



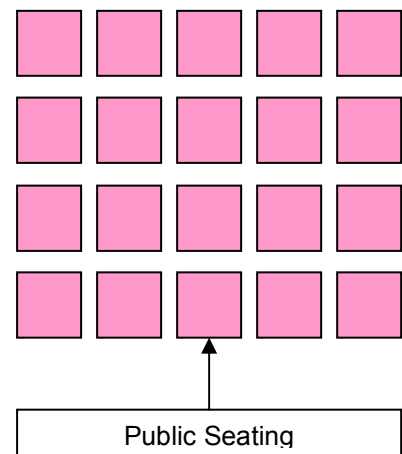
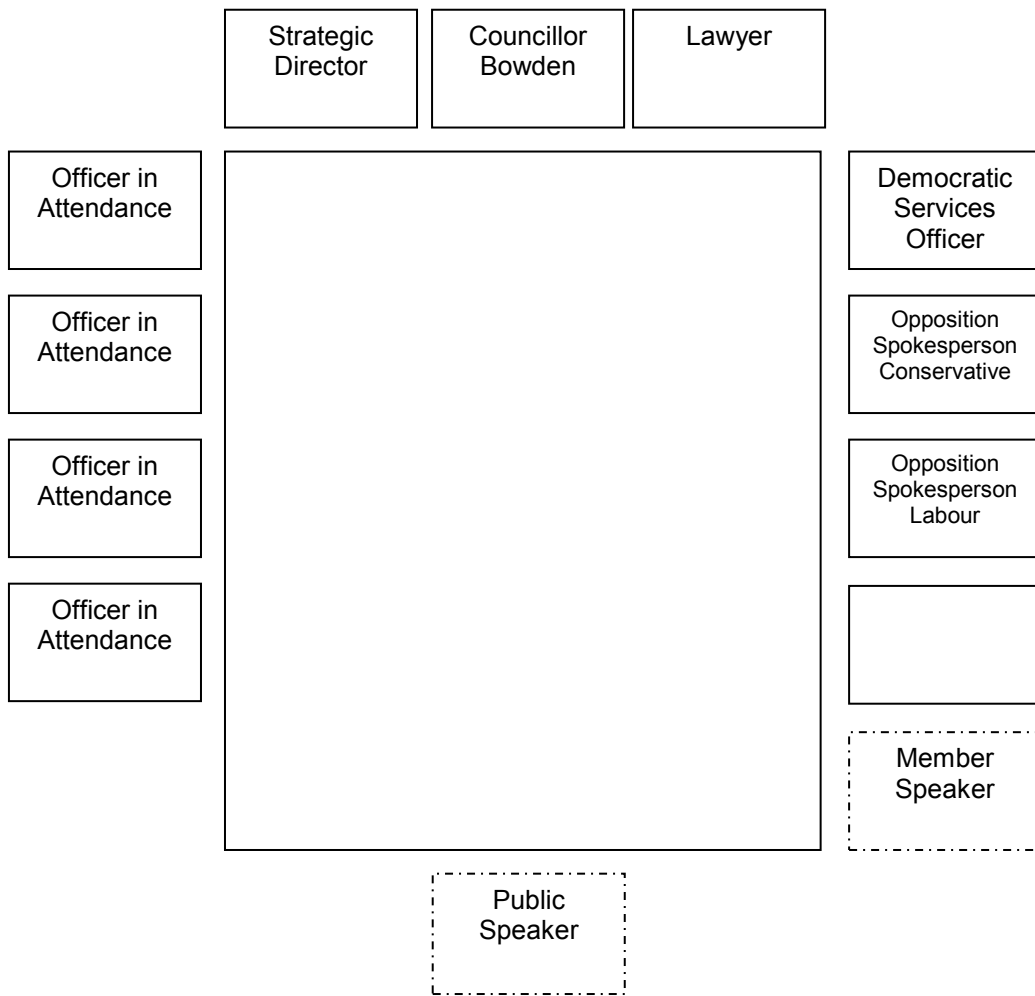
Brighton & Hove
City Council

Cabinet Member Meeting

Title:	Culture, Recreation & Tourism Cabinet Member Meeting
Date:	6 December 2011
Time:	4.00pm
Venue	Council Chamber, Hove Town Hall
Members:	Councillor: Bowden (Cabinet Member)
Contact:	Penny Jennings Democratic Services Officer 01273 291065 penny.jennings@brighton-hove.gov.uk

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Democratic Services: Meeting Layout



AGENDA

30. PROCEDURAL BUSINESS

- (a) Declarations of Interest by all Members present of any personal interests in matters on the agenda, the nature of any interest and whether the Members regard the interest as prejudicial under the terms of the Code of Conduct.
- (b) Exclusion of Press and Public - To consider whether, in view of the nature of the business to be transacted, or the nature of the proceedings, the press and public should be excluded from the meeting when any of the following items are under consideration.

NOTE: Any item appearing in Part 2 of the Agenda states in its heading either that it is confidential or the category under which the information disclosed in the report is exempt from disclosure and therefore not available to the public.

A list and description of the categories of exempt information is available for public inspection at Brighton and Hove Town Halls.

31. MINUTES OF THE PREVIOUS MEETING

1 - 10

Minutes of the Meeting held on 6 September 2011 (copy attached).

32. CABINET MEMBER'S COMMUNICATIONS

33. ITEMS RESERVED FOR DISCUSSION

- (a) Items reserved by the Cabinet Member
- (b) Items reserved by the Opposition Spokespersons
- (c) Items reserved by Members, with the agreement of the Cabinet Member.

NOTE: Public Questions, Written Questions from Councillors, Petitions, Deputations, Letters from Councillors and Notices of Motion will be reserved automatically.

34. PETITIONS

11 - 14

To receive and note the content of the petition in relation to Saltdean Lido presented at Council on 20 October 2011 (extract from minutes of the Council meeting attached)

Note: The Cabinet Member for Culture, Recreation and Tourism has agreed exceptionally and at his discretion that interested parties will have the opportunity to address the meeting for a period of up to three minutes

CULTURE, RECREATION & TOURISM CABINET MEMBER MEETING

in conjunction with the report appearing at Item 40 on the agenda.

35. PUBLIC QUESTIONS

(The closing date for receipt of public questions is 12 noon on 29 November 2011)

No public questions received by date of publication.

36. DEPUTATIONS

15 - 22

To receive and note the content of two deputations in relation to Saltdean Lido presented at Council on 20 October 2011 (copies attached) as follows:

(a) Simon Kirby MP;

(b) Mr T Frisby

(The closing date for receipt of new deputations is 12 noon on 29 November 2011)

No new deputations received as at date of publication.

37. LETTERS FROM COUNCILLORS

No letters have been received.

38. WRITTEN QUESTIONS FROM COUNCILLORS

No written questions have been received.

39. NOTICES OF MOTION

No Notices of Motion have been received by the date of publication.

40. OPERATION OF SALTEAN LIDO

23 - 34

Report of the Strategic Director, Communities (copy attached)

Each of the following parties will have the opportunity to address the Cabinet Member Meeting for up to three minutes each:

“Save Saltdean Lido” ;
Mr Audley (Lessee);
Saltdean Residents Association;
Saltdean Community Association

After which there will be a power point presentation by the Head of Planning and Public Protection and the report to the Cabinet Member meeting will be considered.

Contact Officer: *Ian Shurrock*

Tel: 29-2084

Ward Affected: *Rottingdean Coastal*

CULTURE, RECREATION & TOURISM CABINET MEMBER MEETING

- 41. ROYAL PAVILION AND MUSEUMS' INTERREG IVA BIDS** **35 - 40**
Report of the Strategic Director, Communities (copy attached)
Contact Officer: Janita Bagshawe *Tel:* 29-2840
Ward Affected: All Wards
- 42. REVIEW OF VISIT BRIGHTON CONVENTION BUREAU CONFERENCE PARTNERSHIP** **41 - 44**
Report of the Strategic Director Communities (copy attached)
Contact Officer: Julia Gallagher *Tel:* 29-1614
Ward Affected: All Wards
- 43. SPECIAL EVENTS:MADEIRA DRIVE ROAD CLOSURES 2012** **45 - 52**
Report of the Strategic Director, Communities (copy attached)
Contact Officer: Jayne Babb *Tel:* 29-2730
Ward Affected: All Wards
- 44. EVENTS IN PARKS AND OPEN SPACES** **53 - 74**
Report of the Strategic Director, Communities (copy attached)
Contact Officer: Jayne Babb *Tel:* 29-2730
Ward Affected: All Wards
- 45. BEACH CHALET CONSULTATION** **75 - 82**
Report of the Strategic Director, Communities (copy attached)
Contact Officer: Ian Shurrock *Tel:* 29-2084
- 46. SEAFRONT FEES AND CHARGES** **83 - 90**
Report of the Strategic Director, Communities (copy attached)
Contact Officer: Toni Manuel *Tel:* 29-0394
Ward Affected: All Wards
- 47. SPORT FACILITIES CONTRACTS: FEES AND CHARGES 2012//13** **91 - 100**
Report of the Strategic Director, Communities (copy attached)
Contact Officer: Toby Kingsbury *Tel:* 29-2701
Ward Affected: All Wards
- 48. LIBRARIES FEES AND CHARGES** **101 - 114**
Report of the Strategic Director, Communities (copy attached)
Contact Officer: Sally McMahon *Tel:* 29-6963
Ward Affected: All Wards

49. VENUES: FEES AND CHARGES

**115 -
126**

Report of the Strategic Director, Communities (copy attached)

Contact Officer: David Parker

Tel: 29-2474

Ward Affected: All Wards

The City Council actively welcomes members of the public and the press to attend its meetings and holds as many of its meetings as possible in public. Provision is also made on the agendas for public questions to committees and details of how questions can be raised can be found on the website and/or on agendas for the meetings.

The closing date for receipt of public questions and deputations for the next meeting is 12 noon on the fifth working day before the meeting.

Agendas and minutes are published on the council's website www.brighton-hove.gov.uk. Agendas are available to view five working days prior to the meeting date.

Meeting papers can be provided, on request, in large print, in Braille, on audio tape or on disc, or translated into any other language as requested.

For further details and general enquiries about this meeting contact Penny Jennings, (01273 291065), email penny.jennings@brighton-hove.gov.uk or email democratic.services@brighton-hove.gov.uk

Date of Publication - Monday, 28 November 2011

CULTURE, RECREATION & TOURISM CABINET MEMBER MEETING

Agenda Item 31

Brighton & Hove City Council

BRIGHTON & HOVE CITY COUNCIL

CULTURE, RECREATION & TOURISM CABINET MEMBER MEETING

3.00pm 6 SEPTEMBER 2011

COUNCIL CHAMBER, HOVE TOWN HALL

MINUTES

Present: Councillor Bowden (Cabinet Member)

Also in attendance: Councillor Brown , Opposition Spokesperson, Conservative Party and Councillor Fitch, Opposition Spokesperson, Brighton Labour and Co-operative Party

PART ONE

14. PROCEDURAL BUSINESS

14(a) Declarations of Interests

14.1 There were none.

14(b) Exclusion of Press and Public

14.2 In accordance with Section 100A of the Local Government Act 1972 ("the Act"), the Cabinet Member considered whether the press and public should be excluded from the meeting during an item of business on the grounds that it was likely, in view of the business to be transacted or the nature of the proceedings, that if members of the press and public were present during that item, there would be disclosure to them of confidential information (as defined in section 100A(3) of the Act) or exempt information (as defined in section 100I(1) of the Act).

14.3 **RESOLVED** - That the press and public be not excluded from the meeting during consideration of any item on the agenda.

15. MINUTES OF THE PREVIOUS MEETING

- 15.1 **RESOLVED** – That the minutes of the Culture, Recreation & Tourism Cabinet Member Meeting held on 26 July 2011 be agreed and signed by the Cabinet Member.

16. CABINET MEMBER'S COMMUNICATIONS

Digital Festival

- 16.1 The Cabinet Member explained that Brighton and Hove's Digital Festival had launched the previous week. With over 60 events the festival would be a month of digital activity crossing industry and creative boundaries. Solar Systems at Phoneix Art Gallery was on until 15 September, First Digital October by artists Semiconductor was highly recommended.

Pride 2011

- 16.2 Pride this year had been a great success with the park event fenced and ticketed for the first time. There had been over 30,000 people in the park enjoying the day.

Royal Pavilion & Museums

- 16.3 Visitor numbers had continued to increase. Key points to note were:

- The upward trend had continued into July (fourth month of the financial year).
- 30,500 people visited Brighton Museum, this was 20% higher than during the same period for the previous two years.
- The current Bloomsbury exhibition had been hugely popular with residents and visitors alike, with admissions income exceeding the targets set.

Brighton Centre

- 16.4 The refurbishment of the Brighton Centre was on schedule and was due to be completed towards the end September/first week of October. Continuity of business had been maintained throughout the month of September with 10 sold out shows from Lee Evans and Alan Carr, 2 conferences, and 1 public exhibition.

VisitBrighton

- 16.5 Footfall to the visitor information centre remained strong and in August the team had welcomed 47,060 people through the centre's doors, and had handled 15,358 telephone and email enquiries.

- Unique visits to www.visitbrighton.com continued to grow, during August 169,614 people had visited the site.
- The Love Brighton social media pages continued to grow as the Facebook page now had 1,490 likes and 4,964 followers on Twitter.

Brighton Wheel

- 16.6 Preparatory building works had commenced on the Brighton Wheel which was to be located to the east of the Pier along Madeira Drive. Erection of the Wheel itself was expected to start on 26 September and could take as little as 5 days to complete. Recruitment was underway and it was hoped the Wheel will be fully operational some time in October ready for the half term holiday.

New Library at Whitehawk

- 16.7 Whitehawk's marvellous new library had opened on schedule at 9.00am on Tuesday, 30 August much to the approval of its first visitors. As well as books, the new library offered DVDs, and electricity monitors for loan, and housed the very popular Toy Library offering toys for loan to children, parents, carers and play groups across the city.
- 16.8 Some new partnerships had been developed to deliver new services including:
- Foundation Learning Courses run by Varndean School and The Crew Club in the Library's ICT room;
 - Youth Employment Services outreach/advice sessions;
 - Access Point and Age Concern outreach/advice sessions;
 - CAB/EDF Energy Trust fuel bill advice project;
 - Health checks with Community Health Development Nurse.

Library News

- 16.9 The official launch of the new Whitehawk Hub and Library would take place on Monday, 19 September at 12.00pm.

Study Support

- 16.10 Homework Club sessions in libraries had been even more successful than usual this year, with 4262 attendances in the 2010-11 academic year. This was an increase of over 1300, with particularly good participation in Jubilee and Hangleton Libraries.

Summer Reading Challenge

- 16.11 Every summer libraries encouraged children to maintain their reading levels by engaging them with the Summer Reading Challenge. This year Libraries had teamed up with the Play Service to reach even more children. The theme for this summer has been Circus Stars, and the programme of linked events called Summer Circus days had attracted over 500 participants so far. The Summer Reading Challenge would run until 2 October.

City Reads

City Reads was Brighton & Hove's annual big reading event, everyone was encouraged to read the same book and take part in one of the many linked events. The Libraries Service was a key partner working with Collected Works to deliver City Reads, this year's title was *The Long Song* by **Andrea Levy**. For the first time the Library Service was offering free audio versions to community organizations and groups across the City. Read Aloud book groups were also running in the Jubilee and Hove Libraries aimed at the over 60s age group. City Reads would run from 17 September to 9 October 2011.

Sport – Summer Holiday Programmes

- 16.13 This summer over 2000 young people had registered and taken part in activities organised by the Sports Development Team. Through the Summer Fun and Active for Life Programmes, more than 100 courses and events for children, young people and families had taken place across five weeks, many linking directly to local clubs and organisations who offered activities all year round.

Ping Pong by the sea

- 16.14 People in the city had been given the opportunity to 'have a go' at Ping Pong at an outdoor table tennis taster day hosted by the Sports Development Team on August 20th. With 6 tables in action, a junior competition, prizes & demos. Over 400 people had enjoyed the activities on Brighton seafront including a bride and groom in their wedding attire.

2012 Five Rings Walks Challenge

- 16.15 The 2012 Five Rings Walks Challenge had been launched. A series of circular walks starting on 3 September 2011 and running right up to the Olympic Games in 2012 had been organised.

Brighton to Host National Walking Festival

- 16.16 Brighton & Hove had been chosen again in 2011 as one of ten cities across the country chosen by ITV and the Department of Health's Change4Life and Walk4Life campaigns to mark this special walking day. This would take place this year on Sunday 25 September.

Sport & Physical Activity Consultation

- 16.7 The consultation process was now live.

17. ITEMS RESERVED FOR DISCUSSION

- 17.1 **RESOLVED** – That all items be reserved for discussion.

18. PETITIONS

18.1 There were none.

19. PUBLIC QUESTIONS

19.1 There were none.

20. DEPUTATIONS

20.1 There were none.

21. LETTERS FROM COUNCILLORS

21.1 There were none.

22. WRITTEN QUESTIONS FROM COUNCILLORS

22.1 There were none.

23. NOTICES OF MOTIONS

23.1 There were none.

24. LIBRARIES VOLUNTEER STRATEGY

24.1 The Cabinet Member for Culture, Recreation and Tourism considered a report of the Strategic Director of Communities describing the current and proposed use of volunteers in the Libraries Services and seeking approval of the Libraries Service Volunteers Strategy.

24.2 The Head of the Libraries and Information Service explained that the purpose of the Volunteers Strategy was to develop a coherent volunteer programme to deliver a range of added value outcomes across libraries. A key principle of the strategy was that paid jobs would not be replaced by volunteers, they would not be used for core library functions or to run libraries, volunteers would compliment rather than replace the work of paid staff. Volunteers had been used by the library service for a number of years and the ways in which they already provided assistance was set out in the report, the purpose of creating a strategy was to seek to replace the current largely ad-hoc arrangements with a more structured approach.

24.3 Councillor Brown, commended the proposed strategy and referred to the Volunteer Manager post, enquiring whether this was a newly created post. The Head of the Libraries and Information Service explained that the post currently part time was newly created and had been filled by a member of staff from the redeployment pool.

24.4 In answer to further questions by Councillor Brown it was explained that the Strategy would be implemented as a phased two stage programme, this would ensure that when appointed volunteers would have clarity regarding the training they would undergo and the expectations which would be placed upon them. The age profile of volunteers could be provided if to Members required, anecdotally however, although the age range of

volunteers was mixed, the majority of them were older people. However, younger people also assisted with the "Summer Reading Challenge" and at individual branch libraries in order to meet the requirements of the Duke of Edinburgh Award.

24.5 Councillor Fitch welcomed the report stating that he had recently received a completed "Complaints, Comments and Compliments" form from one of his constituents praising the work of staff at Hangleton Library, he was in the process of forwarding those comments on.

24.6 **RESOLVED** - That the Cabinet Member for Culture, Recreation and Tourism approves the use of volunteers in libraries in accordance with the Volunteers Strategy as presented in Appendix 1 of the report.

25. BRIGHTON & HOVE PROGRAMME FOR 2012

25.1 The Cabinet Member for Culture, Recreation and Tourism considered a report of the Strategic Director of Communities providing a further regular update on Brighton and Hove's plans for 2012. A previous update had focused on the background and achievements to date of the Brighton and Hove, 10, 11,12 initiative. This report focused on Brighton and Hove's plan of activity for 2012 looking forward to the year ahead.

25.2 The Commissioner for Culture gave a powerpoint presentation outlining the City's plans for 2012. With a year to go it was important to build up impetus in the run up to, throughout and post the event especially as the city had been chosen as one of the celebration venues for the torch relay. During this period a key factor was to capitalise on the interest being generated at local and international level in order to promote the city in a positive light. The run up to 2012 provided the city with an opportunity to create some new events bringing together the city's arts and sports programmes, to add to the already strong events programme and to build on the existing tourism infrastructure. This would also provide an opening for residents to take part in the action, to get active, to volunteer and to engage in the life of the city.

25.3 In answer to questions, the Commissioner for Culture explained that the estimated cost would be in the region of £30,000 to the city and would provide a number of sponsorship and other opportunities for local businesses. Some of the overall costs would be borne by the London Organising Committee although the final details of the official programme would not be known until about two weeks prior to the opening weekend.

25.4 In answer to questions by Councillor Bowden, the Cabinet Member it was explained that although publicity, sponsorship and the manner in which the official event would be organised would be heavily restricted and would be proscribed by the London based organising Committee, there would be no constraints, except those which the Council chose to impose itself on other events which ran in parallel with it. The 2012 Olympics and the programme associated with it was likely to represent a series of once in a life time events for many people.

25.5 Councillor Brown whilst supporting the planning process expressed some concerns in relation to the overall costs and sought clarification regarding the percentage of the overall cost which would be borne by the city council, how this could be found from existing budgets and regarding the degree of influence the council would have in

relation to how these monies would be spent. The Commissioner for Culture explained that the figure put forward was based on that which had been required for comparable events, the actual overall costs to the Council would not be known until closer to the date of the opening weekend. No budget existed for anything in the city's annual programme of events as such. The Head of Tourism and Venues explained that during the course of the year charges were made in relation to some events, but not for others, this balanced income and out goings over the year, in consequence it was likely that ultimately this would be cost neutral.

25.6 Councillor Fitch welcomed the report.

25.7 **RESOLVED** - That the Cabinet Member for Culture, Recreation and Tourism notes the contents of the report, in particular the plans already in place and supports an approach to increase the potential level of activity and benefits for the city.

26. BRIGHTON AND HOVE TRIATHLON: SEPTEMBER 2012

26.1 The Cabinet Member for Culture, Recreation and Tourism considered a report of the Strategic Director of Communities seeking in principle support for Limelight sports to stage a major new triathlon event in Brighton and Hove with the potential for this to become one of the largest and most successful triathlons in the UK. The principle aim of the triathlon would be to encourage new people into the sport. and the event would be created in such a way that anyone could take part, with the use of innovative ideas encouraging them to do so.

26.2 Councillors Brown and Fitch welcomed this proposed initiative.

26.3 (1) That the Cabinet Member for Culture, Recreation and Tourism grant "in principle" agreement to stage the inaugural 2012 triathlon on Madeira Drive Brighton seafront over the weekend of 15/16 September 2012 for 5-6,000 competitors;

(2) That officers be authorised to enter into formal agreement with the event organisers to determine fees, levels of support and event conditions as appropriate; and

(3) That final event details, date, routes, road closures, event fee be brought to a future cabinet member meeting in order to enable landlord's consent to be granted.

27. BRITISH HEART FOUNDATION: LONDON TO BRIGHTON NIGHT RIDE MAY 2012

27.1 The Cabinet Member for Culture, Recreation and Tourism considered a report of the Strategic Director of Communities seeking landlord's consent for the British Heart Foundation to stage the London to Brighton Night Time Bike Ride in May 2012.

27.2 Whilst welcoming this initiative Councillors Brown and Fitch sought confirmation that this event would not have a negative impact on a similar established event organised by the Martletts' Hospice. The Service Improvement and 2012 Legacy Manager confirmed that dialogue had taken place between the organisers of both events and was ongoing to ensure that it there would be no negative impact for the Martletts'.

27.3 **RESOLVED** - (1) That the Cabinet Member for Culture, Recreation and Tourism grant landlord's consent for the British Heart Foundation to stage the London to Brighton Night Bike Ride on 26 and 27 May 2012; and

(2) That officers be authorised to enter into formal agreement with the event organisers and that they begin detailed multi-agency planning sessions to deliver a safe and well managed event.

28. BRIGHTON MARATHON

28.1 The Cabinet Member for Culture, Recreation and Tourism considered a report of the Strategic Director of Communities seeking approval for officers to enter into a three year formal contract in relation to the Brighton Marathon.

28.2 The Grounded Events Company (GEC) was currently planning to deliver their third marathon event which would be taking place on April 15, 2012. The company had a proven track record of delivering a safe, well managed event for the thousands of participants who registered each year to run for a charity of their choice. GEC had requested to enter into a formal contractual agreement with Brighton and Hove City Council which would set out their obligations, terms and conditions for the next three years.

28.3 The Service Improvement and 2012 Legacy Manager explained that a formal contract to cover the next three years would provide GEC with the back up to be able to approach new sponsors to the event and the ability to possibility negotiate a two year or three agreement to secure a main sponsor. The agreement would provide a level of confidence in both the event and the host city. The event already compared well with some of the worlds biggest, oldest and most respected marathons held elsewhere in the country. At local level the marathon brought together the local community who had turned out for the past two years to line the 26.2 mile route to cheer on family, friends and runners.

28.4 The Cabinet Member asked whether there would be an exhibition to accompany the event. It was explained that it was intended to run an exhibition at the refurbished Brighton Centre. This would provide opportunities to generate additional income and would be more extensive than the exhibition which had been mounted in 2010.

28.5 **RESOLVED** - (1) That the Cabinet Member for Culture, Recreation and Tourism authorises officers to enter into a formal contractual three year agreement with the event organisers the Grounded Event Company; and

(2). That Landlord's consent be granted to stage a marathon in Brighton and Hove in 2012, 2013 and 2014.

29. LIBRARIES CONSULTATION - SYSTEM THINKING APPROACH

29.1 The Cabinet Member for Culture, Recreation and Tourism considered a report of the Strategic Director of Communities providing an update on the results of the recent libraries consultation and seeking agreement to the action plans arising from this work.

- 29.2 The report highlighted the main findings from a project to apply a systems thinking approach to a libraries services review. The customer was engaged in a conversation with open questions, as opposed to the traditional survey approach where questions were mainly closed with a range of predetermined answers suggested.
- 29.3 The Head of the Libraries and Information Service gave a power point presentation to accompany the item and drew out the key findings which had been extrapolated from this piece of work. The approach adopted had been innovative and results from the systems thinking review had shown that Brighton and Hove Libraries satisfied a significantly high number of demands (87.2%) and values (89.8) placed upon it. However, there was a small but important 12.6% of demands and 7.9% of values not being achieved and where services could be improved. The action plan which had been developed as part of this review had focused on ways to reduce that failure demand and to bring additional value as appropriate to the services provided.
- 29.4 The Cabinet Member enquired regarding the costs of undertaking this exercise and whether this would be repeated. The Head of the Libraries and Information Service responded that this exercise had been carried out using resources at the services disposal and had been overseen by the Jubilee Library and Central Services Manager who was in attendance to answer any detailed questions that Members might have. As much of the work of the library service was not transactual, it might not be appropriate to replicate this exercise on the same scale; its value had been in seeking to engage with its users in a more pro-active way and to form the basis of engaging with certain identified groups in a more targeted way, that work would be ongoing .
- 29.5 Councillors Brown and Fitch welcomed the report and commended the detailed and in depth analysis which had informed it.
- 29.6 **RESOLVED** - (1) That the Cabinet Member for Culture, Recreation and Tourism notes the results of the review of libraries services using a systems thinking approach; and
- (2) That the Cabinet Member for Culture, Recreation and Tourism approves the proposed actions to improve Libraries Services as outlined in Section 3.9 and Appendix 1 of the report.

The meeting concluded at 4.40pm

Signed

Chair

Dated this

day of

CULTURE, RECREATION & TOURISM CABINET MEMBER MEETING

Agenda Item 34

Brighton & Hove City Council

Subject:	Extract from the Proceedings of the Council Meeting held on the 20th October 2011		
Date of Meeting:	6 December 2011		
Report of:	Strategic Director: Resources		
Cabinet Member Responsible:	Councillor Bowden, Cabinet Member for Culture, Recreation & Tourism		
Contact Officer:	Name: Mark Wall	Tel: 29-1006	
	E-mail: mark.wall@brighton-hove.gov.uk		
Wards Affected:	All		

BRIGHTON & HOVE CITY COUNCIL

4.30pm 20th October 2011
COUNCIL CHAMBER, HOVE TOWN HALL

DRAFT MINUTES

Present: Councillors: Meadows (Chair); Wells (Deputy Chair), Barnett, Bowden, Brown, Buckley, Carden, Davey, Deane, Duncan, Farrow, Follett, Gilbey, Hamilton, Hawtree, Janio, Jarrett, Jones, Kennedy, J Kitcat, Lepper, Littman, MacCafferty, Marsh, Mears, Mitchell, A. Norman, K. Norman, Oxley, Peltzer Dunn, Phillips, Pidgeon, Pissaridou, Powell, Randall, Robins, Rufus, Shanks, Simson, Smith, Summers, Sykes, C Theobald, G Theobald, Wakefield, Wealls and West.

PART ONE

23(A). THE FUTURE OF SALTDEAN LIDO

- 23.1 The Mayor stated that under the Council's petition scheme, if a petition contained 1,250 or more signatures, it could be debated by the Full Council and such a request had been made in respect of an e-petition concerning The Future of Saltdean Lido.
- 23.2 The Mayor invited Ms. R. Crook to present her petition.

- 23.3 Ms. Crook thanked the Mayor and stated that a total of 2,913 people had signed the combined paper and e-petition which she believed was the largest e-petition the council had received and read as follows:
- “We the undersigned petition the council to commence urgent proceedings and pro-active action against the current lease-holder of Saltdean Lido to maintain the building and comply fully with the terms and conditions of the lease this summer season. If there is failure of compliance of the aforementioned, we immediately expect the Council to revoke the lease with forfeiture for the current lease-holder.”
- 23.4 Ms. Crook stated that she hoped the council would take action in support of the residents of Saltdean to ensure that the grade II* listed building was protected.
- 23.5 Councillor Bowden noted the petition and thanked Ms. Crook for outlining the importance of the matter and the concern of residents and the various groups in wishing to ensure that the Lido was protected. He noted that in view of the Council's position and its relations with the lease-holder he had to be mindful of his response and stated that he would endeavour to ensure the council took the appropriate action to secure the Lido's future.
- 23.6 Councillor Mitchell that she wished to move an amendment on behalf of the Labour & Co-Operative Group to the report's recommendation. She believed that there was a need for a full report on the matter and that it should be brought to the next Cabinet Member Meeting.
- 23.7 Councillor Marsh formerly seconded the amendment.
- 23.8 Councillor Hyde stated that she supported the amendment and noted that there was universal opposition to the idea of the Lido being redeveloped for residential purposes.
- 23.9 Councillor Mears stated that there was a need to support the local community and to find a way of maintaining the lido as a facility for everyone in the city to enjoy. She hoped that progress could be made and resolution found that would protect the heritage of the lido.
- 23.10 Councillor Smith stated that he fully supported the petition and other residents' groups who were seeking to save the lido and hoped that the council would use all the avenues available to ensure it was kept for public enjoyment. It was an important resource for the city and had to be protected.
- 23.11 Councillor Bowden noted the comments and stated that he would take them on board, however he needed to be mindful of the legal position and therefore could not comment any further at this point. He was however, happy to accept the proposed amendment.
- 23.12 The Mayor then put the recommendations as amended to the vote which was carried.
- 23.13 **RESOLVED:**
- (1) That the petition be referred to the Culture, Recreation & Tourism Cabinet Member Meeting for consideration; and

- (2) That a full report setting out the following points be brought to the Culture, Recreation & Tourism Cabinet Member Meeting to accompany the e-petition:
- The key issues pertaining to this matter;
 - The options available to the council in relation to getting a resolution to the current impasse; and
 - Early actions that would facilitate the repair and refurbishment of Saltdean Lido which do not prejudice the position of the Saltdean Community Association.

CULTURE, RECREATION & TOURISM CABINET MEMBER MEETING

**Agenda Item 36
(a)**

Brighton & Hove City
Council

BRIGHTON & HOVE CITY COUNCIL

20th October 2011

Deputation concerning

The Future of Saltdean Lido

(Spokesperson)

Mr Simon Kirby MP

As you are aware the Council are the freeholders of the only Grade 2 star listed Lido in the country. However the leaseholder has publicly stated on record for well over seven years that it is his desire to build flats on the site. Last year he presented plans and held a public exhibition attended by many local people where he proposed filling in the pool with concrete and building some one hundred and two flats, five stories high.

Since this time he has continued to propose considerable residential development and was recorded just this month stating that he still wishes to build on this very special site. My constituents have contacted me to express their fears for this valuable building.

In the supporting evidence you can see clearly the disrepair and poor condition of the building and I have to ask how has it happened that this building of national importance has been allowed to get into this state? There are many cases, nationally, of lease holders deliberately running down listed buildings in the hope of acquiring planning consent.

Madam Mayor, you will have to consider carefully and draw your own conclusions whether that may or may not be the case in Saltdean. That Saltdean, that serves the community as it was always intended. Saltdean needs facilities and amenities certainly not more housing and a lack of infrastructure to go with that housing.

Cont/

I have monitored the Save the Saltdean Lido Campaign since it was founded last year and what I have seen is a group of dynamic, credible and highly committed young people who have a vision to make the Saltdean Lido into a successful, thriving building that local people and the local council can be proud of. The support for the campaign and what they have achieved in a small amount of time is a great credit to them and their determination on behalf of a united community who want the option to take over the site

We should also remember that there are other groups active in Saltdean. The Saltdean Community Association and the Saltdean Residents Association who are working equally hard on behalf of residents in the area.

The campaign group have written a business plan, they're working with architects and have presented their vision to local people. Two thousand people have been consulted and 99 percent of those people support the community operating the site. Their plans could create Saltdean Lido in to a fantastic attraction, not just for local people, but for people across Sussex, the UK and the world.

The Lido's not a problem waiting to be resolved but it's an asset, regardless of potential, in terms of employment, leisure facilities and providing the community; facilities that are much needed.

It is obvious that the lease holder is not going to walk away from the situation, but with this week's announcement that the Saltdean Lido is on the English Heritage 'At Risk' register, the council have more options and more powers available to resolve this situation once and for all.

Under Section 48 of the Planning, Listed Buildings, and Conservation Act 1990, the Local Planning Authority can serve a notice setting out the repairs needed for the proper preservation of a listed building. If the building is not repaired within two months the Local Planning Authority may then serve a compulsory purchase order under Section 47 and if it is confirmed by the Secretary of State, proceed to acquire the building in accordance with Acquisition of Land Act 1981. In cases where it can be proved that the building is being neglected deliberately in order to justify demolition for redevelopment, the Secretary of State can direct that the owner be paid the minimum compensation.

In conclusion I urge the Council to listen to local people, listen to what they want and to consider embarking on the statutory powers available to them now that the Lido is on the 'At Risk' register.

Cont/

ANSWER FROM COUNCILLOR BOWDEN

So far as the Council as a landlord is concerned, our mission is to ensure that the community facilities are provided. Talking about development to ensure that those community facilities are provided is an unnecessary and completely unwelcome sideshow as far as I'm concerned.

The previous administration served a repairs notice on the lessee and we are in negotiations with him. I am not able to say anything more about that complex situation for legal issues.

You must ask the question "how has this happened?" elsewhere. We've only been in office for about five months.

**CULTURE, RECREATION &
TOURISM
CABINET MEMBER
MEETING**

Agenda Item 36 (b)

Brighton & Hove City
Council

BRIGHTON & HOVE CITY COUNCIL

20th October 2011

Deputation concerning Saltdean Lido

(Spokesperson)

Tony Frisby

I represent the Saltdean Residents Association which with thousands of individuals is gravely concerned about the situation at the Saltdean Lido.

My deputation to you is in two parts. Part one is a gentle reminder to you (councillors) of your duty of care towards this iconic building and a further reminder concerning its ultimate ownership. In our opinion, ownership of the Lido lies not with the present or future lessee. Neither does it belong to you, the electorate, Councillors, or paid officials of Brighton and Hove Council.

It is our conviction that ultimate ownership of every building inherited by you or entrusted to the Council belongs to the peoples of our beautiful city. You are the custodians and protectors of our cultural and architectural heritage with the profound obligation to protect that heritage for future generations of Brightonians.

The second part of the deputation is a plea. We in Saltdean have been blessed with the emergence of an extraordinary team of capable young professionals who have energised our community regarding the Lido. Their business plan described by independent consultants as robust, is strong, inclusive, financially self sufficient and

self supporting. Their mission; an admirable combination of vision and community spirit.

Please be brave enough to say enough is enough to the stalemate concerning this important communal building. Help make the Saltdean Lido complex what it should be, a modernised vibrant communal centre whose cultural and social amenities would be fit for a changing population in a twenty first century, rather than what it has now become, a major source of anxiety for the voices of Community Charge payers of Saltdean, Rottingdean and Brighton.

In conclusion I appeal to you as recent elected Councillors.

You have the power to make a change for the better and all the information needed to make that change. You will know from reports from you own architects and surveyors the unsatisfactory state of the fabric of the building, which include Saltdean Lido itself, plus various community ruins and a very very busy public library.

You probably now know that Saltdean Lido and it's art deco buildings have been placed on English Heritage's 'At Risk' register for the first time. You may not be pleased to know that Saltdean Lido is the only building owned by a Local Authority to appear on that 'At Risk' register in the south east.

You will know from the business plan presented to you by the Save Saltdean Lido Campaign Committee that there is an alternative to the site which to date seems more intent on private development than the needs and aspirations of our developing community. You will also know that the proposal lays out how the site could be financially self sufficient if operated as planned by a community interest company a not for profit organisation. You will know that Local Authorities have a primary role protecting the historic environment and that they can take action to secure the preservation of historic building through the use of statutory notices.

You may not be aware that English Heritage runs a grants scheme to help underwrite the urgent works and repairs notices. The time is right for you to act, be brave enough to ignore those from central government or within your own midst who may argue against reassignment of the lease for the complex. Doing nothing is not an option, the problem will not go away, in fact any delay will incur more costs due to the rapid deterioration of the fabric.

We will revitalise the Saltdean Lido Complex bringing the entire site to the 21st century and we pair your investment and our community by becoming a major tourist asset to be enjoyed by all those who visit or live in our city.

Please reclaim this iconic building in whatever way possible and give it back to us the, the residents of Brighton and Hove.

ANSWER FROM COUNCILLOR BOWDEN

I kind of share many of your sentiments, we've been in office for only a few months and we have been, as you know, very active and I think suffice to say we will do all we can to help you, we want a vibrant Lido.

That's what we're going to work for with the Communities Association, the Residents Association, the Campaign Group and the Lessee.

CULTURE RECREATION & TOURISM CABINET MEMBER MEETING

Agenda Item 40

Brighton & Hove City Council

Subject:	Operation of Saltdean Lido		
Date of Meeting:	6th December 2011		
Report of:	Strategic Director - Communities		
Lead Cabinet Member:	Culture, Recreation & Tourism		
Contact Officer:	Name:	Ian Shurrock	Tel: 29-2084
	Email:	ian.shurrock@brighton-hove.gov.uk	
Key Decision:	Yes	Forward Plan No: 2	
Ward(s) affected:	All		

FOR GENERAL RELEASE

1. SUMMARY AND POLICY CONTEXT

- 1.1 The council is the freeholder of Saltdean Lido which is leased on a long lease to Power Fitness Ltd (“PFL”) of 125 years, of which 111 years are remaining. PFL is the head lessee, with sub tenancies to Saltdean Community Association (“SCA”) for the community centre and the council for the library. This report is being considered within the context of the council being the freehold owner of the Lido complex and therefore as the “superior landlord” of the property. The council also has statutory duties in respect of the property, from a planning perspective as the local planning authority and as the regulatory body for health and safety issues through Environmental Health.
- 1.2 Saltdean Lido is an important community facility with the community centre and library providing activities and services primarily to local residents. However, the Lido itself is the largest enclosed outdoor swimming facility for the city and therefore has a wider catchment area. In addition, health and fitness facilities are also provided within the Lido complex.
 - 1.2.1 At full Council on the 20th October 2011 a petition was presented and two Deputations received which, as indicated by items 33 and 35 on this agenda, led to the issues raised being referred to this Cabinet Member Meeting.
 - 1.2.2 A plan of the site is attached in appendix 1.

2. RECOMMENDATIONS

That the Cabinet Member for Culture, Recreation and Tourism:

- 2.1 notes the terms of the lease between the council as landlord and Power Fitness Limited (“PFL”) as the head lessee which operates the Lido complex

and determines the action that can be taken by the council as landlord in respect of the facility;

- 2.2 notes that the council on 12th May 2010 served a notice under the lease requiring certain works to be carried out, that the lessee claims to have complied with that notice and that negotiations with the lessee in that regard are ongoing;
- 2.3 notes that the resolution of full Council at its meeting of 20th October 2011 includes reviewing the options available in relation to getting a resolution to the current impasse and the taking of early actions that would facilitate the repair and refurbishment of the Lido which do not prejudice the position of the Saltdean Community Association, who are tenants of PFL;
- 2.4 requests the local planning authority to consider whether or not action can be taken under sections 47 and 48 of the Planning (Listed Buildings and Conservation Areas) Act 1990;
- 2.5 approves the introduction of monitoring arrangements of the Lido pools during next season;
- 2.6.1 agrees that senior officers should continue to liaise with the local planning authority and seek a negotiated way forward with the lessee, including if satisfactory terms can be agreed, surrender of the head lease back to the council;
- 2.7 instructs officers to urgently seek a valuation of the Lido for surrender or compulsory purchase purposes; and
- 2.8 agrees that a further progress report should be brought to the next Culture Recreation & Tourism Cabinet Member Meeting unless a report can be taken sooner to Cabinet.

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS

3.1 History & Lease Arrangements

- 3.1.1 The freehold of the Lido complex was purchased by Brighton Borough Council on 1st March 1962 from the receiver of the Saltdean Estate Company Limited, The purchase was subject to certain covenants including restrictions on the sale of alcohol. On 16th February 1976 the council granted a 28 year lease of part of the complex to the Trustees of the Saltdean Community Association ("SCA"), which required the building of a ground floor extension which was completed in 1980. At this time the Lido was occupied by (a) the Borough Council for the purpose of running the pool, (b) East Sussex County Council re: the library and (3) SCA who then as now ran the community centre. Saltdean Lido was listed as a grade II listed building on 13th July 1987. Upon

local government reorganisation in 1997 the ownership of Saltdean Library transferred from the County Council to the city council.

- 3.1.2 When managed by the council the pools made a loss and various proposals were raised but rejected in the 1980s, including privatisation and covering the pools to make it available for year round use. In April 1993 the running of the pools was licensed for one year to a local businessman. He lost over £20,000 and initially did not wish to continue without financial contribution from the council. However he persevered and broke even in 1994. After that arrangement came to an end, the council instructed external surveyors to market the property on a long lease. As a result of consultation by the council, the marketing stressed the listed building aspects and referred to the ongoing requirement for community facilities and local demand for a family pub/restaurant, which would entail release of the no alcohol restriction referred to in paragraph 3.1.1.
- 3.1.3 Over 120 expressions of interest were received, none of which were from community based groups, although a local group of residents, Saltdean Preservation Trust, did express an interest in the site after the preferred bidder had already been appointed. The chosen bid led to the setting up of Marlborough Leisure Limited (MLL), who were granted the head lease for the Lido complex on 1st December 1997 for a premium of £275,000, to be used to refurbish the Lido complex. MLL secured a release of the alcohol restriction by payment of an additional sum of money to the company with the benefit of the covenants, Chaucer Estates Limited. The lease premium was paid by Allied Domecq Leisure in return for a 125 year underlease from MLL of the public house to be built on land within the site adjacent to the Lido. The ground rent payable under the pub underlease to the lessee is £1000 p.a.
- 3.1.4 The library is leased back to the council for 125 years. No rent is payable but the council are liable under the lease to contribute to the repairs and maintenance to be carried out by the head lessee. It was originally proposed that MLL would grant a new underlease to SCA of the community centre. However as terms could not be agreed between MLL and SCA, primarily due to proposed service charge contributions, the headlease was granted subject to and with the benefit of the existing lease to SCA referred to in paragraph 3.1.1. SCA, the Council and the headlessee have over a period of time sought to agree the appropriate level of contributions payable by SCA to the headlessee and the Council's legal view is that the documentation provides for a 55% contribution.
- 3.1.5 On 15th August 2008 the head lessee served notice on SCA to terminate their underlease and replace it with a new lease. SCA made counter proposals and pending the outcome of either court proceedings or mediation the legal position is such that the terms of the original lease referred to in paragraph 3.1.1 remain in force, i.e. SCA are "holding over".
- 3.1.6 In August 1999 MLL changed its name to Saltdean Lido (Brighton) Limited and on 30th September 2004 the lease was transferred to Mr Dennis Audley.

The lease was subsequently transferred by Mr Audley to PFL on 7th July 2011, for whom Mr Audley is a director.

- 3.1.7 The lessee is required to open the Lido complex throughout the year and the pools during normal (unspecified) hours between 31st May and 1st September (subject to the exceptions set out at paragraph 3.3.2). The head lease is full repairing, although contributions are recoverable from SCA and the council as sub tenants. PFL is liable to pay all utility bills, subject to service charge recovery from the council (in respect of the library) and SCA (in respect of their part of the building). The actual running of the premises and its associated health and safety and environment issues are under the direct control of PFL.
- 3.1.8 SCA runs a thriving community centre which provides a wide range of activities with approximately 700 users per week. The community centre is a strong focal point for the local community and as well as a programme of regular activities, the centre is often used for functions and events. The library is open 3 days a week and is used by approximately 37,000 visitors per year. Saltdean Library is the second busiest community library in the city on a visits per hour basis.
- 3.1.9 There are a number of issues which cannot be included in this public report as they should remain confidential, due to legal privilege or they are commercially sensitive financial or business affairs. As these issues are under constant review a verbal update can be provided to members within a closed part II session, if required.

3.2 Condition of Building

- 3.2.1 On 12th May 2010 the council served a notice under the lease regarding aspects of disrepair. The lessee served a counter notice which means that no further action can be taken by the council without resorting to court. A Scott Schedule of the repairs required has been completed by a surveyor appointed by the lessee and this is being reviewed by a council appointed surveyor. This will identify those areas of repair that have been completed satisfactorily, those for which further work is agreed, and any that may be in dispute.
- 3.2.2 The building was put on the Building at Risk register on 19th October 2011. This register is used by English Heritage as part of its Heritage at Risk programme which was established "to identify historic assets that are at risk of being lost through neglect, decay or development or are vulnerable to becoming so". The local planning authority's position on the condition of the building is indicated in 4 below.

3.3 Opening of Lido

- 3.3.1 Concern has been expressed by the Save Saltdean Lido Campaign ("SSLC") that the Lido pools are not available for swimming at times when the weather is suitable. There is provision in the lease for the Lido pools to be open as per paragraph 3.1.7 above.

3.3.2 There are exceptions to the requirement to open the pools that include “routine cleaning, maintenance, inclement weather, force majeure, or other reasons outside of the reasonable control of the lessee”. The head lessee has responded to the concerns by indicating the pools have been closed on occasion due to inclement weather.

3.3.3 Inclement weather is clearly not a precise term. However, given that a key aspect of the lease is the opening of the pools for swimming and in response to the concerns raised, it is proposed to implement a monitoring regime for the next summer season.

3.4 Possible Development of the Site

3.4.1 Although there have been pre-application discussions the lessee has not submitted any planning applications in respect of the Lido complex. However, the head lessee did hold a public exhibition of proposals last year and that acted as a catalyst for the formation of SSLC. The council as landlord would have to approve any development of the site. In addition, development would require planning permission and listed building consent and the council as the local planning authority has been very clear with the lessee on the limitations and difficulties of achieving anything other than modest development of the site. English Heritage have specifically commented that the Lido’s low-lying form, distinctive silhouette and unusual intactness, are likely to make anything more than very modest development in any position on the site harmful to the Lido’s setting. In planning terms (a) no convincing evidence has been submitted that a large scale development is necessary, (b) any development on this site that reduces areas of open space or parking is likely to be resisted and (c) any modest development should introduce complementary leisure and recreational uses to the site.

3.5 Different Operator of the Site

3.5.1 SSLC has indicated an aspiration to operate the Lido complex. However, as the council has a legal agreement with the head lessee, it would be inappropriate for the council to actively seek an alternative operator of the Lido complex while such a legal agreement exists. See section 7 as to the options available to the council.

4. THE LOCAL PLANNING AUTHORITY’S POSITION

4.1 The Lido was upgraded to Grade II* listing in March 2011 and in October 2011 English Heritage, as part of their annual update, added the building to their register of Buildings at Risk (BAR) at priority category C (on a scale of A to F where A is the worst). Buildings in category C are considered to show “slow decay; no solution agreed”. BAR is used by English Heritage to identify England’s historic assets that are at a risk of loss through neglect, decay or development or are vulnerable to becoming so. The council is due to update its own register of Buildings at Risk at the Planning, Employment, Economy &

Regeneration Cabinet Member Meeting of 22nd December and it is proposed that Saltdean Lido will be included. The inclusion of the Lido on the English Heritage register does not confer any additional powers on the council.

- 4.2 The council has the power under section 48 of the Planning (Listed Buildings and Conservation Areas) Act 1990 (“the Act”) to serve a Repairs Notice on the owner of the building, as a preliminary to compulsory acquisition under section 47 of the Act. The minimum period allowed by the legislation between service of a Repairs Notice and commencement of compulsory acquisition is two months. Good practice advice on the service of Repairs Notices, as set out in the English Heritage publication ‘Stopping the Rot’, recommends that the local planning authority (LPA) send a written warning and a draft schedule of repairs to the owner before commencing statutory proceedings.
- 4.3 A Repairs Notice under section 48 of the Act must be confined to those works which are “reasonably necessary for the proper preservation of the building”. The term ‘proper preservation’ implies positive action to put and keep the building in good repair in a way which fully respects its special architectural or historic interest and to prevent it being exposed to harm. Guidance in Stopping the Rot states that “a Repairs Notice should be considered when a building is neglected and the need for permanent repair accumulates to the point where there is potential for serious harm”.
- 4.4 The Lido has recently been inspected by the council’s Heritage team on behalf of the LPA. As a result of that inspection it is considered that the condition of the Lido does meet these criteria. Although some works were carried out to the building in the Spring of 2011 and further works are in progress (in response the schedule of works served by the council as freeholder), it is considered that the works carried out are no more than cosmetic in nature, are not of a quality consistent with a the listed status of the building and have not addressed the underlying issues of disrepair. At best they may very temporarily arrest the building’s physical decline. They cannot be considered a permanent repair.
- 4.5 A Repairs Notice in respect of the Lido could be based upon the schedule of works already prepared by the council as freeholder but would be need to be amended to ensure that only works ‘for the proper preservation of the building’ were included. If a Repairs Notice were to be served a sufficient period of time would need to be allowed for the works to be carried out before proceeding with compulsory acquisition. Given the extent and scope of the works required in this case, and taking into account that much of the work will need to be undertaken in favourable weather conditions, a period of between 9 and 12 months would be reasonable (subject to review if no progress were to be evident).
- 4.6 The Senior Planning Officer (Conservation) has held initial discussions with English Heritage on this matter. They have indicated that, in principle, they would support the local planning authority taking action under section 48 of the Act and that financial assistance (in the form of grant aid) may be available to the council towards acquisition, professional and legal costs. The

amount of such grant aid would depend upon the regional funds available at the time of application.

- 4.7 It should be noted that the service of a notice under section 48 of the Act is not an executive function but rather an enforcement matter within the Planning Committee's remit.

5. COMMUNITY ENGAGEMENT AND CONSULTATION

- 5.1 Various meetings have taken place with the lessee and with SCA, Saltdean Residents Association, Save Saltdean Lido Campaign and local ward members to discuss a range of issues on Saltdean Lido. However, much of the detail of the matters discussed has not been set out in this Part I report so as to not compromise the various parties relationships with each other.

6. FINANCIAL & OTHER IMPLICATIONS

6.1 Financial Implications:

The financial implications arising from the recommendations of this report regarding officer time will be met from existing resources. However, there may be financial implications arising from subsequent proposals or actions that will need to be identified and reported back in due course.

Finance Officer Consulted: Michelle Herrington

Date: 24/11/11

6.2 Legal Implications:

- 6.2.1 As stated at paragraph 3.1.9 of this report there are a number of issues which cannot be included in this public report as they remain confidential, due to legal privilege or commercially sensitivity. If necessary confidential legal issues can be discussed in Part II of the meeting or be set out in a future Part II report once matters have moved on.

- 6.2.2 There is no quick or easy fix to a complex legal situation. The legal implications of this matter have been included in the main body of the report, particularly sections 3 and 7 and the explanation at paragraph 4.7 that service of a notice under section 48 of the Act is not a direct matter for this meeting and hence the wording at paragraphs 2.4 and 2.6.

Lawyer Consulted: Bob Bruce, Principal Solicitor

Date: 23/11/11

6.3 Equalities Implications:

The council seeks to provide a range of opportunities for residents to participate in sport and community activities across the city.

6.4 Sustainability Implications:

The efficient operation and effective maintenance of the facility has implications for the long term sustainability of the Lido complex.

6.5 Crime & Disorder Implications:

There are no direct crime and disorder implications but the provision of sport and leisure opportunities can help to reduce anti-social behaviour.

6.6 Risk and Opportunity Management Implications:

As with any leased facility where the risk of operation has been transferred to the head lessee, there is a risk of non compliance with the terms of the lease.

6.7 Public Health Implications:

Opportunities to participate in sport and physical activity, community activities and access to a local library are all very important to the health and well being of the city's residents.

6.8 Corporate / Citywide Implications:

Saltdean Lido is an important recreation resource for the city.

7. BRIEF EVALUATION OF OPTIONS

7.1 The overriding requirement of the council is to seek a vibrant, accessible, high quality facility that befits the status of the Lido as a key asset of both the local and wider city community.

7.2 The length of the head lease is a key issue, in that a long lease gives greater security to the lessee and it is difficult for a landlord to be able to secure forfeiture of a 125 year lease through court action. The position is further complicated by the provisions regarding contributions to be made by the SCA.

7.3 There are 3 options – (a) seek compliance with the lease, (b) seek a negotiated surrender of the whole lease or part of the lease and (c) seek to take back the lease through forfeiture or compulsory purchase. If necessary further discussion on the complex implications of these options can take place in Part II, but for immediate purposes brief information on these options is set out below.

7.4 Officers have been pursuing option (a), as evidenced by service of the notice referred to in paragraphs 2.2 and 3.2. SSLC have expressed serious concerns about when the site is open and some health and safety issues. The opening hours issue is addressed in section 3.3 of this report and all health and safety issues raised have been properly addressed by the council.

- 7.5 Option (b) entails seeking agreement with the lessee on the timing and extent of any surrender. Fragmented management or ownership of the Lido should be avoided and it is not considered appropriate for the council to take back just the pools area or part of the complex. There is clearly scope to seek agreement with the lessee about surrender of the whole lease and the key aspect will be the terms including any compensation provisions. The valuation referred to in paragraph 2.7 will be key to the full evaluation of this option.
- 7.6 Option (c) is the last resort. Forfeiture proceedings are notoriously expensive and protracted and the court encourages landlords and tenants to settle their differences by agreement. Compulsory purchase may be a route, but is a local planning authority consideration linked to whether or not Planning Committee agree the service of a section 48 Notice and then whether or not that Notice is complied with.

8. REASONS FOR REPORT RECOMMENDATIONS

- 8.1 Saltdean Lido is a leased facility and therefore the responsibilities of the head lessee and council as freehold owner need to be recognised.
- 8.2 Saltdean Lido is a Grade 2* listed building on the Buildings at Risk Register. Therefore, it is important that the building is maintained to the appropriate standard so that it is removed from the register.
- 8.3 A key provision within the lease is the opening of the lido pool during the summer season. Therefore, it is important that the council is clear that compliance with the terms of the lease on this issue is being met.

SUPPORTING DOCUMENTATION

Appendices:

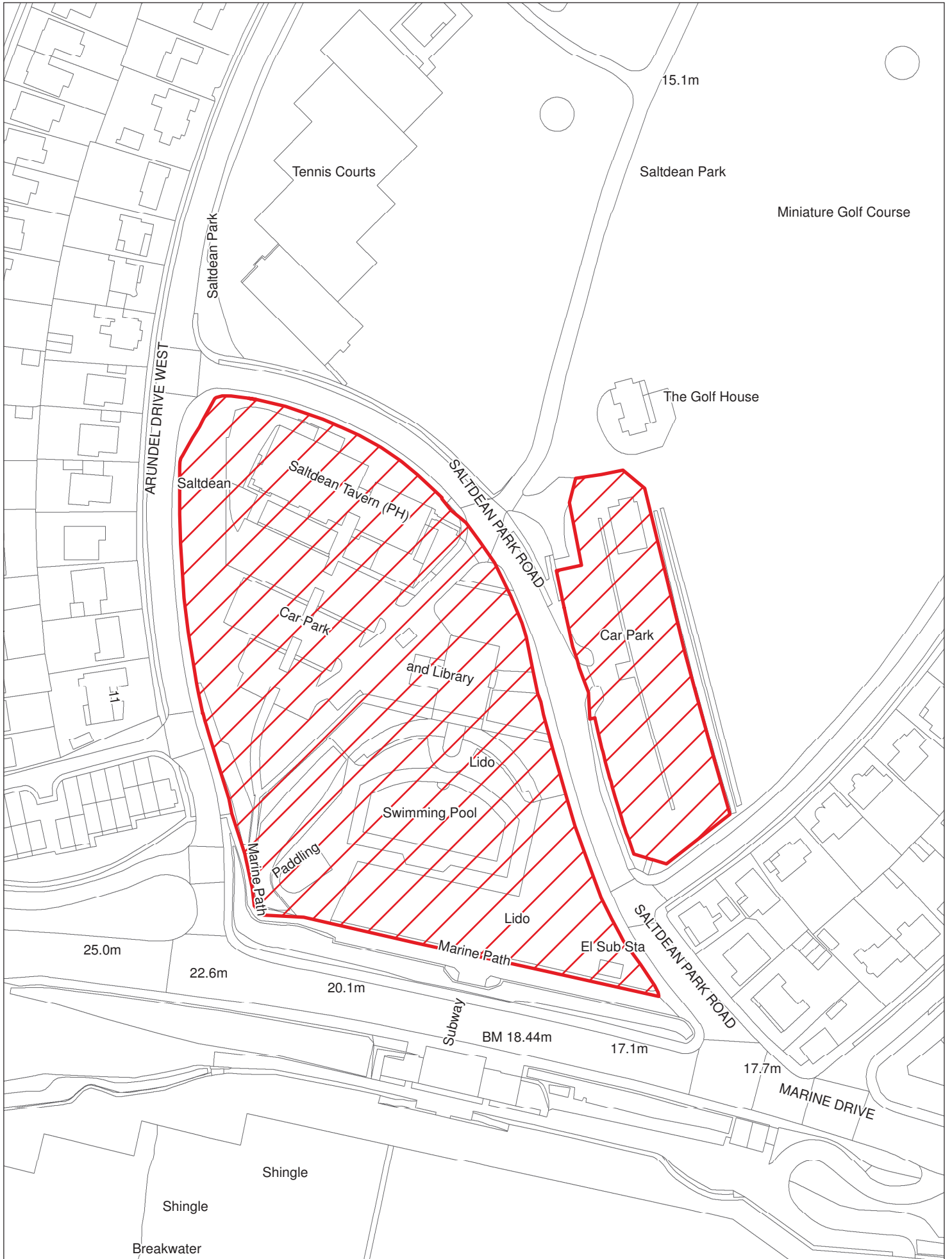
1. Site Plan

Documents in Members' Rooms

1. None

Background Documents

1. None



CULTURE RECREATION & TOURISM CABINET MEMBER MEETING

Agenda Item 41

Brighton & Hove City
Council

Subject:	Royal Pavilion & Museums' Interreg IVa bids		
Date of Meeting:	Tuesday 6th December		
Report of:	<i>David Murray, Strategic Director of Communities</i>		
Contact Officer:	Name:	Janita Bagshawe	Tel: 29-2840
	E-mail:	Janita.bagshawe@brighton-hove.gov.uk	
Key Decision:	No		
Wards Affected:	All		

FOR GENERAL RELEASE

1. SUMMARY AND POLICY CONTEXT:

- 1.1 Brighton & Hove City Council is, in principle and pending funding agreement, a partner in three Interreg IVa projects via Royal Pavilion & Museums. These are : 'Artistic Visions of the Channel and North Sea', 'Great War between the lines', and 'Out of the blue - Woad: heritage and creativity' (see Appendix 1 for further details)
- 1.2 This report seeks endorsement of BHCC participation in the above three Interreg IVa bids, should the applications for EU funding be successful.

2. RECOMMENDATIONS:

- 2.1 That the Cabinet Member for Culture, Recreation and Tourism endorses city council to proceed with the Interreg IVa projects 'Artistic Visions of the Channel and North Sea', 'Great War between the lines', and 'Out of the blue - Woad: heritage and creativity' should the bids be successful.

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

- 3.1 Interreg IVa is an EU funding programme that supports cross-border cooperation projects between neighbouring regions, across a range of themes including: economic development, social cohesion, culture, and the environment. Interreg funds up to 50% of eligible project costs, and projects require at least two partner organisations from a minimum of two eligible EU countries. Brighton & Hove is eligible under two programmes: '2 Seas'

involving parts of the UK, France, Belgium (Flanders) and the Netherlands; and 'France (Channel)–England'.

- 3.2 Interreg IVa is a priority funding stream for the city council and city partners, as set out in the corporate International Strategy. In the current economic climate, and following the reduction of national and regional bidding opportunities, this EU funding programme has become increasingly important as a source of external funding. The July 2011 deadline saw a record number of local bids submitted, including five city council bids. Given the increased Interreg IVa bidding activity, reports on individual Interreg IVa bids are to be taken to the relevant Cabinet Member Meeting (CMM) for formal sign-off. In future, CMM approval will be sought at an earlier stage of bid development. Two bids were already in appraisal, and one due for imminent submission, when the additional CMM sign-off process was established.

Two of the projects – 'Artistic Visions of the Channel' and 'North Sea Great War between the lines' - were submitted to the last deadline of the Interreg IVa 2 Seas programme on 8 July 2011, and are currently under appraisal. Feedback on project approvals is expected at the end of November 2011. 'Out of the blue - Woad: heritage and creativity' was submitted to the last deadline of the Interreg IVa France (Channel) - England programme on 17 October 2011, and is currently under appraisal. Feedback on project approvals is expected in early 2012.

- 3.3 The three projects will enable the city council's RPM to offer programmes of exhibition, learning and community engagement across a number of sites, as well as establishing links with European partners and benefit from sharing best practice.

4. CONSULTATION

- 4.1 No public consultation was required in the preparation of these bids. However, if successful, Royal Pavilion & Museums will work with audiences and local communities to shape their projects.

5. FINANCIAL & OTHER IMPLICATIONS:

The total value of the 3 Interreg IVa bids included in this report is £11.2m, with 50% matched funding requested from the European Regional Development Fund (ERDF).

In order to meet the conditions of the Interreg bidding process, each partner is required to match fund 50% of their requested bid. The total value of the Brighton and Hove City Council bids for these projects is £1.054m, as detailed below, with match funding totalling £0.527m. This match funding has been identified from existing staffing resources and is included in the draft 2012/13 budget strategy. It is anticipated that there would be no additional costs to the Authority but, if approved, would commit resources for the 3 year period of the projects and would need to be included in future years budget strategies.

Project	Gross Value £m	BHCC Total Bid £m	Match Funding £m
Artistic Visions of the Channel & North Sea	3.226	0.418	0.209
Great War Between The Lines	5.272	0.368	0.184
Out of the blue - Woad	2.706	0.268	0.134
Totals	11.204	1.054	0.527

value of each bid, together with the value of this Authority's bid and the match funding identified is given below:

The gross

Finance Officer Consulted: Michelle Herrington

Date: 21 Nov 2011

5.2 Legal Implications:

Participation in these projects is within the Council's powers. If the Bid is approved, the Lead Partner will sign a funding contract with the funding body, and will be legally accountable for the funds drawn down. Prior to any funds being drawn down, the Council will be required to sign an agreement with the Lead Partner and the other parties involved in the project, setting out the details of the relationship between the various parties, and confirming the contribution to the projects which the individual parties will make. Once the partnership agreement has been signed, the Council will be legally obliged to comply with its terms.

Lawyer Consulted: Jill Whittaker

Date: 07/11/11

5.3 Equalities Implications:

Each of the projects includes community engagement work, to reach diverse communities in Brighton & Hove. 'Out of the blue - Woad: heritage and creativity' has a strong emphasis on social inclusion. There will be volunteering opportunities linked to all three projects, which will be offered to a broad spectrum of participants, often targeted groups.

5.4 Sustainability Implications:

None specifically.

5.5 Crime & Disorder Implications:

None specifically.

5.6 Risk and Opportunity Management Implications:

None specifically.

5.7 Corporate / Citywide Implications:

Interreg IVa is a priority funding stream for the city council and city partners, as set out in the corporate International Strategy.

The projects support the achievement of Royal Pavilion & Museums' Forward Plan (2009-12) 2020 Community Strategy particularly in 'Promoting enterprise and learning (attracting tourists, increasing engagement in the arts, maintaining Brighton & Hove's position as a significant cultural leader regionally and locally, and the learning role of museums), and 'Strengthening communities & involving people' (working with residents in the development of new museum projects, and widening participation, especially to marginalised audiences).

6. EVALUATION OF ANY ALTERNATIVE OPTION(S):

- 6.1 Royal Pavilion & Museums is active in seeking external support for its projects to supplement core budgets. The approach to Interreg IVa is one element of its fundraising strategy.

7. REASONS FOR REPORT RECOMMENDATIONS

- 7.1 To enable Royal Pavilion & Museums to continue to build the excellence of its public offer, developed through engagement with visitors and hard-to-reach groups, to grow and diversify the audiences for its buildings and programmes, and create financial resilience and demonstrate social relevance.

SUPPORTING DOCUMENTATION

Appendices:

1. Further information on Royal Pavilion & Museums' Interreg IVa bids

Documents in Members' Rooms

1. None

Background Documents

1. None

Further information on Royal Pavilion & Museums' Interreg IVa bids

Project title: Artistic Visions of the Channel and North Sea

Project lead: Conseil Général du Pas-de-Calais

Project partners: Conseil Général du Pas-de-Calais, Ville de Boulogne, Ville de Calais, Cap Calais, Ville du Touquet, Fabrica (Brighton & Hove), Brighton & Hove City Council (Royal Pavilion & Museums), Gemeente Oostend, and Ville d'Étaples

Project aims: The project will create and develop a new cultural offer across a network of coastal art centres and museums by recognising and enhancing our common maritime art and heritage, past and present.

Project title: Great War between the lines

Project lead: Conseil Général du Pas-de-Calais

Project partners: Conseil Général du Pas-de-Calais, Agence du Développement et de Réservation touristique du Pas-de-Calais, Ville de Montreuil, Ville d'Étaples-sur-Mer, Département du Nord (Comité Département du Tourisme), Département de la Somme (Comité Département du Tourisme), Département de l'Aisne (Agence de Développement et de Réservation touristiques), Cambridgeshire County Council, Brighton & Hove City Council (Royal Pavilion & Museums), Provincie West Vlaanderen, Westtoer, and Provincie Antwerpen

Project aims: To commemorate the 100th anniversary of the Great War, organisations across the 2Seas area will work in partnership to share knowledge, materials and marketing to enhance the social and cultural legacy of WW1.

Project title: Out of the blue - Woad: heritage and creativity

Project lead: Amiens Métropole (Direction culture)

Project partners: Amiens Métropole (Direction culture, Musée de Picardie, Bibliothèques), Maison de la Culture d'Amiens, Lycée Edouard Branly d'Amiens, Fabrica (Brighton & Hove), Brighton & Hove City Council (Royal Pavilion & Museums), Care Co-ops/Eco Chateau (Brighton & Hove), University of Brighton

Project aims: This is a cross border project inspired by woad as an industrial material and trade item, its colour blue and the economic, cultural and social heritage associated with it. Drawing on artefacts and know-how from the past the project will articulate woad's human story and explore it as a catalyst for current and future creativity.

All of the projects will enable Royal Pavilion & Museums to offer in, various combinations, a range of public engagement activities across a number of its sites. These will help both consolidate, and build, audiences for its buildings and programmes and will include:

- Temporary exhibitions at Brighton Museum & Art Gallery, the Royal Pavilion (Prince Regent Gallery) and Hove Museum & Art Gallery
- Community engagement programmes
- Learning programmes for early years, children and families, schools and adults
- On-line presentation of museum objects and images relating to project theme with new interpretation
- RPM press and marketing, including social media
- VisitBrighton press and marketing, including international media ('Artistic Visions of the Channel' and 'North Sea Great War between the lines' projects only)

Royal Pavilion & Museums will build valuable links with European partners, benefiting from sharing best practise, research and audiences. It will work particularly closely with Brighton partners: with Fabrica on two of the projects (developing joint programming and possibly marketing), and the University of Brighton and Care Co-ops on 'Out of the blue - Woad: heritage and creativity'.

CULTURE, RECREATION & TOURISM CABINET MEMBER MEETING

Agenda Item 42

Brighton & Hove City Council

Subject:	Review of VisitBrighton Convention Bureau Conference Partnership		
Date of Meeting:	December 6th 2011		
Report of:	David Murray		
Contact Officer:	Name:	Julia Gallagher	Tel: 291614
	Email:	Julia.gallagher@visitbrighton.com	
Key Decision:	No	Forward Plan No: N/A	
Ward(s) affected:	All		

FOR GENERAL RELEASE

1. SUMMARY AND POLICY CONTEXT:

- 1.1 To seek member support to discontinue the fixed-fee conference partnership and move to a commission-based model, with charges being levied on business placed in hotels and venues. This will create a more equitable fee structure plus increase revenues to the service. The review would also allow us to off-set Brighton & Hove City Council savings targets.

2. RECOMMENDATIONS:

- 2.1 That the fixed-fee conference partnership ceases.
- 2.2 That a commission-based conference partnership model is approved and introduced from 1 April 2012.
- 2.3 That approval is gained to charge partners commission on room hire and pre-booked food and beverage at a rate of 10% (exc. VAT).

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

- 3.1 VisitBrighton Convention Bureau handles over 100 enquiries a year from political parties, unions and associations who may be interested in hosting their conference in Brighton. We source venues, negotiate rates and availability and book accommodation for these clients, persuading them to host their conferences in Brighton rather than competitor destinations, which include Manchester, Liverpool, Edinburgh, Birmingham, London and Bournemouth.

- 3.2 Annually we confirm business with a direct economic benefit of £20m to the City, which generates revenues of approx. £1m to hoteliers and venues in terms of venue hire and food and beverage receipts.
- 3.3 For the current financial year, 2010-11, we have nine conference partners who pay a flat fee of £2200 p.a. to be represented by the VisitBrighton Convention Bureau to conference buyers who may subsequently book events at these venues.
- 3.4 Five additional partners pay 10% (exc. VAT) commission on any business (venue hire and food and beverage spend) placed in their venues. The commission deals were brokered after the partners concerned declined to pay the flat fee partnership. It was felt they enhanced the City's portfolio of conference venues and that clients would place business with them, and hence it would be prudent to agree a commission deal to maximise our revenue opportunities.
- 3.5 All partners currently pay 10% commission on accommodation bookings generated.
- 3.5 From Apr 2010 – Mar 2011 conference level partnership generated £19,800 (exc. VAT) of revenue.
- 3.6 There are a number of issues that are encouraging us to consider re-structuring the conference partnership fee structure:
- The current fixed fee structure is wholly inequitable; it does not acknowledge the differential in volume and value of conference business that individual partners receive from the convention bureau. Indeed, it could be argued that the smaller venues are financially supporting the conference partnership whilst the larger venues and properties are reaping the fiscal rewards.
 - We are currently operating on two different levels of conference partnership, fixed fee and commission which creates inequity in the partnership and effectively a two tier partnership.
 - The VisitBrighton Convention Bureau is the only UK bureau identified as not operating on a commissionable basis.
 - The fixed fee structure is not maximising potential receipts from this revenue stream.

4. COMMUNITY ENGAGEMENT AND CONSULTATION

- 4.1 Individual consultation has been carried out with conference level partners including: Holiday Inn – Brighton Seafront; Mercure Brighton Seafront; Hilton Brighton Metropole; The Grand; Thistle; Brighton Centre; The Dome and The Seattle.

Those consulted were supportive of the changes proposed, recognising the value of the Convention Bureau service to their businesses and eager to safeguard it's future. Stakeholders requested reassurance that:

- Only new enquiries would be commissionable
- Flexibility on commission levels charged would be exercised for enquiries from historic clients
- No additional charges would be levied
- A percentage of any additional monies raised would be ring-fenced for additional Convention Bureau activity.

4.2 Group consultation was carried out with Brighton & Hove Hoteliers Association (BHHA) Large Hotels Group.

5. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

5.1 The Conference partnership currently generates income of £19,800 (exc. VAT) per annum. Basing projections on business placed with partners in previous financial years, it is anticipated that the full year effect of a commission-based partnership would generate approx. £60k to £70k per annum. This would be subject to annual variation.

Commission claims would be submitted to partners on completion of business. As conferences / meetings are generally booked anything between 6 months and 24 months prior to completion, we would anticipate that commission claims for 2012/13 would be equal to the current partnership contribution of £20k with this being significantly exceeded in subsequent years.

Finance Officer Consulted Michelle Herrington

Date: 09/11/11

Legal Implications:

5.2 These proposals are considered to be reasonable and there are no direct legal implications arising from the report. Bob Bruce Principal Solicitor 03.11.11."

Lawyer Consulted: Bob Bruce, Principal Solicitors

Date: 03.11.11

Equalities Implications:

5.3 An Equality Impact Assessment has not been carried out. An existing evaluation of VisitBrighton's service has identified that there are no equalities impacts with regard to the conference partnership.

Sustainability Implications:

5.4 Not applicable.

Crime & Disorder Implications:

5.5 Not applicable.

Risk and Opportunity Management Implications:

5.6 Risks and opportunities for the council and the city have been considered influencing the choice of moving to a commission-based model.

Public Health Implications:

5.7 Not applicable.

Corporate / Citywide Implications:

5.8 The proposal will affect current conference level partners who represent hotels and venues across the City.

6. EVALUATION OF ANY ALTERNATIVE OPTION(S):

6.1 None considered.

7. REASONS FOR REPORT RECOMMENDATIONS

7.1 Conference level partnership fees are a significant source of income for VisitBrighton and it is critical that this revenue stream is optimised.

SUPPORTING DOCUMENTATION

Appendices:

None.

Documents in Members' Rooms

None.

Background Documents

None.

CULTURE, RECREATION & TOURISM CABINET MEMBER MEETING

Agenda Item 43

Brighton & Hove City Council

Subject:	Special Events – Madeira Drive Road Closures 2012
Date of Meeting:	6th December 2011
Report of:	Strategic Director : Communities
Contact Officer:	Jayne Babb Tel: 290372
	E-mail: jayne.babb@brighton-hove.gov.uk
Key Decision:	No Forward Plan No. (7 Digit Ref): N/a
Wards Affected:	All

FOR GENERAL RELEASE

1. SUMMARY AND POLICY CONTEXT:

- 1.1 To set out the proposed programme of special events on Madeira Drive in 2012 and to seek approval of the associated road closures.

2. RECOMMENDATIONS:

- 2.1 That the Cabinet Member Meeting grants consent for the 2012 programme for special events on Madeira Drive and the associated road closures as listed in Appendix 1.
- 2.2 That the Cabinet Member Meeting authorises officers to enter into formal agreements with event organisers to determine conditions, fees and levels of support as appropriate.
- 2.3 That the Cabinet Member Meeting authorises the Strategic Director: Communities after consultation with the Cabinet Member to make any alterations to the events programme as necessary and to approve new applications.

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

- 3.1 Most of the events listed in Appendix 1 have taken place on Madeira Drive before and retain their traditional place in the events calendar and their usual format.
- 3.2 A new event for 2012 the British Heart Foundation Night Ride is aimed at attracting up to 6000 riders who are expected to finish on the seafront from about 6am. It provides an interesting twist to the mass participation bike rides that visit the city. The event has been granted consent at a previous Cabinet Member Meeting.
- 3.3 Sport Relief features in the calendar of events once again, as part of the UK's biggest year of sport. Brighton & Hove is hosting one of the flagship mile events and all monies raised go to Comic Relief. The event on Madeira Drive will be filmed by the BBC and then feature on the special BBC Mile Show on Sunday 25 March 2012. The event is hoping to attract 8000 participants throughout the day.
- 3.4 The outdoor events programme on Madeira Drive starts with the annual Sussex Beacon Half Marathon in February and concludes with Burning the Clocks in December. Historically Madeira Drive has been recognised as the location for motorised events. In 1896 following the abolishment of the first speed restriction law a celebratory run from London to Brighton was held, In 1905 a proposal was put to the local council to resurface the road with tarmac and for it to be the venue for a motor race week, this race continues today with the annual speed trials. There are other returning motorised events that form part of the 2012 programme. However, the council are encouraging and approving new events that are more diverse, the most recent examples of which are the marathon, the eco car challenge and the British Heart Foundation night ride, all this will help to re-balance the dominance of the traditional car rallies in this location.
- 3.6 Since establishing an outdoor Environmental Management System(EMS) for outdoor events in 2010 all event organisers are asked to tell the council how they intend to improve the environmental impact of staging their event in the city. A standard application form now asks for information on risk management and identifying hazards, community engagement, transport, energy, water use, waste management, air quality and noise etc. A copy of the Sustainability Form 04 (SF04) application form is attached in appendix 1 for information.
- 3.7 Events staged in the city raise the national and regional profile of Brighton and Hove as a location for events and as a destination for visitors to support the £732million visitor economy. The direct economic impact of events staged in the city is largely through hotel; restaurant, event, and retail spend. Economic impact studies have been undertaken by the Marathon organisers and the Veteran Car Run 2010, these events generated 3 million and 1.1 million respectfully.

4. CONSULTATION:

- 4.1 Consultation has taken place with Ward Councillors (Queen's Park and East Brighton Wards), Sussex Police, East Sussex Fire & Rescue Service, South East Coast Ambulance Service and NHS Trust. Internally, consultation has taken place with the Seafront Office, Environmental Health & Licensing and Highways.
- 4.2 Comments have been received from partner agencies and ward councillors. There was overall support for the events listed with some matters raised regarding the detail of certain events such as the Brighton Festival outdoor programme. Further consultation will take place with the above people and organisations when event planning and liaison gets underway.

5. FINANCIAL & OTHER IMPLICATIONS:

- 5.1 Financial Implications:
 - 5.1.1 In accordance with the existing Outdoor Events policy, fees are charged for commercial events and any costs incurred are the responsibility of the organiser. In addition, a reinstatement deposit is usually held and evidence of adequate insurance cover is required. The fees charged are determined by negotiation based on a number of factors including, capacity, whether a new or established event, whether an admission fee is to be charged and infrastructure required; all of these are subject to agreement by Officers as per the recommendations of this report.
 - 5.1.2 The income generated from fees charged for commercial events contribute to the costs of the Outdoor Events Team and enables charitable and community events and free public entertainments to be supported at reduced rates or free of charge. The target income for outdoor events in 2012/13 is £213,000 of which approx 45,000 relates to income from events held on Madeira Drive

Finance Officer Consulted: Michelle Herrington

Date: 8/11/2011

5.2 Legal Implications:

- 5.2.1 Brighton & Hove City Council is empowered under the East Sussex Act 1981 to use Madeira Drive for up to 28 days a year in order to facilitate the staging of major outdoor events.

5.2.2 The proposals in this report are made in accordance with the Outdoor Events Policy. The policy incorporates relevant considerations in respect of convention rights incorporated by the Human Rights Act 1998. The policy is clear that a balancing act is required between the competing interests of those who attend the events and those who do not wish to attend and consultation is suggested to ensure that this balancing exercise is properly carried out.

5.2.3 The terms of the agreements with the event organisers, the ongoing consultation process and the long lead-in periods ensure that the events are safe and well managed and that disruption is kept to a minimum.

Lawyer Consulted: Bob Bruce

Date: 8/11/2011

5.3 Equalities Implications:

5.3.1 The Events programme caters for people from all sectors of the community as there are a diverse range of events that are staged in the city each year. Issues such as physical access to an event and designated viewing areas are developed and detailed in event plans where applicable.

5.4 Sustainability Implications:

5.4.1 All events are planned and staged in accordance with the statutory powers and planning obligations as set out in the Outdoor Events Policy.

5.4.2 The City council is committed to managing the risk and environmental impact of its activities. Events that are hosted and stage in the city are now reviewed as part of our commitment to continuous improvement and in line with ISO14001 & BS8901 sustainable event management systems EMS. Event organisers will now as part of the application process be required to complete our Sustainable Event Statement SFO4. As part of the monitoring process these forms are reviewed with the organiser to identify areas for improvement as well as highlighting good practice.

5.4.3 In August 2010 the city council's outdoor events team was awarded BS8901. Implementation of the standard will aid the delivery and performance management of the council's outdoor events programme. It will also provide the framework for increasing staff awareness, along with engagement and training on sustainability issues so that outdoor events that are staged in the city are as sustainable as possible.

5.5 Crime & Disorder Implications:

5.5.1 The City Safety Advisory Group has an overview of all the major events that take place in Brighton & Hove that have the potential to attract significantly large numbers of people. A protocol and good working partnerships between the council and emergency services are in place in the city and close agency working will be integral to both the planning and delivery of events.

5.5.2 Where required event specific Safety Advisory Groups can be convened for any major outdoor event taking place in Brighton & Hove that has the potential to attract significantly large numbers of people.

5.5.3 Sussex Police are involved in both the consultation and planning of all major events.

5.6 Risk and Opportunity Management Implications:

5.6.1 All events will be subject to full site-specific, suitable and sufficient risk assessments.

5.7 Corporate / Citywide Implications:

5.7.1 The events programme takes place on Madeira Drive and along the seafront between Brighton Pier and Brighton Marina.

6. EVALUATION OF ANY ALTERNATIVE OPTION(S):

6.1 Not applicable

7. REASONS FOR REPORT RECOMMENDATIONS

7.1 Landlord's consent is required for the staging of all major outdoor events within Brighton & Hove.

7.2 Events continue to form an increasingly significant part of the council's overall tourism strategy and contribution to the city's economy. People experience civic pride and satisfaction when major recreational, sporting and entertainment events take place in their locality. These help to bring regional and national recognition to the city and enhance

the reputation and identity of the area, as well as bringing significant economic benefits.

SUPPORTING DOCUMENTATION

Appendices:

1. List of proposed Madeira Drive road closures for 2012.
2. Sustainability Form SF04

Documents In Members' Rooms

Not applicable

Background Documents

1. Proposals from event organisers

**SPECIAL EVENTS - Events requiring the closure of Madeira Drive
2012**

This list is subject to change

DATE	EVENT	CLOSURE	Nos
Sun 19 February	Brighton & Hove Half Marathon	Aquarium to Black Rock 0400-1800 hrs	20,000
Sun 18 March	Pioneer Motorcycle Run	Aquarium to Black Rock 0600-1700 hrs	20,000
Sun 25 March	Sport Relief 2012	Aquarium to Black Rock 0600-1800 hrs	5,000
Sun 1 April	Austin Seven's Run	LP9-LP20 0600-1800 hrs	500
Sun 15 April	Brighton Marathon	LP9- base Dukes Mound 0600-0600 hrs Sat, Aquarium to Black Rock 0600-2200 hrs Sun	50,000
Sun 22 April	Jaguar Car Run	LP9-LP20 0600-1800 hrs	500
Sun 29 April	InCarNation	Aquarium to Black Rock 0600-1800 hrs	2000
Sat 5 May	Children's Parade	Aquarium to base of Duke's Mound 0800- 1500 hrs	20,000
Sun 6 May	Historic Commercial Vehicle Run	Aquarium to Black Rock 0600-1900 hrs	5,000
Sun 13 May	MG Regency Run	Aquarium to Duke's Mound 0600-1800 hrs	2,000
Sun 20 May	Mini Owners Rally	Aquarium to Black Rock 0600-1800 hrs	10,000
Sun 27 May	BHF Night Ride	Aquarium to Black Rock 0000 hrs Sat to 1000 hrs Sun	10,000
Sun 10 June	Classic Car Run	Aquarium to Black Rock 0600-1800 hrs	1,000
Sun 17 June	British Heart Foundation's London to Brighton Bike Ride	LP7-LP19 Sat 0600-Sun 0600 hrs Aquarium to Black Rock, Sun 0400-2230 hrs	60,000
Sat 1 September	Pride Parade	Aquarium to LP14 0600 – 1200 hrs	50,000
Sat 8	National Speed Trials	Aquarium to Black	5,000

September			Rock 0600-1900 hrs	
Sun September	9	Ace Café Reunion	Aquarium to Black Rock 0600-2200 hrs	20,000
Sat 6 October		Volkswagen Classic Run	Aquarium to Black Rock 0600-1800 hrs	5,000
Sun 7 October		Landrover Run	Aquarium to Black Rock 0600-1800 hrs	2,000
Sun 14 October		Brightona	Aquarium to Black Rock 0600-1800 hrs	5,000
Sat November	3	Future Car Challenge	Aquarium to Black Rock Sat 0600 – 1200 hrs	1,000
Sun November	4	Veteran Car Run	LP7-12 and Dukes Mound to Black Rock Sat 0600- Sun 0600 hrs Aquarium to Black Rock, Sun 0600-2200 hrs	10,000
Sun November	18	10K Road Race	Aquarium to Black Rock 0700 – 1300 hrs	6,000
Fri 21 December		Burning the Clocks	Aquarium to Black Rock 1600 – 2100 hrs	20,000

CULTURE, RECREATION & TOURISM CABINET MEMBER MEETING

Agenda Item 44

Brighton & Hove City Council

Subject: Events in Parks and Open Spaces 2012
Date of Meeting: 6th December 2011
Report of: Strategic Director : Communities
Contact Officers: Name: Jayne Babb Tel: 290372
E-mail: Jayne.babb@brighton-hove.gov.uk
Key Decision: No Forward Plan No. (7 Digit Ref): N/a
Wards Affected: All

FOR GENERAL RELEASE

1 SUMMARY AND POLICY CONTEXT:

- 1.1 To gain landlord's consent for events in parks and open spaces in 2012.

2. RECOMMENDATIONS:

That the Cabinet Member for Culture, Recreation and Tourism

- 2.1 approve the events listed in the report;
- 2.2 authorises officers to enter into formal agreements with event organisers to determine conditions, fees and levels of support as appropriate;
- 2.3 approves the proposal regarding Hove Lawns - not to use the eastern most lawn for staging events in 2012 other than the two events specifically referred to in 3.2; and
- 2.3 authorises the Strategic Director: Communities, after consultation with the Cabinet Member for Culture Recreation & Tourism, to make any alterations to the events programme as necessary and to approve new applications in accordance with the Outdoor Events Policy.

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

- 3.1 Many of the events listed in Appendix One have taken place before and retain their traditional place in the calendar of outdoor events. The council has licensed a range of parks and open spaces including the Old

Steine, Hove Lawns, the Seafront and Madeira Drive to hold events, however, a balanced approach is required to prevent over use of these areas. The attached list shows the range of spaces and sites where these proposed events are to take place.

- 3.2 Following concerns from local residents regarding the condition of some areas of Hove Lawns, it is proposed not to use the eastern most lawn (closest to the Peace Statue) for hosting the majority of events planned for Hove Lawns in 2012. Whilst the damage is caused by mixed used of the site as for the majority of the time it is public open space, this downtime will give City Parks the opportunity to undertake much needed maintenance works in this area, therefore most events will be requested to use lawns further to the west. However, there will be two major events, The Olympic Torch Relay and Paddle Round the Pier, both will require use of this lawn during this period.
- 3.3 At the CMM meeting held in July 2011 a proposal to stage a mass participation Triathlon event in September 2012 was given in principle agreement. Following research carried out by the event organiser, Limelight, data re sea conditions between 2008 & 2011 show that it would not be safe to include a sea swim in September. Limelight has requested to move this event to June/July 2013, when sea conditions are likely to be more favourable.
- 3.4 Brighton Marathon organisers have advised that there will be a few small changes to the event that will be taking place in 2012. The 2011 route took in Ovingdean Hall School but this may not be possible for 2012 therefore the organisers would look to extend the route along New Church Road onto Boundary Road, details regarding this will be advised in the New Year. The second change is to omit St James Street and instead take the runners directly onto Marine Parade from the Steine and out towards Rottingdean.
- 3.5 Since establishing an outdoor Environmental Management System(EMS) in 2010 all event organisers are asked to tell the council how they intend to improve the environmental impact of staging their event in the city. A standard application form now asks for information on risk management, identifying hazards, community engagement. transport, energy, water use, waste management, air quality and noise etc. A copy of the Sustainability Form 04 (SF04) application form is attached in appendix 1 for information.
- 3.6 Events staged in the city raise the national and regional profile of Brighton and Hove as a location for events and as a destination for visitors to support the £732million visitor economy. The direct economic impact of events staged in the city is largely through hotel; restaurant, event, and retail spend. Economic impact studies have been undertaken by the Marathon organisers and the Veteran Car Run 2010, these events generated 3 million and 1.1 million respectively.

3.7 NEW REQUESTS:

3.8 'Global Beats' St Peter's Church Gardens 3-27 May 2012 1000 hrs-2300 hrs daily

The IA Consultancy, a local promoter, has requested the use of St Peter's Church Gardens for the duration of the Brighton Festival Fringe. With a main venue consisting of a 400 capacity marquee with external catering outlets and licensed bar, Global Beats aims to provide a diverse range of entertainment from children's storytelling through to local bands. The organisers would apply for their own Premise Licence to cover the event.

3.9 'Barricade' Hove Park Saturday 5 May 2100 hrs

Presented by Brighton Festival as part of their outdoor programme. Aimed at a maximum audience of three thousand people, the show is described as 'a maelstrom of high aerial skill, acrobatic acts, powerful images and a breath taking fire show finale'. The show lasts one hour and is free to attend. Barricade will be produced by No Fit State Circus, a well known contemporary circus company from Wales who have visited Brighton & Hove a number of times before.

3.10 'Waterlitz' Black Rock Saturday 26 May 2100 hrs

Again, produced and presented by Brighton Festival as part of their 2012 outdoor programme. Aimed at an audience of between four and five thousand people, the show would take place in the unmade area beyond Black Rock car park. It is a large scale theatrical piece featuring huge robots, aerial theatre and pyrotechnics. The centre piece is a fifty metre man constructed from shipping containers and the production is managed by Generic Vapeur, a world class French company who performed two shows during the 2011 Brighton Festival.

3.11 'Nomad Cinema' Preston Park Friday 15 June 2100 hrs

To celebrate World Vespa Day, Nomad Cinema would like to show Quadrophenia in Preston Park. The screening would be paid and ticketed, for a maximum of 2000 people. Nomad Cinema are an experienced outdoor cinema provider, using hi tech, high quality equipment. They have previously produced 130 cinematic events in venues including The Royal Parks, Leeds Castle and many English Heritage and National Trust sites. The organisers would pay a commercial hire fee for the use of Preston Park.

3.12 'Nomad Cinema' Preston Park 2-4 August 2030 hrs

Three nights of commercial film screenings, films yet to be decided.
Details as previously for Nomad Cinema.

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- 3.13 Brighton & Hove had been selected as one of 70 locations in the UK to host Torch Relay. The Olympic flame arrives in the UK on the 18th May 2012 starting from Lands End it will arrive in Brighton & Hove on day 59 of its journey to London. Brighton & Hove will be working in partnership with the London Organising Committee for the Olympic Games LOCOG to deliver this once in a lifetime opportunity to host the Olympic Torch on Hove Lawns on Monday 16th July 2012

4. CONSULTATION:

- 4.1 Initial consultation has taken place with Ward Councillors, Sussex Police, East Sussex Fire & Rescue Service, South East Coast Ambulance Service, NHS Trust, Environmental Health & Licensing and Highways. Detailed consultation will take place as the events are developed between the respective event organiser and our partner agencies.
- 4.2 Comments have been received from both partner agencies and ward councillors. There was overall support for the events listed with some matters raised regarding the detail of certain events such as Shakedown in Stanmer Park and Brighton Festival outdoor programme. Further consultation will take place when event planning and liaison gets underway.

5. FINANCIAL & OTHER IMPLICATIONS:

- 5.1 Financial Implications:
- 5.1.1 In accordance with the existing Outdoor Events policy, fees are charged for commercial events and any costs incurred are the responsibility of the organiser. In addition, a reinstatement deposit is usually held and evidence of adequate insurance cover is required. The fees charged are determined by negotiation based on a number of factors including, capacity, whether a new or established event, whether an admission fee is to be charged and infrastructure required; all of these are subject to agreement by Officers as per the recommendations of this report.
- 5.1.2 The income generated from fees charged for commercial events contribute to the costs of the Outdoor Events Team and enables charitable and community events and free public entertainments to be

supported at reduced rates or free of charge. The target income for outdoor events in 2012/13 is £213,000 of which approx 138,000 relates to income from events held in Parks & Open Spaces

Finance Officer Consulted: Michelle Herrington Date: 22/11/2011

5.2 Legal Implications:

5.2.1 Brighton & Hove City Council is empowered under the East Sussex Act 1981 to use each park and open space in its area for up to 28 days a year in order to facilitate the staging of major outdoor events. Some events may need planning permission, depending on whether permitted development rights are available (use of up to 28 days in any one year under the terms of Part IV Class B of Town & Country Planning (General Permitted Development) Order 1995)) and the nature of the proposals.

5.2.2 The proposals in this report are made in accordance with the Outdoor Events Policy. The policy incorporates relevant considerations in respect of convention rights incorporated by the Human Rights Act 1998. The policy is clear that a balancing act is required between the competing interests of those who attend the events and those who do not wish to attend and consultation is suggested to ensure that this balancing exercise is properly carried out.

Layer Consulted: Bob Bruce Date: 09.11.11

5.3 Equalities Implications:

5.3 The Events Programme caters for people from all sectors of the community as there are a diverse range of events that are staged in the city each year. Issues such as physical access to an event and designated viewing areas are developed and detailed in event plans where applicable.

5.4 Sustainability Implications:

5.4.1 All events are planned and staged in accordance with the statutory powers and planning obligations as set out in the outdoor events policy.

5.4.2 In August 2010 the city council's outdoor events team was awarded BS8901 an environmental management system for outdoor events. Implementation of the standard will aid the delivery and performance management of the council's outdoor events programme. It will also provide the framework for increasing staff awareness, along with engagement and training on sustainability issues so that outdoor events that are staged in the city are as sustainable as possible.

5.5 Crime & Disorder Implications:

5.5.1 The City Safety Advisory Group has an overview of all the events that take place in Brighton & Hove that have the potential to attract significantly large numbers of people. A protocol and good working partnerships between the council and emergency services are in place in the city and close agency working will be integral to both the planning and delivery of this event.

5.5.2 Event specific Safety Advisory Groups can be convened for all major outdoor events taking place in Brighton & Hove that have the potential to attract significantly large numbers of people. A protocol between the council and the emergency services was agreed in 2004 and will continue to be used in 2012.

5.5.3 Sussex Police are involved in the consultation and planning of all major events.

5.6 Risk and Opportunity Management Implications:

5.6.1 All events will be subject to full site specific, suitable and sufficient risk assessments.

5.7 Corporate / Citywide Implications:

5.7.1 The events programme uses public open spaces throughout the city.

6. EVALUATION OF ANY ALTERNATIVE OPTION(S):

6.1 Not applicable

7. REASONS FOR REPORT RECOMMENDATIONS

7.1 Landlord's consent is required for the staging of all major outdoor events in Brighton & Hove.

7.2 Events continue to form an increasingly significant part of the council's overall tourism strategy as well as bringing significant economic benefits to the city. In 2009 events contributed 732 million to the city's economy and created 14000 full time equivalent jobs for local people. People experience civic pride and satisfaction when major recreational, sporting and entertainment events take place in their locality. These help to bring regional and national recognition to the city and enhance the reputation and identity of the area, as well as bringing significant economic benefits.

SUPPORTING DOCUMENTATION

Appendices:

1. List of proposed outdoor events for 2012.
2. Sustainability Form SF04

Documents In Members' Rooms

Not applicable

Background Documents

1. Proposals from event organisers.

APPENDIX ONE

SPECIAL EVENTS – Events requiring the use of open spaces in Brighton & Hove

DATE	EVENT	VENUE	TIMES	Nos
Sat 7 Jan	Sussex Cross Country Tournament	Stanmer Park	0800-1500 hrs	1,000
Sat 28 Jan	South of England Cross Country Tournament	Stanmer Park	0900 – 1600	5,000
Sat 17 – Sun 18 Mar	Chocolate Festival	New Road	1000-1800 hrs daily	5,000
Sat 31 Mar – Sun 1 Apr	Brighton & Hove Spring Harvest Food and Drink Festival	New Road	1000-1800 hrs daily	10,000
Sat 31 Mar	Earth Hour Torch Walk	Brighton Seafront	1800-2000 hrs	200
Fri 27 Apr – Mon 28 May	Ladyboys of Bangkok	Victoria Gardens	Shows approx. 1700 hrs, 2030 hrs each day	15,000
Thurs 3 - Sat 12 May	Festival Funfair	The Level	1300-2200 hrs daily	3,000
Sat 5 – Sun 27 May	Brighton Festival	Various	Various	NA
Sat 5 – Sun 27 May	Brighton Fringe Festival	Various	Various	NA
Sat 5 – Sun 27 May	Global Beats	St Peters Church Gardens	1000-2300 hrs daily	5,000
Sat 5 May	Festival Children's Parade	City Centre	1000-1500 hrs	20,000
Sat 5 May	'Barricade' – No Fit State	Hove Park	2100-2200 hrs	3,000
Sun 6 May	Stonewall Equality Walk	City Centre	1400-1900 hrs	2,000
Sun 6 May	2CV Rally	Hove Park	1000-1700 hrs	1,000
Thurs 10 – Sat 12 May	The Great Escape Music Festival	Various Locations Across the City	1000 – 2200 hrs each day	2,000
Sat 12 – Sun 13 May	Moulsecoomb Fun Day	Wild Park	1000-1700 hrs each day	5,000
Sun 13 May	Mackerel Fayre	Fishing Museum	1100-1630 hrs	2,000
Tues 15 – Tues 29 May	Moscow State Circus	Preston Park	Shows approx. 1700 hrs, 1945 hrs each day	15,000
Sun 20 May	Superheroes Run	Hove Lawns/Prom	1000-1500 hrs	1,000
Fri 25 May – Mon 28 May	Funfair	Victoria Recreation Ground	1400 hrs-2200 hrs daily	1,000
Sat 26 May	Spring Festival	St Ann's Well Gardens	1000-1800 hrs	1,000
Sat 26 May	'Waterlitz' – Generic Vapeur	Black Rock	2100-2200 hrs	5,000
Fri 25 - Sun 27	Foodies Festival	Hove Lawns	1000-1800 hrs daily	3,000

May				0
Mon 4 June	Hove Lions Carnival	Hove Park	1000-1700 hrs	2,000
Fri 1 – Tues 5 June	Funfair	Hove Prom	1300-2000 hrs daily	3,000
Fri 8 – Sun 10 June	Medieval Festival	Greenleas Recreation Ground	1000 hrs Fri – 2200 hrs Sun	1,000
Sun 10 June	Concours D'Elegance	Stanmer Park	0900-1730 hrs	200
Fri 15 June	Nomad Cinema	Preston Park	2100-2300 hrs	1,000
Fri 15 June	Martlets Midnight Walk	City Centre/Seafront	0000-0700 hrs Sat	1,000
Sat 23 June	Take Part Festival of Sport	Preston Park	1000-1700 hrs	5,000
Sun 24 June	Wildlife Festival (previously Springwatch)	Stanmer Park	1000-1800 hrs	5,000
Tues 26 June	The Big Toddle	Preston Park	1000-1300 hrs	500
Sat 30 June-Sun 1 July	Race for Life	Stanmer Park	1000-1600 hrs each day	5,000
Sun 1 July	Capital to Coast Bike Ride	Hove Lawns	1000-1800 hrs	200
Sat 7 – Sun 8 July	Paddle Round The Pier	Hove Lawns/Seafront	1000 hrs-2000 hrs Sat, until 1800 hrs Sun	10,000
Sat 7 – Sun 8 July	Brighton Kite Festival	Stanmer Park	1000-1800 hrs daily	2,000
Sat 14 July	People's Day	New Road/North Laine	1000-1800 hrs	2,000
Wed 18 July	Phoenix 10km Run	Hove Lawns/Prom	1900-2200 hrs	200
Sun 22 July	Peace Picnic	Hove Lawns	1200-2000 hrs	1,000
Sat 28 – Sun 29 July	Bungee on the Beach	Hove Lawns	1000-1700 hrs each day	1,000
Thurs 2 – Sat 4 Aug	Nomad Cinema	Preston Park	2030-2230 hrs daily	3,000
Sat 4 Aug	Big Dog	Stanmer Park	0900-1900 hrs	500
Sun 5 Aug	Hanover Day	Streets of Hanover	1130-1900 hrs	2,000
Thurs 16 – Tues 28 Aug	Zippos Circus	Hove No 1 Lawn	Various	4,000
Sun 19 Aug	999 Day	Hove Lawns	1000-1700 hrs	2,000
Sat 1 Sept	Pride	Preston Park	1200-2000 hrs	50,000
Sat 15 – Sun 16 Sept	Fiery Foods Festival	Victoria Gardens	1000-1800 hrs each day	2,000
Thurs 20 – Sat 29 Sept	Funfair	The Level	1300-2200 hrs daily	2,000
Sun 30 Sept	Cyclo sportive	Hove Lawns	0700-1600 hrs	500
Sun 30 Sept	Apple Day	Stanmer Park	1000-1800 hrs	500
Sat 6 Oct	Shakedown	Stanmer Park	1400-2300 hrs	20,000
Sun 7 Oct	Martlet's Mens Walk	City Centre	1200-1700 hrs	200

Sun 7 Oct	Run For Women	Undercliff Walk	0900-1500 hrs	500
Sat 3 Nov	Family Fireworks Spectacular	Nevill Recreation Ground	1700-2000 hrs	3,000

	SF04 Sustainable Events Statement - Outdoor Events	
	Vanessa Weild Tel: 01273 292712	vanessa.weild@brighton-hove.gov.uk Fax: 01273 292717
The Events Office, Brighton & Hove City Council, Room 425, Kings House, Grand Avenue, Hove BN3 2ST		

Introduction

Creating a sustainable future for Brighton and Hove means protecting and enhancing the environment, meeting social needs and promoting economic success. The council is committed to managing the risks and environmental impacts of its activities, encouraging and supporting others to do the same and continuously improving the environment for the benefit of residents, businesses and visitors. This statement is part of our ISO 14001 / BS 8901 Sustainability Management System. We review completed statements to help us continuously improve our understanding of the environmental impacts of events.


How to complete this statement

- Before the event:** Go through the statement and think about how you can reduce the impact of your event. Put your answers in the **grey boxes**. Keep a copy of the statement yourself and return a copy to the Events Office **electronically** if possible with your application form. Make sure that anyone else involved in organising your event is aware of your plans and their role in delivering them. We may contact you to follow up your answers. If further information is recorded in other documents or locations e.g. site plans, emails, Health & Safety Policy etc., please refer to them in your answers and say where they can be found.
- Within 1 month of the event:** Go through your copy of the statement and explain whether your plans were successful. Send the completed statement to the Events Team.
- This statement covers the sustainability issues and ALL event organisers from very small to very large have to fill it in. For this reason, not all of them will apply to your event but please think carefully before answering 'no' to a question. Please note that the 'think about' boxes are for guidance only and Brighton & Hove City Council will accept no liability for loss, financial or otherwise, alleged to have incurred as a result of the guidance provided.

Event details

Name of event	
Date of event	


1. Risk management


1.1 Are there health & safety or environmental hazards or risks associated with your event? If yes, please complete the risk assessment table below.		Yes or No <input type="checkbox"/>
Think about 	Brighton & Hove City Council has a duty to ensure the safety of people using their land under the Health & Safety at Work Act (1974). Please provide a list of all activities taking place at your event that might pose a hazard or risk. Some examples: <ul style="list-style-type: none"> • Fireworks • Bouncy castles • Machinery • Fuel / generators • Electrical equipment • Accidents • Vehicles • Structures • People (including crowd control) • Activities requiring participation. 	


Hazard / Risk	What could go wrong?	Who is likely to be injured or what is likely to be affected?	How are you going to reduce the possibility of someone being injured or a pollution incident occurring?	Do you think anything else could or should be done?
EXAMPLE Generator diesel	Fire, Explosion, Spill, Skin reaction to chemicals	Any person at event, Soil, Water	Fuel to be stored safely in bunded container. Only trained personnel with protective clothing to use equipment. Spill kits to be available. Careful placement of generator in site i.e. not near water/sea	Dedicate a member of staff trained in use of spill kit to supervise generator. Ensure that diesel soaked materials are treated as hazardous waste.
EXAMPLE Crowds	Crushing	Any person at event	Design layout of event to reduce concentration of people in anyone place	Stewarding – volunteers or professional company.


After the event: <ul style="list-style-type: none"> • <i>Include details here of hazards / risks that arose and whether your plans to deal with them were successful</i>
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2. Community engagement and raising awareness

2.1 Will there be regular communication with people involved with or affected by the event before, during and after it takes place?		Yes or No
Think about  <ul style="list-style-type: none"> List the interested parties involved with your event (organisers, residents, suppliers, visitors, spectators, exhibitors or emergency services). Explain how and when you will communicate with them – electronically, by letter etc. and how you will respond. 	Plans and targets	
After the event: <ul style="list-style-type: none"> Include details here of how successful your plans were and examples Include your performance against any targets you set yourself 		


2.2 Will you be promoting the event? If yes, describe how you will do this in a sustainable way.		Yes or No
Think about  <ul style="list-style-type: none"> Many people now have access to email and the internet. Try to promote the event electronically and using social media instead of hard copy materials Use social media. Choose recycled paper for printing. Print double sided. Make banners reusable by excluding event specific information e.g. dates. 	Plans and targets	
After the event: <ul style="list-style-type: none"> See above 		


2.3 Will you let participants know that the event is sustainable? If yes, explain how.		Yes or No
Think about  <ul style="list-style-type: none"> Brighton and Hove City Council is certified under the Sustainable Events Standard BS 8901. We want to make sure that people know that sustainability is important to us and so would like to encourage you to do the same by telling people involved with your event about what you are doing and why. Give people information in advance on public transport options and anything else they will need to know. 	Plans and targets	
After the event:		


2.4 Will the event contribute to the local economy?		Yes or No
Think about  <ul style="list-style-type: none"> Use local suppliers. Increase local employment. Create opportunities for volunteers to help people build new skills. 	Plans and targets	
After the event:		

2.5 Will the event be event is inclusive and accessible to all? If yes, please describe your plans.		Yes or No
Think about  <ul style="list-style-type: none"> Under the Equality Act (2010), you must not discriminate deliberately or non-deliberately on the basis of race, colour, ethnic or national origins, religion and belief, gender, sexual orientation or marital status and disability or age. 	Plans and targets	
After the event:		


3. Location / venue and transport


3.1 Will visitors / exhibitors be travelling to the event? If yes, describe how you will encourage them to choose the most sustainable transport option.		Yes or No
Think about  <ul style="list-style-type: none"> Chose a location / venue that minimises the need for travel. Video conferencing can eliminate the need for travel, if not for the event itself, then for its planning. Encourage visitors to walk to the event, take public transport or car share by providing information in advance. Find out where bicycles can be stored and safe cycle routes. If you need to park at the event, contact the Parking Shop on 01273 293225 for a vehicle waiver. 	Plans and targets	
After the event:		


3.2 Will the event affect traffic flow and require traffic management?		Yes or No
Think about  <ul style="list-style-type: none"> Note here if you are applying for road closures. Traffic congestion, stationary traffic and long diversions waste fuel and reduce air quality. 	Plans and targets	
After the event:		


3.3 Will any plants or animals be affected by your event? If yes, give details of how you will minimise damage.		Yes or No
Think about  <ul style="list-style-type: none"> Grass can be protected with temporary protection mesh. Flowerbeds and plants at risk can be screened off to protect them. 	Plans and targets	
After the event:		


4. Energy and water use


4.1 Is power required for the event? If yes, how will you supply it (include gas / electricity / oil) and can you calculate how much is used.		Yes or No	
Think about  <ul style="list-style-type: none"> • If your electricity source is metered you can take a reading before and after. • Use renewable energy e.g. portable solar panels. • Diesel generators cause air pollution. Consider using mains electricity instead. • Use bio-fuel for generators and vehicles. 	Plans and targets		
After the event:			

4.2 Can you reduce the amount of energy used at the event?		Yes or No	
Think about  <ul style="list-style-type: none"> • Low energy lighting e.g. LED spotlights can significantly reduce electricity use. • Switch off floodlights during the day. Make someone specifically responsible for switching off unnecessary lights or use daylight sensors to ensure lights only come on when they are needed. • Specify energy efficient equipment. • Patio / outdoor heaters use lots of energy, try to avoid using them. 	Plans and targets		
After the event:			


4.3 Will toilets be available at the event? Please give details.		Yes or No	
Think about  <ul style="list-style-type: none"> • Make sure there are enough toilets for the number of people you are expecting. There are calculators on the internet to calculate how many toilets you will need. • Consider existing facilities and any portable toilets you will provide. • Monitoring for cleanliness and faults. 	Plans and targets		
After the event:			


4.4 Will water be used at the event? If yes, please explain how it will be supplied and what it will be used for.		Yes or No	
Think about  <ul style="list-style-type: none"> • Consider toilets, urinals, taps, hoses, bottled water etc. • If the water is coming from a metered supply, a reading could be taken before and after the event to see how much water was used. 	Plans and targets		
After the event:			


4.5 Can you reduce the amount of water used at the event?		Yes or No	
Think about  <ul style="list-style-type: none"> • Provide water efficient toilets. • Ensure that enough water is available in hot weather but that water taps can't be left running. 	Plans and targets		
After the event:			


4.6 Will waste water be generated? Is yes, please explain how you will dispose of it.		Yes or No	
Think about  <ul style="list-style-type: none"> • Waste water from washing the site, vehicles or equipment may be contaminated with oil or detergents. • Only non-contaminated water should be discharged into storm water drains. • Contaminated water must be disposed of to foul sewer. You may need a trade effluent consent: www.netregs.gov.uk/netregs/63350.aspx • Check with Southern Water whether you need a trade effluent consent and keep a written copy of their response. www.southernwater.co.uk 	Plans and targets		
After the event:			


5. Waste management

5.1 Will waste be generated? If yes, what types, volume and how will be disposed of.		Yes or No	
Think about  <ul style="list-style-type: none"> • List each waste stream and how it will be disposed of. For example – <i>plastic bottles – 200kg. Collected and recycled by Acme Wastage Services Ltd.</i> • Consider plastics, food, paper, giveaways, hand-towels, cardboard, food containers, photographic waste and any items participants bring with them. • REDUCE > REUSE > RECYCLE > DISPOSE. This is the 'waste hierarchy': Reducing the amount of waste produced is better than Re-using it and both of these are better than Recycling. Disposal to general waste (landfill) is the least sustainable option. • You can ask your waste contractor to weigh the waste they collect and the amount recycled. Feed back using this form after the event. 	Plans and targets		
After the event:			


5.2 Will waste collection points be needed? If yes, give details of how many, where will they be located and how often they will be emptied.		Yes or No	
Think about 	<ul style="list-style-type: none"> • Discuss options with your waste contractor and describe your plans here. • Consider how accessible collections points will be if you expect crowds. 	Plans and targets	
After the event:			


5.3 Have you made plans for managing litter during and after the event? If yes, please describe.		Yes or No	
Think about 	<ul style="list-style-type: none"> • Talk to exhibitors and food outlets about minimising food waste. • If people are going to be bringing food, ask them to use re-usable containers. 	Plans and targets	
After the event:			


5.4 Are waste contractors registered as a Waste Carrier with the Environment Agency?		Yes or No	
Think about 	<ul style="list-style-type: none"> • Check the waste carriers public register: http://www2.environment-agency.gov.uk/epr/ • Consider all types of waste, not just what ends up in bins e.g. toilet effluent, banners, displays, broken equipment etc. 	Plans and targets	
After the event:			

5.5 Will giveaways or freebies be provided? If so, how will you ensure that they don't end up as litter or waste after the event.		Yes or No	
Think about 	<ul style="list-style-type: none"> • Canvas bags are popular giveaways but the market is saturated. If you are very keen to have giveaways, think about item that people don't already have, that they will keep and actually use. 	Plans and targets	
After the event:			


6. Air quality and noise


6.1 Will fireworks / pyrotechnics be used?		Yes or No	
Think about 	<ul style="list-style-type: none"> • Fireworks cause noise and air pollution and you should think carefully about whether they are necessary. • Gunpowder is a main component of fireworks and when combusted sulphur compounds, small amounts of particulates, metal oxides and other polluting compounds are emitted. • For more info, see www.environmental-protection.org.uk/neighbourhood-nuisance/fireworks 	Plans and targets	
After the event:			

6.2 Will helium balloons or sky lanterns be released?		Yes or No	
Think about  <ul style="list-style-type: none"> Once these objects fall back to earth or into the sea they can be hazardous to animals, wildlife and they do not biodegrade, causing pollution. Sky lanterns are a fire risk. 	Plans and targets		
After the event:			


6.3 Will noise be a significant issue? If yes, what monitoring and noise control measures will be in place.		Yes or No	
Think about  <ul style="list-style-type: none"> Under the Environmental Protection Act (1990), the council has a duty to prevent noise nuisance. If you are planning on having PA systems, amplified music or any other form of 'noisy' activity, you must ensure that the level of noise is monitored and controlled. State here if you are going to be having a PA system. Consider different types of noise: traffic, talking, generators, crowd noise, equipment The council's Environmental Health Team provides advice on noise issues. http://www.hse.gov.uk/noise/ 	Plans and targets		
After the event:			


7. Catering and procurement


7.1 Will catering at the event be as sustainable as possible?		Yes or No	
Think about  <ul style="list-style-type: none"> Ask your catering company if it has an environmental policy. Don't over-cater. Consider food that keeps for longer and could be taken away if there is too much. Have containers available for people to take excess food with them or find out in advance about charities that take left-overs. Provide food that is local, in season, fair-trade, meat-free or organic (or all of these). Use local suppliers Plates, cups and cutlery should be reusable (or recyclable or compostable). Make tap water available. Compost waste food. 	Plans and targets		
After the event:			

7.2 Will you be using local, recycled or reused products or equipment that uses less energy or that can be reused?		Yes or No	
Think about  <ul style="list-style-type: none"> • Sustainable procurement is about encouraging your suppliers to be more environmentally friendly through your buying decisions. There is little point in recycling if you don't try to buy the products made from recycled materials. • Pass on unwanted items afterwards rather than disposing of them. • Buy items that can be reused rather than single use items. • Electrical equipment will have an energy rating. Check what it is and buy the most efficient equipment that you can afford, this will also save you money on running costs. 	Plans and targets		
After the event:			

8. Emergencies and abnormal situations

8.1 Do you have a plan for dealing with environmental emergencies?		Yes or No	
Think about  <ul style="list-style-type: none"> • Consider fire, chemical spills, oil spills, burst water pipes, water pollution incidents etc. • Fires and vandalism can have a large environmental impact, what measures are in place to prevent them. • Include details here of the emergency service contact details and who will hold them at the event. • Training in emergency situations. 	Plans and targets		
After the event:			

8.2 Will emergency equipment be available and people trained on using it?		Yes or No	
Think about  <ul style="list-style-type: none"> • Spill kits • Life belts • Fire extinguishers • First aid equipment 	Plans and targets		
After the event:			

8.3 Are there likely to be any other issues specific to this event? If yes, please describe.		Yes or No	
Think about  <ul style="list-style-type: none"> • Describe any issues not covered here or in other documents. 	Plans and targets		
After the event:			

9. Declaration

Before the event

Please email the completed form to the details above. If returning this form via email a signature is not required, as long as the email is sent from the person named as the main contact. If you are not able to send the form electronically, please fax it.

Event Organiser	Brighton and Hove City Council
Name	Name
Signature Date	Signature Date

Internal Use	
Further Action Required? Add more rows if required	
Question	System document reference, Description of action required & Person responsible

After the event

Event Organiser	Brighton and Hove City Council
Name	Name
Signature Date	Signature Date

Internal Use	
System Update Required? Add more rows if required	
Question	System document reference, Description of update required & Person responsible

CULTURE, RECREATION & TOURISM CABINET MEMBER MEETING

Agenda Item 45

Brighton & Hove City Council

Subject:	Beach Chalet Consultation		
Date of Meeting:	6th December 2011		
Report of:	<i>Strategic Director - Communities</i>		
Contact Officer:	Name:	Ian Shurrock	Tel: 29-2084
	E-mail:	ian.shurrock@brighton-hove.gov.uk	
Key Decision:	Yes	Forward Plan No. (7 Digit Ref):	
Wards Affected:	Rottingdean Coastal, Queens Park and Westbourne		

1. SUMMARY AND POLICY CONTEXT:

- 1.1 To provide an update on the consultation undertaking on the letting policy for beach chalets at Ovingdean, Rottingdean, Saltdean, Maderia Drive and Hove Seafont.
- 1.2 This report is one of several that are being considered in relation to fees and charges for the next financial year (2012/13) across the wide range of services within the portfolio of the Cabinet Member for Culture, Recreation and Tourism. While services positively engage in collaborative working, at the moment each report has been considered individually and recommendations made in relation to the specific issues of the service being provided.
- 1.3 For the financial year 2013/14 an overall review will be undertaken with the wide range of fees and charges considered together rather than individually. The intention being to achieve a more consistent approach to the increases that are proposed across the wide range of services

2. RECOMMENDATIONS:

- (1) That the Cabinet Member for Culture, Recreation and Tourism notes the results of the consultation exercise on amending the policy for letting beach chalets to existing tenants.
- (2) That the Cabinet Member for Culture, Recreation and Tourism does not change at the present time the existing policy for letting beach chalets to existing tenants that are residents of Brighton and Hove. This will be reviewed in one year to assess whether the price increases in recommendations (3) and (4) have increased the movement in the waiting lists.

- (3) That the Cabinet Member for Culture, Recreation and Tourism approves a proposed 10 % increase in the annual rents for chalets for tenants that are residents of Brighton & Hove.
- (4) That the Cabinet Member for Culture, Recreation and Tourism approves a rental charge for chalets for tenants that are not residents of Brighton & Hove that is 20% higher than for residents with existing tenancies.
- (5) That the Cabinet Member for Culture, Recreation and Tourism approves a proposed increase of 5% for tenants on fixed term tenancies.
- (6) That the Cabinet Member for Culture, Recreation and Tourism does not introduce an annual lottery draw for chalet tenancies.

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

- 3.1 At the Cabinet Member Meeting on 7th December 2010, approval was given for a consultation exercise on amending the policy for letting beach chalets to existing tenants. Enjoyment of the seaside is a key recreational resource for thousands of the city's residents as well as the vast numbers of visitors. A beach chalet gives a chance for only a few people to enjoy their own unique space with fantastic views and amenities that enable their seaside trips to be more frequent and longer. A regular seaside experience is available to chalet tenants which is much desired hence long, closed waiting lists for the 105 chalets available.
- 3.2 The waiting lists for beach chalets have been closed for many years and the aim of the consultation exercise was primarily to consider ways in which the policy could be changed to enable the waiting lists to become active again. During the last year there has been a small movement in the waiting lists due to 8 chalets tenants not renewing, the increase in charges possibly being a factor in the decision not to renew for some tenants. The waiting lists remain high even though they are closed, with the current totals being Ovingdean (32), Saltdean (32), Rottingdean (29), Madeira Drive (35) and Hove (34). Some people are on more than one waiting list.
- 3.3 Beach chalets are clearly a popular resource for which demand greatly exceeds supply. However, the lack of movement on the waiting lists indicates that the accessibility for this valuable resource to enjoy the seaside is being limited. Furthermore, beach chalets can be rented which is a more affordable option than beach huts which are sold for several thousand pounds. Therefore, measures to increase the turnover are proposed on the basis of enabling more members of the community to have the opportunity to benefit from the use of a chalet.
- 3.4 At the Cabinet Member Meeting on 7th December 2010, approval was given to the introduction of a fixed term tenancy for a maximum period of five years for all new beach chalet tenancies only. Furthermore, the Cabinet Member approved the implementation of a two month notice period to end tenancies when the tenant is not complying with their maintenance responsibilities. Inspections have taken place of the chalets at Ovingdean, Saltdean, Rottingdean and Hove and nearly all were found to be maintained to an appropriate standard. A few required some improvements which were being addressed and therefore no notices were

served to end tenancies. An on-going programme of inspections will be implemented as resources allow.

- 3.5 The consultation exercise included the issuing of 105 copies of a survey to existing tenants and 115 copies to people on the waiting lists. In addition, an on-line facility was made available to complete the survey which was available for any member of the public. There were 145 responses received for the survey in total including both paper copies and those completed on-line.
- 3.6 A summary of the responses to the survey are indicated in the table below:

Question	YES	NO	Don't Know
Should there be a change to fixed term tenancies?	77	68	0
If there was a change to a fixed term tenancy should existing tenants be allowed to stay for 5 more years?	66	59	20
Should tenants from outside Brighton & Hove be allowed to continue to rent a chalet?	37	103	5
Is an annual lottery draw for chalet tenancies for Brighton and Hove residents only a fairer option?	24	120	1

As the results show there was a small majority of responses in favour of a change to a fixed term tenancy. Similarly, the highest number of responses were in favour of allowing existing tenants to stay for 5 more years should a fixed tenancy be introduced. It is probably not surprising that these results are close as the existing tenants are likely to want to retain their existing tenancies, whereas those people that have been on the waiting lists for many years wish to see movement in the waiting lists. Therefore, there is not a clear mandate to change the existing policy.

- 3.7 As indicated in the previous report to the Cabinet Member meeting in December 2010, the council has invested significant sums in maintaining the chalets, to the benefit of a limited number of tenants. Therefore, it is proposed that, as beach chalets are such a valuable recreational resource, with demand greatly exceeding supply, that the charges should be raised by 10% for the second year in succession for residents in Brighton & Hove.
- 3.8 A 10% increase in the annual rents for chalets would result in the rent for Hove chalets increasing to £888.40 including 20% VAT. Based on the same percentage increase, the annual rents in the other locations will be between £517.70 and £609.80.

3.9 Proposed charges for beach chalets for tenants that live in Brighton & Hove are as follows:

	Existing Charge £ inc VAT	Proposed Charge £ inc VAT	Percentage Change
Hove	807.60	888.40	10%
Madeira Drive	554.35	609.80	10%
Saltdean	470.60	517.70	10%
Rottingdean	470.60	517.70	10%
Ovingdean	525.90	578.50	10%

3.10 A clear majority view was received indicating that the existing tenancies should be terminated of those from outside Brighton and Hove. As the decision has already been previously taken to remove non residents of the city from the waiting list (and no change is proposed on the length of tenancy of existing tenants resident in the city) it would be harsh to terminate the tenancy agreements of non residents. However, as beach chalets are provided and maintained by the city council it is proposed that existing chalet tenants that are non residents are charged an additional 20% to rent a chalet. It is not unusual for councils to levy different charges for residents and non residents.

3.11 Proposed charges for beach chalets for tenants that do not live in Brighton & Hove:

	Proposed for Residents £ inc VAT	Proposed for Non Residents £ inc VAT	Percentage Difference
Hove	888.40	1066.10	20%
Madeira Drive	609.80	731.80	20%
Saltdean	517.70	621.25	20%
Rottingdean	517.70	621.25	20%
Ovingdean	578.50	694.20	20%

3.12 As all new tenancies are on a fixed term basis of five years and these new tenants had been on the waiting list for many years, it is proposed that the charges for beach chalets for tenants that have fixed term tenancies would be increased by 5% as below:

	Existing Charge £ inc VAT	Proposed Charge £ inc VAT	Percentage Change
Hove	807.60	848.00	5%
Madeira Drive	554.35	582.10	5%
Saltdean	470.60	494.15	5%
Rottingdean	470.60	494.15	5%

Ovingdean	525.90	552.20	5%
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- 3.13 Similar beach chalets are also provided (rather than just beach huts) in Worthing which are brick built and have a water supply but no electricity. The charge during the current financial year of £1067.23 (included VAT) is higher than the charge proposed for next year for the Hove chalets which also have electricity.

4. CONSULTATION

- 4.1 A consultation exercise has been undertaken with a survey to current chalet tenants, people on the waiting list for beach chalets, and the survey could be completed on-line by any member of the public.

5. FINANCIAL & OTHER IMPLICATIONS:

5.1 Financial Implications

The fees and charges included in this report have been reviewed in accordance with the Corporate Fees and Charges Policy and the proposed fees would generate an income of approximately £55k in 2012/13.

Finance Officer Consulted: Michelle Herrington

Date: 21/11/12

5.2 Legal Implications

- 5.2.1 This report sets out the consultation responses to the previous administration's proposed changes regarding beach chalets and revised proposals for the Cabinet Member to consider. The main issues arising are:

- (a) whether it is reasonable in all the circumstances to increase the rental levels to tenants and
- (b) whether it is appropriate and reasonable to charge more to tenants who reside outside of the city.

- 5.2.2 Re: (a), given that the chalets are much in demand and that the council has spent significant amounts of money on improvements, the proposed increase is reasonable.

Re: (b), the provision of beach chalets can be viewed as a local service, primarily made available to local residents. If non residents wish to take advantage of the service, it is not unreasonable for the council to expect such non residents to pay a higher rent.

Lawyer Consulted: Name Bob Bruce

Date: 09.11.11

5.3 Equalities Implications

Whilst the closure of the waiting lists and the opportunity for existing tenants to continually renew their tenancies, may not give an equitable opportunity for other residents to benefit from beach chalets provided by the council, the previously proposed changes may be regarded as inequitable to the existing tenants. In effect the new proposals may be regarded as a more equitable compromise.

5.4 Sustainability Implications:
None specifically

5.5 Crime & Disorder Implications:
None specifically

5.6 Risk and Opportunity Management Implications:
While measures to reopen the waiting lists may be unpopular with some existing tenants, they offer the potential for a wider range of residents to benefit from this highly sought after amenity.

5.7 Corporate / Citywide Implications:
The Seafront is a key resource for the city with access to most amenities provided on the Seafront being made available to as many of the city's residents as possible. Measures to widen the availability of beach chalets would therefore be consistent with this aim.

6. EVALUATION OF ANY ALTERNATIVE OPTION(S):

6.1 The options have been considered in the consultation exercise.

7. REASONS FOR REPORT RECOMMENDATIONS

7.1 The recommendations potentially give the opportunity to increase the number of residents who are able to benefit from the highly sought after beach chalets, by reactivating the waiting lists.

SUPPORTING DOCUMENTATION

Appendices:

1. None

Documents in Members' Rooms

1. None

Background Documents

1. Report to the Culture, Recreation & Tourism Cabinet Member meeting on 7th December 2010.

CULTURE, RECREATION & TOURISM CABINET MEMBER MEETING

Agenda Item 46

Brighton & Hove City
Council

Subject: *Seafront Fees and Charges 2012/13*
Date of Meeting: **6th December 2011**
Report of: *David Murray*
Contact Officer: Name: *Toni Manuel* Tel: **29-0394**
E-mail: *Toni.manuel@brighton-hove.gov.uk*
Key Decision: No
Wards Affected: All

FOR GENERAL RELEASE

1. SUMMARY AND POLICY CONTEXT:

- 1.1 To set out the proposed rent increase to the annual ground rent for beach huts along Hove seafront, the beach hut transfer administration fee and for fishing lockers and boat licenses on both Brighton and Hove beaches.
- 1.2 To set out the fees and charges to passengers using Volks Railway.
- 1.3 This report is one of several that are being considered in relation to fees and charges for the next financial year (2012/13) across the wide range of services within the portfolio of the Cabinet Member for Culture, Recreation and Tourism. While services positively engage in collaborative working, at the moment each report has been considered individually and recommendations made in relation to the specific issues of the service being provided.

For the financial year 2013/14 an overall review will be undertaken with the wide range of fees and charges considered together rather than individually. The intention being to achieve a more consistent approach to the increases that are proposed across the wide range of services.

2. RECOMMENDATIONS:

- 2.1 That the Cabinet Member for Culture, Recreation and Tourism agrees the fees and charges as set out in this report.

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

Beach Huts

- 3.1 Beach huts are wooden and owned by members of the public who pay an annual fee to keep their hut on Hove Promenade. This is done using a licence agreement, which is renewable on 1st April each year.
- 3.2 The beach huts are an extremely popular and sought after leisure facility which command prices well in excess of their construction value when placed on the open market by their owners. There are approximately 480 beach huts which this year generated an income of £141,000 from the licence fee. The current ground rent is £295.15 incl VAT per annum. It is proposed that the ground rent is increased by 2% to £301.05 (incl VAT at 20%) per annum.

3.3 Proposed charges for Beach Hut Licence

	Existing Charge £ inc VAT (20%)	Proposed Charge £ inc VAT (20%)
Beach Huts Hove Prom	295.15	301.05

3.4 The beach hut transfer administration fee is a one off payment made by the vendor on the sale of the beach hut. The Seafront Office deals with on average around 50 transfers each year. The fee is currently set at £50.00 and has remained unchanged for the past 5 years. This year it is proposed to charge a fee of £75.00, an increase of 50%. This increase is necessary to cover the costs of the administration which can take an officer anywhere between 2-4 hours to complete. Officers also meet each new owner individually to ensure that all licence forms are signed and completed correctly and to ensure that all forms of ID are available before the licence is transferred. In addition, checks are undertaken to ensure that payments for the licence fee and rates are up to date before the transfer can be authorised. As a matter of comparison Worthing Borough Council currently charge £386 for a beach hut licence at Goring beach and a fee of £350 is applicable when a transfer of ownership takes place.

3.5 Proposed charges for Beach Hut Administration Fee

	Existing Charge £ inc VAT (20%)	Proposed Charge £ inc VAT (20%)
Beach Hut Administration	50.00	75.00

Fishing Lockers/Boat Licences

3.6 There are approximately 25 fishing lockers and boat lockers located on the beach at Madeira Drive and Hove seafront. There are also over 80 boats, sailing dingys and kayaks stored on the beaches. Locker and boat licences are issued each year to registered keepers and this year generated an income of £3700. The various fees and charges are indicated below.

	Existing Charge £ inc VAT (20%)	Proposed Charge rounded up to 50p £ inc VAT (20%)
Winch or Capstan Site	23.50	24.00
Beaching Permit for pleasure/sailing/rowing boat	31.50	32.50
Beach Lock Site – small (self build)	23.50	24.00
Beach Lock Site – large (self build)	47.00	48.00
Beach Locker – (locker owned by council)	78.50	80.50
Beach Volleyball (hire fee per court)	21.50	22.00
Beach Basketball Court	Free	Free

Volks Railway

- 3.5 This season close to 174,000 journeys were made on the Volks Railway generating an income of £217,000. This year it is proposed to increase the fees for the coming 2012 season by 2%. However, for operational reasons it is proposed that these prices be rounded up to the nearest 10p. To simplify the fare structure and enable flexibility for customers we propose to remove the Halfway Return tickets. A Full Journey Single can be issued instead. In order to maintain flexibility for special events it is proposed to keep the special event rate at £1.

Over the coming year further investigation will be carried out on pricing structures at comparable railways and attractions which will feed into an overall review of pricing. This will be linked to improvements aimed at enhancing the service provided and the overall visitor experience.

Details of the Volks Railway charges are detailed below.

	Existing Charge 2011 Season £	Proposed Charge 2012 Season £ rounded up to 10p
FULL JOURNEY		
Adult -Single - Day return	1.90	2.00
	3.00	3.10
Child - Single - Day Return	1.00	1.10
	1.50	1.60
Senior Citizen - Single - Day return	1.20	1.30
	1.90	2.00
Family Ticket - Single - Day return	4.00	4.20
	6.70	6.90
Group Booking: Day return (each) - Adult - Child		
	2.20	£2.30
	1.20	£1.30
HALF WAY STATION: PETER PAN		
Adult - Single - Day return	1.10	£1.20
	1.90	Remove
Child - Single - Day return	0.60	£0.70
	0.90	Remove
Special	1.00	£1.00

4. CONSULTATION

- 4.1 The ability to revise rents is prescribed within the tenancy and licence agreements for each property. Notice of the revised rents is given at least 2 months prior to registered owners and keepers being billed by the Central Collections Team.

5. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 5.1 The fees and charges included in this report have been reviewed in accordance with the Corporate Fees and Charges Policy and reflect the 2% inflation uplift, as referred to in the budget report to Cabinet on 14th July 2011. The proposed fees

and charges are expected to achieve the income targets included in the draft 2012/13 budget strategy which are as follows:

	£k
Beach Hut licences	115
Lockers/Boat licences	5
Volleyball court fees	1
Volks Railway	218
	<hr/>
	339

Finance Officer Consulted: Michelle Herrington

Date: 14/11/11

Legal Implications:

- 5.2 The changes proposed in this report are considered to be reasonable and appropriate and sufficient time has been allowed for giving proper notice of the changes.

Layer Consulted: Bob Bruce

Date: 09/11/11

Equalities Implications:

- 5.3 The services that this report covers caters for people from all sections of the community.

Sustainability Implications:

- 5.4 None in relation to the setting of fees and charges

Crime & Disorder Implications:

- 5.5 None in relation to the setting of fees and charges

Risk and Opportunity Management Implications:

- 5.6 Although it is proposed the fees are being increased there is still huge demand from residents for beach huts and fishing lockers. The Beach Hut Administration Fee is a one off payment and is minimal when compared to the sale price of a beach hut.

Corporate / Citywide Implications:

- 5.7 The services detailed in this report provide a significant number of leisure opportunities for a catchment area that includes the whole city.

6. EVALUATION OF ANY ALTERNATIVE OPTION(S):

- 6.1 None

7. REASONS FOR REPORT RECOMMENDATIONS

- 7.1 Fees and charges for fishing lockers, boats and beach huts are reviewed each year. There is a requirement within the terms of the agreement that is issued to the occupier that two clear months notice is given of proposed increases before they can be passed on and implemented.

SUPPORTING DOCUMENTATION

Appendices:

1. None

Documents In Members' Rooms

1. None

Background Documents

1. None

CULTURE, RECREATION & TOURISM CABINET MEMBER MEETING

Agenda Item 47

Brighton & Hove City Council

Subject:	Sports Facilities Contracts – Fees & Charges 2012/13		
Date of Meeting:	6 December 2011		
Report of:	Strategic Director – Communities		
Contact Officer:	Name:	Ian Shurrock	Tel: 29-2084
		Toby Kingsbury	29-2701
	Email:	ian.shurrock@brighton-hove.gov.uk	
		Toby.kingsbury@brighton-hove.gov.uk	
Key Decision:	Yes	Forward Plan No: 1	
Ward(s) affected:	All		

FOR GENERAL RELEASE

1. SUMMARY AND POLICY CONTEXT:

- 1.1 This report sets out the proposed changes to fees and charges for 2012/13 for the Sports Facilities Management Contract with Freedom Leisure and the Golf Courses Management Contract with Mytime Active.
- 1.2 This report is one of several that are being considered in relation to fees and charges for the next financial year (2012/13) across the wide range of services within the portfolio of the Cabinet Member for Culture, Recreation and Tourism. While services positively engage in collaborative working, at the moment each report has been considered individually and recommendations made in relation to the specific issues of the service being provided.
- 1.3 For the financial year 2013/14 an overall review will be undertaken with the wide range of fees and charges considered together rather than individually. The intention being to achieve a more consistent approach to the increases that are proposed across the wide range of services.

2. RECOMMENDATIONS:

- 2.1 That the Cabinet Member approves the proposed fees and charges for 2012/13 for the Sports Facilities Management Contract.
- 2.2 That the Cabinet Member approves the proposed fees and charges for 2012/13 for the Golf Courses Management Contract.

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

- 3.1 Six council sports facilities and two golf courses are operated on behalf of the council by social enterprises, Freedom Leisure and Mytime Active. Under the terms of the contracts these service providers retain the income generated and are responsible for all of the operational costs associated with the delivery of the service.
- 3.2 The fees and charges that Freedom Leisure and Mytime Active implement are controlled by the contracts which both allow for an annual uplift in line with inflation. The All Items Retail Prices Index Excluding Mortgage Interest Payments (RPIX) is used to provide the relevant percentage uplift. Once this maximum charge is set the contractor may not charge more than this (unless agreed by the council) but is able to charge less.
- 3.3 The process of setting charges is a collaborative one in which the council and contractors meet to discuss and agree the proposed charges.

Sports Facilities Management Contract

- 3.4 The annual movement in RPIX as at 1 October 2011 was 5.75% and this is the rate that has been applied in setting the level of charges for 2012/13 for the six council sports facilities operated under contract by Freedom Leisure.
- 3.5 Appendix 1(a) shows the proposed charges for a selection of the most popular activities at these facilities. A comparison with other local authorities is also shown.
- 3.6 There are some charges which are proposed to be increased above the rate of 5.75%. These are as a result of the King Alfred Leisure Centre having been previously operated directly by the council rather than part of the wider Sports Facilities Contract. Now that the King Alfred Leisure Centre is included in the contract with Freedom Leisure there is an opportunity to bring these in line to provide greater consistency in charges across the city. Details of these above inflation charges are listed in Appendix 1(b) together with a comparison with other local authorities.

Golf Courses Management Contract

- 3.7 Appendices 2 (a) and 2 (b) show the proposed fees and charges for the two council golf courses, Hollingbury Park Golf Course (HPGC) and Waterhall Golf Course (WGC), operated under contract by Mytime Active.
- 3.8 The fees and charges are split between green fees (pay and play) and season tickets (advanced annual payment either in full or monthly by Direct Debit). As with the Sports Facilities Contract, these are controlled by a mechanism within the contract which allows for an uplift linked to RPIX so the same rate of 5.75% applies.

- 3.9 WGC season tickets are proposed to be increased below this rate (between 2 and 4.2%). For green fees at WGC it is proposed that the majority of them are not increased at all, some are reduced and one is increased.
- 3.10 It is well recognised that HPGC is a higher standard of course than WGC having been used in the past as a qualifying venue for The Open. This ex-championship course has also had the benefit of approximately £100K investment into the clubhouse to provide a new open-plan café/bar and pro shop downstairs with a refurbished function suite upstairs.
- 3.11 The cost of season tickets at HPGC is proposed to be increased by approximately 14% above inflation thereby creating a price differential between the two courses to reflect the higher standard of course and facilities at HPGC.
- 3.12 Mytime Active have invested approx £420K into new grounds maintenance equipment and improvements to the clubhouses, particularly at HPGC. They have also brought more green-keeping expertise to the operation through their experience of managing other courses. As a result, there has been plenty of positive feedback from golfers regarding the condition of the courses.
- 3.13 The current pricing structure has been inherited from when the courses were operated directly by the council. The price of season tickets is good value when compared with other courses as shown in Appendix 2 (a) and 2 (b). A better balance needs to be created (particularly at HPGC with the quality of course and facilities) between the price of green fees and season tickets. Hence the recommendation to increase season tickets below inflation at WGC, but to apply an above inflation increase at HPGC.
- 3.14 By allowing higher than inflation increases at HPGC, the intention is to help ensure the long-term sustainability of the courses by continuing to provide a good quality product but at a price that is more reflective of the market.
- 3.15 Further proposed changes to season ticket holder's booking privileges are as follows:
- Outside of the agreed club tee times, at least 5 tee times will be made available each hour for booking by Season Ticket holders in advance. This will be strictly on a first come first served basis.
 - The other tee times will only be bookable in advance by Pay & Play golfers subject to paying a deposit at time of booking. Any unreserved tee times will be available to all golfers (including Season Ticket holders) on a walk on basis on the day.
 - Season Tickets will no longer be valid at both courses (they provide very good value for use of one course let alone two). Holders of a season ticket for one course will receive a 20% discount off of the standard green fees at the other course. The current pricing structure allows season ticket holders at both courses to play at the other free of charge. In reality, the amount of 'cross-usage' of the courses is limited.
 - Season Ticket holders who book slots but then do not turn up or cancel with less than 24 hours notice may lose their booking privileges.

4. COMMUNITY ENGAGEMENT AND CONSULTATION

- 4.1 The ability to increase fees is prescribed within the contracts for the Sports Facilities and Golf Courses. Customers are used to the annual uplifts and are notified of them at least one month in advance of them being implemented.
- 4.2 Meetings are scheduled to take place with committee members of the clubs at HPGC and WGC to discuss the proposals further.

5. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 5.1 The proposed increases in fees and charges are in accordance with the inflation provisions within the contracts, except in the instances referred to in the report whereby alternative fees are being proposed for the reasons stated. The agreed fees are the maximum that can be charged and the income generated accrues to the contractor, in accordance with the terms of each contract.

Finance Officer Consulted: Michelle Herrington Date: 22/11/11

Legal Implications:

- 5.2 The proposed price adjustments being contractually permitted, there are no significant legal implications arising from this report.

Lawyer Consulted: Sonia Likhari Date: 18/11/11

Equalities Implications:

- 5.3 The aim of both the Sports Facilities and Golf Courses management contracts is to maximise participation by providing a fully inclusive service. The proposed pricing structure continues to provide flexible options for payment and discounted activities for concessionary use.
- 5.4 Although the proposal for the golf prices includes a higher than inflationary increase for HPGC season tickets, the charges still provide excellent value for money. Also, by only implementing an inflationary increase at WGC, golfers still have access to good quality golf at a cheaper rate than HPGC.

Sustainability Implications:

- 5.4 In order to ensure the long-term sustainability of the sports facilities and golf courses and to continue providing a quality service, it is necessary that the charges be set at an appropriate level. With regard to the golf contract Mytime Active have invested heavily in the courses to improve them and in order for this to continue for the remainder of the contract they need to be able to implement a pricing structure more closely aligned to the market.

Crime & Disorder Implications:

- 5.5 Increasing participation in sport and physical activity is recognised as having a positive effect on reducing crime and anti-social behaviour in young people. The proposal ensures that young people have the opportunity to play golf at a much lower cost than the market norm.

Risk and Opportunity Management Implications:

- 5.6 Any risk associated with increased charges is borne by our contractors Freedom Leisure and Mytime Active.

Public Health Implications:

- 5.7 Increasing participation in sport and physical activity is key to improving the health and well-being of the city's residents.

Corporate / Citywide Implications:

- 5.8 The proposal will continue to ensure the residents of Brighton and Hove have the opportunity to access to good quality and affordable sports facilities and golf courses whilst ensuring the long-term sustainability of these services.

6. EVALUATION OF ANY ALTERNATIVE OPTION(S):

- 6.1 None.

7. REASONS FOR REPORT RECOMMENDATIONS

- 7.1 To set charges that ensures the long-term sustainability of the council's sports facilities and golf courses and to continue to provide a quality service to the residents of Brighton and Hove.

SUPPORTING DOCUMENTATION

Appendices:

1. Appendix 1 (a) – Sports Facilities Proposed Core Charges 2012/13
2. Appendix 1 (b) – Sports Facilities Charges above inflation 2012/13
3. Appendix 2 (a) – Golf Courses Proposed Charges 2012/13 – Hollingbury Park
4. Appendix 2 (b) – Golf Courses Proposed Charges 2012/13 – Waterhall

Documents in Members' Rooms

None

Background Documents

None

Appendix 1(a) - Sports Facilities proposed core charges 2012/13

Activity	Current Price 2011/2012	Proposed Price 2012/2013	Annual Attendances	Mid Sussex DC 2011/2012 price (Triangle)	Crawley BC 2011/2012 price (K2)	Worthing BC 2011/12 price
Swimming	£3.80	£4.00	308033	£4.00	£4.00	£4.40
Gym Membership	£43.00	£45.50	161818	£51.00	£43.00	£42.50
Exercise Classes	£4.95	£5.20	51084	£5.50	£5.15	£5.25
Badminton	£8.65	£9.15	34325	£10.80	£10.90	£11.40
Squash	£8.10	£8.50	21766	£7.50	£7.70	£11.45
5 a side football	£26.65	£27.05	99070	£43.00	£36.10	£32.50
Tennis	£7.35	£7.80	8772	£7.15	N/A	£6.20

Notes:

1. All prices based on standard maximum adult price (some sites charge less than this)
2. Attendances shown are from last full year (2010/11)
3. Prices shown for other authorities are current year (2011/12)

Appendix 1 (b) - Sports Facilities proposed charges (above inflation) 2012/13

Activity	Proposed Price 2012/13	Reason	Mid Sussex DC (Triangle)	Crawley BC (K2)	Worthing BC
Child Swim Lesson at King Alfred	£5.40	To be consistent with Prince Regent and St Luke's	£5.65	£4.50	£5.30
Adult Swim Lesson at King Alfred	£6.35	To be consistent with Prince Regent and St Luke's	N/A	£4.80	£6.50
Child individual swim lesson at King Alfred	£14.00	To bring closer to price at Prince Regent and St Luke's (£18.00)	£14.00	£15.00	£12.50
Adult individual swim lesson at King Alfred	£18.00	To bring closer to price at Prince Regent and St Luke's (£20.00)	N/A	£15.00	£12.50
Gym Induction at King Alfred	£20.50	To be consistent with other facilities in the the Contract. This is a one-off charge applicable to new members only.	£35.00	£50.00	£10.00
Adult off-peak badminton at King Alfred	£7.20	To be consistent with Stanley Deason Leisure Centre	£10.80	£10.90	£11.40
Junior off-peak badminton at King Alfred	£3.50	To be consistent with Stanley Deason Leisure Centre	£5.65	£5.50	£8.40

Note:

1. Prices shown for other authorities are current year (2011/12)

Appendix 2 (a) - Golf Courses Proposed Charges 2012/13

Hollingbury Park

Season Tickets	Current Price	Proposed Price 2012/13	£ +/-	% +/-	Crawley BC	Horsham DC
7 Day Membership	£485.00	£585.00	£100.00	20.62%	£670.00	£936.00
5 Day Membership	£375.00	£450.00	£75.00	20.00%	£550.00	£552.00
5 Day Seniors Membership	£330.00	£395.00	£65.00	19.70%	£415.00	£552.00
Juniors Membership (12-18)	£95.00	£115.00	£20.00	21.05%	£95.00	N/A

Green Fees	Current Price	Proposed Price 2012/13	£ +/-	% +/-
Monday-Thursday	£17.60	£18.50	£0.90	5.11%
	£6.00	£6.50	£0.50	8.33%
	£14.30	£15.00	£0.70	4.90%
Friday	£17.60	£18.50	£0.90	5.11%
	£6.00	£6.50	£0.50	8.33%
	£14.30	£15.00	£0.70	4.90%
Weekend & Bank Holidays	£25.00	£27.50	£2.50	10.00%
	£6.00	£6.50	£0.50	8.33%
	£25.00	£20.00	£-5.00	-20.00%

Notes:

Season ticket prices shown for other authorities are current year 2011/12

Appendix 2 (b) - Golf Courses Proposed Charges 2012/13

Waterhall

Season Tickets	Current Price	Proposed Price 2012/13	£ +/-	% +/-	Crawley BC	Horsham DC
7 Day Membership	£485.00	£495.00	£10.00	2.06%	£670.00	£936.00
5 Day Membership	£375.00	£389.00	£14.00	3.73%	£550.00	£552.00
5 Day Seniors Membership	£330.00	£340.00	£10.00	3.03%	£415.00	£552.00
Juniors Membership	£95.00	£99.00	£4.00	4.21%	£95.00	N/A

Green Fees	Current Price	Proposed Price 2012/13	£ +/-	% +/-
Monday-Thursday	£15.00	£15.00	£0.00	0.00%
Junior	£6.00	£6.00	£0.00	0.00%
Senior	£12.00	£10.00	£-2.00	-16.67%
Friday	£15.00	£15.00	£0.00	0.00%
Junior	£6.00	£6.00	£0.00	0.00%
Senior	£12.00	£10.00	£-2.00	-16.67%
Weekend & Bank Holidays	£20.00	£20.00	£0.00	0.00%
Junior	£6.00	£6.50	£0.50	8.33%
Senior	£20.00	£15.00	£-5.00	-25.00%

Notes:

Season ticket prices shown for other authorities are current year 2011/12

CULTURE, RECREATION & TOURISM CABINET MEMBER MEETING

Agenda Item 48

Brighton & Hove City Council

Subject: *Libraries Fees and Charges*
Date of Meeting: 6 December 2011
Report of: *David Murray, Strategic Director for Communities*
Contact Officer: Name: *Sally McMahon* Tel: 29-6963
E-mail: sally.mcmahon@brighton-hove.gov.uk
Key Decision: No Forward Plan No.
Wards Affected: All

FOR GENERAL RELEASE

1. SUMMARY AND POLICY CONTEXT:

- 1.1 Purpose of the report is to agree the fees and charges for Libraries Services for 2012-13.
- 1.2 Under the Corporate Fees and Charges Policy, we are required to carry out an annual review in line with the policy. We are proposing to make only limited changes to fees and charges for the coming year, because substantial changes were made two years ago and to reflect the fact that the current economic position for some residents of the City remains volatile.
- 1.3 The annual increases in income targets for inflation, together with other service pressures, will be met through a mixture of increased income from fees and charges, and improved performance in our room hire and retail offer.
- 1.4 A significant development for the coming year is the extension of the age range for the young person's library membership card from 13 - 15 years to 13 – 19 years. The adult membership card will then be available from the age of 20 years. This will make services more accessible and affordable for young people, as we do not charge young people fines or reservation charges.
- 1.5 This report is one of several that are being considered in relation to fees and charges for the next financial year (2012/13) across the wide range of services within the portfolio of the Cabinet Member for Culture, Recreation and Tourism. While services positively engage in collaborative working, at the moment each report has been considered individually and recommendations made in relation to the specific issues of the service being provided.
- 1.6 For the financial year 2013/14 an overall review will be undertaken with the wide range of fees and charges considered together rather than individually. The intention being to achieve a more consistent approach to the increases that are proposed across the wide range of services.

2. RECOMMENDATIONS:

- 2.1 (1) To agree the Libraries Fees and Charges proposals for 2012-13.

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS

- 3.1 As many Library Service charges are only a few pence it is not possible to increase them annually by inflation. Instead, most prices are left unchanged for a number of years until an increase in real prices can be adopted. Overdue fines, DVD hire charges and some interlibrary loan charges were all increased above inflation rates last year, so the full range of library fees and charges are still fit for purpose.

- 3.2 We are proposing the following changes to Libraries fees and charges:

3.2.1 Music Scores:

Sets of music scores which vary in total from 30 to 100 are currently loaned at £5.00 per month. This is a valued but labour intensive service so it is proposed to increase this to a more realistic figure of £10 per month.

3.2.2 Room hire charges:

It is proposed to maintain the current rates for Jubilee Library conference rooms but introduce two-tier charging depending on facilities for hire of the other libraries.

Coldean, Hangleton, Hove, Patcham and Whitehawk Libraries all offer good ICT facilities as part of the hire and it is proposed to raise the session hire charge from £60 to £80 (commercial) and £25 to £40(council/community use.)

3.3 Commercial Income for Libraries:

Further income will be achieved through improved performance in room hire and retail sales, without putting up prices. Last year we increased our income targets for these commercial activities, and we achieved the target for room hire (£30,000). The retail target was a little short (achieving £115,000 of the £122,000 target), but the Booklover store overall came in underspent by £19,000.

3.4 Comparison Information:

A table showing current Brighton & Hove Library charges in comparisons with other authorities can be seen in appendix 1. These charges reflect the position in April 2011, and it is possible that these authorities may change their charges for next year. Charges in the south east appear to be slightly higher than in authorities in other parts of the country.

3.5 Maintenance of concessionary rates and exemptions:

We are maintaining the comprehensive range of concessionary and exemption arrangements for disadvantaged borrowers:

- No charges for children and young people (fines and reservations)
- Maintaining all of our concessionary and exemption arrangements for those with most need (low income, disability and special needs) – see end of appendix 2 for a full list.

3.6 Actions we will take to ensure that we achieve these targets are:

- Further promote the Jubilee Library conference hire facilities which have been achieving income targets
- Further developing the range of merchandise sold in the Booklover store retail outlet and increasing visitor spend ratio
- Exploit the flexible space available in Jubilee Library to promote after hours hire of the entire ground floor for prestigious events at premium rates.
- Promote the hire of spaces available in community libraries to increase take up, use and income.

3.7 The full list of Libraries fees and charges proposed for 2012/13 are attached as appendix 2.

4. CONSULTATION

4.1 Market research comparing our charges with other library authorities or other similar service providers has taken place.

5. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

The fees and charges included in this report have been reviewed in accordance with the Corporate Fees and Charges Policy. The overall income target for the library service in 2012/13 is £400k. This includes the 2% inflationary increase of approximately £8k and represents targets of £107k Audio Visual and Music Charges, £85k Overdue Charges, £31k Room Hire, £51k Other Fees (including Research) as well as £126k sales income through the Booklover store. Whilst the majority of the fees and charges are unchanged, it is anticipated that the proposed increases included in this report, together with the levels of income currently being achieved and the actions detailed at 3.6 will ensure the overall income target is met next year.

Finance Officer Consulted: Michelle Herrington

Date: 14/11/11

Legal Implications:

The proposals are reasonable and appropriate and do not raise any adverse Human Rights Act implications.

Equalities Implications:

- 5.1 The increases in Libraries fees and charges are off-set by the provision of concessionary and exemption rates for those in most need. The extension of the young people's membership from 16 years to 18 years old will help young people as they will receive concessionary rates.

Sustainability Implications:

Sustainable Consumption and Production: No implications.

Climate Change and Energy: No implications.

Natural Resource Protection and Environmental Enhancement: No implications.

Sustainable Communities: The holding of most of the Libraries fees and charges at the current level, and the maintenance of concessionary and exemption rates will enable more people to make use of Libraries facilities and services, and so contribute to the development of more sustainable communities.

Crime & Disorder Implications:

- 5.2 There are no crime and disorder implications.

Risk and Opportunity Management Implications:

- 5.3 There is a risk that the income targets for next year will not be met. This is mitigated by the plans set in place to stimulate more income through existing sources. There is an opportunity to increase income from the promotion of services to new target audiences.

Corporate / Citywide Implications:

- 5.4 The proposals support the corporate priority to tackle inequalities: The holding of most Libraries fees and charges at the current level will enable more people, especially those most disadvantaged, to make use of Libraries services, as we are one of the few leisure and learning services that can be used at low cost or for free. Overall, the fees and charges support children and young people through the provision of mainly free services to children (no overdue charges, free special services such as Baby Boogie, Homework clubs, etc). Provision of concessionary rates for disabled people and those on low incomes, special provision for people with learning disabilities, and discount cards for people aged 60 and over, all target support for the most vulnerable in our society.

Public Health and Wellbeing Implications:

- 5.5 People with disabilities receive concessionary rates and people with learning disabilities are exempt from charges.

6. EVALUATION OF ANY ALTERNATIVE OPTION(S):

None considered.

7. REASONS FOR REPORT RECOMMENDATIONS

- 7.1 To set appropriate fees and charges for Libraries Services in order to meet the increased income targets resulting from inflation and service pressures.

SUPPORTING DOCUMENTATION

1. Appendices:

1. Comparison authority charges
2. Libraries Fees and Charges proposed

2. Documents In Members' Rooms

None

3. Background Documents

None

Appendix 1: Comparisons with other authorities

Information taken from **SINTO** (SINTO is a Sheffield based information organisation that collects and publishes statistical information on library authorities across the country.)

- DVD hire length varies between 2/3/7 days

Neighbouring authorities			
Authority	Adult fines	DVD hire	Children & Young People's fines
Brighton & Hove	20p	£3.00/£1.50	Nil
East Sussex	17p	£3.00	30p admin
West Sussex	20p	£3.00/£2.25	Nil
Surrey	13p	£2.00	Nil
SELMS consortium			
Authority	Adult fines	DVD hire	Children & Young People's fines
Buckinghamshire	20p	£2.20/£1.10	5p
Hammersmith & Fulham	25p	£2.00	Nil
Kent	15p	£2.50/£1.00	2p
Medway	20p	£2.50/£1.10	5p
Milton Keynes	25p	£2.75	5p
West Berkshire	20p	£3.00/£2.00	Nil
Windsor & M	15p	£2.85/£2.50	5p
Wokingham	21p	£3.00	5p
CIPFA Comparator group			
Authority	Adult fines	DVD hire	Children & Young People's fines
Bournemouth	18p	£3.00/£2.00/£1.50	52p admin
Brent	20p	£2.50	10p
Bristol	15p	£3.00/£1.00	Nil
Derby	16p	£2.50	5p
Enfield	16p	£2.50/£1.50	7p

Hillingdon	15p	£2.00	5p
Lewisham	20p	£3.00	Nil
Middlesborough	15p	£2.70/£1.50	8p
Portsmouth	12p	£3.00/£2.00	Nil
Sheffield	10p	£2.00	Nil
Southampton	15p	£3.50/£1.00	Nil
Walsall	12p	£2.50/£1.50	Nil
Wolverhampton	15p	£1.50	Nil
York	15p	£2.50/£1.50	5p

APPENDIX 2

**LIBRARY SERVICE PROPOSED FEES AND CHARGES
2012-13**

(Proposed changes are highlighted)

SUMMARY OF CHARGES:	Current	Date last changed	Proposed
RESERVATION CHARGES			
Items in stock in Brighton & Hove	50p	2008	50p
Inter-library loans from outside Brighton & Hove	£3.50	2010	£3.50
Inter-library loans from authorities in SELMS Consortium	£2.00	2009	£2.00
Print Disabled card holders – print and talking books	Free	Pre 1997	Free
Print Disabled card holders – all other materials incl AV	Half price	2008	Half price
Exempt card holders (people with learning disabilities) – All materials	Half price	2008	Free
Concessionary Card Holders	Half price	Pre 1997	Half price
Children and young people’s reservations	Free		Free
LOST ITEMS - CHARGES			
Books and other resources (all members)	Replacement cost	Pre 1997	Replacement cost
Computer ticket replacement (all members)	£1.00	Pre 2000	£1.00
TALKING BOOKS CHARGES			
Spoken word recordings (abridged editions) Single Issue Fee per 3 week loan	80p	Pre 2000	80p
Spoken word recordings (unabridged editions) Single Issue Fee per 3 week loan	£1.50	Pre 2000	£1.50
Spoken word loans to Print Disabled card holders	Free	Pre 1997	Free
Spoken word loans to Exempt card holders (people with learning disabilities)	Free	Pre 1997	Free
Spoken word loans to Concessionary card holders	Half price	Pre 1997	Half price
Language courses per 3 weeks (all members)	£2.00	Pre 2000	£2.00

Appendix 2

AUDIO VISUAL AND MUSIC CHARGES			
Annual Subscription (enabling free CD loan and half price DVDs)	£30.00	2008	£30.00
Quarterly subscription (enabling free CD loan and half price DVDs)	£10.00	2008	£10.00
Music recordings Single Issue Fee for one week loan	£1.00	2008	£1.00
Scores per set – per month	£5.00	2002	£5.00
Video loans to adults per week	£1.00	2008	£1.00
Videos loans to children per week	£1.00	2008	£1.00
DVD loans to adults – Hire charge per week for premium films	£3.00	2008	£3.00
DVD loans to adults – Hire charge per week for other DVDs	£2.00	2010	£2.00
DVD loans to children and young people – Hire charge per week	£1.50	2008	£1.50
All audio-visual loans to print disabled and concessionary card holders	Half price	2008	Half price
All audio-visual loans to Exempt Card Holders (people with learning disabilities)	Free	2009	Free
OVERDUE CHARGES	Current		Proposed
Books on loan to adults - overdue charge per book per day with maximum charge of £6 per loan	20p	2010	20p
Books on loan to children and young people - overdue charge per day	No charge	2008	No charge
Videos on loan to adults and children - overdue charge per video per day	20p	2001	20p
Music CDs on loan to adults - overdue charge per CD per day – (all members)	20p	2008	20p
Toys - overdue charge per day	No charge	2008	No charge
DVDs on loan to adults – overdue charge per day – (all members)	60p	2008	60p
DVDs on loan to children and young people – overdue charge per day	30p	2005	30p
Books and talking books on loan to print disabled card holders – overdue charges	Free	Pre 1997	Free
All loans, including loans of audio-visual material, to Exempt card holders (people with learning difficulties)	Free	2009	Free
PRINTING, COPYING AND SENDING FAXES			
All charges apply to all library users:			
Printing from IT equipment (charge per sheet)-black	10p	2002	10p
Printing from IT equipment (charge per sheet)-colour	50p	2000	50p
Photocopier charges A4 black and white	10p	2000	10p

Appendix 2

A3 black and white	15p	2000	15p	
A4 colour	£1.00	2000	£1.00	
A3 colour	£1.50	2000	£1.50	
Reader printer (Jubilee and Hove Libraries) per A4 sheet	50p	2000	50p	
Reader printer (Brighton History Centre) per A4 sheet	80p	2006	80p	
Fax – sending - per page	£1.00	2001	£1.00	
Fax – receiving - per page	10p plus £2 handling charge	2008	10p plus £2 handling charge	
SUMMARY OF FEES FOR ADDITIONAL SERVICES:				
RESEARCH FEES				
Research carried out by Library staff for private individual - flat rate fee per hour, plus any online fees, copying or printing costs.	£20	2010	£20	
Research carried out by Library staff for business/commercial user - flat rate fee per hour, plus any online fees, copying or printing costs.	£40	2010	£40	
Reader printers - extended use for researchers (per ½ day)	No charge	2008	No charge	
EXHIBITIONS				
Jubilee Library – commercial hire – fee per week	Current £100	2008	Proposed £100	
Jubilee Library – community/council hire - fee per week	£50	2008	£50	
Hove Library – fee per week	£20	2008	£20	
Hove Library - Hire of display cabinets – fee per week per cabinet	£10	2008	£10	
Above costs are within core library opening hours. Additional Facilities Management costs apply if access required outside these hours.				
HIRE OF LIBRARY PREMISES				
- Charge per Session for xxxxx libraries				
Commercial hire	Morning	£60	2008	£60
	Afternoon	£60	2008	£60
	Evening	£60	2008	£60
Community/council use	Morning	£25	2008	£25
	Afternoon	£25	2008	£25
	Evening	£25	2008	£25
Library reserves right to pass on any additional costs incurred				

Appendix 2

as a result of use, e.g. cleaning.

HIRE OF LIBRARY PREMISES

- Charge per Session for Coldean, Hangelton, Hove, Patcham and Whitehawk libraries. These libraries have good IT and other facilities which are included in the room hire.

Commercial hire	Morning	£60	2008	£80
	Afternoon	£60	2008	£80
	Evening	£60	2008	£80
Community/council use	Morning	£25	2008	£40
	Afternoon	£25	2008	£40
	Evening	£25	2008	£40

Hire cost includes use of all facilities including IT at no extra cost.

Library reserves right to pass on any additional costs incurred as a result of use, e.g. cleaning.

HIRE OF JUBILEE LIBRARY CONFERENCE ROOMS AND LEARNING CENTRE

Commercial hire – double room - full day	£575	2008	£575
Commercial hire – double room - half day	£380	2008	£380
Commercial hire – large room - full day	£320	2008	£320
Commercial hire – large room - half day	£220	2008	£220
Commercial hire - small room and learning centre - full day	£290	2008	£290
Commercial hire - small room and learning centre - half day	£180	2008	£180
Community/council use double room - full day	£400	2008	£400
Community/council use double room - half day	£290	2008	£290
Community/council use large room - full day	£220	2008	£220
Community/council use large room - half day	£140	2008	£140
Community/council use small room and learning centre - full day	£180	2008	£180
Community/council use small room and learning centre - half day	£110	2008	£110
Evening supplement for all hires per hour	£20	2008	£20
Activity space in children's library – hire per hour	£25	2008	£25
Library main hall – available for hire	POA		POA

Hire costs (exclusive of V.A.T.) includes use of all facilities including presentation and IT equipment at no extra cost.

Above costs are within core library opening hours. Additional Facilities Management costs apply outside these hours.

MISCELLANEOUS

Appendix 2

Events and activities – while many are provided free to library users, sometimes a small charge is made to help cover costs.	Variable		Variable
Tours of Jubilee Library – (except for Brighton & Hove residents, other library authorities, and some professional colleagues, who will not be charged)	£25	2008	£25
Baby Boogie – charge per buggy regardless of number of Children	Free	2008	Free
IMAGE REQUESTS – SERVICE FEES	See separate list	2006	See separate list
REPRODUCTION CHARGES	See separate list	2006	See separate list

SUMMARY OF CONCESSIONS AND EXEMPTIONS	
CONCESSIONARY CARD HOLDERS	
Concessionary cards are for people on low income or for people with disabilities . Suitable proof of entitlement is required. (See list of accepted proofs)	
Card holder entitlement:	
Audio-visual materials, talking books, - hire charges	Half price
Reservations – all materials	Half price
All overdue charges	Full price
Language courses – hire charges and overdue charges	Full price
All other fees and charges	Full price
SENIOR CITIZENS DISCOUNT SUBSCRIPTION CARD	
People aged 60 or over can purchase an audio-visual discount card that will entitle them to half price audio-visual loans. Suitable proof of entitlement is required. (See list of accepted proofs)	

Appendix 2

Annual or quarterly subscription card entitles holder to: Free CD loans Half price DVD loans (maximum 4 items at any one time)	Half price
PRINT DISABLED CARD HOLDERS	
Print disabled cards are only available for people who cannot use standard print – e.g. people with visual impairment, or people with dyslexia, or those with a physical disability that prevents them holding a book. Suitable proof of entitlement is required. (See list of accepted proofs)	
Card holder entitlement:	
Talking books – issues and overdue charges	Free
Reservations – print and talking books	Free
Reservations – all other materials	Half price
Audio-visual materials – hire	Half price
Audio-visual materials – overdue charges	Full price
Language courses – hire charges and overdue charges	Full price
All other fees and charges	Full price
EXEMPT CARD HOLDERS (PEOPLE WITH LEARNING DISABILITIES)	
Exempt cards are available for adults with learning disabilities, children with learning disabilities and special needs. Suitable proof of entitlement is required. (See list of accepted proofs)	
Card holder entitlement:	
Overdue charges - all materials	Free
Reservations – all materials	Free
Talking books – issues	Free
Audio-visual materials - hire	Free
Language courses – hire charges and overdue charges	Full price
All other fees and charges	Full price

Appendix 2

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CULTURE RECREATION & TOURISM CABINET MEMBER MEETING

Agenda Item 49
Brighton & Hove City Council

Subject: Venues Fees & Charges
Date of Meeting: 6 December 2011
Report of: David Murray Strategic Director Communities
Contact Officer: Name: Penny Parker/ Janita Bagshawe Tel: 292642; 292840
E-mail: penny.parker@brighton-hove.gov.uk
janita.bagshawe@brighton-hove.gov.uk
Key Decision: No
Wards Affected: All

FOR GENERAL RELEASE/ EXEMPTIONS

1. SUMMARY AND POLICY CONTEXT:

- 1.1 To set out the proposed fees and charges for 2012/13 for the Brighton Centre, Hove Centre and Royal Pavilion and Museums hires.

This report is one of several that are being considered in relation to fees and charges for the next financial year (2012/13) across the wide range of services within the portfolio of the Cabinet Member for Culture, Recreation and Tourism. While services positively engage in collaborative working, at the moment each report has been considered individually and recommendations made in relation to the specific issues of the services being provided.

For the financial year 2013/14 an overall review will be undertaken with the wide range of fees and charges considered together rather than individually. The intention being to achieve a more consistent approach to the increases that are proposed across the wide range of services.

2. RECOMMENDATIONS:

- 2.1 That the Cabinet Member approves the Fees and Charges as shown in Appendices 1 (Hove Centre) and 2 (Brighton Centre) and 3 (Royal Pavilion and Museums) in order that they can be incorporated into the 2012/13 Revenue Budget and Venues and Royal Pavilion and Museums' Business Plan.

In addition, the Cabinet Member is asked to authorise officers to negotiate with each hirer in order to secure the event, maximise revenue to both the service and the economic impact to the city.

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

- 3.1 Following release of funding from the council, the Brighton Centre has been undertaking a programme of refurbishment. Works carried out include the purchase of flat floor seating, refurbishment of all balcony seats and raised seating and refurbishment of all walls and pillar surfaces in public areas creating a cleaner, brighter look when travelling within the venue, aided by new directional signage.

In addition a new frontage to the building will be revealed in December 2011 and improvements include better access and egress, increased floor space within the foyer, and an unrestricted sea view from the re-modelled Restaurant, including access to an external terrace. The new building frontage and refurbishment will encourage future conference and meetings business, both national & international; facilitate retention of existing clients and events and improve the customer and delegate experience.

Reference to comparative venues within the south, indicate that the hire fees of **Auditorium 1** (new balcony, raised and flat floor seating), **Auditorium 2** (redecorated, carpeted and benefiting from new flat floor seating and access to 2Bar) and **The Restaurant** (stunning sea-views, access to outdoor terrace and remodelled throughout) warrant increased hire fees, reflecting the physical attributes of each spaces *and* the high standards of staff experience and ability within the venue as a whole.

The proposed fees and charges for **2012/13 for the Brighton Centre** have been prepared on the basis of increases of between 2% and 38% to achieve a 2% inflation increase on income budgets which will automatically be included in the budget block allocation for 2012/13 as a part of the year budget process. Additional income above the 2% inflation increase is needed to cover an income shortfall in the base budget as identified in Venues Forecasts (TBM) for 2011/12

- 3.2 The proposed fees and charges for **2012/13 for the Hove Centre** have been prepared on the basis of achieving the global increase of 2% inflation on income budgets which will automatically be included in the budget block allocation for 2012/13 as a part of the budget process.

In 2010/11 and the current financial year to date, a culturally and ethnically diverse combination of events has been held in the **Hove Centre** ranging from one day Local and Regional Conferences and Stakeholder Events, Fairs and Auctions, Citizenship Ceremonies, ethnic celebration and Wedding Receptions, Achievement Awards, Blood Donor sessions and Music and Dance events.

In 2010/11, 137 of the events held in the Great Hall & the Banqueting Suite, were classified as local or community based events, and in 2011/12 to date, the Hove Town Hall continues to offer a venue location to individuals and groups who reflect the city's diverse communities. Officers remain flexible in hire fee negotiations with organisers to encourage continued and regular, or repeat bookings.

- 3.3 During 2010/11 business levels in the Brighton Centre included:

83 concert & public entertainment events plus 15 national or international conferences, meetings & trade exhibitions. Conference bookings attracted delegate numbers of approximately 20,000 representing an economic impact in the region of £47,500,000 (*figures based on VisitBritain Economic Financial Impact study*).

Confirmed bookings for Conferences, Meetings & Trade Exhibitions at the Brighton Centre for 2012/13 currently stand at 17 events representing 85 days of occupancy. There are also unconfirmed bookings in the 2012/13 diary which will further increase the final diary commitments in this area, and therefore the economic impact to the city.

In addition, audited and evaluated in October 2010, the Brighton Centre and Hove Centre are the first venues to achieve ¹ISO14001 (International Standard) and ²BS8901 (British Standard) combined certification. This achievement has generated positive publicity and a new marketing tool for the venues whereby they can offer clients the support to implement sustainability into event organisation, a criteria becoming more and more relevant within current market trends.

¹ISO 14001 is an international standard specification for an EMS. It allows an organisation to take a systematic approach to the evaluation of how its activities, products and services interact with the environment and to control those activities to ensure that established environmental objectives and target are met.

² BS 8901 is the new British Standard (September 2009) which has been developed specifically for the events industry with a purpose of helping the industry to operate in a more sustainable manner. The standard defines the requirements for a sustainability event management system to ensure an enduring and balanced approach to economic activity, environmental responsibility and social progress relating to events. It requires organisations to identify and understand the effects that their activities have on the environment, on society and on the economy both within the organisation and the wider economy; and put measures in place to minimise the negative effects.

3.4 The factors which Officers will continue to consider when involved in negotiations include:

- a) Competitive environment
- b) Client history
- c) Stakeholder impact
- d) Diary availability
- e) Related income in terms of services and resources within the venues and city wide
- f) Knowledge of market trends and industry developments.

3.5 It is proposed to hold charges for corporate hires and weddings at the Royal Pavilion and Museums. Key markets for the Royal Pavilion & Museums are wedding/ceremony couples and larger corporate businesses hiring out the state rooms for evening events or drinks receptions. In 2009/10 both corporate hire and wedding business were severely hit by the recession nationally. Wedding business at the Royal Pavilion dropped 35% and corporate hires 20% with overall income falling by 35%. 2010/11 saw income improve to 89% of pre recession levels and business for 2011/12 is currently slightly up again on last year. The market is however still sensitive; other competitors for conferencing and corporate hire such as hotels have been drastically cutting prices in order to retain their market share which has had a knock on for the sector as a whole as client price expectations are therefore more demanding and corporates are frequently trying to negotiate cheaper deals. In the wedding market registrars are seeing a boom in weekday town hall weddings where ceremonies can be held in the Register Office Monday - Friday morning for a fee of just £43.50. Given the continued sensitivity of the market it seems inappropriate to raise fees at this time and officers are continuing to be flexible in hire fee negotiations to encourage business where necessary. The Royal Pavilion & Museums are currently undertaking a joint sales review with the Brighton Dome & Festival to look at opportunities for growing wedding and corporate hire business across the Royal Pavilion estate and scope for more joined up working. Pricing will form part of this review and recommendations will inform our strategy for 2013/14 budgets.

4. CONSULTATION

4.1 Full assessment of customer satisfaction occurs with each and every event organiser and the assessment includes the quality of service and value for money, of which the cost of room hire is a factor.

Comparative research is undertaken in terms of the venue fees of competitors locally and nationally. This is done through independent study and collective comparative work via the NAA (National Areas Association) and the AIPC (International Association of Congress Centres), professional bodies to which the venues belong. Officers have the opportunity to attend national meetings and work around Best Practice, industry standards and legislation is undertaken.

FINANCIAL & OTHER IMPLICATIONS:

The 2012/13 room hire income targets for the Brighton Centre and the Hove Centre are £594k and £260k respectively. In addition to this, there are other income streams, mainly from entertainment events which are agreed by negotiation. The overall income targets for these venues are in excess of £2m (excluding Civic Hire charges) for the Brighton Centre and in the region of £330,000 for the Hove Centre. It is anticipated that the improved facilities and the achievement of the British and International Standards, combined with the recommended increases in fees and charges will enable these venues to achieve their income targets in 2012/13.

The 2012/13 corporate hire income target for the Royal Pavilion and Museums is £187k. Whilst there are no proposed increases to the fees and charges, it is anticipated that based on the current levels of bookings, this target will be achieved next year. The Admissions fees were agreed at the Cabinet Member Meeting 21 Sept 2010 for a 3 year period until 2013/14 and are included in the draft 2012/13 budget strategy.

Finance Officer Consulted: Michelle Herrington Date 23Nov11

Legal Implications:

There are no direct legal implications arising from the contents of this report. The Council must take the Human Rights Act 1988 into account in respect of its actions, but it is not considered that any individual's human right would be adversely affected by the recommendation or contents of this report.

Lawyer Consulted: Bob Bruce Date: 25 Nov 11

Equalities Implications:

Concessionary rates for both weekday and weekend bookings apply at The Hove Centre for registered charities locally based non-profit making organisations and local community groups.

An Equalities Impact Assessment for the Venues was completed in 2009 with a review in March 2012 and this helps guide decision making, business planning and operations.

Organisers of events requiring authentic ethnic catering can be permitted to use the Kitchens and can be exempt from the requirement to use the venues appointed caterer. In additional, and where appropriate based on attendance figures, the appointed caterer may waiver their manifest as sole catering provider at Hove Town Hall.

Sustainability Implications:

- 5.2 There are no sustainability implications arising from the proposals in this report.

Crime & Disorder Implications:

- 5.3 There are no crime and disorder implications arising from the proposals in this report.

Risk and Opportunity Management Implications:

- 5.4 Risk implications are largely based around the price sensitivity of clients and the wider competitive environment. However it is believed that the market can bear these

increased costs while the venues continue to focus to on continuously improving the it's facilities and infrastructure in line with industry expectations.

Corporate / Citywide Implications:

- 5.5 Conferences, meetings, events and concerts bring approximately £732m of tourism and visitor revenue to Brighton & Hove's economy and the Brighton Centre and Hove Centre are central to this revenue in terms of the facilities and services they offer.

Contributing to the success and financial stability of a vast range of local business and services such as hotels, B&Bs, restaurants, transport and retail outlets, the successful utilisation of the venues sustains some 14,000 local jobs.

The venues' diverse programme of events similarly underpins the city's reputation as a vibrant and cultural city destination for both tourism and business.

6. EVALUATION OF ANY ALTERNATIVE OPTION(S):

- 6.1 None considered.

7. REASONS FOR REPORT RECOMMENDATIONS

- 7.1 To meet the income and savings targets for 2012/13.

SUPPORTING DOCUMENTATION

Appendices:

1. Proposed Fees and Charges for the Brighton Centre 2012/13
2. Proposed Fees and Charges for the Hove Centre for 2012/13
3. Proposed Corporate Hire Rates for Royal Pavilion, Preston Manor, Museums & Court House 2012/13

Documents in Members' Rooms

1. None

Background Documents

1. None

ROOM HIRE CHARGES (PER DAY) HOVE TOWN HALL

Normal Working Day : 0800am – 1800pm

Location						OR	
	1 April 2011 - 31 March 2012	1 April 2012 - 31 March 2013	1 April 2013 - 31 March 2014	Increase 2012-2013 to 2013-2014	1 April 2013 - 31 March 2014	Increase 2012-2013 to 2013-2014	
GREAT HALL (All Day)							
* Weekday	£ 1,170.00	£ 1,194.00	1218.00	2.0	1224.00	2.5	
* Saturday / Sunday	£ 1,308.00	£ 1,335.00	1362.00	2.0	1368.00	2.4	
Concession Weekday	£ 928.00	£ 947.00	966.00	2.0	970.00	2.4	
Concession Weekend	£ 1,043.45	£ 1,065.00	1086.00	1.9	1092.00	2.5	
BANQUETING SUITE (All Day)							
* Weekday	£ 896.00	£ 914.00	932.00	1.9	937.00	2.5	
* Saturday / Sunday	£ 1,016.95	£ 1,038.00	1050.00	1.1	1064.00	2.4	
Concession Weekday	£ 717.00	£ 732.00	747.00	2.0	750.00	2.4	
Concession Weekend	£ 812.00	£ 828.00	845.00	2.0	849.00	2.5	
BANQUETING ROOM (All Day)							
* Weekday	£ 807.00	£ 823.00	840.00	2.0	844.00	2.5	
* Saturday / Sunday	£ 970.00	£ 990.00	1010.00	2.0	1015.00	2.5	
Concession Weekday	£ 649.00	£ 662.00	675.00	1.9	679.00	2.5	
Concession Weekend	£ 776.00	£ 792.00	808.00	2.0	812.00	2.5	
RECEPTION ROOM (All Day)							
* Weekday	£ 274.00	£ 279.00	285.00	2.1	286.00	2.4	
* Saturday / Sunday	£ 274.00	£ 279.00	285.00	2.1	286.00	2.4	
Concession	£ 143.00	£ 146.00	149.00	2.0	149.50	2.3	
COUNCIL CHAMBER (Internal)							
* Weekday	£ 454.00	£ 463.00	472.00	1.9	475.00	2.5	
* Saturday / Sunday	£ 454.00	£ 463.00	472.00	1.9	475.00	2.5	
Concession	£ 454.00	£ 463.00	472.00	1.9	475.00	2.5	
IT ROOM							
* Weekday	£ 1,276.00	£ 1,302.00	1328.00	2.0	1335.00	2.5	
* Saturday / Sunday	£ 1,276.00	£ 1,302.00	1328.00	2.0	1335.00	2.5	
Concession	£ 1,276.00	£ 1,302.00	1328.00	2.0	1335.00	2.5	
COMMITTEE ROOMS (All Day)							
* Weekday	£ 142.50	£ 145.50	148.50	2.0	149.00	2.3	
* Saturday / Sunday	£ 179.00	£ 182.50	186.00	1.9	187.00	2.4	
Concession	£ 117.00	£ 119.50	122.00	2.0	122.50	2.4	
COMMITTEE ROOMS (per session)							
* Weekday 9-12 1-5 6-10	£ 72.00	£ 73.50	75.00	2.0	75.50	2.6	
* Saturday / Sunday	£ 91.00	£ 93.00	95.00	2.1	95.50	2.6	
Concession	£ 59.00	£ 60.00	61.00	1.6	61.50	2.4	
CLOAKROOM							
	£ 65.00	£ 66.25	67.50	1.9	67.90	2.4	
MERCHANDISE + VAT							
	£ 142.00	£ 145.00	148.00	2.0	148.50	2.4	
AFTER MIDNIGHT HOURLY - Great Hall only							
	£ 174.00	£ 177.50	181.00	1.9	182.00	2.5	
MAIN KITCHEN Domestic							
	£ 185.00	£ 189.00	193.00	2.1	193.75	2.5	
MAIN KITCHEN Commercial							
	£ 296.00	£ 302.00	308.00	1.9	310.00	2.6	
SERVERY							
	£ 61.00	£ 62.25	63.50	2.0	64.00	2.7	
BOX OFFICE SET UP FEE + VAT							
	£ 290.00	£ 296.00	302.00	2.0	303.50	2.5	
STEWARDING per hr + VAT							
	£ 8.50	£ 8.65	8.80	1.7	8.85	2.3	
STEWARDING - per hr + VAT Sundays/aftermidnight and Bank Holidays							
	£ 12.65	£ 12.90	13.15	1.9	13.25	2.6	
SECURITY - per hr + VAT							
	£ 16.55	£ 16.90	17.20	1.7	17.30	2.3	

ROOM HIRE CHARGES (PER DAY) BRIGHTON CENTRE

Normal Working Day : 0800am – 1800pm

Location	NETT PRICE		NETT PRICE		NETT PRICE		OR		
	1 April 2011 - 31 March 2012	1 April 2012 - 31 March 2013	% diff. between 11/12 & 12/13	1 April 2013 - 31 March 2014	2012-2013 to 2013-2014	1 April 2013 - 31 March 2014			
Auditorium 1									
* Open Days	£ 7,865.00	£ 10,880.00	38.3	£ 11,100.00	2.0			11150.00	
* Prep / Clearing Days	£ 5,212.00	£ 7,040.00	35.1	£ 7,180.00	2.0			7220.00	
Per hour charge after 1800pm									
* 1800pm - 0100am	£ 403.00	£ 410.00	1.7	£ 420.00	2.4			420.00	
* 0100am - 0800pm	£ 505.00	£ 515.00	2.0	£ 525.00	1.9			530.00	
Auditorium 2									
* Open Days	£ 2,754.00	£ 3,720.00	35.1	£ 3,795.00	2.0			3810.00	
* Prep / Clearing Days	£ 1,867.00	£ 2,520.00	35.0	£ 2,570.00	2.0			2580.00	
Per hour charge after 1800pm									
* 1800pm - 0100am	£ 184.00	£ 190.00	3.3	£ 195.00	2.6			195.00	
* 0100am - 0800pm	£ 220.00	£ 225.00	2.3	£ 230.00	2.2			230.00	
The Restaurant	£ 888.00	£ 1,200.00	35.1	£ 1,225.00	2.1			1230.00	
Syndicate 1&2									
* Open Days	£ 1,867.00	£ 1,905.00	2.0	£ 1,945.00	2.1			1950.00	
* Prep / Clearing Days	£ 1,173.00	£ 1,200.00	2.3	£ 1,225.00	2.1			1230.00	
Syndicate 3&4									
* Open Days	£ 1,867.00	£ 1,905.00	2.0	£ 1,945.00	2.1			1950.00	
* Prep / Clearing Days	£ 1,173.00	£ 1,200.00	2.3	£ 1,225.00	2.1			1230.00	
MASS MEDIA AREA									
* Open Days	£ 1,464.00	£ 1,495.00	2.1	£ 1,525.00	2.0			1535.00	
* Prep / Clearing Days	£ 990.00	£ 1,010.00	2.0	£ 1,030.00	2.0			1035.00	
Meeting Rooms/Office 6-8									
Meeting Room 8	£ 225.00	£ 230.00	2.2	£ 235.00	2.2			235.00	
Office 7	£ 148.00	£ 150.00	1.4	£ 155.00	3.3			155.00	
Meeting Room 6	£ 225.00	£ 230.00	2.2	£ 235.00	2.2			235.00	
Entire Suite									
* Per day upto 4 days	£ 541.00	£ 550.00	1.7	£ 565.00	2.7			565.00	
* Per day for additional days	£ 270.00	£ 275.00	1.9	£ 285.00	3.6			285.00	
Meeting Rooms/Office 3-5									
Meeting Room 3	£ 618.00	£ 630.00	1.9	£ 645.00	2.4			645.00	
Office 4	£ 225.00	£ 230.00	2.2	£ 235.00	2.2			235.00	
Meeting Room 5	£ 444.00	£ 455.00	2.5	£ 465.00	2.2			470.00	
Entire Suite									
* Per day upto 4 days	£ 648.00	£ 660.00	1.9	£ 675.00	2.3			680.00	
* Per day for additional days	£ 286.00	£ 295.00	3.1	£ 305.00	3.4			305.00	
Office 2	£ 225.00	£ 230.00	2.2	£ 235.00	2.2			235.00	
TEMP BANK	£ 189.00	£ 195.00	3.2	£ 200.00	2.6			200.00	
Meeting Room 15	£ 220.00	£ 225.00	2.3	£ 230.00	2.2			230.00	
Meeting Room 1									
* Open Days	£ 1,117.00	£ 1,140.00	2.1	£ 1,165.00	2.2			1170.00	
* Prep / Clearing Days	£ 765.00	£ 780.00	2.0	£ 795.00	1.9			800.00	
FOYER DISPLAY AREAS									
* Open Days per m2	£ 10.45	£ 10.65	1.9	£ 10.90	2.3			10.90	
* Prep / Clearing per m2	£ 9.00	£ 9.20	2.2	£ 9.40	2.2			9.50	
VIP Suites									
* Per Box	£ 118.00	£ 120.00	1.7	£ 125.00	4.2			125.00	
MEZZANINE BARS	£ 531.00	£ 540.00	1.7	£ 550.00	1.9			555.00	
Meeting Rooms/Offices 9-13	£ 571.00	£ 585.00	2.5	£ 600.00	2.6			600.00	
Meeting Room 14	£ 225.00	£ 230.00	2.2	£ 235.00	2.2			235.00	
Stewards	£ 8.30	£ 8.65	4.2	£ 8.80	1.7			8.90	
First Aid	£ 15.90	£ 16.20	1.9	£ 16.50	1.9			16.60	

All charges are net of VAT

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Proposed 2012/13 Corporate Hire Rates

NB. Concessionary rate and BHCC internal hiring 20% discount applies
(Room hire is VAT exempt)

Venue / Room	2011/12 Rate	Proposed 2012/13 Rate
Royal Pavilion		
Great Kitchen	£2,200	£2,200
Great Kitchen and Banqueting Room	£3,255	£3,255
Music Room	£2,200	£2,200
Music Room, Banqueting Room and Great Kitchen	£4,750	£4,750
William IV Room		
4 hour booking - corporate	£980	£980
4 hour booking – wedding reception	£1,020	£1,020
all day rate (8am-6pm)	£1,350	£1,350
Red Drawing Room		
evening hire	£980	£980
all day rate (8am-6pm)	£1,350	£1,350
civil wedding ceremony (high season May-Sept)	£560	£600
civil wedding ceremony (low season Oct-April)	£510	£560
William IV and Red Drawing Room - wedding ceremony and reception package (high season May-Sept)	£1,480	£1520
William IV and Red Drawing Room - wedding ceremony and reception package (low season Oct-April)	£1,430	£1480
William IV and Red Drawing Room Day Conference package	£1,600	£1,600
Evening guided tour - charge per person - min charge for 25	£4.15	£5.00
Small Adelaide		
per 2 hour booking	£100	£100
Gardens (half day – Western Lawns)	£700	£700

Gardens (eastern lawns) Grounds Fee	£3-5,000	£3-5,000
Gardens (eastern lawns) event management fee day rate	£2,000	£2,000
Preston Manor		
House Dinner	£900	£900
House Drinks Reception	£550	£550
Lawns	£1,400	£1,400
Meeting Room - New facility		
4 hour booking	£50	£50
all day rate (9am-5pm)	£100	£100
NB. Stewarding for meeting room charged separately		
Brighton Museum & Art Gallery		
Entire Museum	£2,200	£2,200
Ground floor	£1,420	£1,420
Education Pavilion -		
4 hour booking	£65	£65
all day rate (9am - 5pm)	£130	£130
NB. Stewarding for Education Pavilion charged separately		
Seminar Room -		
4 hour booking	£45	£45
all day rate (9am - 5pm)	£90	£90
NB. Stewarding for Seminar Room charged separately		
Courthouse lecture theatre		
half day rate / evening lecture	£525	£525
all day rate (8am-6pm)	£1,000	£1,000