years is now underway. (NB the Council took the action to remedy the dangerous structure in default following court action requiring the owners to undertake the works).

### **Property and Commercial Assets Manager**

34. This area is forecasting an underspend of (£349,180). This is a positive picture demonstrating the vitality of our factory rentals.
35. Unit Factories are showing an underspend of (£122,900) due to additional income from the new factory micro units at Churchfields currently (£51,000) and a combination of rent reviews and renewed leases which have taken place in the last few months (£90,000).
36. The Properties and Estates cost centre is showing an underspend of (£291,400) mainly due to rent reviews at Lacuna Place for the DWP (£260,000) and Pebsham Tip (£60,000). Unforeseen additional repairs of £50,000 are required this year. The rest of the balance is made up of other rent reviews that have occurred and a couple of write offs.
37. St Mary in the Castle is showing an overspend of £27,080 due to essential costs while the building is vacant.

### **Debt Repayment Costs**

38. Table 3 below shows the debt repayment costs position. As discussed earlier in this report, the budgets have been revised for a £500,000 saving that was budget to be achieved from reduced expenditure on the capital programme.
39. Even with the £500,000 reduction in the budget, an underspend of £472,400 is forecast at year end. This is made up of a number of items which are discussed below.

### **Table 3: Debt Repayment Costs Position**

<b>Net Interest (Earnings) / Payments November Forecast - Period 8</b>	<b>Budget 2023/24</b>	<b>Forecast Outturn 2023/24</b>	<b>Forecast Year End Variance</b>
Gross Interest Payable	2,436,000	2,435,000	(1,000)
Gross Interest Received	(899,000)	(1,330,000)	(431,000)
Net Investment Properties Income	(64,000)	(64,000)	0
Fees	10,000	10,500	500
<b>Net Interest (Earnings) / Payments</b>	<b>1,483,000</b>	<b>1,051,500</b>	<b>(431,500)</b>
Provision for the Repayment of Principal (MRP)	945,000	904,100	(40,900)
<b>Total Debt Repayment Costs</b>	<b>2,428,000</b>	<b>1,955,600</b>	<b>(472,400)</b>

### **Gross Interest Payable**

40. The Council currently has 22 loans with the Public Works Loan Board (PWLB). These are a combination of maturity and annuity loans and are all at fixed rates, so the Council is protected from any rises in interest rates.
41. When setting the budget for 2023/24 a certain amount of borrowing was assumed to fund the capital programme. Due to delays and changes to plans in the capital programme the Council did not undertake additional borrowing at the end of 2022/23. This has resulted in a £375,000 saving in expected interest payable costs.

### **Gross Interest Receivable**

42. The Council currently has c£31.3m in investments. At the time of setting the budget in February 2023 interest rates were lower and expected to fall towards the end of the year. With inflation still being a cause of concern the picture now is less certain. Since the budget was set the Bank of England base rate has increased. This has resulted in a £75,000 budget increase in expected income from investments.

### **Net Investment Properties Income**

43. The Council has a few properties categorised as investment properties. These do not include the various industrial units and retail parks that the Council owns which are categorised as operational assets. The net income (i.e. income after all costs have been deducted) from investment properties is forecast to be £64,000 which is on budget with no variance.



## Provision for the Repayment of Principle (MRP)

44. The Council is required to make a Minimum Revenue Provision (MRP) payment in respect of its borrowing – to ensure the debt liability is repaid over an appropriate period.
45. As there was no borrowing in 2022/23 to fund the capital programme an underspend is forecast on the provision for MRP payments. This forecast includes making an additional £80,000 Voluntary Revenue Provision (VRP) payment which will be used in future years to offset increases in the MRP as a result of the revised MRP policy. This has resulted in a £50,000 budget virement being undertaken to reduce the MRP budget.
46. It is anticipated that there will be a total underspend of £40,900 on MRP payments that need to be made in 2023/24 compared to the revised budget.

## **Capital Programme**

47. The Council approved a gross capital programme budget of £29,322,000 for 2023/24. The adjusted Capital Budget for 2023/24 is £19,279,000 once carry forwards and budget revisions amounting to (£8,995,000) have been allowed for and £19,038,000 has been moved to future years.
48. The capital programme is constantly reviewed and where possible programmes have been pushed back to future years in order to aid the revenue budget. For schemes that are funded by borrowing, postponing the scheme to future years will achieve revenue savings in the short-term by reduced interest and MRP payments. If capital receipts can be generated from asset sales this will further reduce the need to borrow and generate additional revenue savings.
49. As Table 4 below shows, the spend to the end of November, 8 months into the financial year, is £7,334m with the year-end forecast outturn expected to be on track. Further details are included in Appendix 2.

**Table 4: Capital Programme (Gross expenditure)**

	Original Budget 2023/24	Carry forwards & adjustments	Adjusted Budget	Spend to End Nov 2023	Forecast Outturn	Forecast Variance to Adjusted Budget
	£'000	£'000	£'000	£'000	£'000	£'000
<b>Total</b>	<b>29,322</b>	<b>(19,038)</b>	<b>19,279</b>	<b>7,334</b>	<b>19,279</b>	<b>0</b>

50. The capital programme is forecasting a nil variance, mainly as a result of moving planned spend to future years and cancelled projects.

## **Reserves**

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51. The forecast movement on reserves is shown in the table below:

		Opening Balance at 1 April 2023	Forecast Movement 2023-24	Closing Balance at 31 March 2024
		£'000	£'000	£'000
(1)	General Reserve	(8,423)	3,206	(5,217)
(2)	Capital Reserve	(150)	0	(150)
(3)	Renewal and Repairs Reserve	(1,656)	915	(741)
(4)	Risk Management Reserve	(315)	15	(300)
(5)	Information Technology Reserve	(274)	25	(249)
(6)	On-Street Car Parking Surplus Reserve	(40)	0	(40)
(7)	Section 106 Reserve (Revenue)	(426)	49	(377)
(8)	Revenues & Benefits Reserve	(255)	255	0
(9)	Countryside Stewardship Reserve	(28)	3	(25)
(10)	Monuments in perpetuity	(46)	1	(45)
(11)	Ore Valley Reserve	(250)	0	(250)
(12)	Invest to save and efficiency Reserve	(87)	12	(75)
(13)	Resilience and Stability Reserve	(900)	900	0
(14)	Redundancy Reserve	(565)	(175)	(740)
(15)	Safer Hastings Partnership Reserve	(98)	22	(76)
(16)	Disabled Facilities Grant	(1,374)	0	(1,374)
(17)	Housing Licensing reserve	(277)	205	(72)
(18)	Community Housing Reserve	(11)	0	(11)
(19)	Controlling Migration	(116)	0	(116)
(20)	Towns Fund	(236)	0	(236)
(21)	Section 31 - Grant Reserve	(3,653)	3,653	0
(22)	Green Energy	0	(150)	(150)
	<b>Total</b>	<b>(19,179)</b>	<b>8,936</b>	<b>(10,243)</b>

52. The 2023/24 budget was set based on using a net contribution of £3.3588m from reserves. This is comprised of £827k from Earmarked Reserves, £0.9m from the Resilience and Stability Reserve and £1.631m from the General Reserve.
53. The current 2023/24-year end forecast use of the General Reserve is £3.21m. This is £1.5m more than the budget agreed by Council in February as a result of Total Expenditure being above the £17.355m budget agreed.
54. The opening balance of the General Reserve has increased by £824k to £8.423m. Up until this stage work has been progressing on closing the 2022/23 statement of accounts, however, this is now completed, and balances have been confirmed (subject to audit) and revised for budget monitoring purposes.
55. The opening balance on the Section 31 Grant Reserve has reduced by £2.683m. These changes are due to the use of the s31 grant reserve to repay central

government for unspent government grants. This money was set aside in an earmarked fund for this purpose and the balance will continue to be monitored moving forwards so that any remaining or unused balance can be released back into the General fund..

## Review of PIER savings

56. Appendix 3 details the achievement of the PIER (priority, income and expenditure review) savings in 2023/24 to date.
57. The 2023/24 budget identified net PIER savings of £1,162,550. At the time of writing we are waiting for confirmation around the Housing savings that are expected this financial year and this will be updated in the next iteration of the report in due course.
58. Most other savings have already been achieved and the budget reduced. Likewise, for the growth items, the budgets have been transferred to increase the budget.
59. If the growth items and Temporary Accommodation saving are excluded, then 80% of the savings targets have been achieved to date.
60. Some of the PIER savings are hard to quantify and for these a commentary has been provided to help in the understanding of the figures. The savings have been colour-coded (Red, Amber, Green) to enable quick identification of where savings may not be fully achieved. Growth items have been shaded in blue.
61. Appendix 3 only itemises the PIER savings and does not list all the other savings generated within the year, nor does it identify any non-related overspends.

## MTFS Update

62. Due to a separate full MTFS being included as part of the budget report at Cabinet, no Appendix 4 will be included as part of this report.
63. There was a separate report in December 2023 which outlined the approach to meeting the budget gap discussed at Full Council and this appendix will be updated as part of the forthcoming budget report.

## Conclusion and Management Action

64. The revenue forecast outturn is that an additional £1.6m will be spent compared to the original budget this financial year.
65. The Council has enforced financial restrictions across the organisation since October 2023 and we are beginning to see the financial benefits of that in the forecasts contained in this report. However, the restrictions implemented are designed to be short term only and longer term savings plans will need to be robust enough to withstand any future changing circumstances. The in year restrictions will continue until the end of the financial year and will be reviewed for their effectiveness once we have final figures.
66. The council's Homelessness Taskforce is working hard across departmental boundaries to implement solutions to reduce the spiralling temporary accommodation costs. The graphs at paragraph 35 indicate the first tentative signs of a plateau, and potential reduction in the number of people in temporary accommodation, which is an encouraging sign.
67. There is a risk of potential delays to some capital programme schemes and variations in the year given the current climate and inflation increasing costs. Any slippage will be carried forward to future year capital budgets if deemed appropriate, cost effective and relevant to the needs of the Council. Slippage on the capital programme could result in lower interest and MRP charges, delaying the impact to future years. The capital programme has been reviewed and where possible expenditure plans pushed out to future years to generate revenue savings on interest and MRP payments and a revised Capital programme will be provided as part of the upcoming budget report.
68. The further use of any reserves to balance the budget prejudices the potential to use reserves to fund future expenditure and would necessitate greater cuts to services and staff in future financial years to achieve a balanced budget and restore reserves to minimum recommended levels.
69. The budget for 2024/25 is being developed with the aim of producing a balanced budget with significant savings plans agreed at December Full Council. Timetable of Next Steps

70. Key actions and the scheduled dates:

Action	Key milestone	Due date (provisional)	Responsible
Continued monthly and quarterly monitoring	Each month and financial quarter	Relevant Cabinet meetings	Deputy Chief Finance Officer
Production of 2023/24 outturn Report	Financial year end (31/03/2024)	July 2024	Deputy Chief Finance Officer

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**Wards Affected**

None

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**Implications**

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

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

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**Additional Information**

Appendix 1 Revenue Summary (November – Period 8)  
 Appendix 2 Capital Summary (November – Period 8)  
 Appendix 3 Achievement of the 2023-24 PIER savings during the year

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**Officer to Contact**

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## GENERAL FUND REVENUE MONITORING

General Fund Activities	Cost Centre	2023/24 Original Budget excl. Recharges	Actuals	2023/24 Full year net Forecast excl. Recharges	2023/24 Total Full year Variance excl. Recharges	Transfer to / from reserves including carry forwards	2023/24 Total Full year Variance on General Fund
Senior Leadership Team	20101	514,490	705,476	1,332,749	818,259	50,000	868,259
Internal Audit Services	20107	207,990	70,063	205,630	(2,360)	0	(2,360)
Accountancy & Exchequer Services	20109	1,280,760	661,915	1,234,340	(46,420)	(50,000)	(96,420)
Revenues and Benefits Service	20110	1,443,720	1,096,428	1,663,709	219,989	0	219,989
Fraud Joint Working Initiative	20108	0	0	0	0	0	0
Corporate Expenses	20120	0	60	0	0	0	0
Housing Benefit Payments	20126	(580,590)	0	(580,590)	0	0	0
Housing Benefit Administration	20127	0	0	0	0	0	0
Rechargeable Works Orders Admin	20134	0	0	0	0	0	0
Fin Serv.-Other Expend.& Income	20135	0	5,000	0	0	0	0
Corporate Management Costs	20124	0	0	0	0	0	0
Corp Man. Non-distributed Costs	20125	0	0	0	0	0	0
Tax Collection Costs	20129	(244,170)	0	(244,170)	0	0	0
Household Support Fund	20346	0	(244,642)	(91,904)	(91,904)	0	(91,904)
LA EBSS GB Apps	20356	0	(381,360)	0	0	0	0
Energy Price Guarantee	20357	0	(18,000)	(19,000)	(19,000)	0	(19,000)
Contingency - General Fund	20164	0	0	0	0	0	0
Contingency - Repairs and Renewals Reserve	20165	0	0	0	0	0	0
<b>Chief Finance Officer Total</b>		<b>2,622,200</b>	<b>1,894,940</b>	<b>3,500,764</b>	<b>878,564</b>	<b>0</b>	<b>878,564</b>
Corporate Policy and Partnerships	20102	173,890	110,073	179,900	6,010	0	6,010
Legal Services	20106	395,830	179,293	382,800	(13,030)	0	(13,030)
Cost Of Democratic Processes	20138	416,270	261,617	383,640	(32,630)	0	(32,630)
<b>Chief Legal Officer Total</b>		<b>985,990</b>	<b>550,983</b>	<b>946,340</b>	<b>(39,650)</b>	<b>0</b>	<b>(39,650)</b>

## GENERAL FUND REVENUE MONITORING

General Fund Activities	Cost Centre	2023/24 Original Budget excl. Recharges	Actuals	2023/24 Full year net Forecast excl. Recharges	2023/24 Total Full year Variance excl. Recharges	Transfer to / from reserves including carry forwards	2023/24 Total Full year Variance on General Fund
Marketing & Comms.Division	20178	47,210	23,916	42,095	(5,115)	0	(5,115)
1066 Country Campaign	20222	53,410	27,379	32,368	(21,042)	0	(21,042)
Tourism Marketing	20223	15,000	(3,430)	16,320	1,320	0	1,320
Battle Marketing	20224	0	0	0	0	0	0
Tourist Information Centre	20225	25,850	3,284	5,194	(20,656)	0	(20,656)
Community Awareness	20226	(300)	(4,987)	(300)	0	0	0
Seafood and Wine	20228	460	14,021	21,400	20,940	0	20,940
Midsummer Fish Festival	20237	0	3,399	8,100	8,100	0	8,100
R.T.P. - Hastings Week	20230	1,500	0	1,500	0	0	0
R.T.P. - Jack-in-the-Green	20231	6,800	9,426	9,430	2,630	0	2,630
R.T.P. - Old Town Carnival	20232	4,130	0	4,130	0	0	0
R.T.P Events	20233	18,000	70	18,000	0	0	0
R.T.P. - Trolley Bus	20234	0	900	1,800	1,800	0	1,800
R.T.P. - Town Crier	20235	0	0	0	0	0	0
Meteorological Expenses	20239	2,420	2,807	4,220	1,800	0	1,800
Civic & Ceremonial Expenses	20240	15,600	9,929	15,500	(100)	0	(100)
Filming	20241	(4,990)	(12,070)	(4,500)	490	0	490
Hastings Castle	20246	16,030	(9,414)	17,550	1,520	(5,000)	(3,480)
St Clements Caves	20247	(10,000)	(10,000)	(10,000)	0	0	0
White Rock Theatre	20249	145,000	117,085	142,405	(2,595)	19,000	16,405
Leisure & Cultural Dev. Div.	20175	130,310	88,831	144,350	14,040	0	14,040
Falaise Hall	20258	13,230	4,362	17,430	4,200	(4,200)	0
Sports Centres	20259	(15,430)	(96,896)	95,870	111,300	(116,800)	(5,500)
Active Hastings	20264	4,720	(133,000)	4,720	0	0	0
Play Pathfinder	20267	3,000	3,696	3,700	700	0	700
Playground Projects	20268	0	(9,652)	(2,620)	(2,620)	0	(2,620)



## GENERAL FUND REVENUE MONITORING

General Fund Activities	Cost Centre	2023/24 Original Budget excl. Recharges	Actuals	2023/24 Full year net Forecast excl. Recharges	2023/24 Total Full year Variance excl. Recharges	Transfer to / from reserves including carry forwards	2023/24 Total Full year Variance on General Fund
Cultural Activities	20212	66,900	3,690	62,000	(4,900)	0	(4,900)
Museums & Art Galleries	20251	349,010	190,716	351,625	2,615	0	2,615
Fisherman's Museum	20252	3,310	554	3,310	0	0	0
Museum - NPO fund	20255	0	(51,137)	0	0	0	0
Museums & Schools Project	20327	0	3,964	0	0	0	0
Regeneration Management & Admin	20177	18,740	7,494	18,750	10	0	10
Regeneration Activity	20208	178,720	(84,561)	131,125	(47,595)	0	(47,595)
External Funding Initiatives	20214	0	(0)	(0)	(0)	0	(0)
Community Cohesion	20215	27,310	100	17,710	(9,600)	0	(9,600)
Youth Windfall	20220	0	0	0	0	0	0
Youth Activities	20221	5,000	7,500	7,500	2,500	0	2,500
UK Shared Prosperity Fund	20354	0	(161,052)	(0)	(0)	0	(0)
Levelling Up - Parks Fund	20355	0	(11,025)	0	0	0	0
CHART CLLD	20269	0	(49,770)	(49,770)	(49,770)	0	(49,770)
CHART ESF	20320	0	1,111	1,111	1,111	0	1,111
Resort Services Management and Admin	20176	60,700	39,247	61,060	360	0	360
Coast Protection Sea Defences	20242	1,480	(6,969)	(6,970)	(8,450)	0	(8,450)
Navigational Aids	20243	3,290	3,771	4,660	1,370	0	1,370
Environmental Schemes (Net Huts)	20244	12,070	351	12,420	350	0	350
Cliff Railways	20245	(106,700)	(93,121)	(8,555)	98,145	17,000	115,145
Chalets & Private Hut Sites	20248	(289,080)	(861,681)	(292,040)	(2,960)	0	(2,960)
Seafront	20250	139,250	259,285	139,300	50	(25,800)	(25,750)
Sports Management	20257	(10,850)	(7,796)	(20,295)	(9,445)	0	(9,445)
<b>Externally Funded:</b>							
Towns Fund	20166	0	(341,769)	0	0	0	0
<b>Commercial Services and Development Total</b>		<b>931,100</b>	<b>(1,121,445)</b>	<b>1,021,603</b>	<b>90,503</b>	<b>(115,800)</b>	<b>(25,297)</b>

## GENERAL FUND REVENUE MONITORING

General Fund Activities	Cost Centre	2023/24 Original Budget excl. Recharges	Actuals	2023/24 Full year net Forecast excl. Recharges	2023/24 Total Full year Variance excl. Recharges	Transfer to / from reserves including carry forwards	2023/24 Total Full year Variance on General Fund
Election Services	20103	181,820	95,094	156,660	(25,160)	0	(25,160)
Registration Of Electors	20136	76,730	66,491	99,000	22,270	0	22,270
Police and Crime Commissioner Election	20143	0	0	(5,300)	(5,300)	0	(5,300)
Contact Centre	20113	506,630	303,855	489,850	(16,780)	0	(16,780)
Communications and Design	20324	142,070	89,418	145,550	3,480	0	3,480
Environment Management & admin	20169	616,190	365,833	639,700	23,510	0	23,510
Food Safety	20276	18,870	1,594	17,800	(1,070)	0	(1,070)
Health & Safety Enforcement	20277	(2,150)	(1,378)	(2,200)	(50)	0	(50)
Health & Safety Corporate	20278	22,800	13,486	23,800	1,000	0	1,000
Environmental protection	20279	10,240	11,936	11,900	1,660	0	1,660
Pest Control	20280	46,690	29,801	50,600	3,910	0	3,910
Local Licensing	20281	(35,340)	(180,744)	(41,600)	(6,260)	0	(6,260)
Scrap Metal Licensing	20282	(380)	(2,131)	(400)	(20)	0	(20)
Liquor Licensing	20283	(84,400)	(66,629)	(84,400)	0	0	0
Gambling Licensing	20284	(17,500)	(7,710)	(17,500)	0	0	0
Parking Service - Management and Admin	20317	535,470	346,926	526,650	(8,820)	0	(8,820)
Off Street Car Parking	20287	(1,400,820)	(1,621,070)	(1,345,910)	54,910	0	54,910
Hornbye Car Park	20288	(3,360)	(2,470)	(3,400)	(40)	0	(40)
Abandoned vehicles	20289	2,630	3,311	3,600	970	0	970
CCTV Control Room	20290	83,600	17,783	83,600	0	0	0
Waste and Environmental Enforcement Team	20297	(20,000)	(240)	(1,000)	19,000	0	19,000
Stray Dog Service	20285	45,560	25,022	37,800	(7,760)	0	(7,760)
Emergency Planning	20286	51,820	8,631	50,300	(1,520)	0	(1,520)
Safer Hastings Partnership (External Funding)	20300	0	24,413	21,460	21,460	(21,460)	0
Safer Streets	20337	0	(35,124)	0	0	0	0
Safer Streets 4	20352	0	(45,444)	0	0	0	0
<b>Community and Regulatory Services Total</b>		<b>861,830</b>	<b>(578,209)</b>	<b>919,760</b>	<b>57,930</b>	<b>(21,460)</b>	<b>36,470</b>

## GENERAL FUND REVENUE MONITORING

General Fund Activities	Cost Centre	2023/24 Original Budget excl. Recharges	Actuals	2023/24 Full year net Forecast excl. Recharges	2023/24 Total Full year Variance excl. Recharges	Transfer to / from reserves including carry forwards	2023/24 Total Full year Variance on General Fund
Waste Services Management and Admin	20316	245,990	168,215	249,800	3,810	0	3,810
Public Conveniences	20315	313,090	219,885	295,620	(17,470)	0	(17,470)
Refuse Collection	20293	1,222,320	1,151,655	1,233,780	11,460	0	11,460
Street Cleansing	20295	11,740	11,127	(2,080)	(13,820)	0	(13,820)
Recycling	20294	998,000	1,000,128	998,000	0	0	0
Greenwaste	20296	(332,500)	(518,413)	(342,500)	(10,000)	0	(10,000)
Together Action	20298	15,000	0	15,000	0	0	0
Administrative Buildings - DSO Operational Building	20119	30,540	17,013	31,300	760	0	760
DSO - Street Cleansing	20323	1,260,470	858,887	1,290,273	29,803	0	29,803
DSO - Building Cleaning	20347	167,220	85,391	166,920	(300)	0	(300)
DSO - Grounds Maintenance	20360	481,900	121,670	481,900	0	0	0
Cemetery & Crematorium	20303	(757,950)	(228,632)	(627,930)	130,020	(96,000)	34,020
Welfare Funerals	20304	8,240	45,463	8,266	26	0	26
Open Space Management	20170	222,910	169,206	232,150	9,240	0	9,240
Hastings Country Park - Parking	20312	(50,130)	(48,538)	(55,500)	(5,370)	0	(5,370)
Watercourses	20302	10,500	8,233	10,500	0	0	0
ESCC Highway Tree Maintenance	20291	(3,000)	(12,459)	(3,000)	0	0	0
Travellers Costs	20305	18,640	20,444	18,640	0	0	0
Town Centre	20306	14,500	5,071	14,500	0	0	0
Allotments	20307	(29,560)	(31,136)	(28,500)	1,060	0	1,060
Ecology	20308	7,000	2,100	2,000	(5,000)	5,000	0
Arboriculture	20309	149,820	97,134	153,350	3,530	0	3,530
Parks & Gardens	20310	938,000	490,852	1,011,807	73,807	(61,800)	12,007
Hastings Country Park	20313	66,480	74,114	99,380	32,900	(30,600)	2,300
Upstraw - INTERREG	20319	0	0	0	0	0	0
Countryside Stewardship	20314	24,000	27,405	33,751	9,751	(3,250)	6,501
Hastings Country Park Visitor Centre	20339	18,000	16,904	16,500	(1,500)	0	(1,500)
Foreshore Trust Recharge		(60,240)	0	(60,240)	0	0	0
<b>Environment and Operations Total</b>		<b>4,990,980</b>	<b>3,751,720</b>	<b>5,243,686</b>	<b>252,706</b>	<b>(186,650)</b>	<b>66,056</b>

GENERAL FUND REVENUE MONITORING

General Fund Activities	Cost Centre	2023/24 Original Budget excl. Recharges	Actuals	2023/24 Full year net Forecast excl. Recharges	2023/24 Total Full year Variance excl. Recharges	Transfer to / from reserves including carry forwards	2023/24 Total Full year Variance on General Fund
Housing Management & admin	20172	341,140	175,059	272,000	(69,140)	0	(69,140)
Housing Development Projects	20350	0	6,121	11,100	11,100	0	11,100
Property Management							
Social Lettings	20184	(68,920)	121,269	(49,801)	19,119	0	19,119
HBC Owned TA	20351	173,890	24,717	48,941	(124,949)	0	(124,949)
Housing Company	20322	0	391	391	391	0	391
HOUSING OPTIONS							
Homelessness	20182	5,477,580	2,903,326	6,449,745	972,165	0	972,165
Homelessness Prevention	20348	0	9,900	0	0	(9,900)	(9,900)
SWEP (Severe weather Emergency Protocol)	20358	0	0	0	0	0	0
Rough Sleepers Prevention	20207	0	(1,145,673)	90,258	90,258	0	90,258
Homelessness Strategy	20185	41,620	(81,921)	9,298	(32,322)	0	(32,322)
Housing Register	20186	11,500	5,767	11,750	250	0	250
Deposits funded by ESCC and Discretionary Housing payments	20187	(4,280)	(13,108)	(4,280)	0	0	0
Youth Homelessness	20188	11,340	7,040	6,000	(5,340)	0	(5,340)
Homes for Ukrainian Refugees	20349	0	(41,844)	0	0	0	0
Housing Renewal							
Building Control	20179	69,610	(69,610)	69,610	0	0	0
Housing Renewal	20191	226,530	(137,310)	136,140	(90,390)	0	(90,390)
Housing Licensing Team	20196	159,970	100,379	160,330	360	0	360
Housing Solution Services	20197	(3,310)	24,713	0	3,310	0	3,310

## GENERAL FUND REVENUE MONITORING

General Fund Activities	Cost Centre	2023/24 Original Budget excl. Recharges	Actuals	2023/24 Full year net Forecast excl. Recharges	2023/24 Total Full year Variance excl. Recharges	Transfer to / from reserves including carry forwards	2023/24 Total Full year Variance on General Fund
<b>EXTERNAL FUNDED</b>							
Homeless Reduction Grant	20183	0	(1,018,489)	18,201	18,201	0	18,201
AFEO (Accommodation for Ex Offenders)	20359	0	(123,971)	0	0	0	0
Housing NHS Clinical Commissioning Group	20202	0	11,687	11,700	11,700	0	11,700
Syrian Resettlement Programme	20206	(10,435)	6,472	(10,435)	0	0	0
CHART - Live work Thrive	20334	0	4,617	0	0	0	0
Afghan Resettlement Programme	20344	0	336,953	0	0	0	0
Resettlement Employability Project	20342	0	221,422	17,000	17,000	0	17,000
Household Support Fund	20346	0	0	0	0	0	0
<b>Housing Total</b>		<b>6,426,235</b>	<b>1,327,907</b>	<b>7,247,947</b>	<b>821,712</b>	<b>(9,900)</b>	<b>811,812</b>

## GENERAL FUND REVENUE MONITORING

General Fund Activities	Cost Centre	2023/24 Original Budget excl. Recharges	Actuals	2023/24 Full year net Forecast excl. Recharges	2023/24 Total Full year Variance excl. Recharges	Transfer to / from reserves including carry forwards	2023/24 Total Full year Variance on General Fund
Personnel and Business Support	20111	441,640	262,141	428,700	(12,940)	0	(12,940)
Corporate POD Expenses	20112	126,910	84,362	125,300	(1,610)	0	(1,610)
Admin.Bldgs.-Town Hall	20116	26,080	7,981	28,560	2,480	(10,000)	(7,520)
Admin.Bldgs.- Muriel Matters House	20117	131,420	160,362	259,700	128,280	(85,200)	43,080
<b>People and Business Support Total</b>		<b>726,050</b>	<b>514,846</b>	<b>842,260</b>	<b>116,210</b>	<b>(95,200)</b>	<b>21,010</b>
Programmes and Compliance	20115	143,810	92,376	145,200	1,390	0	1,390
DCS Information Technology Division	20121	1,007,250	1,156,787	1,014,950	7,700	0	7,700
Local Digital Cyber Fund	20353	0	(125,000)	0	0	0	0
IT Reserve Expenditure	20122	214,000	260,145	214,000	0	0	0
Land & Property Systems-GIS	20123	30,000	42,946	29,800	(200)	0	(200)
Local Land Planning Management and Admin	20173	45,930	11,087	24,550	(21,380)	0	(21,380)
Development Management	20180	507,150	355,589	626,500	119,350	0	119,350
Local Land Charges Register	20181	(125,800)	(84,951)	(89,300)	36,500	0	36,500
Planning Policy	20211	222,910	125,265	210,750	(12,160)	0	(12,160)
Local Plan	20341	182,000	(211,220)	182,000	0	0	0
Dangerous Structures	20200	0	156,288	158,360	158,360	0	158,360
Renewable Energy Solutions	20321	147,830	(1,079)	(2,170)	(150,000)	150,000	0
<b>Strategic Programmes Total</b>		<b>2,375,080</b>	<b>1,778,233</b>	<b>2,514,640</b>	<b>139,560</b>	<b>150,000</b>	<b>289,560</b>
Estates Services	20104	177,820	115,489	185,300	7,480	0	7,480
Employment Areas	20130	(410,700)	(300,366)	(415,500)	(4,800)	0	(4,800)
Unit Factories	20131	(1,640,350)	(1,391,707)	(1,763,250)	(122,900)	0	(122,900)
Properties & Estates	20132	(3,421,460)	(2,750,077)	(3,712,860)	(291,400)	0	(291,400)
St.Mary-in-the-Castle	20133	11,820	27,176	38,900	27,080	0	27,080
Admin.Bldgs.-General Expenses	20118	57,300	7,415	72,300	15,000	(15,000)	0
Building Surveyors	20105	159,430	100,613	161,900	2,470	0	2,470
Shelters and Seats (Highway)	20148	26,600	3,013	11,600	(15,000)	15,000	0
Naming and Numbering Streets	20149	8,070	2,608	5,000	(3,070)	0	(3,070)
Decorative Lighting	20150	38,580	52,774	74,540	35,960	0	35,960
<b>Property and Commercial Services Total</b>		<b>(4,992,890)</b>	<b>(4,133,063)</b>	<b>(5,342,070)</b>	<b>(349,180)</b>	<b>0</b>	<b>(349,180)</b>
<b>DIRECT SERVICE EXPENDITURE TOTAL</b>		<b>14,926,575</b>	<b>3,985,913</b>	<b>16,894,931</b>	<b>1,968,356</b>	<b>(279,010)</b>	<b>1,689,346</b>

Cost Centre	Description Of Scheme	Service Area	Original Budget 2023/24 (Gross) £000's	Carry forwards & adjustments (From 2022-23) £000's	Carry Fwd to future years	Adjusted Gross Budget £000's	Spend to 30th Nov 2023 £000's	Forecast Outturn £000's	Forecast Variance to Adjusted Gross Budget £000's
71240	Groyne Refurbishment	Resort Services	35	0	0	35	0	35	0
71241	Work on Harbour Arm and New Groynes	Resort Services	0	234	0	234	10	234	0
71290	MUGA Refurbishments	Leisure facilities	0	49	0	49	3	49	0
71292	TFC - Green low carbon skills & economy	Towns Fund	0	1,279	0	1,279	321	1,279	0
71293	Hastings Castle	Towns Fund	0	500	0	500	0	500	0
71294	TFC - Town to sea creative quarter	Towns Fund	0	1,068	0	1,068	136	1,068	0
71295	TFC - Town Centre Core 1a	Towns Fund	0	13	0	13	0	13	0
71296	TFC - Public Realm	Towns Fund	0	800	0	800	0	800	0
71297	TFC - Town Living	Towns Fund	0	90	0	90	0	90	0
71300	UK Shared Prosperity Fund (Capital)	Regeneration	0	9	0	9	9	9	0
71303	Cliff Railways	Resort Services	1,000	(226)	0	774	693	774	0
<b>Head of Commercial Services and Development</b>			<b>1,035</b>	<b>3,816</b>	<b>0</b>	<b>4,851</b>	<b>1,171</b>	<b>4,851</b>	<b>0</b>
71280	Priory Street Works	Parking and Enforcement	0	41	0	41	0	41	0
<b>Head of Community and Regulatory Services</b>			<b>0</b>	<b>41</b>	<b>0</b>	<b>41</b>	<b>0</b>	<b>41</b>	<b>0</b>
71249	Playgrounds Upgrade Programme	Parks & Open Spaces	0	44	0	44	0	44	0
71258	Buckshole and Shornden Reservoirs	Parks & Open Spaces	0	81	0	81	12	81	0
71301	Grounds Maintenance Equipment	Street, Beach & Toilet Cleansing	626	0	0	626	371	626	0
<b>Head of Environment and Operations</b>			<b>626</b>	<b>126</b>	<b>0</b>	<b>752</b>	<b>384</b>	<b>752</b>	<b>0</b>
71227	Private Sector Renewal Support	Housing Renewal	0	(0)	0	(0)	1	(0)	0
71228	Disabled Facilities Grant	Housing Renewal	2,056	603	(603)	2,056	978	2,056	0
71284	Rough Sleeping Accommodation Programme (was Next Steps Accommodation Pathway)	Housing	0	886	0	886	596	886	0
71288	Bexhill Road South (Housing & Car Park)	Housing	2,500	1,075	(3,575)	0	0	0	0
71289	Mayfield E (Housing)	Housing	4,500	0	(4,500)	0	0	0	0
71229	Empty Homes Strategy - CPO	Housing	0	50	0	50	0	50	0
71304	Housing Acquisition Programme	Housing	5,933	0	0	5,933	3,316	5,933	0
<b>Head of Housing</b>			<b>14,989</b>	<b>2,614</b>	<b>(8,678)</b>	<b>8,925</b>	<b>4,890</b>	<b>8,925</b>	<b>0</b>
71231	Restoration of Pelham Crescent/ Pelham Arcade	Development Management	350	0	(330)	20	0	20	0
71232	Road at Pelham Arcade	Development Management	60	603	(180)	483	0	483	0
71256	Energy and Solar Panels	Transformation Team	500	638	(638)	500	0	500	0
71267	Energy Generation - Unallocated	Transformation Team	2,300	0	(1,800)	500	0	500	0
<b>Head of Strategic Programmes</b>			<b>3,210</b>	<b>1,241</b>	<b>(2,948)</b>	<b>1,503</b>	<b>0</b>	<b>1,503</b>	<b>0</b>
71253	Conversion of 12/13 York Buildings	Estates Services	74	(47)	0	27	27	27	0
71259	Priory Meadow Contribution to Capital Works	Estates Services	288	250	(250)	288	0	288	0
71272	Churchfields Business Centre	Estates Services	0	359	0	359	392	359	0
71273	Development / Furbishment of Lacuna Place	Estates Services	0	114	0	114	0	114	0
71274	London Road and Shepherd Street	Estates Services	0	0	0	0	0	0	0
71275	Cornwallis Street Development	Estates Services	8,400	42	(6,442)	2,000	49	2,000	0
71276	Harold Place Restaurant Development	Estates Services	0	21	(20)	1	1	1	0
71285	Castleham Industrial Units	Estates Services	0	204	0	204	181	204	0
71302	Roof Refurbishment Programme	Estates Services	700	0	(700)	0	0	0	0
71305	Hastings Retail Park	Estates Services	0	0	0	0	0	0	0
71306	Bexhill Road Retail Park	Estates Services	0	214	0	214	238	214	0
<b>Property and Commercial Assets Manager</b>			<b>9,462</b>	<b>1,158</b>	<b>(7,412)</b>	<b>3,208</b>	<b>888</b>	<b>3,208</b>	<b>0</b>
<b>Grand Total</b>			<b>29,322</b>	<b>8,995</b>	<b>(19,038)</b>	<b>19,279</b>	<b>7,334</b>	<b>19,279</b>	<b>0</b>

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## Achievement of the 2023/24 PIER savings during the year - November 2023 update

Proposals	2023/24	Savings to date	RAG	Comments
<b>Savings identified during the PIER process for the 2023/24 budget supporting information set out in Budget Book Appendix L</b>				
REVIEW and REDUCE: On-going programme to review and reduce service costs and staffing expenditure (combination of approaches) to a total of £1m over three years. Posts to be deleted by start of 23/24 are all either vacant or are voluntary severance requests	£275,000	£275,000	Green	The savings target of £275k is comprised as follows: £14k - HR Reduction in Hours / Flexi Retirement, £36k - Deletion of 1 x FTE Planning Senior Enforcement Officer, £25k - Deletion of 1 x FTE Customer Service Officer, £50k - Renewable Energy Post, £100k one year saving for 4 x vacancies in DSO Street cleaning, £25k - R&B Restructure. £25k -
REDUCE and COST AVOIDANCE: Temporary Accommodation Costs Reduction Strategy	£1,000,000	£0	Amber	Savings are not expected to be achieved until Q4. There is a risk that the saving will not be achieved as the cost of TA has increased.
<b>Total</b>	<b>£1,275,000</b>	<b>£275,000</b>		
<b>Other Savings Items</b>				
STOP: Emergency Planning – Stop satellite phone and One voice IT system	£3,300	£3,300	Green	Achieved. Budget has been reduced.
REDUCE: Communications – Saving on printing, etc.	£500	£500	Green	Achieved. Budget has been reduced.
REDUCE: Community safety – Reduce funding for community safety initiatives	£5,000	£5,000	Green	Achieved. Budget has been reduced.
STOP: Cemetery and Crematorium external cleaning contract	£2,500	£2,500	Green	Achieved. Budget has been reduced.
REDUCE: Provision of live meeting streaming - continue only Full Council, Audit, O&S and Planning meetings.	£5,000	£5,000	Green	Achieved. Budget has been reduced.
REVIEW grants/delivery of events: No changes in 2023/24 or first half of 2024/25.	£0	£0	Green	No saving this year
St Leonards Festival £8k	£0	£0	Green	No saving this year
Chess congress £10k	£0	£0	Green	No saving this year
Old Town Carnival £4k	£0	£0	Green	No saving this year
Jack in the Green £5k TBC (£3k reduction already agreed last year)	£0	£0	Green	No saving this year
Hastings Week £1k	£0	£0	Green	No saving this year
STOP: Support for 2023 Town Crier's competition	£2,000	£2,000	Green	Achieved. Budget has been reduced.
STOP: Contribution to 1066 Country Campaign marketing campaign and focus on Hastings-only marketing divert staffing to marketing Hastings as a destination.	£50,000	£50,000	Green	Achieved. Budget has been reduced.
REVIEW and REDUCE: Museum running costs and seek a strategic partnership solution to the sustainable future of the museum	£25,000	£25,000	Green	Achieved. Budget has been reduced.
REDUCE: Contribution to Hastings Contemporary (currently £30k p.a.)	£5,000	£5,000	Green	Achieved. Budget has been reduced.
REVIEW: Options for cost effective provision of public toilets and meeting spiralling vandalism costs	£0	£0	Green	No saving this year
REDUCE: Maintenance costs of decorative lighting across the borough (total net cost is currently £72k)	£40,000	£0	Amber	Budget has been reduced. High energy costs may make saving
REDUCE: Expenditure/seek commercial sponsorship for Christmas trees (£7,500 budget)	£5,000	£0	Amber	Budget for income created. No known sponsorship agreements achieved to date.
STOP: Funding Visitor Information Centre at SCCH (net cost £30k) and divert 50% of the budget to marketing Hastings as a destination	£15,000	£15,000	Green	Achieved. Budget has been reduced.
<b>Total Savings</b>	<b>£158,300</b>	<b>£113,300</b>		
<b>Growth Items and Budget adjustments</b>				
Emergency Planning – budget for out of hours on call payments (silver/gold/rest centre) adjusted to meet needs	£4,000	£4,000	Blue	Budget has been increased.
Local Plan evidence research required earlier than profiled to enable plan to be submitted to Examination in Public stage	£50,000	£50,000	Blue	Budget has been increased. Any underspend at year end will be transferred to an earmarked reserve.
Green Investment Fund Created (1% of HBC net budget) to invest in climate emergency activity - to include officer resources, activity and investment in alternative fuels for the waste fleet	£150,000	£150,000	Blue	Budget has been created.
Funding for external support and advice required to review the council's governance system - as per motion agreed by Full Council 15th Dec 2022	£30,000	£30,000	Blue	Discussions still ongoing around timelines for expenditure.
Establish a Hastings specific Tourism & Marketing function with savings from 1066 and VIC closure after Summer 2023 season	£15,000	£15,000	Blue	Budget has been increased.
Pilot to tackle anti-social behaviour in urban and countryside parks (post will be part-year 24/25 and 25/26)	£0	£0	Blue	No growth this year.
New temporary part-time post to promote Voter ID requirements recently introduced by government. Including a Temporary part time post from October 2023.	£21,750	£21,750	Blue	Budget has been increased.
<b>Total Growth</b>	<b>£270,750</b>	<b>£270,750</b>		
<b>NET Total of Savings / Growth</b>	<b>£1,162,550</b>	<b>£117,550</b>		

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# Agenda Item 6



**Report To:** Cabinet

**Date of Meeting:** 29 January 2024

**Report Title:** Future Internal Audit Arrangements (2024-25 Onwards)

**Report By:** Kit Wheeler  
Chief Finance Officer

**Key Decision:** Yes

**Classification:** Open

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## Purpose of Report

To agree the arrangements for the Internal Audit Service for Hastings Borough Council from 2024/25 onwards.

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## Recommendations

- 1) Cabinet agrees that the Orbis partnership is approved to provide the management of the Internal Audit Service for the 2024/25 and 2025/26 Financial years from April 1<sup>st</sup> 2024 and delegated decision to the Chief Legal Officer to enter into agreement on behalf of Hastings Borough Council.**

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## Reasons for Recommendations

1. Following the retirement of the long-standing Chief Auditor in April 2023 from Hastings Borough Council, the Internal Audit team has been under the interim management and supervision of the Orbis partnership (which currently includes East Sussex County Council, Surrey County Council, Brighton and Hove City Council and Horsham District Council) following Cabinet approval back in June 2023 for this financial year (2023/24).
2. Given the key role that Internal Audit plays in providing independent, objective assurance advice that adds value to, and improves an organisations operation, it is imperative that a fully resourced and experienced Audit team is in place for the 2024-25 financial year.

## Introduction

3. The Internal audit function supports the organisation in achieving its objectives by bringing a systematic, disciplined approach to the assessment and improvement of the organisation's risk management, control, and governance processes.
4. The *Public Sector Internal Audit Standards*, which apply the Chartered Institute of Internal Auditors' international standards to the UK public sector, set out a range of attributes that define and govern the role of the internal audit function.
5. Table 1 Summarises these attributes.

<b>Purpose, authority and responsibility</b>	The purpose, authority and responsibility of the internal audit activity must be formally defined in an internal audit charter.
	The chief audit executive must periodically review the internal audit charter and present it to senior management and the board for approval.
	The mandatory nature of the standards must be recognised in the internal audit charter. The chief audit executive should discuss these standards with senior management and the board.
<b>Independence and objectivity</b>	The internal audit activity must be independent and internal auditors must be objective in performing their work.
	The chief audit executive must report to a level within the organisation that allows the internal audit activity to fulfil its responsibilities. The chief audit executive must confirm to the board, at least annually, the organisational independence of the internal audit activity.
	The chief audit executive must communicate and interact directly with the board.
	Internal auditors must have an impartial, unbiased attitude and avoid any conflict of interest.
	If independence or objectivity is impaired in fact or appearance, the details of the impairment must be disclosed to appropriate parties.
<b>Proficiency and due professional care</b>	Engagements must be performed with proficiency and due professional care.
	Internal auditors must possess the knowledge, skills and other competencies needed to perform their individual responsibilities.
	Internal auditors must apply the care and skill expected of a reasonably prudent and competent internal auditor.
	Internal auditors must enhance their knowledge, skills and other competencies through continuing professional development.
<b>Quality assurance and improvement programme</b>	The chief audit executive must develop and maintain a quality assurance and improvement programme that covers all aspects of the internal audit activity.
	The quality assurance and improvement programme must include both internal and external assessments.
	The chief audit executive must communicate the results of the quality assurance and improvement programme to senior management and the board.

6. The partnership has acted as an advisor to the Council for the current financial year with great benefits being seen throughout the organisation and in particular through the Audit Committee.

7. They have provided the necessary experience and supervision required for this financial year, whilst also assisting with the implementation plan for the agreed changes highlighted in the Value for Money Audit report 2020-21 presented by the Councils External Auditors Grant Thornton at Audit Committee on 12<sup>th</sup> January 2023 where a number of recommendations were made.
8. There has subsequently been a further Value for Money report by Grant Thornton for the 2021/22 & 2022/23 financial years, which once again highlighted the need for improvements in the Internal Audit and governance function of the Council (prior to Orbis taking over the management). It was noted by Grant Thornton that Orbis's involvement is one that our External Auditors are supportive of continuing in the future.
9. The transfer of the management of the Internal Audit Services to Orbis has allowed the service to improve resilience, give the Council access to further audit specialisms and allow the service to be benchmarked from specialists the Council could not afford in operating alone for this financial year. It has also allowed for non-audit services to be moved back into the relevant departments which was another key recommendation in the Auditors report.
10. As part of the Councils ongoing commitment to training staff and Councillors, Orbis has also provided in house training for the Audit Committee, Councillors and Senior Leadership Team, in order for them to better understand the role of the Audit Committee itself, as well as the role of the Internal Audit Team.
11. The two remaining members of the Internal Audit team have continued to provide the 'local' service, whilst being supervised and overseen by the Orbis Partnership management Team.
12. Hastings Borough Council would like to place on record its thanks to the Orbis team as well as the Internal Audit team itself for all the hard work and support it has provided to date and the improvements that have been made.
13. It is now imperative that a more longer term arrangement for the provision of Internal Audit service to provide not only the Internal Audit staff stability and clarity about their own future, but also to provide assurance to the Council and our external auditors that we as a Council see this as a priority area of need that we have addressed accordingly.

## Legal Impact & Responsibilities

14. For Internal Audit the basis of the relationship with Orbis would continue in the same way as the interim arrangements were agreed which is to be one of customer and supplier. The Council will do this by using Section 101 of the LGA 1972.
15. This section of the Act allows a local authority to discharge any of its functions by another local authority and through Section 1 of the LA (Goods and Services) Act 1970, where a local authority can enter into an agreement for the provision by another local authority of any administrative or professional services.
16. The agreement would be between Hastings Borough Council and one of the partner authorities e.g. East Sussex County Council. We would expect the agreement would reference that a named Head of Internal Audit was responsible for carrying out functions on behalf of and therefore accountable to Hastings Borough Council and attendance at all Audit Committee meetings.
17. The Hastings Borough Council Chief Auditor is required to give an annual opinion to the Authority, on the adequacy and effectiveness of the Authority's risk management, control, and governance processes (The Annual Report and Opinion).
18. This assurance is required in support of the Section 151 Officers responsibilities under the Local Government Act 1972 as the statutory Section 151 Officer to the Authority, which require the Section 151 Officer to make arrangements for the proper administration of the Authority's financial affairs.
19. This assurance is also required in support of the Monitoring Officers responsibility for reviewing annually the effectiveness of, compliance with, the Authority's Local Code of Corporate Governance.

## Financial Impact

20. The estimated budget for this agreement for 2024/25 and 2025/26 is **£183,600** per annum, which represents a saving to Hastings Borough Council of **£24,000** per annum compared to the service remaining 'in house' for the same period of time.
21. Given the financial position the Council finds itself in, it is anticipated that these savings would contribute to some of the larger 'Transformational / Shared services' savings previously agreed by Council in December 2023.

## Staffing Impact

22. The two remaining members of the Hastings Borough Council Internal Audit team have been exemplary in how they have embraced working under new management, as well as working in a different way compared to previously.

23. It is expected that as part of the new agreement the current members of HBC staff will be transferred under TUPE (Transfer of Undertakings (Protection of Employment) Regulations 2006' and its amendment in 2014) to the Orbis partnership.

### Timetable of Next Steps

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

Action	Key milestone	Due date (provisional)	Responsible
CAP	Agree Report and Recommendations	16th January 2024	Chief Finance Officer / Lead Member for Finance
Cabinet	Approve Report and Recommendations	29 <sup>th</sup> January 2024	Chief Finance Officer / Lead Member for Finance

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### Wards Affected

All

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### Policy Implications

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

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### Additional Information

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### Officer to Contact

Kit Wheeler  
[kit.wheeler@hastings.gov.uk](mailto:kit.wheeler@hastings.gov.uk)



# Agenda Item 7



**Report to:** Cabinet

**Date of Meeting:** 29<sup>th</sup> January 2024

**Report Title:** Pay Policy Statement 2024/25

**Report By:** Jane Hartnell – Chief Executive

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## **Purpose of Report**

The purpose of the report is for approval of the Pay Policy Statement for 2024/2025, as required by the Localism Act 2011.

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## **Recommendation(s)**

- 1. Recommendation of the pay policy statement to full council for approval**

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## **Reasons for Recommendations**

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

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## Introduction

1. The Localism Act 2011 requires Hastings Borough Council to prepare and publish a pay policy statement for each financial year.
2. The attached statement (Appendix 1) sets out the key policy principles that underpin the Council's requirements to provide accountability under the Localism Act. It takes into account and has due regard to guidance issued by the Department for Levelling Up, Housing and Communities.
3. The majority of the statement reflects current policy, practice and procedures adopted by the Council and it is cross referenced to other documents including the Council's severance scheme and transparency requirements.

### Timetable of Next Steps

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

Action	Key milestone	Due date (provisional)	Responsible
CAP	Tuesday 16 <sup>th</sup> January (3pm)	Wednesday 10 <sup>th</sup> January (2pm)	Verna Connolly
Cabinet	Monday 29 <sup>th</sup> January (6pm)	Friday 19 <sup>th</sup> January (12pm)	Verna Connolly
Budget Full Council	Wednesday 14 <sup>th</sup> February (6pm)	Tuesday 6 <sup>th</sup> February (12pm)	Verna Connolly
Publish on HBC website	Published	1 <sup>st</sup> April 2024	Verna Connolly

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## Wards Affected

Insert the list of wards affected:

N/A

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## Implications

Relevant project tools applied? No

Have you checked this report for plain English and readability? Yes

Climate change implications considered? Yes

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	No
Economic/Financial Implications	Yes
Human Rights Act	No
Organisational Consequences	Yes
Local People's Views	No
Anti-Poverty	No

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### Additional Information

Appendix 1 – Pay Policy Statement 2023/2024

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### Officer to Contact

Officer Name	Verna Connolly
Officer Email Address	vconnolly@hastings.gov.uk
Officer Telephone Number	01424 451707

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# Appendix 1

## Hastings Borough Council

### Pay Policy Statement for the year 1 April 2024 to 31 March 2025

#### Introduction

1. This pay policy statement under section 38 of the Localism Act 2011 shall apply for the financial year 2024- 2025 until amended.
2. The purpose of the statement is to provide transparency regarding the Council's approach to setting the pay of its employees by identifying:
  - the methods by which remuneration of all employees are determined, including the remuneration of its most senior staff;
  - the arrangements for ensuring the provisions set out in this statement are applied consistently throughout the Council.
3. This statement applies to all employees under the following conditions of employment:  
  
JNC for Chief Officers of Local Authorities  
NJC for Local Government Services
4. The council defines its senior management as:  
Chief Executive  
Deputy Chief Executive  
Heads of Service  
General Managers/Professional leads who are directly accountable to a statutory or non statutory officer in respect of all or most of their duties (excluding roles which are clerical or secretarial). Such officers are invited to provide expertise in their role as head of their profession.
5. This Pay Policy will operate subject to any requirements regarding exit payments pursuant to the Enterprise and the Small Business, Enterprise and Employment Act, 2015 and associated regulations.

#### The Council's policies for setting remuneration

6. In determining its grading structure and setting remuneration levels for all posts, the Council takes account of the need to ensure value for money in respect of the use of public expenditure, balanced against the need to recruit and retain employees who are able to meet the requirements of providing high quality services to the community, delivered effectively and efficiently and at times at which those services are required.
7. With the exception of the Chief Executive, Deputy Chief Executive and Heads of Service, the Council uses the nationally negotiated pay spine as the basis for its local grading structure. The grade of a post is determined by application of an agreed Job Evaluation process. The value of scale points changes in line with national agreements, including any "cost of living" increases, the most recent of these at the time of preparation of this policy, was a flat £1925 increase effective from 1<sup>st</sup> April 2023 (or 3.88% for those above the maximum spine point) – negotiations for April 2024 have still not concluded.

## Grade and Salary Band (from 1<sup>st</sup> April 2023) – negotiations still ongoing for April 2024 pay award

Grade	Salary Band
10	£23,500 to £24,702
9	£23,893 to £26,421
8	£25,119 to £28,770
7	£27,334 to £31,364
6	£29,777 to £34,834
5	£33,024 to £38,223
4	£36,648 to £41,418
3	£39,186 to £45,441
2	£44,428 to £50,512
1	£49,498 to £56,703

8. All other pay-related allowances are the subject of either nationally or locally negotiated rates, having been determined from time to time in accordance with collective bargaining machinery and/or as determined by Council policy.
9. New appointments will normally be made at the minimum of the relevant grade, although this can be varied where necessary to secure the best candidate. From time to time it may be necessary to take account of the external pay market in order to attract and retain employees with particular experience, skills and capacity. Where possible, the Council will ensure the requirement for such approaches is objectively justified by reference to clear and transparent evidence of relevant market comparators, using appropriate data sources available from within and outside the local government sector.
10. There are a number of pay points within each grade. For staff not on the highest point within the band, there is a system of annual progression to the next point on the band. Faster progression is possible for posts identified and evaluated as career grades.
11. Regarding the equal pay requirements of the Equality Act 2010, the Council ensures there is no pay discrimination within its pay structures and that all pay differentials can be objectively justified through the use of equality proofed job evaluation mechanisms which directly relate salaries to the requirements, demands and responsibilities of the role.

### **Chief Officer Grade Range pay rate (officers who are JNC Chief Officers Terms and conditions of employment)**

12. Chief Officer pay range is £91,680 to £120,729 (value at 1<sup>st</sup> April 2023)

### **Chief Officers**

13. The Council's policy and procedures regarding recruitment of Chief Officers are set out in the Officer Employment Procedure Rules of the Council's Constitution. The determination of the remuneration to be offered to any newly appointed chief officer will be in accordance with this pay policy statement and other relevant policies in place at the time of recruitment. In the case of recruitment of the Chief Executive, the decision on remuneration will be taken by the Employment Committee. Any appointments at this level offering a salary in excess of £100,000

would require approval by Full Council. Where the Council is unable to recruit to a post at the designated grade, it may consider the use of temporary market forces supplements in accordance with its relevant policies.

14. Where the Council is unable to recruit Chief Officers or Heads of Service, or there is a need for interim support to provide cover for a vacant Head of Service or Chief Officer post, the Council will, where necessary, consider engaging individuals under 'contracts for service'. These will be sourced through a relevant procurement process ensuring the council is able to demonstrate value for money from competition in securing the relevant service.

### **Additional payments**

15. In addition to the basic salary for the post, staff are or may be eligible for other payments under the Council's existing policies. Some of these payments are chargeable to UK Income Tax and do not solely constitute reimbursement of expenses incurred in the fulfilment of duties:

**Lease car provision**, the Council no longer offers subsidised lease cars to new employees. A small number of employees remain eligible under historical contracts of employment;

**Benefits allowance**, employees who are not entitled to a lease car but are required to travel in order to carry out their duties may receive a benefits allowance to cover costs of travel including mileage, parking, public transport, excluding single journeys over 50 miles.

**Reimbursement of mileage**, Employees can claim mileage travelled in the course of council business. Hastings Borough Council mileage rates are paid dependant on which scheme the employee is in.

This could be:-

NJC rates which are based on the engine size, fuel type for protected employees in post prior to 27<sup>th</sup> November 2001

HMRC Company Advisory Fuel Rates for lease cars.

HMRC Approved Mileage Rates for all other employees. Passenger rate is also paid if appropriate;

Bike mileage is paid when appropriate

**Professional fees**. The Council will meet the cost of a legal practicing certificate for all those employees where it is a requirement of their employment; and professional body subscriptions for staff who are studying providing sponsorship has been agreed by the Council. The majority of employees are responsible for their own professional membership.

**Long service awards**. The Council allows staff to purchase a gift to a maximum amount if they have completed 25 years of service;

**Honoraria**, in accordance with the Council's policy on salary and grading. Generally, these may be paid only where a member of staff has performed a role at a higher grade. Deputy returning officers are paid an honorarium.

**Fees for returning officer and other electoral duties**, such as acting as a presiding officer of a polling station, excluding deputy returning officers. These are fees which are identified and paid separately for local government elections, elections to the UK Parliament and other electoral processes such as referenda;

**Pay protection**, where a member of staff is placed in a new post and the grade is one grade below that of their previous post, for example as a result of a restructuring, pay protection at the level of their previous post is paid for the first 18 months;

**Cycle to Work Scheme**, is available to all eligible employees via the HMRC-approved salary sacrifice scheme.

**Standby and/or call-out payments**, employees who are required to be on standby at times which are outside their normal working week and/or who may be called-out to attend to an issue at the Council's premises or other location may receive an additional payment in accordance with the provisions of the relevant Council policy;

**Provision of mobile telephones**, mobile telephones are provided to employees based on business need where they are necessary to enable them to undertake their duties effectively. The Council funds the provision of the phone and business calls.

**Discounted loans**, permanent employees who have satisfactorily completed their probationary period have access to discounted loans for:

- The purchase of cars/bicycles; and/or
- The purchase of season tickets for travel;

Interest is charged on Car and Bicycle loans at current PWLB (Public Works Loan Board) rates plus 1.25%. For a small number of employees employed before 27<sup>th</sup> November 2001 no interest is chargeable under historical contract of employment terms. Travel season ticket loans are interest free;

**Employee assistance programme**, is a 24/7 confidential support service for information and guidance on a range of work-life topics funded by the Council and made available to all staff.

**Lifestyle scheme** is an online benefits scheme that works with well-known retailers, both online and on the high street, to provide market-leading offers and discounts to all staff.

## **Performance-related pay and bonuses**

16. The Council does not operate a scheme of performance-related pay or bonuses for its staff.

## **Lowest-paid employees**

17. Hastings Borough Council ensures its lowest paid employees are paid the current published UK Accredited Living Wage or higher.

## **Relationship between remuneration of chief officers and remuneration of employees who are not chief officers**

18. The Council's ratio of pay at the top, to pay at the median is currently 1:4.1.  
This ratio is based on basic salary only, excluding variable pay and benefit in kind.

Our ratio is below the recommended maximum published in Hutton's Fair Work Review (1:20)

In comparison our neighbouring authorities most recently published pay ratios are as follows:

Rother District Council: 1:5.1

East Sussex County Council: 1:6.87

Wealden: 1:4.4

Eastbourne: 1:5.7



## **Payments on termination etc.**

19. The Council's approach to statutory and discretionary payments on termination of employment is set out within its Early Termination of Employment – Compensation Policy which includes the written statement in accordance with regulations 5 and 6 of the Local Government (Early Termination of Employment) (Discretionary Compensation) Regulations 2006. At the time of preparation of this policy statement, the policy is:
  - to pay statutory redundancy payments in accordance with the Employment Relations Act 1998, which provides for a maximum calculation of up to 30 weeks' pay, multiplied by two. The payment will be based on an employee's actual weekly salary rather than the figure set by the Government.
20. The Council's policy is normally not to make any awards under the Local Government (Discretionary Payments) (Injury Allowances) Regulations 2011: this constitutes its written policy statement under the regulations.
21. Any large severance payments will be considered by the Employment Committee and referred to full Council for approval. Large payments would be those in excess of £95,000 including salary paid in lieu, redundancy compensation, holiday pay and any bonuses, fees or allowances paid. The basis of any exit payment is subject to a maximum salary of £80,000.
22. Employees re-employed by a relevant body, as specified in the Modification Order, within 24 months of receiving of an exit payment will be required to repay an amount of the payment.

## **Publication of information**

23. This statement will be published on the Council's Website [www.hastings.gov.uk](http://www.hastings.gov.uk) In accordance with regulation 7 of the Accounts and Audit (England) Regulations 2011, for posts where the remuneration in a year is £50,000 or more, the Council's Annual Statement of Accounts will include a note setting out the total amount of - salary, fees or allowances paid to or receivable by the person in the current and previous year;
  - any sums payable by way of expenses allowance that are chargeable to UK income tax;
  - any compensation for loss of employment and any other payments connected with termination;
  - any benefits received that do not fall within the above

The statement of accounts is available on the Council's website.

24. The Council also publishes information about remuneration of JNC Chief Officers and staff in the transparency section of its website.  
[http://www.hastings.gov.uk/my\\_council/transparency/](http://www.hastings.gov.uk/my_council/transparency/)

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# Agenda Item 8



**Report To:** Cabinet

**Date of Meeting:** 29 January 2024

**Report Title:** Review of the Gating Public Space Protection Order (PSPO) which allows the gating of 4 public rights of way and consider adding another gated footpath to the order.

**Report By:** Natasha Tewkesbury Head of Community & Regulatory Services

**Key Decision:** Yes

**Classification:** Public (Part 1)

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## Purpose of Report

To summarise the consultation feedback and determine whether to renew, and remain gated, public footpaths identified in the gating public space protection order (PSPO) in areas affected by long term anti-social behaviour using powers from the Anti-social Behaviour, Crime and Policing Act 2014 for a further 3 years.

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## Recommendation(s)

- 1. Cabinet authorises the Head of Community and Regulatory Services in conjunction with the Chief Legal Officer, to implement the statutory legal process required to renew the gating PSPO of public rights of way described in the report and gate a further footpath in Castle ward.**
- 2. The Gating PSPO is formally reviewed every 3 years.**

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## Reasons for Recommendations

As a result of long standing anti-social behaviour affecting the public rights of way, the council has been asked to renew the existing gating of 4 footpaths and gate a further footpath in Castle Ward, using powers set out in the Anti-social Behaviour Crime and Policing Act 2014.

The existing Gating PSPO originally came into force on 1 March 2021, was varied and extended on 7 November 2022. It now needs to be reviewed and potentially varied and extended again before it expires on 1 March 2024.

## Introduction

1. In recent years a number of footpaths in central St Leonards and central Hastings have been the focus for crime and anti-social behaviour. All of these footpaths are also Public Rights of Way (PROW). Gating is only considered for those footpaths where there is serious crime and anti-social behaviour impacting on the lives of residents and local businesses and not a blanket approach across the borough. The following 4 footpaths are currently gated under the gating PSPO in place and require review:
  - a. Valentine's Passage, Central St Leonards, Public Right of Way (No.94)
  - b. Laser Lane, Central St Leonards Public Right of Way (No.97)
  - c. Prospect Passage, Havelock Road, Public Right of Way (No.175)
  - d. Hoads Wood Road and Pilot Road, Public Right of Way (No. 232)\*

\*This was agreed and added to the order in November 2022 so not applicable for review now.

2. The current Gating PSPO is on the council's website, for further detail:  
[https://www.hastings.gov.uk/content/my\\_community/safety/493930/The\\_Public\\_Spaces\\_Protection\\_Order\\_\(No\\_3\)\\_Hastings\\_Borough\\_Council\\_2021.pdf](https://www.hastings.gov.uk/content/my_community/safety/493930/The_Public_Spaces_Protection_Order_(No_3)_Hastings_Borough_Council_2021.pdf)
3. It is proposed that a further footpath in Castle ward, which runs between Robertson Street and Claremont is also considered for gating under the PSPO:
  - a. Trinity Passage, Public Right of Way (No. 177)
4. Residents and local businesses asked the council and police several times to take steps to deal with the crime and anti-social behaviour associated with these footpaths. The behaviour reported includes drug dealing and use, noise and shouting (from drug dealers and potential clients), street drinking, arson, public defecation, prostitution, fly-tipping, graffiti, dog fouling, litter accumulations and some instances of public place violent crime.
5. Each PROW has a different profile of crime and anti-social behaviour, but reports continue to identify these footpaths as needing crime prevention interventions. These behaviours affect the quality of life of residents and the trading and operation of nearby businesses.
6. Increased patrols by police and council wardens, as well as the use of re-deployable CCTV cameras, are only a temporary solution and have been tried several times. Gating these footpaths has been a far more effective measure in the reduction of anti-social behaviour.
7. Support for safe and usable streets, including the need to address community safety issues, is found in planning national design guides, and is a recognised part of crime prevention through environmental design.
8. The Anti-social Behaviour, Crime and Policing Act 2014 gives local councils the power to gate public rights of way using the Public Space Protection Order (PSPO) process. The PSPO can restrict access, such as gating the PROW. The criteria for using gating orders stipulates that it must demonstrate it will positively affect the anti-social behaviour, crime and disorder exhibited along PROWs that:
  - a. has had, or is likely to have, a detrimental effect on the quality of life of those in the locality

- b. is, or is likely to be, persistent or continuing in nature
  - c. is, or is likely to be, unreasonable; and justifies the restrictions imposed
9. This report sets out the background to the gating and feedback from the public consultation.

## Consultation process

- 10. There is considerable evidence of ongoing crime, disorder and anti-social behaviour associated with each of the PROWs that are currently gated, collected from the same range of sources used from the original proposal.
- 11. Statutory consultees are the Highways Authority (East Sussex County Council ESCC Public Rights of Way Unit), Sussex Police, local councillors and any resident or landowner on or near the PROW likely to use it.
- 12. The formal public consultation took place for 4 weeks during December 2023. In addition, the Community Safety Manager has been working with residents and businesses in the vicinity of the footpaths for a long time and reports that there is support for the continuance of the gating.

## Consultation feedback

- 13. The anonymised detailed written feedback received during the consultation can be found in Appendix 1. The following paragraphs summarise the feedback.
- 14. Sussex Police responded supporting the renewal of the gating order for all footpaths currently gated. All of PROWs and the locale remain the focus of responses to high levels of crime as detailed in the response with crime statistics and anti-social behaviour. The removal of the gates to these footpaths will increase the crime levels and occurrence of anti-social behaviour. An unprotected secluded dark alleyway could increase opportunities for an increase in offences as there is already significant crime in the areas. There are limited other crime prevention opportunities available due to the nature of the locations to protect communities. Reductions have been seen since gating was introduced.
- 15. The police also support the introduction of gating for the Trinity Passage footpath as it is in an area of public violence concerns in the town centre and provides a secluded space to allow crime to occur freely putting users at risk and vulnerability.
- 16. The Hastings Business Improvement District (BID) and the Hastings Business Crime Reduction Partnership (BCRP) also responded supporting the proposals, as activity and complaints have reduced in the footpaths where gates have been in place. The proposed gating of Trinity Passage is well supported by residents and businesses in the area due to the high volume of anti-social behaviour being witnessed on a regular basis.
- 17. The East Sussex County Council Rights of Way team are not objecting to the continuation of the gating order but have provided feedback on measures to be considered to counter the difficulties of prolonged closure of the paths and any future reinstatement of public use.
- 18. Consideration is requested to partially reopen the footpaths to be public by varying the order to gate during night-time hours only. However, the evidence gathered shows that anti-social behaviour and crime occur in these footpaths throughout the day and night. ESCC suggest that in conjunction with police patrols and measures to assist in dealing with daytime offending, such as restrictions to gatherings, it must be at least a reasonable possibility that a

better result for the community could be achieved. This is not sustainable for the council as we do not have the resources to open and close the gates daily in multiple locations across the borough. Discussions have been held with a local community group regarding public access to Laser Lane (No 97) and these will continue with a view to extending community led use of the area including the management of the footpath.

19. If the order remains ESCC welcomes assurances as to how issues with the potential neglect and privatisation of gated paths be mitigated. In this respect, all residents and local businesses have agreed to manage and essentially own the gates and manage the alley e.g., cleanliness. A legal document (*a simple letter*) will be drawn up to clearly indicate future responsibilities. Notification to residents and permanent notices at the footpaths, as suggested by ESCC can be implemented once the order is renewed.

### **Valentine's Passage, Central St Leonards**

20. Only a very small number of residents are directly affected by the anti-social behaviour that happened here. Their comments are contained in Appendix 1.
21. Local residents affected have reconfirmed their offer to take responsibility for both management and repair of the gates and the ongoing management of the footpath.

### **Laser Lane, Central St Leonards**

22. There are few residents living in the gated part of Laser Lane. By far the largest users are the businesses along Kings Road who store their trade waste bins in the entrance. ESCC highways enforces the removal of these bins if they become problematic, but there has been little recent enforcement and traders have continued to utilise this area for bin storage. The Borough Council continues to issue section 47 notices under the Environmental Protection Act 1990 to ensure these bins are not causing any detriment to the public realm.
23. Progress Network CIC have offered to take responsibility for managing both gates in Laser Lane. They have agreed a land-use arrangement with an adjoining property making the area into a community garden, recreational space and more recently have held craft and art classes in the lane and adjoining grounds. The council will support Progress Network CIC and other local community groups to take on management of the gates to ensure the footpath can be opened up for use alongside community events. Engagement with local community groups will be encouraged and supported where land ownership is unregistered.
24. The development of flats along the alley, planning application HS/FA/06/00535 included further enhancement to the appearance of the lane.

### **Prospect Passage, Central Hastings**

25. This PROW leads from Havelock Road to Priory Square. The gates have greatly reduced the nuisance reported along Havelock Road and public place violence associated with the taxi rank could increase if ungated. The landlord of Brass Monkey has witnessed considerable antisocial behaviour in recent times. In the last eighteen months a machete wielding individual was delayed sufficiently for police to arrest the individual before bringing the weapon into town. This alone should be justification to continue the gating here.
26. The Brass (Monkey) management is changing and the council will engage with the new management to ensure the continued operation of these gates in line with the use of this building directly adjacent to the footpath and the terms of the PSPO order.

## Trinity Passage, Central Hastings

27. It is recommended that the footpath is gated and becomes part of the Gating PSPO. Ongoing reports from residents, businesses and the council's waste services identify Trinity Passage a significant hot spot for environmental crimes. There are regular fly-tips and waste left by local businesses. The location of this passage makes it an ideal location for public urination and graffiti, all of which occur frequently.
28. At a recent residents meeting, arranged by the Community Safety Manager, local business representatives and the neighbouring church reported considerable amounts of drug misuse, public defecation and other anti-social behaviours. Local residents and shop staff have been threatened by individuals committing these offences with one sales assistant assaulted. This passage is located in an identified 'high crime area' by the East Sussex Violent Crime Reduction Partnership.
29. Residents, businesses, police and the Hastings Business Crime Reduction Partnership support the gating of this footpath and is essential to making the area safer to use. There are alternative routes to the east and west of the passage between Robertson Street and Claremont and access to the residential properties adjoining the passage would be maintained.
30. Street cleaning would continue to be carried out for the footpath once its gated to ensure there is no accumulation of litter blown in from either end of the gates.

## Policy implications

### Equalities or community cohesiveness

31. If the gating of the footpaths is continued it can be argued that people are no longer able to use them are being discriminated against. However, access will be afforded to all those who need continued access because they live or work in the properties backing onto the footpaths. There are alternate routes very close by for all.
32. A reduction in the crime and anti-social behaviour associated with the withdrawal access has already resulted in improved community cohesiveness amongst the communities retaining access.

### Crime and fear of crime

33. A reduction in the crime and anti-social behaviour associated with the withdrawal of unfettered access to the footpaths continues to result in reduced fear of crime in the area.

### Risk management

34. Gating reduces the risk to the public to be victims of crime and anti-social behaviour whilst using the footpath or injured from litter left such as needles, broken glass and other hazardous items.

### Environmental Issues

35. The council's street cleaning service continue to have access when needed to these footpaths but there is less likelihood of fly tipping and accumulation of litter hotspots.

## Economic/financial implications

36. The cost of requesting planning permission and installation of the gates in Trinity Passage are being discussed with residents and local businesses with potential financial support from the Safer Hastings Partnership and the East Sussex Violence Reduction Partnership funds. There are no other cost implications to the council.

## Organisational consequences

37. By gating the footpaths that have historically been problem areas for enviro-crime it allows the council's limited resources to be focussed on other areas of the borough.

## Legal implications

38. It is essential that the council follows the legal provisions set out in the Anti-social Behaviour, Crime and Policing Act 2014, and associated statutory guidance. This primarily relates to the need for proper consultation, including with specified statutory consultees as mentioned in above.
43. It is also possible for the council to offer some reassurance to the Rights of Way Team in as much as:
- suitable management of the gated footpaths will be provided by local residents for Valentine's Passage, and Prospect Passage and Trinity Passage, and that the gate management in Laser Lane will be the responsibility of Progress Network CIC.
  - The council can review the orders at any time but must do so at least every 3 years. Subject to formally reviewing an order (including carrying out the associated statutory consultation), the council may vary or revoke an order. This means that the gating measures proposed are not permanent and can be changed to reflect changing circumstances.

## Timetable of Next Steps

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

Action	Key milestone	Due date (provisional)	Responsible
CAP	Agree report and recommendations	18 January 2024	Head of community & regulatory services
Cabinet	Approve report and recommendations	29 January 2024	Head of community & regulatory services
Sign and seal Gating PSPO		1 March 2024	Chief Legal Officer
Implementation of gates at Trinity Passage		April/May 2023	Community Safety Manager



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## Wards Affected

Central St Leonards and Castle Wards

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## Policy Implications

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

Equalities and Community Cohesiveness	Y
Crime and Fear of Crime (Section 17)	Y
Risk Management	N
Environmental Issues & Climate Change	Y
Economic/Financial Implications	Y
Human Rights Act	Y
Organisational Consequences	Y
Local People's Views	Y
Anti-Poverty	N
Legal	Y

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## Additional Information

Appendix 1 – anonymised written feedback from the consultation on the gating proposals.

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## Officer to Contact

John Whittington – Community Safety Manager

[jwhittington@hastings.gov.uk](mailto:jwhittington@hastings.gov.uk)

01424 451438

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## Appendix 1 – Detailed consultation feedback responses

Type of contact	Relates to which footpath/ PROW 1. Valentines Passage 2. Prospect Passage 3. Laser Lane 4. Trinity Passage	Consultation Feedback
Resident	All	I thoroughly support the policy of gating all alleyways where antisocial behaviour occurs. I think it should be expanded to cover the whole of Hastings and St Leonards.
Resident	All	I think the gates should stay in place to stop antisocial behaviour, and the proposed new gate should be installed.
Resident	Valentines Passage	<p>Prior to installation of the gates both ends of Valentines Passage the surrounding area Shepherd St, North St, Gensing Rd were severely affected by continual antisocial behaviour mainly drug dealing and taking within and around the alleyway. After nearly two years of consultation and recording of antisocial behaviour the gating order was approved. Since installation in 2021 this has stopped completely. The area feels safe and quiet and far less fly tipping. The residents and those closest to the alleyway tell me life is completely different. Residents can come &amp; go from their home without having to witness the antisocial behaviour, and certainly for the residents walking down the alleyway at night is no longer a scary ordeal. Or a dirty one with no faeces to dodge.</p> <p>Parents no longer need to shield their children from the sights that were regularly seen no matter what time of day.</p> <p>The whole area around Valentine’s passage has improved tremendously. It is a pleasant place to live.</p> <p>To remove these gates would be a terrible mistake as it would only be a matter of time before the drug dealing and taking and its associated behaviour would return making residents lives miserable. Never mind the money &amp; effort that went into installing these gates.</p> <p>When my father lived in the area he often felt too scared to go out or come home especially in the dark because of the situation. The last time he visited there he was overwhelmed with the difference.</p> <p>At the very least one could try keeping gates open in the daytime (once the alleyway is safe &amp; the wall is stabilised) and review whether this attracts the antisocial behaviour again.</p>

		Currently the wall in the alleyway is falling in and needs to be stabilised before the alleyway is safe for public use.
Resident	Valentine's Passage	<p>I wanted to let you know what a hugely positive effect the gates on Valentine's Passage have had on my life as a resident, but also on the North Street and the local area overall.</p> <p>I spent more than 10 years pre-gating regularly feeling genuinely unsafe in my home because of persistent and ongoing ASB in and around the alley. This was predominantly drug dealing and drug taking, complete with associated erratic and aggressive behaviour, but also included more extreme activities requiring emergency service attendance.</p> <p>Before gating, Valentine's Passage was a little-used passageway owing to people not even knowing it was there. Those that did know it was there generally chose not to use the cut through because it felt unsafe.</p> <p>Since the installation of the gates ASB in the immediate area has gone from sometimes dozens of incidents a day at its worst to literally zero. It's been transformative.</p> <p>I have no doubt that removing the gates or having them unlocked would lead to an almost immediate recurrence of ASB once people became aware of the change in circumstances.</p> <p>Removal of gates would not, in my opinion, serve to benefit the local residents in anyway. It would simply serve to again provide an isolated space for people intent on carrying out illicit activities, which would be to the significant detriment of local residents.</p>
Business	Trinity Passage	<p>Hastings Urban Design Group notes the Council's proposal to gate Trinity Passage, connecting Claremont to Robertson Street.</p> <p>If this proposal is carried out the gates should be a site specific design that reflects the conservation area setting, perhaps of a quality akin to the gates at the end of Gotham Alley on Claremont, rather than the "off the peg" standard galvanized gates used to close off alleys elsewhere in the town.</p> <p>As the proposal is within a conservation area, and is adjacent to a listed building, we look forward to seeing a detailed planning application for the proposal should it go ahead.</p>
Hastings Borough	All	Licensing within Hastings Borough Council engages with many town centre businesses and residents in connection with their work. The issue of Gating Orders for various passageways

Council Licensing		<p>regularly features in our meetings and is seen by all as a proven method of improving the areas to the benefit of all.</p> <p>Therefore, licensing supports the renewing of these existing gating orders and fully supports the proposal for a new one between Robertson Street and Claremont (Hastings No 177), we have recently visited the area in support of a new application and witnessed first hand the fly tipping that had occurred.</p>
Resident	All	I agree those passageways need to continue being gated.
Business and resident	Prospect Passage	<p>I am writing in relation to the gates in Havelock Road.</p> <p>They were installed due to many unsavoury incidents and I am pleased to report that they have been an amazing success. The level of traffic around that area has obviously dropped with their installation and therefore the number of incidents have become non existent.</p> <p>I would definitely recommend that their closure continues as it has made this part of town far safer.</p>
Business	Trinity Passage	<p>I am a business owner in Claremont and I wanted to voice my encouragement of the proposed gated area between Claremont and Robertson Street.</p> <p>Currently this alley is a health hazard from the rubbish and other mess that builds up there. It make it unsafe for public access and is a spot for antisocial behaviour/. I have had two incidents of graffiti on our shutters in the last month and the alley acts as an easy hiding place for these people. I believe gating this will make the area safer and aesthetically more attractive which will help with local businesses.</p>
Hastings BCRP and Hastings BID	Laser Lane Prospect Passage Trinity Passage	<p>I am writing in my capacities as Town Centre Manager for the Hastings Business Improvement District and manager of the Hastings AREA BCRP CIC to support both the retention of the gating order at Laser Lane in St Leonards and the creation of a new order to protect Trinity Passage in the town centre.</p> <p>Laser Lane has a long history of anti-social behaviour problems, and the gating of the area has helped considerably, with the area now much tidier and less prone to activities that previously generated many complaints from neighbouring residents and business alike. A community project has now developed in the alley to the rear of the shops, and the retention of the gate will support this endeavour's continued existence. The non-renewal of this order would be seen</p>

		<p>as a retrograde step by the local community at large.</p> <p>Trinity Passage has been a concern to people and businesses in the surrounding area since I took on this role some six years ago. The alleyway is hardly (if ever) used for legitimate purposes by anyone other than residents whose front doors are in the alley itself and a small handful of businesses who store their bins there. The layout of Robertson Street and Claremont means that it does not serve as a 'short-cut' for anyone walking through the area, and as such this makes it a haven for ASB, including public urination/defecation and drug use/dealing. Local residents and businesses have witnessed and been confronted with this type of behaviour over many years, and there have been calls for the alley to be gated going back well before my tenure started. Gating this passage would be warmly welcomed by everyone in the area, and has my full support.</p>
Sussex Police	All	<p><b><u>Trinity Passage – Supported to be Gated</u></b></p> <ul style="list-style-type: none"> <li>• 01/04/21 to 31/03/22 (12mths) – 9 crimes and 19 incidents.</li> <li>• 01/04/22 to 31/03/23 (12mths) – 6 crimes and 3 incidents.</li> <li>• 01/04/23 to 30/09/23 (6mths) – 6 crimes and 1 incident.</li> </ul> <p>*Please note that the last period is six months. It is predicted for the full 12-month period that there will be twelve crimes and two incidents*.</p> <p>Violence Against the Person remains the highest crime type of 12 offences, followed by theft and handling offences. These are public space crime and have seen a projected increase this year. The location is in the heart of Hastings Town Centre which has both day and night public violence concerns. The re-opening this passage would lead to the use of this passage being used as a cut through and a secluded area for crime to occur freely without 3<sup>rd</sup> party protection, offences would include violence, drug dealing and handling of stolen goods, linked to an increase in organised shoplifting to fund drug habits locally. This would put all users of this passage at increased risk and vulnerability and as such my recommendation is that it is remained gated.</p> <p><b><u>Valentine's Passage – Supported to remain gated</u></b></p> <ul style="list-style-type: none"> <li>• 01/04/21 to 31/03/22 (12mths) – 61 crimes and 19 incidents.</li> <li>• 01/04/22 to 31/03/23 (12mths) – 144 crimes and 9 incidents.</li> <li>• 01/04/23 to 30/09/23 (6mths) – 63 crimes and 2 incidents.</li> </ul> <p>*Please note that the last period is six months. It is predicted for the full 12-month period that there will be 126 crimes and four incidents.</p>

		<p>Theft and handling offences are the predominate crime type of 159, followed closely by violence against the person offences of 87. There are also significant reports of ASB in the location. This passage with unrestricted access would create an environment that would attract an increase in ASB and move it away from the public eye and thus increasing the associated risks. We have seen other person base associated with this location such as robbery and sexual offences, although small numbers a secluded, unprotected dark alleyway could increase these opportunities for an increase in these offences. There is significant crime in this area and all measure to prevent crime being hidden or easier to commit must be taken, and as such I recommend that this passage remains gated.</p> <p><b><u>Laser Lane – Support to remain gated</u></b></p> <ul style="list-style-type: none"> <li>• 01/04/21 to 31/03/22 (12mths) – 37 crimes and 10 incidents.</li> <li>• 01/04/22 to 31/03/23 (12mths) – 37 crimes and one incident.</li> <li>• 01/04/23 to 30/09/23 (6mths) – 11 crimes and 0 incidents.</li> </ul> <p>*Please note that the last period is six months. It is predicted for the full 12-month period that there will be 22 crimes and 0 incidents.</p> <p>Whilst crime has a projected reduction in the last 12months, as seen in other location violence against person offences and theft/handling offences remain the predominate offence types. This location is within a shopping High Street and would provide opportunities for easy escape routes and crime to be hidden from view. There are limited other crime prevention opportunities to protect communities using this passage due to the narrowness and darkness of the location. The location being gated has had a positive effect on reduction of calls and as such recommendation are that this remains.</p> <p><b><u>Prospect Place – Supported to remain gated</u></b></p> <ul style="list-style-type: none"> <li>• 01/04/21 to 31/03/22 (12mths) – 23 crimes and 15 incidents.</li> <li>• 01/04/22 to 31/03/23 (12mths) – 42 crimes and 1 incident.</li> <li>• 01/04/23 to 30/09/23 (6mths) – 23 crimes and 5 incidents.</li> </ul> <p>*Please note that the last period is six months. It is predicted for the full 12-month period that there will be 46 crimes and 10 incidents.</p> <p>Theft and Handling offences have increase over the Violence Against the Person offences in the past month, this fits with the national picture of increase in shoplifting offences across all community sectors. Alleyway, and passages generate an environment for stolen or illegal property to be exchanges without 3<sup>rd</sup> party witnessing. We continue to tackle shoplifting nationally and locally, but this location is within a highly populated retail environment my recommendations are that this remains gated.</p>
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Hastings Borough Council Waste Services	Trinity Passage	<p>Trinity Passage has been an issue for many years, mainly for flytipping, literally on a weekly basis. The numbers of reports are high. The Passage attracts drug users and those needing the toilet. Flytipping has reduced at the moment, possibly as one of the main fly tippers was prosecuted/fined. With the fly tip frequency and the assumption that the police have a lot of reports for the alley, plus the number of complaints that Community safety receive from the residents in the alley, this passage would certainly benefit from gating.</p>
ESCC Public Rights of Way	All	<p>Thank you for consulting us on the Borough Council's review of the above Order. Concerns regarding the continuation of this Order relate primarily to the difficulties that the prolonged closure of the paths will pose to any future reinstatement of the public's use. Having already been closed to the public for almost three years, the perception of them as private ways will only become more established if the Order is renewed for a further 3 years. If it is decided that the continuation of the Order is needed, I would ask that consideration is given to measures to counter this.</p> <p>In particular I would ask that consideration is given to the possible benefits of partially reopening them to the public by varying the Order to gate the paths during night time hours only. In my opinion this would strike a better balance between addressing the misuse of the paths and retaining them as public spaces, which I would suggest has the potential to counter anti-social problems.</p> <p>I acknowledge that this presents a challenge in respect to the management of the gating. However, the application of gating PSPOs carries a responsibility on the Borough Council's part towards the management of the gates. Whereas my impression is that the management of the gates imposed by this Order is currently delegated entirely to residents with little or no control on the part of Borough Council.</p> <p>For example, in the case of Laser Lane, Footpath 97, I understand that the management of the southerly gate is controlled exclusively by residents of the new development, The Hideaway. The occupants of which will have moved to the property since the Order was applied in 2021 and so will likely have no appreciation of the lane as being a public path. I am very concerned that if the Order and this arrangement are continued it will be extremely difficult to reverse the perception on the part of residents that the public have no right to use the lane.</p> <p>The arrangement with the northerly gate on Kings Road also appears to be undermining the purpose of the Order. The gate being routinely left open is enabling the persistence of antisocial issues and the closure of the lane to the public arguably only serves to make the area a more discreet space and prone to the problems it is attracting.</p>



		<p>The use of the space adjoining the lane for community events is a positive development and there appears to be the potential to integrate this with the management of the gating. The delegation of the management of the gates to the community group in combination with the reinstatement of the public use in daytime hours could offer more positive long-term benefits than the continuation of the Order in its current form.</p> <p>I recognise that a similar arrangement is unlikely to be possible in the case of Footpaths 94 or 175. However, management agreements could conceivably be put in place with the property owners who have control of the gates requiring them to be kept unlocked between certain hours.</p> <p>If the Order is to be continued in its current form consideration should be given to other measures to counter the perception of the paths as being permanently closed to the public. Adjoining residents with access should be reminded in writing that the Order is temporary that the paths remain designated as public highway.</p> <p>Regular checks should be made on the paths to document their condition and ensure against any encroachment or obstruction.</p> <p>In respect to Footpath 175, I am aware that the Brass Monkey pub has closed since the Order was made. I would ask that the Brough Council's Planning Team is made aware of the need to retain the public footpath with any future use or redevelopment of the property, or otherwise that a permanent stopping-up by way of an appropriate planning order needs to be considered.</p> <p>In the case of all three paths, whether the Order is continued in its current form or varied to introduce daytime opening hours, I suggest that permanent notices should be erected detailing the terms of the PSPO. This would serve both to inform the public and remind residents of their public status and the temporary nature of the Order.</p> <p>I confirm that I do not wish to object to any continuation of the Order but would request that these matters and the possible variation of the Order are given consideration by the Borough Council in conducting its review.</p>
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# Agenda Item 9



**Report to:** Cabinet

**Date of Meeting:** 29 January 2024

**Report Title:** Land off Sidney Little Road

**Report By:** Amy Terry  
Property & Commercial Assets Manager

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## Purpose of Report

To seek approval to proceed with the sale of the land.

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## Recommendation(s)

- 1. To add the land to the Council's Land and Property Disposal Programme.**
- 2. Approve the disposal of the land in accordance with section 123 of the Local Government Act 1972.**
- 3. Delegate authority to the Property & Commercial Assets Manager in consultation with the Leader of the Council and Finance Portfolio Holder to take all actions to dispose of the land and agree terms of the sale/s.**

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## Reasons for Recommendations

1. Ahead of the wider Council strategic asset review we have conducted an initial review of the Council's assets and identified the land can be brought forward for immediate sale for the reasons outlined in the report.
2. The sale could generate capital receipts currently estimated to be worth in the region of £0.9m. The capital receipts would then be reinvested into funding the capital programme and reduce external borrowing. This would therefore reduce our borrowing costs such as MRP (Minimum Revenue Provision) as well as costly interest charges which are continuing to rise with interest rates.
3. This would have a beneficial impact on our revenue position and take some of the pressure off the Council services and general reserve balance which is continuing to be used to fund the revenue budgets for areas such as Homelessness.

## Background

1. The Council owns two areas of land off Sidney Little Road know as Plot PX and Plot NX2 and NX3 as shown on the attached plan.
2. Plot PX adjoins the newly constructed Churchfields Business Centre. It measures approximately 0.94 hectares (2.32 acres) and is allocated for Employment B use classes in the Local Plan: site reference GH8.
3. Plot NX2 and NX3 is south of Plot PX and adjoins a row of units let on a ground lease (Plot NX1). It measures approximately 0.5 hectares (1.24 acres) and is also allocated for Employment B use classes in the Local Plan: site references GH9 and GH11.

## Appraisal of Options

4. Council to develop – the Council is not in a financial position to develop these sites and not likely to be in the foreseeable future. This option has been explored extensively in the past and we were unable to identify an end user who could cover the uplift in rent to fund the development costs. No other interested party has come forward. External funding schemes have also been explored, with adjoining land (Churchfields Business Centre) being funded via a combination of grant and core funding. Current regeneration funding is focused more on the town centre and/or on schemes which will be of a smaller nature, and we are not expecting being able to utilise external funding to subsidise build costs and therefore create an affordable market rent for the final unit.
5. Dispose by long lease – unlikely to be market interest.
6. Dispose of freehold – given there is a scarcity of development land available within the area and there is currently still demand for smaller commercial units we consider that selling the land would enable either owner occupiers to develop a unit/units for their own occupation or the private sector to develop. The adjoining Churchfields Business Centre was built to a very high sustainable standard and its hoped this and the infrastructure etc. would encourage similar development here.

## Proposal

7. Below is an assessment using the Council's RAG rating system.

Front line service usage – with public access	Suitability - Access/ location in line with Corporate plans	Suitability - Ways of Working	Utilisation	Sensitivity - Civic Importance	Tenure/Value - Commercial Model	Condition - Annual running costs	Condition - Capital programme costs	Sustainability - Ability to achieve Net Zero	Overall
N/A	N/A	N/A	N/A		Sales valuation estimated £0.9m	N/A	N/A	Will have to meet minimum Building Regulations requirements	Disposal candidate

8. Section 123 of the Local Government Act [Local Government Act 1972 \(legislation.gov.uk\)](http://legislation.gov.uk) provides as follows:

Disposal of land by principal councils.

(1) Subject to the following provisions of this section, and to those of the Playing Fields (Community Involvement in Disposal Decisions) (Wales) Measure 2010, a principal council may dispose of land held by them in any manner they wish.

(2) Except with the consent of the Secretary of State, a council shall not dispose of land under this section, otherwise than by way of a short tenancy, for a consideration less than the best that can reasonably be obtained.

(2A) A principal council may not dispose under subsection (1) above of any land consisting or forming part of an open space unless before disposing of the land they cause notice of their intention to do so, specifying the land in question, to be advertised in two consecutive weeks in a newspaper circulating in the area in which the land is situated, and consider any objections to the proposed disposal which may be made to them.

9. As the land is likely to fall within the definition of open space, we will place an advert in the Hastings and St Leonards Observer and consider any objections. To enable us to achieve best consideration we would appoint suitably experienced external commercial Agents to market the land and provide as necessary advice on any offers received. The Chief Finance Officer be asked to vouch for the skill sets of the external Agent.
10. The proposal meets the objective in the Corporate Plan to make best use of our land, buildings, public realm and cultural assets.

## **Economic/Financial Implications**

11. The land does not produce any revenue and there are holding costs incurred for managing/inspecting etc.
12. The cost of disposal will comprise: the local newspaper advert (circa £450), officer time from Estates (estimate £8,000) and Legal (estimate £5,000), and Agents fees (likely to be 1-2% of the sale price) total circa £32,000.
13. If an acceptable offer is received and the land is subsequently sold this will realise a capital receipt for the Council and eliminate holding costs (management etc.). It should also enable the sites to be brought forward for development to provide premises for local or new/new to the area businesses supporting jobs and generating business rates.

## **Risk Management**

14. We consider that current market conditions are suitable to dispose of the land but if acceptable offer/s are not received we would not progress with selling.

## Recommendation

15. For the reasons outline above it is recommended that the land is added to the Council's Land and Property Disposal Programme and action is taken to dispose of it for the best consideration that can reasonably be obtained.

### Timetable of Next Steps

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

Action	Key milestone	Due date (provisional)	Responsible
Get quotes from Agents to market	Appoint Agent to market	ASAP after Cabinet	Property and Commercial Assets Manager
Market for sale	Agent to prepare particulars then market	February 2024	Property and Commercial Assets Manager/appointed Agent
Accept offer	Consider offers	Closing date TBD	Property & Commercial Assets Manager in consultation with the Leader of the Council and Finance Portfolio Holder
	Agree heads of terms for sale with successful bidder	After offer accepted in principle	Property & Commercial Assets Manager/appointed Agent
Complete sale	Legal instructed Contracts exchanged Sale completes	Timescales depend on whether sale is subject to planning	Property and Commercial Assets Manager/Legal

## Wards Affected

## Implications

Relevant project tools applied? Yes/No

Have you checked this report for plain English and readability? Yes/No

Climate change implications considered? Yes/No

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

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## Additional Information

Appendix 1 - plan.

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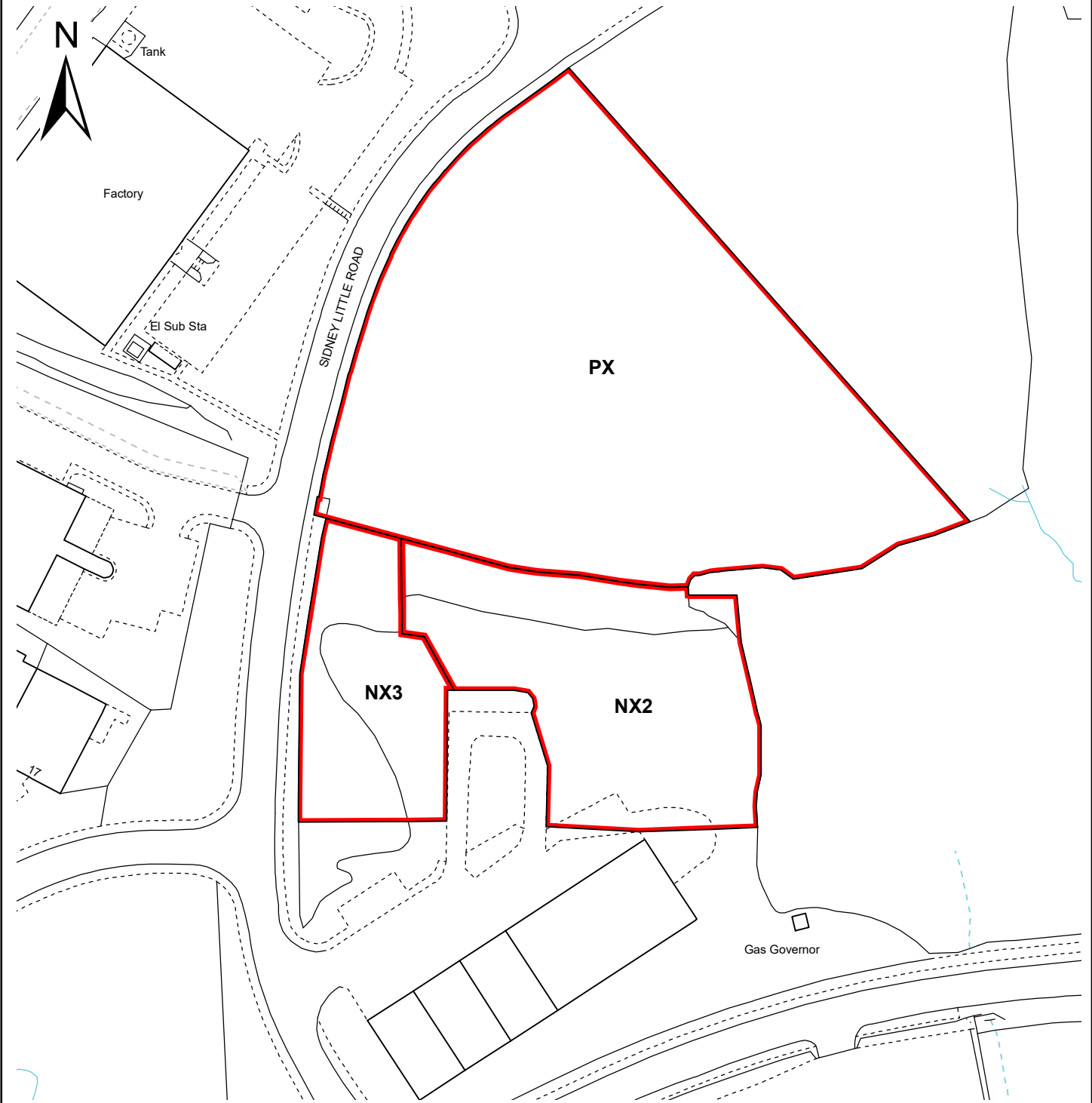
## Officer to Contact

Amy Terry  
aterry@hastings.gov.uk  
01424 451640

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Plots PX, NX2 and NX3  
Sidney Little Road  
St Leonards-on-sea



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# Agenda Item 10



**Report To:** Cabinet

**Date of Meeting:** 29 January 2024

**Report Title:** Housing allocations scheme consultation

**Report By:** Sophie Honeysett – Housing Options Team Manager , presented by Chris Hancock – Head of Housing

**Key Decision:** Yes

**Classification:** Open

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## Purpose of Report

To summarise the feedback the council has received on the proposed changes to the affordable housing allocations scheme. To agree the proposed revised changes which have been informed directly by the consultation process.

## Recommendation(s):

To adopt the changes to the allocations scheme as proposed in the report.

## Reasons for Recommendations:

The council believe that the changes to the allocations scheme will enable better use of the limited affordable housing in the borough to help meet the most acute forms of housing need faced by residents and also help reduce the use of, and therefore the cost of, temporary accommodation to the council.

## Introduction

1. Hastings Borough Council is required to periodically review its Housing Allocation Scheme. The current Housing Allocation Scheme was introduced in 2018.
2. The council intends to amend its Housing Allocation Scheme, so that it continues to comply with legal requirements and good practice standards, as well as make best use of the limited social housing available. It is particularly important for the council to do this now whilst the council is seeing such an unprecedented need for affordable housing in the Borough.
3. The law requires that when a local authority proposes to make major changes to the way social rented housing is allocated, members of the public should be invited to make comments on the proposed changes.

## Context of consultation

4. Hastings Borough Council, like all local authorities, has a legal duty to operate a Housing Allocation Scheme. The council's Housing Allocation Scheme uses a choice-based lettings approach to allocating social rented housing. The council advertises available properties as part of their Housing Allocation Scheme and applicants on the scheme register their interest on homes they wish to be considered for. All registered 'bids' of interest are then considered in priority order, based on the applicant's banding and then within the bands, the length of time the applicant has been waiting in that band. The council operates a common IT system to deliver the scheme, with Rother District Council and Wealden District Council, with IT software being provided by a third-party private sector organisation that also hosts a website on which properties available to let are advertised.
5. The council undertook a voluntary transfer of its social housing properties in 1996. These homes are now owned by Southern Housing who manage most of the social homes in the Borough. Although there are 21 registered providers of social housing that collectively hold the 6,300 properties, of which 90% are managed by two registered providers (67% by Southern Housing and a further 23% by Orbit).
6. Social rented housing is 14.3% of all housing in Hastings. As of 30 June 2023, there were 1,536 households on the Hastings Borough Council waiting list.
7. The number of new social housing lettings in Hastings has been reducing year on year from 451 in 2019/20 to 155 from 2022/23. Information on social housing waiting times and the number of lets is on this link: [https://www.hastings.gov.uk/housing/social\\_housing/new/](https://www.hastings.gov.uk/housing/social_housing/new/)
8. The council is required to allocate social rented housing in accordance with statute, statutory guidance, and regulations and orders issued by the UK Parliament and the UK Government. The council has limited powers to determine how social rented housing is allocated in respect of the following matters:

**Qualification** – persons that should qualify or be disqualified from being allocated social rented housing.

**Choice** – extent of choice a person might be entitled to express about the social rented housing they wish to be allocated.

**Priority** – the order in which persons wishing to be allocated social rented housing should be selected for an allocation.

**Refusals** – the number of offers of accommodation a person can refuse.

## Content of consultation

9. The proposed changes to the current allocations policy are across these areas,
  - a) **Financial rules** - Tightening of the financial resources' rules governing eligibility to join the register from a general principle that anyone who could afford to solve their own housing need cannot join the register to setting specific thresholds.

- b) **Bedroom Eligibility** - The current scheme states that one bedroom can be allocated to two children of the same sex under the age of 16. The proposal in the new Scheme is to change the age to 18, so one bedroom will be allocated to two children of the same sex under the age of 18.
- c) **Band A changes for under-occupying households** - A transfer applicant or someone entitled to a statutory succession who would or is currently under-occupying their accommodation by one bedroom or more. The previous scheme only gave Band A priority to households under-occupying by 2 or more bedrooms. This is proposed to try and maximise the number of existing social housing tenants downsizing and therefore freeing up larger homes, for which we have a greater need.
- d) **Band A changes for Applicants who are a new (priority need as per homelessness legislation) family unit living within an existing family, who have insecure living arrangements that are not sustainable in the longer term.** This is being brought in to provide an alternative to temporary accommodation for households potentially being made homeless from the family home and help bring down the spend on temporary accommodation. It will enable certain households to remain in the family home with the same priority for rehousing as if they were in temporary accommodation.
- e) **Applicants to whom the council owe a statutory duty to house.** This category is in the existing Scheme as a Band A but it was qualified with 'but where the council has been unable to provide private sector accommodation and the household is resident in bed and breakfast accommodation.' We are proposing to remove the reference to Bed & Breakfast so all forms of temporary accommodation would result in the applicant being in Band A. This is being brought into to try and increase move on from all forms of temporary accommodation and help bring down the spend on temporary accommodation. As the use of all forms for temporary accommodation has increased it would be restrictive to just have this apply to Bed and Breakfast.
- f) **Moving applicants who are typically in supported accommodation but no longer in need for that level of support, and have exceptionally accommodation needs, which cannot be met in the private rented sector from Band A to Band B.** This category will only be used at the discretion of the council in consultation with support agencies. To best target the limited affordable housing available, we are proposing to not automatically give the highest priority to applicants in this situation but to review each applicant's circumstances individually.
- g) **The current local connection criteria are that an applicant is eligible to join the housing register if they have lived in the borough for three of the last five years.** The proposed change to the new scheme would be for the applicant being required to have lived in the borough continuously for the last three years. This is to prioritise housing for applicants who are currently residing in Hastings.
- h) **Change to the right of refusal for properties offered.** This proposal was made to limit the number of refusals applicants can make when directly offered a home which is deemed suitable for their needs. It is deemed necessary given the severe limited supply of affordable housing to pragmatically reduce the amount of choice we can offer, whilst still considering the individual circumstances of the applicant.

## The consultation:

10. The consultation began on 16 October 2023 and ended on 24 November 2023. The council wrote to all the households who are currently on the housing register, and to all partner services, to inform them of the consultation and to invite their feedback. The consultation was widely publicised on the council website and in council newsletters.
11. The council received 155 responses to the consultation. 16 responses were from partner services, and these included responses from Southern Housing, Public Health, Hastings Voluntary Action, Brighton Housing Trust, and Seaview. 139 responses were received from members of the public.

**Summarised results of the consultation:** The table below sets out a summary of the proposed changes and any further amendments made following feedback from the consultation. The rest of the paper sets out in greater detail the level and nature of the consultation responses for each area proposed.

<b>Areas of consultation.</b>	<b>Proposed change (including changes made because of consultation feedback). Sections referenced in more detailed section below.</b>
<p>1. Introduce a savings and earnings cap when assessing who is eligible to join the housing register</p>	<p><b>Section 12-31:</b> Savings – Applicants will not be able to join the housing register who have savings totalling more than £16,000, (unless it is their only source of income).</p> <p>Earnings – Applicants will not be able to join the housing register who’s monthly rent or mortgage payments are less than 32% of the total household income will not be eligible to join the housing register. For example, if the earnings for a household are £2,000 per month, a rent or mortgage payment less than 32% of the household income would be less than £640 per month. This calculation is aligned with the housing charity Shelter’s guidance on what should be the maximum proportion of someone’s income should be spent on housing.</p> <p>The consultation feedback has been considered and the earning cap has been reduced from £60,000 per year to the calculation detailed above, because of the feedback.</p>
<p>2. Change the criteria for local connection through residency</p>	<p><b>Section 32-43:</b> The current local connection criteria are that an applicant is eligible to join the housing register if they have lived in the borough for three of the last five years. This will change in the new scheme to the applicant being required to have</p>

	<p>lived in the borough continuously for the last three years. This is to prioritise housing for applicants who are currently residing in Hastings.</p> <p>The consultation feedback has been considered and the local connection criteria will change to apply to just the applicant, rather than to every member of the household. This is to consider the needs of family members to temporarily move away because of education, employment, or caring commitments.</p>
<p>3. Bedroom eligibility</p>	<p><b>Section 44 – 54:</b> The current scheme states that one bedroom can be allocated to two children of the same gender under the age of 16. Under the new scheme the age will be raised to 18. This is to make better use of social housing stock for larger families.</p>
<p>4. Changes to the banding criteria</p>	<p>The banding criteria will change under the new scheme as follows:</p> <ul style="list-style-type: none"> <li>• <b>Section 60-63:</b> A transfer applicant currently under-occupying their accommodation by one bedroom will be changed from band B to band A This is to give existing social housing tenants a priority to move so that more family homes become available.</li> <li>• <b>Section 64-68:</b> A new band A category will be awarded for applicants who are a new (priority need) family unit living within an existing family, who have insecure living arrangements that are not sustainable in the longer term. This can be used as a prevention tool for the home visiting officers.</li> <li>• <b>Section 69-73:</b> Band A will be awarded to applicants to whom the council owe a statutory duty to house, without the applicant having to reside in nightly paid temporary accommodation. This is to encourage applicants to make their own temporary accommodation arrangements where possible if it is safe to do so.</li> <li>• <b>Section 74-81:</b> Band B will be awarded</li> </ul>

	<p>to applicants who have unusually high ongoing accommodation needs, which cannot be met in the private rented sector. This category will only be used at the discretion of the council in consultation with support agencies. Discretion for a direct let will be applied when applicants have been there for a set amount of time and assessed as ready to move on. This change has been proposed to improve the throughput in supported accommodation and widen access to placements for clients in need of accommodation with support.</p> <ul style="list-style-type: none"> <li>• <b>Section 82-93:</b> Applicants who refuse offers of accommodation can be removed from the housing register and will be suspended from reapplying for twelve months. The decision has been made to deprioritise applicants on the housing register rather than remove them altogether.</li> </ul>
<p>5. Changes to the number of refusals an applicant can make when offered a property</p>	<p><b>Section 94 – 107:</b></p> <p>The new scheme will introduce a tiered number of refusals depending on the banding of the applicant. Band A can make one refusal, Band B two refusals, band C three refusals. This change has been proposed to make best use of available accommodation to all banding groups, and to provide choice and opportunity to homeless households making their own short term accommodation arrangements.</p> <p>The consultation feedback has been considered and transfer applicants in band A will be permitted two refusals, as an incentive for these applicants to move.</p>
<p>6. Introduce a savings and earnings cap when assessing who is eligible to join the housing register</p>	<p><b>Section 12-31:</b></p> <p>Savings – Applicants will not be able to join the housing register who have savings totalling more than £16,000, (unless it is their only source of income).</p> <p>Earnings – Applicants will not be able to join the housing register who’s monthly rent or mortgage payments are less than 32% of the total household income will not be eligible to join the housing register. For example, if the earnings for a household are £2,000 per month,</p>



	<p>a rent or mortgage payment less than 32% of the household income would be less than £640 per month. This calculation is aligned with the housing charity Shelter's guidance on what should be the maximum proportion of someone's income should be spent on housing.</p> <p>The consultation feedback has been considered and the earning cap has been reduced from £60,000 per year to the calculation detailed above, because of the feedback.</p>
<p>7. Change the criteria for local connection through residency</p>	<p><b>Section 32-43:</b> The current local connection criteria are that an applicant is eligible to join the housing register if they have lived in the borough for three of the last five years. This will change in the new scheme to the applicant being required to have lived in the borough continuously for the last three years. This is to prioritise housing for applicants who are currently residing in Hastings.</p> <p>The consultation feedback has been considered and the local connection criteria will change to apply to just the applicant, rather than to every member of the household. This is to consider the needs of family members to temporarily move away because of education, employment, or caring commitments.</p>
<p>8. Bedroom eligibility</p>	<p><b>Section 44 – 54:</b> The current schemed states that one bedroom can be allocated to two children of the same gender under the age of 16. Under the new scheme the age will be raised to 18. This is to make better use of social housing stock for larger families.</p>
<p>9. Changes to the banding criteria</p>	<p>The banding criteria will change under the new scheme as follows:</p> <ul style="list-style-type: none"> <li>• <b>Section 60-63:</b> A transfer applicant currently under-occupying their accommodation by one bedroom will be changed from band B to band A This is to give existing social housing tenants a priority to move so that more family homes become available.</li> <li>• <b>Section 64-68:</b> A new band A category</li> </ul>

	<p>will be awarded for applicants who are a new (priority need) family unit living within an existing family, who have insecure living arrangements that are not sustainable in the longer term. This can be used as a prevention tool for the home visiting officers.</p> <ul style="list-style-type: none"> <li>• <b>Section 69-73:</b> Band A will be awarded to applicants to whom the council owe a statutory duty to house, without the applicant having to reside in nightly paid temporary accommodation. This is to encourage applicants to make their own temporary accommodation arrangements where possible if it is safe to do so.</li> <li>• <b>Section 74-81:</b> Band B will be awarded to applicants who have unusually high ongoing accommodation needs, which cannot be met in the private rented sector. This category will only be used at the discretion of the council in consultation with support agencies. Discretion for a direct let will be applied when applicants have been there for a set amount of time and assessed as ready to move on. This change has been proposed to improve the throughput in supported accommodation and widen access to placements for clients in need of accommodation with support.</li> <li>• <b>Section 82-93:</b> Applicants who refuse offers of accommodation can be removed from the housing register and will be suspended from reapplying for twelve months. The decision has been made to deprioritise applicants on the housing register rather than remove them altogether.</li> </ul>
<p>10. Changes to the number of refusals an applicant can make when offered a property</p>	<p><b>Section 94 – 107:</b> The new scheme will introduce a tiered number of refusals depending on the banding of the applicant. Band A can make one refusal, Band B two refusals, band C three refusals. This change has been proposed to make best use of available accommodation to all banding groups, and to provide choice and opportunity to homeless households making their own short</p>

term accommodation arrangements.

The consultation feedback has been considered and transfer applicants in band A will be permitted two refusals, as an incentive for these applicants to move.

## Details of consultation responses question by question and the council's proposed response.

### Question 1. Financial resources (existing scheme and proposed changes)

12. Question one of the consultation relates to an applicant's qualification to join the housing register on the basis of the applicant's savings and earnings.

#### The current scheme states:

13. Applicants who have sufficient financial resources are not eligible to join the housing register.

14. Sufficient financial resources are defined as the following:

15. The household income and/or savings would be sufficient to enable them to afford to purchase accommodation on the open market or secure private rented sector accommodation locally which is affordable and suitable for the household requirements.

16. Or the household owns a residential property (outright or with a mortgage) that would accommodate the household or could be sold to generate income to resolve their housing needs.

#### The proposed new scheme states:

17. That a savings and earnings cap is in place to ensure that allocations are made to applicants who are not able to resolve their own housing situation.

18. The new scheme stipulates that an applicant or a member of their household who has savings of £16,000 or more (exemptions apply to any applicant who is a survivor of domestic abuse and Armed Forces personnel and accepted homeless households) will be excluded from joining the housing register.

19. The new scheme stipulates that an applicant or a member of their household who is earning £60,000 or more in one tax year (exemptions apply to any applicant who is a survivor of domestic abuse and Armed Forces personnel and accepted homeless households) will be excluded from joining the housing register.

20. Discretion will be operated where an applicant exceeds the limits above but have significant costs related to their or their household's health or care needs.

21. These changes have been proposed to improve the availability of homes to applicants who do not have the financial means to access other accommodation.

**The consultation feedback was:**

22. 108 responded in agreement with the proposed change. 25 responded they were not in agreement with the proposed change, and 22 responded they were unsure.

23. In the comments section of the feedback most responses stated that the proposed income and savings thresholds were too high. This was a theme across the responses, including those who had responded 'yes' in agreement with the proposed change.

**Recommendation:**

24. The recommendation, informed by the consultation responses, is to change the thresholds for savings and earnings from what is set out in the current scheme, and to provide a set figure for the threshold. This provides clarity and transparency to the applicant. However, this figure should be lower than the amounts proposed in the draft new scheme of £16,000 for savings and £60,000 in earnings.

25. Consideration has been given to the savings and earnings thresholds set by neighboring council's and the recommendation is to change the criteria to the following:

26. Savings - Applicants who have savings totaling more than £16,000, (unless it is their only source of income), will not be eligible to join the housing register.

27. Earnings - Applicants who's monthly rent or mortgage payments are less than 32% of the total household income will not be eligible to join the housing register. For example, if the earnings for a household are £2,000 per month, a rent or mortgage payment less than 32% of the household income would be less than £640 per month. This calculation is aligned with the housing charity Shelter's guidance on what should be the maximum proportion of someone's income should be spent on housing.

28. Exemptions apply to any applicant who is a survivor of domestic abuse and Armed Forces personnel, accepted homeless households, and where an applicant exceeds the limits above but have significant costs related to their or their household's health or care needs.

**Question 2. Local connection through residency (existing scheme and proposed changes)**

29. Question two of the consultation relates to qualification to join the housing register based on the applicant's local connection to the borough on the basis of their residency.

**30. The current scheme states:**

31. A local residency connection will only be established where the applicant has resided in the Hastings Borough for at least 3 out of the last 5 years or for at least 5 out of the last 10 years.

**32. The proposed new scheme states:**

33. An applicant will be disqualified from joining the scheme if an applicant or a member of their household does not have a minimum of three years current continuous connection to the Local Authority area because of residence. Other consideration is given to employment and other special reasons.

34. This change has been proposed to improve the chances of access to housing for applicants currently living in the borough.

**35. The consultation feedback was:**

36. 105 responded in agreement with the proposed change. 32 responded they were not in agreement with the proposed change, and 18 responded they were unsure.

37. In the comments section of the feedback responses referenced the need to move for members of a household due to education, employment, caring responsibilities, and domestic abuse.

**Recommendation:**

38. The recommendation, informed by the consultation responses, is to adopt the local connection criteria to the Local Authority area of a minimum of three years continuous residence in the borough.

39. However, as identified in the consultation responses members of the applicant's household may need to move away for work, or to go to university for example. So, the criteria should be changed so that the residency criteria apply only to the applicant, and not to all members of the household as was proposed.

40. Consideration is already given in the allocations scheme to applicants in employment, or applicants who have experienced domestic abuse.

**Question 3. Bedroom eligibility (existing scheme and proposed changes)**

41. Question three of the consultation relates to the bedroom entitlement for applicants with two children of the same gender.

**42. The current scheme states:**

43. One bedroom can be allocated to two children of the same gender under the age of 16.

**44. The proposed new scheme states:**

45. One bedroom can be allocated to two children of the same gender under the age of 18.

46. This change has been proposed to improve the availability of family homes to larger families.

**47. The consultation feedback was:**

48. 100 responded in agreement with the proposed change. 34 responded they were not in agreement with the proposed change, and 21 responded they were unsure.

49. In the comments section of the feedback responses referenced that the consideration should be given to the mental and physical health needs of those sharing, the size of the room, transgender children, and a potential increase in youth homelessness if families were placed under additional strain.

#### **Recommendation:**

50. The recommendation, informed by the consultation responses, is to adopt the proposal to increase the age that two children of the same gender can share a bedroom to under the age of 18.

51. Consideration will be given to any medical evidence or other evidence pertaining to the household's wellbeing that supports the need for two children of the same gender under the age of 18 not to share a bedroom.

#### **Question 4. Changes to the banding criteria (existing scheme and proposed changes)**

52. Question four of the consultation relates to how the council prioritizes applicants for an allocation of social rented housing by using a banding system.

53. Bands are used in the order of A to D. Band A has the highest priority and Band D the lowest.

54. Where two or more applicants might have the same priority in the same band, priority is awarded by the date their application was first received by the Local Authority.

55. Several changes are proposed to the banding criteria as follows:

##### **The current scheme states:**

56. A transfer applicant currently under-occupying their accommodation by one bedroom is awarded a band B.

##### **The proposed new scheme states:**

57. A transfer applicant currently under-occupying their accommodation by one bedroom is awarded a band A.

58. The change to the banding of those under-occupying by one bedroom or more has been made to encourage under-occupying households to move, to improve access to larger family sized accommodation for other applicants on the housing register.

##### **The current scheme states:**

59. There is no band reason for homeless priority need households who can make temporary arrangements to stay with family, as an alternative to being placed by the council in expensive emergency temporary accommodation.

**The proposed new scheme states:**

60. Applicants will be given a band A who are a new (priority need) family unit living within an existing family, who have insecure living arrangements that are not sustainable in the longer term. E.g., Where someone is living in the family home who has had a child themselves and this has resulted in overcrowding and tensions in the family home. This is for verified cases following a home visit, consideration of all housing options, and allocated at the discretion of the Council. Applicants will also need confirmation from their family that they can reside in the family home for a minimum of one year from the date of application.

61. This change has been proposed to recognize the need to move for newly formed priority need households, whilst promoting the prevention of homelessness and removing the need for temporary accommodation.

**The current scheme states:**

62. Band A will be awarded to applicants to whom the council owe a statutory duty to house but where the council has been unable to provide private sector accommodation and the household is resident in bed and breakfast accommodation.

**The proposed new scheme states:**

63. Band A will be awarded to applicants to whom the council owe a statutory duty to house.

64. The requirement for an applicant to be resident in bed and breakfast accommodation has been removed to encourage applicants to consider alternative temporary accommodation arrangements if it is appropriate and safe to do so.

**The current scheme states:**

65. Band A will be awarded to applicants who have unusually high ongoing accommodation needs, which cannot be met in the private rented sector. This category will only be used at the discretion of the council in consultation with support agencies.

**The proposed new scheme states:**

66. Band B will be awarded to applicants who have unusually high ongoing accommodation needs, which cannot be met in the private rented sector. This category will only be used at the discretion of the council in consultation with support agencies. Discretion for a direct let will be applied when applicants have been there for a set amount of time and assessed as ready to move on.

67. This category was previously in Band A, but with no provision for a direct let.

68. The change has been proposed to encourage applicants who have been assessed as ready to move on from support accommodation to look for alternative accommodation options including private rented accommodation.
69. Where it has not been possible for an applicant to secure alternative accommodation, the applicant will be made a one-off offer of suitable social housing on a direct let basis. Best endeavors will be made to meet the needs of the applicant where housing availability allows.
70. This change has been proposed to improve the throughput in supported accommodation and widen access to placements for clients in need of accommodation with support.

**The current scheme states:**

71. Applicants who refuse offers of accommodation can be removed from the housing register and will be suspended from reapplying for twelve months.

**The proposed new scheme states:**

72. Band D will be awarded to applicants from Band A, B or C, who have exhausted their right to refuse an allocation of social rented housing.
73. The change has been proposed to deprioritize rather than exclude applicants from the register.

**The consultation feedback was:**

74. 99 people responded in agreement with the proposed changes. 21 responded they were not in agreement with the proposed change, and 35 responded they were unsure.
75. In the comments section of the feedback responses referenced that they were not sure of the impact that these changes would have which is reflected in the higher responses of 'unsure'.
76. Other comments included that prioritization of transfer occupants under occupying by one bedroom was a good idea, and asked whether additional incentives could be provided to encourage these applicants to move.
77. The proposed change to the banding of applicants in supported accommodation was also considered positive.
78. It was also queried whether a band reason could be created for applicants who had received either a section 21 or section 8 notice to leave their current accommodation.

**Recommendation:**

79. The recommendation, informed by the consultation responses is to adopt the proposed changes to the banding criteria, and to permit transfer applicants two refusals on properties as an incentive for these applicants to move.



## **Question 5. Changes to the number of property refusals when a property is offered (existing scheme and proposed changes)**

80. Question five of the consultation relates to what happens if applicants refuse and offer of accommodation.

### **The current scheme states:**

81. If applicants refuse three offers of suitable accommodation within a 12-month period, they will be removed from the register and they will be suspended from reapplying to the housing register for a further 12 months from the date of the third refusal.

### **The proposed new scheme states:**

82. Applicants will be permitted a different number of refusals according to their banding, as follows:

Band A – Applicants are entitled to one refusal of a reasonable offer of accommodation.

Band B – Applicants are entitled to two refusals of a reasonable offer of accommodation.

Band C – Applicants are entitled to three refusals of a reasonable offer of accommodation.

Band D – Applicants are entitled to one refusals of a reasonable offer of accommodation.

83. Applicants from Band A, B or C, who have exhausted their right to refuse an allocation of social rented housing will be placed into Band D.

84. An applicant who is homeless or owed a homelessness duty will have no entitlement to a refusal of a reasonable offer of accommodation, except for applicants who are homeless and have chosen not to be provided with accommodation directly by the council.

85. This change has been proposed to make best use of available accommodation to all banding groups, and to provide choice and opportunity to homeless households making their own short term accommodation arrangements.

### **The consultation feedback was:**

86. 92 responded in agreement with the proposed changes. 21 responded they were not in agreement with the proposed changes, and 42 responded they were unsure.

87. In the comments section of the feedback responses were predominantly in favour of giving just one offer of accommodation across all bands.

88. There were also comments that transfer tenants who are in band A as they are under occupying a social housing property should be given the opportunity to have more than one refusal, as an incentive for these applicants to downsize into a smaller home.

### **Recommendation:**

Report Template v29.0

89.. The recommendation, informed by the consultation responses, is to adopt the proposed changes to the number of permitted property refusals to all banding groups, with additional refusals permitted for band A applicants who are transfer tenants who are under occupying a social housing property.

**Public Exemption: Not applicable.**

**Timetable of Next Steps**

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

Action	Key milestone	Due date (provisional)	Responsible
Review IT requirements	<p>1. Request a quote to Locata for the changes.</p> <p>Locata is the database that the council uses as the electronic application and client files system.</p> <p>2. Re-tender for the IT contract. The contract with Locata expires in June 2024, and a re-tender process will need to be conducted. A decision will need to be made whether to make changes to the existing system or wait until the re-tender is completed.</p>	<p>January 2024</p> <p>No fixed date agreed. Meetings will be held in January 2024 to finalise the tender document.</p>	<p>Tracy Caister</p> <p>Procurement hub, housing options team managers, Wealden and Rother councils (the Locata service is currently a partnership with these councils)</p>

Review draft allocations scheme document for readability	This will need to be completed before implementation	No fixed date	Sophie Honeysett and communications team
Review staff capacity to reassess current housing register applications	The proposed restructure of the housing options team will be consulted on in quarter four of 2023-2024	Quarter four 2023-2024	Chris Hancock
Review method and timescale of implementation with the communications team and the community contact centre	A decision will need to be made as to whether all existing cases will be reassessed against the new scheme, or whether all cases will be closed and everyone will be asked to reapply. Either decision will have an impact on customer contact	No fixed date. This will be determined by the timescale for the IT contract re-tender, and staff capacity	Chris Hancock Kevin Brookshaw Sophie Honeysett

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## Wards Affected

All.

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## Policy Implications

Reading Ease Score: 43

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

Equalities and Community Cohesiveness Y.

If applicants are removed from the housing register, there is potential for these applicants to complain or challenge the changes.

Crime and Fear of Crime (Section 17) N

Risk Management Y.

Not all respondents agreed with the proposed changes, there may be an increase in complaints and enquiries to councillors if the proposed changes are implemented. The implementation of the changes will be reliant on an upgrade or change to existing case management IT systems.

Environmental Issues & Climate Change                      N

Economic/Financial Implications                              Y

The implementation of the changes will be reliant on an upgrade or change to existing case management IT systems. Additional staff resources will be needed to assess cases against the new scheme.

Human Rights Act    N

Organisational Consequences                                      Y

A decision will need to be made as to whether all existing cases will be reassessed against the new scheme, or whether all cases will be closed, and everyone will be asked to reapply. Either decision will have an impact on customer contact, and this will need to be managed in partnership with the communications team and the community contact centre.

Local People's Views    Y.

Not all respondents agreed with the proposed changes, there may be an increase in complaints and enquiries to councillors if the proposed changes are implemented.

Anti-Poverty    N

Legal    N

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**Additional Information**

None

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**Officer to Contact**

Officer; Chris Hancock  
Email; [chris.hancock@hastings.gov.uk](mailto:chris.hancock@hastings.gov.uk)

# Agenda Item 12

To Councillor Patmore  
Chair of Overview and Scrutiny Committee

## ACCESS TO INFORMATION RULES

### KEY DECISIONS

#### RULE 26.20 –general exceptions.

**NOTICE** is hereby given under Rule 26 of the Access to Information Rules contained in the Council's Constitution that the following key decision will be taken at Cabinet on: -

Cabinet 29 <sup>th</sup> January 2024			
<u>Decision</u>	<u>Consultation and Timetable</u>	<u>Working Papers and files</u>	<u>Responsible Officer / Portfolio Holder</u>
To agree the sale of the Cornwallis car park site to Whitbread Plc for the purposes of building a Premier Inn hotel thereby releasing HBC from its contractual obligations.	Decision to be made ASAP in order to amend the draft HBC capital programme before Budget Council to remove the liability (if sale is agreed) and significantly reduce the impact on HBC's revenue budget.  Report will be Part II	N/A	Jane Hartnell, Chief Executive  Leader of Council

Signed   
Chief Legal Officer

Dated 17<sup>th</sup> January 2024

#### **Note:**

##### Rule 26.20 General Exception

If a matter which is likely to be a key decision has not been included in the forward plan, then subject to Rule 26.21 (special urgency), the decision may still be taken if:

- the decision must be taken by such a date that it is impracticable to defer the decision until it has been included in the next forward plan and until the start of the first month to which the next forward plan relates;
- the Chief Legal Officer has informed the chair of a relevant overview and scrutiny committee, or if there is no such person, each member of that committee in writing, by notice, of the matter to which the decision is to be made; and
- the Chief Legal Officer has made copies of that notice available to the public at the offices of the Council; and
- at least five clear days have elapsed since the Chief Legal Officer complied with (b) and (c).

Where such a decision is taken collectively, it must be taken in public.



**Report To:** Cabinet

**Date of Meeting:** 29 January 2024

**Report Title:** Sale of Cornwallis Street Car Park

**Report By:** Jane Hartnell, Chief Executive

**Key Decision:** Y

**Classification:** Open

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## Purpose of Report

To recommend that as an alternative to the current legal agreement with Whitbread Plc for the Council to build and lease a hotel on the car park site, that the land at Cornwallis Street be sold to Whitbread Plc with the caveat at they build the Premier Inn hotel at their cost and release the council from all previous agreements.

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## Recommendation(s)

- 1. That Cabinet agree to sell the land at Cornwallis Street to Whitbread PLC on the proviso that the Premier Inn hotel is built at their expense, within a reasonable timeframe (to be confirmed subject to legal due diligence) and that the council is released from all liabilities contained in the current agreement.**
- 2. That the Chief Executive, Chief Legal Officer and Chief Finance Officer be delegated authority to conclude the legal details of the new agreement (as per the requirements set out in the Part II confidential report) with Whitbread Plc in consultation with the Leader of the Council and the Finance Portfolio Holder.**

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## Reasons for Recommendations

1. The council entered into an agreement in 2021 to build and lease a hotel on the site at Cornwallis Street.
2. The council tendered for the build work and following two procurement exercises, the costs of the build work exceeded the estimated capital programme budget.
3. Officers have negotiated with Whitbread PLC (in the light of the council's financial challenges brought about by the housing crisis and requirement for the council to spend over £5.5m p.a. on temporary accommodation), an alternative agreement which enables the much-needed hotel to be built without the need for council investment.
4. The council is at present still legally bound by the original agreement which contains significant financial penalties if the hotel is not built within the specified timescale.
5. The existing agreement places significant financial and potential legal risks on the council's sustainability and therefore the new agreement is strongly recommended as a solution.

## Introduction

1. Previous Cabinet reports have set out the summary of the history of the project to develop a hotel on the Cornwallis Street hotel.
2. The Part II report sets out the commercially confidential financial and legal information which councillors need to assist with making the decision.

## Officer's recommendation

3. Officer's views are that the alternatives to progressing with this new proposal place significant legal and financial risks on the council.
4. The current agreement is unaffordable now that build costs have increased significantly since the date this project commenced. The council's financial stability would be at risk if the council continued with the original agreement.
5. External advice from the LGA, CIPFA and External Audit have all suggested that the council needs to find an alternative approach to delivering the hotel and freeing the council from the financial liability.
6. This approach achieves the much-needed hotel bed-space, creates circa 35 construction jobs, and the hotel itself once operational will create circa 30 jobs and bring an estimated visitor spending of £2.1m pa.

## Urgency

7. In order to relieve the council of the short-term financial burden of continuing with the current agreement for the council to fund the hotel build, and to accept the alternative approach offered by Whitbread Plc, an urgent decision is required.

## Timetable of Next Steps

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

Action	Key milestone	Due date (provisional)	Responsible
Once Cabinet approval is secured final negotiations on new legal agreement to be completed to satisfaction of all parties		February 2024	Chief Executive Chief Legal Officer Chief Finance Officer

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## Wards Affected



Castle;

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## Policy Implications

Have you used relevant project tools?: Y

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

Equalities and Community Cohesiveness	N
Crime and Fear of Crime (Section 17)	N
Risk Management	Y
Environmental Issues & Climate Change	N
Economic/Financial Implications	Y
Human Rights Act	N
Organisational Consequences	Y
Local People's Views	Y
Anti-Poverty	N
Legal	Y

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## Additional Information

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### Officer to Contact

Officer: Jane Hartnell

Email: [chiefexecutive@hastings.gov.uk](mailto:chiefexecutive@hastings.gov.uk)

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# Agenda Item 12b

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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