

**To all Members of the Council**

8 September 2023

You are hereby summoned to attend a Meeting of Rother District Council to be on **Monday 18 September 2023** at 6:30pm at the Council Chamber, Town Hall, Bexhill-on-Sea, when it is proposed to transact the business stated below.

At 6:25pm, prior to the commencement of the meeting, you are invited to join the Chair in prayer which will be led by her Chaplain, the Dean of Battle, the Reverend Lee Duckett.

1. To approve as a correct record and to authorise the Chair to sign the Minutes of the Council meeting held on 31 July 2023

2. To receive apologies for absence

3. Disclosure of Interest

To receive any disclosure by Members of personal and disclosable pecuniary interests in matters on the agenda, the nature of any interest and whether the Member regards the personal interest as prejudicial under the terms of the Code of Conduct. Members are reminded of the need to repeat their declaration immediately prior to the commencement of the item in question.

4. To receive the Chair's Communications

5. To answer questions from members of the public, if any, in accordance with paragraph 10 of the Council Procedure Rules (*time limit 30 minutes)

6. To answer questions from Members of the Council, if any in accordance with paragraph 11 of the Council Procedure Rules (*time limit 30 minutes)

7. To receive the report of the Cabinet on matters for determination by full Council at its meeting on 4 September 2023, as under: (Pages 5 - 6)

4 September 2023

➤ Lawn Tennis Association Tennis Foundation Grant (CB23/23)

8. To receive the report of the Audit and Standards Committee (Pages 7 - 8)

26 July 2023

➤ Independent Person (Standards) - Proposed Extension to Term of Office (AS23/18)

9. To receive the Annual Report of the Audit and Standards Committee on audit related Matters (Pages 9 - 14)

10. To receive the report of the Human Resources Committee on matters for determination by full Council at its meeting held on 30 August, as under:
(Pages 15 - 18)

30 August 2023

- Home Working Allowance (HR23/08)

11. To receive a presentation from Stewart Drew, Director and Chief Executive of the De La Warr Pavilion on the De La Warr Pavilion Charitable Trust Annual Report 2022-23 (Pages 19 - 52)

12. In accordance with Council Procedure Rule 12 consideration be given to the following Motion to Council submitted by Councillor Legg:

MOTION ON THE PROTECTION OF FIRE SERVICES FOR ROTHER

That Council adopt the following statement:

1. "This Council values the importance of local fire service provision, and is of the view that the reduction of crew, engines or operational hours would not be desirable as it could present an increased risk to public safety";
 2. That Council ask the appropriate officer(s) to engage with East Sussex Fire Authority on their review of fire service provision; and
 3. That the Chief Executive be requested to write to local MPs to ask that Government funding be sought to protect essential services for the District.
13. To receive the report of the Director - Place and Climate Change on the Delegations to Officers in respect of the Planning Service (Pages 53 - 60)
14. To receive the report of the Chief Executive on the designation of the Council's Interim Monitoring Officer (Pages 61 - 62)
15. To debate a petition received from the "No to Northeys" campaign group relating to the Home Office proposals to use the former military base at Northeys as a centre for people seeking asylum (Pages 63 - 64)



Lorna Ford
Chief Executive

Town Hall
Bexhill-on-Sea
East Sussex, TN39 3JX

**Any supplementary verbal questions put will be audio recorded for ease of reproducing the minutes of the meeting*

**For details of the Council, its elected representatives and meetings
visit the Rother District Council Website www.rother.gov.uk**

Rother District Council

Report to	-	Council
Date	-	18 September 2023
Report of the	-	Cabinet
Subject	-	References from Cabinet Meetings

The Council is asked to consider recommendations arising from the Cabinet meeting held on 4 September 2023 as set out below.

CABINET – 4 SEPTEMBER 2023**CB23/23. LAWN TENNIS ASSOCIATION TENNIS FOUNDATION GRANT**

Cabinet considered the report of the Head of Neighbourhood Services which sought approval to accept a Lawn Tennis Association (LTA) Tennis Foundation grant to resurface / refurbish the public tennis courts and access gates in Egerton Park, Bexhill.

In October 2021, the Government (supported by the LTA) launched a national £30m investment programme to rejuvenate derelict or poor-quality “open access” public only tennis courts and improve facilities, including access gates to support / increase popularity of the sport. Match funding was not required, however the Council would be expected to maintain the courts and provide public access to tennis facilities, as well as coaching.

The Council owned eight tarmacked courts at Egerton Park: two were leased to Bexhill Tennis Club (BTC), one was used for a general ‘kick-about’, the remaining five were available to the public. The ‘kick-about’ court was popular, therefore it was proposed that this be retained specifically for this usage. Detailed discussions with BTC had resulted in them wanting to renew their lease, which meant that the two courts they used would not qualify for funding. The Council would work with BTC to agree an appropriate length of lease that would support in BTC seeking alternative funding in the future.

Members raised concerns that the current three-year lease term with BTC was not a sufficient length for the club to realise a return on any investment made. Cabinet agreed that officers explored the possibility of a longer-term lease with BTC, in consultation with the Cabinet Portfolio Holder for Neighbourhood Services, Tourism and Joint Waste Contract.

A grant offer of £104,070.50, which had been increased to £104,954.50 since publication of the report, had been secured to complete works to the five remaining tennis courts, as well as install new access gates. In return, the Council was required to maintain a ‘sinking’ fund to meet the LTA criteria for surface refurbishment in 10 to 15 years, equivalent to £1,200 per annum per court, as well as enable tennis coaching and provide ‘tennis for free’ initiatives for all ages and abilities. To ensure

sustainability it was important that a mixture of tariffed and free sessions was delivered.

The report detailed the proposed works, and it was noted that the new gate system would link to the existing system, ensuring that an income stream was maintained, courts could be booked on-line in advance, which also helped to prevent anti-social behaviour and vandalism. It was confirmed that an alternative booking system to the on-line only booking service would be explored in due course, once a tennis coach had been appointed.

After deliberation, Cabinet was pleased to support the LTA grant being included within the Council's Capital Programme for 2023/24 and agreed that the funding be used to refurbish the five public tennis courts, as well as two controlled gates in Egerton Park, Bexhill. Cabinet also agreed that delegated authority be granted to the Director – Place and Climate Change to enter into a call-off contract with the contractor appointed by the LTA to complete the refurbishment works.

RECOMMENDED: That funding of £104,954.50 be included in the Council's Capital Programme for 2023/2024.

Cabinet also **RESOLVED:** That:

- 1) the £104,954.50 grant from the Lawn Tennis Association Tennis Foundation be formally accepted to deliver five refurbished tennis court surfaces and two controlled access gates for public use in Egerton Park, Bexhill;
- 2) delegated authority be granted to the Director – Place and Climate Change to enter into a call-off contract with the contractor appointed by the Lawn Tennis Association to complete the refurbishment works; and
- 3) an extended lease with Bexhill Tennis Club be explored by officers in consultation with the Cabinet Portfolio Holder for Neighbourhood Services, Tourism and Joint Waste Contract.

(Cabinet Agenda Item 7)

Councillor D.B. Oliver
Leader of the Council

Rother District Council

Report to	-	Council
Date	-	18 September 2023
Report of the	-	Audit and Standards Committee
Subject	-	Reference from the Audit and Standards Committee

The Council is asked to consider the recommendation arising from the Audit and Standards Committee meeting held on 26 July 2023 as set out below.

AUDIT AND STANDARDS COMMITTEE – 26 July 2023

AS23/18. **INDEPENDENT PERSON (STANDARDS) - PROPOSED EXTENSION TO TERM OF OFFICE**

Members received the report of the Monitoring Officer to consider the proposal to extend the current Term of Office for Independent Person (Standards) Rose Durban by a further term of four years to December 2027, the maximum permissible.

The Localism Act 2011, Chapter 7, Section 28 placed a duty on the Council to appoint one or more Independent Persons (IPs). The Council currently had two IPs and had previously agreed that the term of office for IPs be set at four years, renewable once, to a maximum of eight years. Rose Durban was appointed in December 2019, and consequently, her initial term of office would expire in December 2023.

To avoid unnecessary administrative time and costs in recruiting, advice had confirmed that if all parties were agreeable to an extension to the existing term of office, there was no need to carry out a fresh recruitment exercise. The Monitoring Officer was keen to retain Rose Durban as an IP and the offer of an extension, subject to Member approval, had been accepted by Rose Durban.

The Audit and Standards Committee were happy to recommend to Council that the Term of Office for Rose Durban be extended for a further period of four years, expiring in December 2027.

RECOMMENDED: That the Term of Office for Independent Person (Standards) Rose Durban be extended by a further term of four years until December 2027.

(Audit and Standards Committee Agenda Item 5)

This page is intentionally left blank

Rother District Council

Report to	-	Council
Date	-	18 September 2023
Report of the	-	Audit and Standards Committee
Subject	-	Annual Report to Council – Audit-related Matters

Recommendation: It be **RESOLVED:** That the Annual Report of the Audit and Standards Committee on audit related matters be received.

Introduction

1. The role of the Audit and Standards Committee (A&SC) is to provide oversight and monitor the governance, risk management and internal control arrangements of the Council, to provide independent assurance that these are effective and efficient. This is achieved through items received by the Committee in relation but not limited to, internal and external audit, key finance items, governance reviews and strategic risk management reporting.
2. The Terms of Reference (Appendix 1) outline the purpose of the Committee in more detail and are currently being reviewed in line with the Chartered Institute of Public Finance and Accountancy (CIPFA) best practice.
3. The Committee was originally convened in September 2006 as the Audit Committee. It was established to allow a more robust discussion of;
 - The work of both internal and external audit
 - The wider regulatory and control framework
 - The final accounts
4. In May 2017, the Committee was joined with the Council's Standards Committee and became known as the Audit and Standards Committee. The Membership has changed significantly following the recent elections in May, but for the financial year in question (2022/23) was as follows;
 - Councillor Drayson (Chair)
 - Councillor Thomas (Vice Chair)
 - Councillor J. Barnes
 - Councillor Mrs M.L. Barnes
 - Councillor Courtel*
 - Councillor Harmer (ex-officio)*
 - Councillor Mrs Kirby-Green
 - Councillor Langlands*
 - Councillor Madeley*

*Ceased to be elected Members in May 2023
5. The new Committee Members are as follows and include four Members both new to the Committee and the Council;
 - Councillor Drayson (Chair)

- Councillor J. Barnes (Vice Chair)
- Councillor Biggs*
- Councillor Cook (ex-officio)
- Councillor Gray
- Councillor Hayward*
- Councillor McGurk*
- Councillor Pearce*
- Councillor Thomas

*Newly elected Members 2023

6. The Committee follows current best practice and includes 'Independent Person' representatives for both Audit and Standards matters.

Audit – Mr P Farmer

Standards - Mr R Brown and Mrs R Durban

In addition, for Standards matters, two representatives from the Rother Association of Local Councils attend the relevant meetings.

Work of the Committee 2022/23

7. The Committee met six times during the 2022/23 financial year, and considered the following items of business throughout the year:

Internal Audit

- Progress report on Internal Audit Activity (quarterly).
- Follow-up on Internal Audit Recommendations (six-monthly)
- Annual report and opinion 2021/22 and review of the effectiveness of Internal

The A&SC are keen to understand why some long standing Internal Audit recommendations remain outstanding and have agreed, where appropriate, to ask responsible service managers to attend future meetings to explain why recommendations have not been implemented and what the barriers are.

External Audit

- Grant Thornton 2020/21 audit opinion
- Grant Thornton 2021/22 audit opinion

Accounts / Finance

- Treasury management updates (quarterly)
- Draft Statement of Accounts 2020/21
- Draft Statement of Accounts 2021/22

Risk Management

- Corporate Risk Register (six-monthly)

Governance

- Property Investment Strategy (PIS) update
- Anti-fraud and corruption framework
- Housing Company governance arrangements
- Constitution updates

8. The A&SC has an important role to play in considering the governance arrangements for the management and monitoring of the Council's significant partnerships. This remit however goes further in relation to the Council's wholly owned housing company, Rother DC Housing Company (RDCHC). The Committee has two distinct roles to play as follows;
 - *Governance arrangements* - the Committee has a specific task to ensure that the governance is robust and, that where improvements are identified they are implemented in a timely manner; and
 - *Risk* – the Committee is responsible for oversight of the Council's strategic corporate risks and the Corporate Risk Register. While the housing company does not in itself represent the only large-scale risk, it is non-the-less a significant one in relation to the Council's finances and therefore worthy of particular focus and attention.
9. The Committee must also be aware of the Shareholder Representative's role and ensure that is being performed satisfactorily. There is a balance to be struck between ensuring that the company has enough freedom and flexibility to operate commercially to achieve its objectives whilst at the same time providing Members with assurance that there is sufficient oversight to protect the Council's investment.
10. The first report in relation to the RDCHC's governance arrangements was considered by the Committee in July 2022. To ensure that these arrangements continue to receive the focus they deserve the Committee is proposing to request an Annual Report from the Shareholders Representative Group, to provide the Committee with a high level update regarding progress, governance arrangements and improvements in March of each year. Internal Audit are due to present their findings from the first governance audit on the Company later this year so a follow up report from the Shareholders Representative Group in March will be timely and enable an update to be provided at that point.

Self-assessment

11. It is recognised best practice for an Audit Committee to undertake an annual self-assessment of its effectiveness. This had not previously been undertaken for this Committee. A session was facilitated by the Interim Chief Finance Officer during April 2023 to allow the Committee Members to discuss and complete the first draft of the assessment template and supporting action plan.
12. This was discussed and agreed by the Committee at its meeting in June and the improvements will now form part of the action plan for delivery over the remainder of the year.

Conclusion

13. The Committee continued to meet its obligation to provide oversight of the Council's governance procedures, corporate risk and internal/external audits. This report informs the Council of the work the Audit and Standards Committee in relation to audit-related work undertook during the 2022/23 financial year.

14. It is noted that a separate report from the Audit and Standards Committee on its work in relation to ethical standards matters was considered by the Committee at its June meeting and was received by Full Council in July.
15. The Committee are comfortable with the governance arrangements in place and can confirm to full Council that they are operating effectively.

Other Implications	Applies?	Other Implications	Applies?
Human Rights	No	Equalities and Diversity	No
Crime and Disorder	No	External Consultation	No
Environmental	No	Access to Information	No
Risk Management	No	Exempt from publication	No

Chief Executive:	Lorna Ford
Report Contact Officer:	Councillor Drayson
e-mail address:	cllr.brian.drayson@rother.gov.uk
Appendices:	A – Audit and Standards Committee Terms of Reference
Relevant Previous Minutes:	N/A
Background Papers:	N/A
Reference Documents:	The Chartered Institute for Public Finance and Accountancy (CIPFA) document on “Audit Committees - practical guidance for local authorities and police (2018)”

Audit Functions

3.2 Functions and Delegations

Statement of Purpose

When carrying out the Audit functions and delegations, the purpose of the Committee is to provide independent assurance of the adequacy of the risk management framework and the associated control environment, independent scrutiny of the authority's financial and non-financial performance to the extent that it affects the authority's exposure to risk and weakens the control environment, and to oversee the financial reporting process.

3.3 Audit Activity

- (1) To consider the Audit Manager's annual audit report and opinion, and a summary of internal audit activity.
- (2) To approve the internal audit strategy, plan and monitor performance.
- (3) To consider summaries of internal audit reports setting out the main audit findings and level assurance given to each area reviewed.
- (4) To consider reports from internal audit on agreed recommendations not implemented and consider their impact on the overall control environment.
- (5) To ensure there is an effective working relationship between external audit and internal audit.
- (6) To consider the External Auditor's annual planning letter and comment on the scope and depth of external audit work and ensure it gives value for money.
- (7) To consider the External Auditor's annual governance report regarding issues affecting the control environment and governance reporting.
- (8) To consider the Council's audit risk assessment response to the External Auditor.
- (9) To consider specific reports as agreed with the External Auditor.
- (10) To consider the governance arrangements for the management and monitoring of the Council's significant partnerships and wholly or partly owned council commercial entities.
- (11) To consider and recommend to Council the appointment of one Audit independent person.

3.4 Regulatory Framework

- (1) To maintain an overview of the procurement procedure rules, financial procedure rules and codes of conduct and behaviour (other than the Code of Conduct for Members).
- (2) To review any issue referred to it by the Chief Executive, or any council body.
- (3) To monitor the effective development and operation of risk management and corporate governance in the Council.
- (4) To monitor council policies on 'Raising Concerns at Work' and the anti-fraud and corruption strategy and the Council's complaints process.
- (5) To oversee the production of the Council's Annual Governance Statement and to recommend its adoption.
- (6) To consider the Council's arrangements for corporate governance and agreeing necessary actions to ensure compliance with best practice.
- (7) To consider the Council's compliance with its own and other published standards and controls.
- (8) To ensure effective scrutiny of the treasury management strategy and policies.
- (9) To monitor and review the operation of the Constitution to ensure that the aims and principles of the Constitution are given full effect.
- (10) To consider and recommend to Council and proposed changes to the Constitution.

3.5 Accounts

- (1) To review the annual statement of accounts. Specifically to consider whether appropriate accounting policies have been followed and whether there are concerns arising from the financial statements or from the audit that need to be brought to the attention of the Council. To agree the signing of the accounts following the review.
- (2) Approving the Authority's statement of accounts, income and expenditure and balance sheet or records of receipts and payments (as the case may be). (The Accounts and Audit Regulations).
- (3) To consider the External Auditor's annual audit report on issues arising from the audit of the accounts.

Rother District Council

Report to	-	Council
Date	-	18 September 2023
Report of the	-	Human Resources Committee
Subject	-	Reference from the Human Resources Committee – Staff Pay Award

The Council is asked to consider the recommendation arising from the Human Resources Committee meeting held on 30 August 2023 as set out below.

HUMAN RESOURCES COMMITTEE – 30 AUGUST 2023**HR23/08. RECOMMENDATIONS OF THE HOME WORKING ALLOWANCE TASK AND FINISH GROUP**

Members received the report of the Human Resources Manager which summarised the work of the Home Working Allowance Task and Finish Group (HWA T&FG) and outlined the Group's final recommendations to the Human Resources Committee.

The HWA T&FG had been tasked with examining the Council's role, through its policies, in supporting home working and to consider payment of any allowances. The Group considered the current lack of provision of a payment of a home working allowance to all staff and explored all possibilities, including the Council's neighbouring authorities' current provision.

The Council's current Flexible Working Policy covered management, general employment and working advice, advice on Health and Safety and guidance on technology. The policy aimed to facilitate increased productivity enabling the Council to better serve its customers, whilst helping staff balance their work and home commitments. The policy gave managers and staff much greater scope to change working patterns, whilst at the same time guiding them in good practice and the expectations of the organisation.

The Council did not currently contract any staff member to work from home and individual teams made their own arrangements in the form of Team Agreements. The favoured working option for staff was currently two to three days per week in the office and an increase in staff returning to offices had been seen.

The Council currently followed the National Joint Council (NJC) terms and conditions of employment but implemented a local pay scheme. Apart from Wealden District Council (WDC), all other councils in East and West Sussex followed the national pay conditions. The outcome of the Local Government Pay 2023 was still awaited, but the latest response rejected the Home Working Allowance (HWA) requested by unions in the original claim.

WDC was the only neighbouring authority of the Council's that paid a HWA. WDC currently paid staff a HWA of £26 per month for gas/electric and £15 per month for broadband, subject to tax, pro-rated to days in the office/contracted hours, with reports sent to payroll each month to confirm payments required.

The HWA T&FG considered the following options:

- follow WDC's policy and pay an allowance to staff all year round;
- pay an allowance from October to April as a contribution to heating costs;
- fully join the national conditions of service, which would cut out the additional work and meetings necessary to agree the pay award each year; or
- take no action and follow what happens with the current Local Government Pay 2023.

Due to the fact that the Council did not employ any permanent home workers, desk space within the Town Hall was currently being reviewed to ensure staff could be accommodated when and if they wished and an increase in staff returning to offices had been seen, the HWA T&FG recommended that a HWA should not be paid to staff at the current time.

Members were given the opportunity to ask questions and the following points were noted during the discussions:

- it was unlikely that every member of staff would be working from the Town Hall at any one time, but additional accommodation had been identified in Amherst Road to provide more space. The situation would continue to be monitored;
- each team had prepared 'Team Agreements' which set out their working patterns;
- during the COVID-19 pandemic, risk assessments were undertaken for staff working at home and any issues raised were dealt with, including the provision of additional equipment as necessary;
- staff members were given the choice to work at home to suit their personal circumstances and the needs of the business. No staff member was contracted to work from home;
- staff members wishing to work from the office would be accommodated;
- the only council in East and West Sussex to pay an HWA was WDC, where a number of members of staff were contracted to work from home;
- the NJC had not offered to pay an HWA but may do so in the future and therefore the Council would keep this under review;
- a Hybrid Working Policy was currently being developed by the HR Manager, in conjunction with managers and their teams;
- potential cost implications of awarding an HWA had not been provided to the HWA T&FG, therefore the recommendations had not been made on a financial basis but on the principal of incentivising working from home; and

- as an employer, the Council had a responsibility to ensure staff were working in the correct environment and provided with the necessary equipment.

RECOMMENDED: That a Home Working Allowance payment not be introduced at the current time.

(Human Resources Committee Agenda Item 5)

Councillor Oliver
Chair of the Human Resources

This page is intentionally left blank



Our Vision

To be a flagship centre for the arts and a vibrant cultural hub for the south-east, owned by our communities and known for our programme nationally and internationally. Responding to our world class architecture and living heritage, to allow greater access to cultural experiences, and to ensure culture-led regeneration for the region into the next decade and beyond.

In January 2023, Rother District Council was awarded £19m to help level up Community Creativity and Skills.

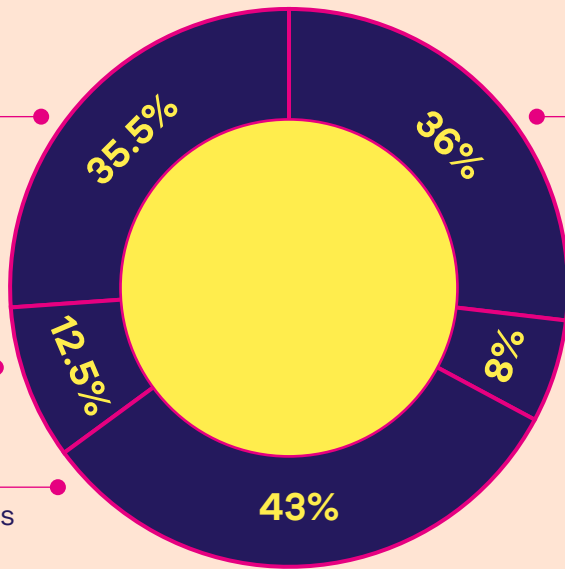
315,000

visitors

of overnight visitors visited a local restaurant, bar and shop

stayed overnight

travelled 30+ minutes to reach us



592

individual performances, events, exhibitions and activities in the building



9 free exhibitions



166 gigs and shows



5 outdoor festivals



93,000 tickets

Why visit us

From exhibition visitor surveys

45% to spend time with friends & family

35% to be entertained

35% to be inspired

40% for the atmosphere

43% to learn something new

94% of visitors would recommend our exhibitions

Financials

£3,787,182 turnover includes:

£546,697 (Rother District Council)

£517,785 (Arts Council England)

Our Values

We believe in a **HEALTHY AND HAPPY COMMUNITY** which reflects our values:

- **Bold & ambitious**
- **Create opportunity & inspire creativity**
- **Professional & honest**
- **Inclusive, respectful & empathetic**
- **Kind & compassionate**

Community

- **96%** of visitors agree DLWP is good for Bexhill & the surrounding area
- **5** free outdoor film screenings
- A record **600+** visitors to Bexhill Jobs & Apprenticeships Fair
- **49** community group and private hires
- **129** staff – **89%** live in the local area
- **20** volunteers, **700** hours
- **34** free creative family events
- **32** free Blueprint Collective creative sessions for 16 – 22 year olds
- **8000** young people engaged with our learning programmes
- Worked with **45** primary, secondary and SEND/SEMH schools, and colleges
- **32** drop-in sessions for Bexhill's Ukrainian Refugees and hosted a day of Refugee Week events with the Refugee Buddy Project, Hastings Rother & Wealden
- **150** children from families who receive free school meals joined our music, heritage, arts and free food holiday clubs
- **2** dementia-friendly events and **40** staff trained to be dementia champions

Skills

Engaged **3000** young people in creative career sessions

Organised work experience for **86** young people

Created **8** new apprenticeship opportunities

Enabled **1100** young people to perform or exhibit

36 early career opportunities

Environmental

- Carbon footprint 260 tons
- Building Energy rating – C Rating
- New Environmental Strategy for our capital project and operations

“With a visit there, we now know we can be confident of a warm welcome to everyone.”
Project Art Works facilitator

De La Warr Pavilion Charitable Trust

Annual Report for Rother District Council: 2022 - 2023

Prepared by Stewart Drew, Director and CEO, September 2023.

Introduction

- This report sets out in summary the activities and achievements of the De La Warr Pavilion (DLWP) Charitable Trust during the financial year 2022/23. This is in addition to the quarterly reports submitted to monitoring officers as part of the funding agreement with Rother District Council (RDC).
- In 2022-23 we were in the ACE NPO extension year – a one year funding cycle to extend support for NPOs, introduced by ACE in response to the pandemic. A new Business Plan was developed for the 2023-2026 ACE NPO cycle and in November 2022, DLWP was confirmed as one of the 1700 ACE National Portfolio Organisations for 2023 – 2026.
- It should be noted that DLWP has been severely impacted by the sharp rise in energy prices with costs rising from £75k pre pandemic to c.£380k in 2023/24. This, together with the impact of the cost of living crisis, remains a key risk which is being closely monitored and actively managed on an ongoing basis.

Rother District Council's funding agreement was renewed on 1 April 2021, for three years until 31 March 2024.

In January 2023, we worked closely with RDC to secure £19,192,00 from the government's Levelling Up Fund 2 to enable the delivery of cultural-led regeneration to improve the lives of the most vulnerable and disadvantaged people in Rother.

Our Vision, Mission and Objectives are as follows:

De La Warr Pavilion

Established 1935, modern ever since

Mission

To level up Community, Creativity and Skills in our region

Vision

To be a flagship centre for the arts and a vibrant cultural hub for the south-east, owned by our communities and known for our programme nationally and internationally. Responding to our world class architecture and living heritage, to allow greater access to creativity and cultural experiences, and to ensure culture-led regeneration for the region into the next decade and beyond.

Objectives

1. Produce, present and promote a high-quality programme of modern and contemporary work that responds to the needs and aspirations of both artists and audiences.
2. Enable artists of every culture and discipline to create new work or present new experiences of existing work within an environment committed to excellence and best professional practice.
3. Work with diverse audiences to engage them with the Pavilion and our artistic programme, making it relevant to them as a visitor or participant.
4. Conserve the Pavilion's fabric, its unique Grade I listed architectural status and to promote it through public and artistic programmes.
5. Maintain a viable, resilient and sustainable business model, seeking to diversify income streams by growing fundraising and commercial activity.
6. Be a catalyst for the cultural, economic, tourism and social regeneration of Bexhill and the surrounding region.

Values

- Bold & ambitious
- Create opportunity & inspire creativity
- Professional & honest
- Inclusive, respectful & empathetic
- Kind & compassionate

The Board provides guidance, expertise and support to the organisation and currently has these key areas of focus:

- Finance & Trading
- Capital Appeals Committee / Project Board
- Equality, Diversity and Inclusion

Core Revenue Funding

- Arts Council England (ACE) National Portfolio Organisation (NPO) funding for the extension period 2022/23 (in response to the pandemic) of £517,785.
- In March 2022, DLWP applied for the next full NPO round covering 2023-26. DLWP had to demonstrate close alignment with ACE's new strategy, *Let's Create*. The funding of £517,785 annually was confirmed in November 2022 and accepted in January 2023.
- DLWP's Creative Case for Diversity rating from ACE is 'Strong' (last reviewed in 2020)
- ACE's May 2023 risk assessment of DLWP notes a risk level of 8, with the rise due to cost of living and rise in utility costs. Ongoing risks cited are the need for large scale capital work, impact following closures due to Covid-19 and challenges of cost of living. ACE notes DLWP has an active risk management strategy in place that continues to be well controlled by a highly effective senior management team, further supported by robust/expert governance from the board of Trustees.

RDC's funding is key to securing the ongoing ACE funding at sustained levels and which typically accounts for around 15% of the organisation's annual turnover. Turnover is then typically made up as approximately a third each of:

- Public Subsidy (ACE & RDC)
- Trading & Fundraising
- Box Office Receipts

RDC's funding agreement was renewed on 1 April 2021, for three years until 31 March 2024.

In addition to annual funding, DLWP were awarded additional funding for the 2022/23 financial year of:

- Arts Council England Capital Investment Programme £400,000, awarded in 2021/22 and released in 2022/23, for a significant Auditorium Technical Systems Upgrade including a new PA and Assisted Listening System (accessibility). This is the first significant grant towards DLWP's major capital project: Community, Creativity and Skills.

In addition to funding from ACE and RDC, DLWP raised over £300K of additional income in 2022/23, through fundraising activity.

DLWP was also pledged £850,000 from the Community Infrastructure Levy (CIL) towards the capital project.

Key areas of work 2023 onwards:

- **Building:** Conserve the Grade I Listed Building including crucial ongoing maintenance and key development through DLWP's transformational major capital project.
- **Diversity, Inclusion & Anti-Racism:** Become even more of an asset for our community and serve a wider range of cultural and social needs through increasing and diversifying audiences, workforce development and board diversification.
- **Exhibitions:** Showcase the best in world class contemporary art through a rich and imaginative programme of work by international, national and local artists.
- **Live:** Deliver a vibrant programme of music, comedy and performance inside and outside the building including festivals and original programming.
- **Learning & Participation:** Expand and deepen engagement with local communities.
- **Skills:** Develop work experience and apprenticeship opportunities through Talent Accelerator (with Artswork) to help young people get into the Creative Industries.
- **Partnerships:** Continue to consolidate and grow community partnerships, embedding the Arts Council England Investment Principles and Let's Create strategy.
- **Driving income:** Bounce-back of earned income - commercial operations will remain flexible and we will seek to extend outside operations to maximise turnover. Continued fundraising, with support and expertise of DLWP's Capital Appeals Committee.
- **Digital:** Develop an ambitious digital strategy based on our Digital Review, and refresh brand voice.
- **Environmental:** In addition to new strategies as part of the major capital project, deliver and develop our Environmental Policy Action Plan to reduce DLWP's environmental impact as we aim for net zero greenhouse gas emissions by 2030.

- **Networks:** Collaborate with other cultural partners along the coast and, building on the success of Sussex Modern, consider new and innovative operating models
- **Eastbourne Winter Gardens:** Develop the established relationship with Eastbourne Borough Council and Towner Eastbourne to achieve mutual ambitions for live music at the Winter Gardens

The New People's Palace. Unlocking Community, Creativity and Skills.

The £19m Levelling Up Funding will deliver cultural-led regeneration to improve the lives of the most vulnerable and disadvantaged people in Rother, capitalising on the iconic status and local significance of the De La Warr Pavilion and extending its reach into the district's most deprived local communities. The £25,892,000 capital interventions will level-up community, creativity and skills through:

- Transforming and upgrading the DLWP
- Developing a community and recreation facility in the heart of Sidley, the district's most deprived area.

These interventions will create new jobs, upskill local residents and bolster career progression in the creative and cultural sectors.

£17m of the Levelling Up Funding will go towards DLWP's Capital Project which aims to grow learning/skills engagement to 20,000 (+270%), ticket sales to 90k (+40%), commercial income by 25%, and cultural tourism to 650,000 (+55%) visitors per annum. Outcomes of the project are:

Heritage: our Listed building will be protected by overhauling the failing infrastructure to operate efficiently and live up to its reputation as the UK's most architecturally significant public icon of international modernism. Heritage projects will deepen engagement.

Audience & visitor experience: by producing, presenting, and promoting a high-quality programme of modern and contemporary work, we will respond to the needs and aspirations of both artists and audiences. Better auditorium facilities will see comfortable seats and better sight lines - all reinforcing DLWP's reputation as a regional leader in music.

Programming potential: artists and curators of every culture and discipline will be enabled to create new, or represent existing work, within flexible spaces and an environment committed to excellence and best practice, challenging dominant cultural norms/histories. This includes external programming on the rooftop terrace, bandstand, and auditorium. There is potential for commissions/new productions originated at DLWP to tour or adapt for receiving venues across the South East.

Skills and Workforce elements: work with Higher Education/Further Education institutions will support creative careers for young people. Our programmes are a lifeline for our communities in terms of wellbeing and mental health, aspirations, skills and creating positive futures.

Community cohesion & wellbeing: Bexhill will thrive through a collaborative approach to culture. Better facilities for local festivals and events will make us more inclusive and representative of underserved communities.

Increased commercial revenues and reduced running costs: a new business model will see an operational surplus that will be re-invested in our building, programmes, and communities. Jobs: 235 gross FTE jobs, 227 net FTEs within Rother & Hastings labour market. Local economy: £95m+ in cumulative net-GVA. £66m+ in net LVU and Labour Supply Impacts.

Environment: carbon footprint and energy usage will be reduced by 50%, delivering on RDC's Environmental Strategy to become net zero by 2030.

Organisation Activity Report

COMMUNITY

- DLWP continued to be a vibrant, valued community resource, providing space inside and outside the building for community and private use, organising and hosting free events and activities and working with partners in Rother and beyond to improve the health, wellbeing and prosperity of the area.
- DLWP was again the hub for the *Bexhill After Dark* festival, acting as a central point for artist liaison and logistics. We also co-produced with 45 Bexhill College students a light installation at DLWP as part of the festival. We hosted free outdoor winter screenings of *The Snowman* and *The Snowdog*, supported by Bexhill Chamber of Commerce, and our free summer *Sunset Screenings*, continued in 2022 and returned in summer 2023 accompanied once again by free family creative activities.
- Other free visitor activities across the year included 22 *Art Sunday* making sessions, an open rehearsal by the London Mozart Players, performances by the She Choir and Wacky Band and an open workshop with the Lifted Up Community Choir attended by 200 people.
- We continued to support community health and well-being, hosting *Being Our Best Selves (BOBS)*, wellbeing and creative workshop for learning disabled people, a *Reminiscence and Poetry* workshop with Bexhill Dementia Action and *Meet and Greet Bexhill Primary Care Network*, a free drop in and health check event for local residents.

I just wanted to drop you a quick note to say a massive thank you for all your help in making our event yesterday such a huge success. We were absolutely delighted by the response we received and the feedback we have had from those who visited us has been really encouraging. Bexhill Primary Care Network

- DLWP remained at the heart of the creative community, hosting Bexhill Artist Workspace exhibitions, Bexhill Light Operatic and Dramatic Society performances and a Coastal Currents talks programme. We supported the Bexhill Footbridge Gallery competition and strengthened our partnership with Flatland Projects and Beeching Road Studios through the development of early creative career programmes. The DLWP Shop has also been refreshed to stock more cards and products by local artists and makers.
- *Resolve Collective: Lido*, which ran through Summer 2022 in the Ground Floor gallery, was used as a leisure space by groups from the local community including DLWP's Blueprint Collective for young people; Bexhill College; FSN Dragonflies which offers free support to children and their families experiencing pre or post bereavement; Sussex Community Development Association workshops for low socio economic families, and a Heart of Sidley Teen Volunteer Evening.

- We continued to offer opportunities for everyone to experience the visual arts through free access to exhibitions and held exhibition opening parties which were open to all and attended by up to 200 people.
- Our 1300 Members and Patrons continued to play a crucial role in the life of DLWP. Events and activities included a Members & Patrons brunch and tour on all new exhibition opening days and online talks such as *Bauhaus Beyond Humans*. In 2022-23, additional discount benefits were introduced for members at Music's Not Dead, the vinyl store in the Pavilion Foyer, and drinks and food on gig nights.
- DLWP's 20 volunteers provided invaluable support to the organisation, contributing over 700 hours of their time helping with activities and leading building tours.
- As a hub for the local business community, DLWP hosted 18 conferences, events, meetings and functions including a building takeover for a 350 delegate conference, a large awards ceremony and, for the 7th time, the Bexhill Jobs & Apprenticeships Fair. The 2023 fair, which remained free to exhibit at and attend, welcomed more than 50 exhibitors and a record 600+ visitors.
- DLWP worked closely with cultural and business partners across the region to drive tourism and economic growth and attract investment. DLWP continued to lead on the Coastal Cultural Trail and Stewart Drew remained chair of Visit1066 and Create Music. He also continued to represent the Creative Industries and visitor economy on Team East Sussex (TES).
- The SELEP-funded summer 2022 Sussex Modern campaign, led by DLWP, achieved over 45m impressions through poster advertising including at high profile Victoria and Charing Cross station sites. The campaign culminated in films of artists, makers and entrepreneurs who embodied the 'creative spirit of Sussex' which achieved 165k views on YouTube.
- DLWP continued engaging with and growing our digital community. We have 128k followers on social media, (76k Twitter, 22k Facebook, almost 18k Instagram, over 12k YouTube and 1k Threads). Our YouTube films spanned exhibition tours, artist interviews and talks and were viewed 107k times. The DLWP website attracted 2.5m page views and 470,000 new users.

Our extensive emailing programme involved approximately 250 campaigns totalling 3m emails with an average open rate of 46%.

CREATIVITY

- Our new approach to participation, Creative Engagement, was embedded across the organisation in 2022-23. Its aims include creating opportunity, being more relevant to more people, reaching wider and deeper into our communities, listening and learning and giving a voice to those who are not always heard.
- We engaged with 8,000 young people in informal and formal arts education across the year.

- Family activities included workshops for early years children, their parents and carers led by local artist collective Babes in Arms; making sessions in the school holidays and free creative workshops alongside outdoor film screenings. 34 free resource packs were provided to accompany creative activities.
- Our free *Art Sundays* drop-in creative sessions grew in popularity with an average of 85 participants and an increase in adults and adults with learning disabilities attending. Other workshops for adults included queer life drawing, calligraphy & mindfulness, cyanotype and linocut printing.
- We held 32 sessions with the 16 – 22 year old members of our Blueprint Collective. Activities included zine-making; creating decorations with Radiator Arts for display in the DLWP North Staircase; interviewing artists; making videos and 3D models; visiting Beeching Road Studios and spending the day with a local photographer.
- DLWP's imaginative 2022-23 exhibitions programme displayed world class contemporary art in our ground, first and rooftop galleries. Exhibitions were accompanied by tailored making sessions, talks, tours and films. The programme comprised:

HELEN CANN : A MAP OF THE SEA AND THE DE LA WARR PAVILION

21 July 2021 – 30 August 2022

A depiction of historical events and figures, maritime life and rising sea levels.

LUCY STEIN : WET ROOM

30 January – 2 May 2022

Major solo exhibition of works reflecting on a period of intensive domestic caregiving and anxiety.

BASSAM AL-SABAH : I AM ERROR

30 January – 2 May 2022

Exploring the construction of masculinity in action-adventure video games.

MINORU NOMATA : WINDSCAPE

21 May – 4 September 2022

Visionary paintings of imaginary landscapes that transcend time and place.

RESOLVE COLLECTIVE: LIDO

28 May – 4 September 2022

Created through collaboration with young people, a leisure space to meet, interact and reflect.

BABES IN ARMS

10 September 2022 - 15 January 2023

Encouraging bonding with children over the creative process by a collective of local artist mothers.

ZINEB SEDIRA: CAN'T YOU SEE THE SEA CHANGING?

28 September 2022 – 8 January 2023

Transnational trade, identity and migrant consciousness in a post-colonial context.

ANGELO MADSEN: A CRISIS OF HUMAN CONTACT

4 February – 21 May 2023

Reflecting on trans intimacies and structures of kinship.

ANNA MARIA NABIRYE & ANNIE SAUNDERS: UP IN ARMS

4 February – 21 May 2023

Creating meaningful dialogue amidst the complexity of interracial friendships.

TSCHABALALA SELF : SEATED

19 April – 29 October 2023

Evoking the acts of resting, reflection and leisure that are part of DLWP's coastal context.

- The swing in the *Resolve* space proved a great engagement tool and was popular with all ages. Visitors were encouraged to take their photos on the swing and post on social media using the hashtag **#LidoSwing**. A group of local actors also read poetry on the swing for a *Poetry Swing* happening.
- PR coverage included reviews and features in Frieze and The Art Newspaper for the Zineb Sedira exhibition, a review in Artforum for the Angelo Madsen Minax show and BBC South East coverage of *Up in Arms*.
- Our vibrant live programme of music, comedy, talks and festivals spanned a range of genres to suit all tastes from Suede to the Royal Philharmonic Orchestra, Harry Hill to Prue Leith. Sellout performances included Alan Carr, Echo & the Bunnymen, Robert Plant and Suzi Dian, Goldfrapp, Sparks, The Unthanks, The Flaming Lips, Jo Whiley, Tim Peake, Aled Jones & Russell Watson, Fisherman's Friends, Suzanne Vega, Tom Allen, Eddie Izzard and Suede. Jo Whiley's June 2022 90s anthems festival was DLWP's largest ever ticketed event with 2,200 tickets sold.
- Alongside the popular *Bexfest*, we developed two new festivals for 2023 – *Colours*, an all-day celebration and elevation of female talent, and the alt-music *Seaview*, featuring iconic artists, established DJs and up-&-coming acts.
- DLWP and Eastbourne and Lewes Borough Council developed a new partnership, bringing DLWP's live programming expertise to the refurbished Winter Garden. The partnership launched with a warm up gig by Brit-pop legends Blur in May 2023. Performances by Suede and, for the Turner Prize opening weekend, Peaches, are scheduled for Autumn 2023.
- For Summer 2023, we created a bold new marketing campaign for London and South East rail station poster advertising sites and digital channels and a large welcoming 'HI' banner on the front of the Pavilion. Following the refresh of our shop, we have recently updated the Café Bar interior, introducing a new colour scheme and displaying limited edition prints for sale.

SKILLS

- DLWP worked with 191 schools, colleges, universities, arts organisations, music education hubs, museums, Local Cultural Education Partnerships (LCEPs), health & wellbeing and other organisations during 2022-23 to deliver learning, skills development and career opportunities to young people in the region.
- Alongside our arts education activities, we continued to lead on Talent Accelerator, the East Sussex-wide programme which aims to get young people into the Creative Industries.

- We talked to 3,000 young people about creative careers at schools, colleges, other premises across East Sussex and in the Pavilion, including through the East Sussex County Council Open Doors programme.

Our students thoroughly enjoyed meeting you and all the team, having a tour, the creative activity and then Kim's fantastic presentation on the creative industries and listening to different staff members talk about their job roles and asking questions! There was a real buzz on the minibus home and judging by their feedback forms, they were paying attention and engaged throughout! Ratton School, Open Doors visit

Thank you so much for taking the time to talk to Years 4, 5 and 6 about the amazingly vast opportunities for employment in the Arts. I so wish I had been able to hear this at their age. All the pupils found it very informative. Art Coordinator, Bourne Primary School

- DLWP engaged with 22 employers across East Sussex to develop work experience opportunities for 86 young people. We developed a new accredited Music Venue Technician apprenticeship programme, a year long Young Promoters training programme, and further skills development opportunities are in development including wraparound work experience opportunities, in collaboration with Towner Eastbourne, for Turner Prize 2023.
- Other activities included careers advice and coaching in Newhaven, a workshop familiarisation day for the White Rock Theatre Summer Youth Project and supporting schools in the area with Artsmark applications. We also developed a digital badging programme which gives students accreditation for skills acquired. 13 badges have been issued to 150 students to date.

Just wanted to say a big thank you for organising the students WEX with Haven Creatives. The feedback from students was positive. Once again thank you and hopefully this can be duplicated next year if possible. Careers & Community Manager, Seahaven Academy

- DLWP worked with partners to provide valuable performance and exhibiting experience to over 400 young people through opportunities including: *Side by Side*, where young orchestral musicians performed with the London Mozart Players; a young person's takeover of DLWP's outdoor stage in conjunction with Create Music; an open mic night for 18 – 25 year olds; an exhibition by Bexhill College students of reimagined designs for the DLWP bandstand and an end of year show for Willingdon and Cavendish school students at the Congress Theatre, Eastbourne. In addition, 780 primary school children performed in two concerts on the DLWP stage.

We are lucky to have so much opportunity to work with yourself and the De La Warr. It is especially valuable for the Art Foundation students and their moderator who was particularly impressed with our involvement with the De La Warr. Art Foundation lead, Bexhill College

- DLWP continued to partner with Create Music, of which Stewart Drew is Chair, to engage children and young people in East Sussex in high quality music learning and performance opportunities.

Targets of the programme include: 90 schools taking part in whole class ensemble teaching; 5,800 pupils engaged in instrumental or vocal lessons; 100 young people engaged in inclusive music programmes (including CoLab, o360, Pier:1 and Holiday Food and Fun Club) and 2,700 children and young people participating in Big Sing performances.

Create Music’s five Music Centres give young people at all musical levels the opportunity to join an Orchestra, Ensemble or Band. Hastings & Rother Music Centre is based at St Richard’s Catholic College, Bexhill, and a new Music Centre is in development at The Pelham community hub in Sidley.

- Our work with young adults spanned talks and tours for 150 university students and supporting 36 early creative careers. DLWP worked with Flatland Projects and Beeching Road Studios to develop Early Careers, Curatorial Fellowship, Technical and Young Studios opportunities and also developed initiatives with the Devonshire Collective, black Shed Gallery, Seaglass and Underwired Theatre.

Flatland Projects and the Early Career Artist Programme have been life changing to me. After moving back to East Sussex after 8 years of living in London, I was having to start from scratch again. No job, no studio, and no network of artists. FP has changed all that. It has been vital to my practice, without the programme, and most importantly - the subsidised studio – the future of my practice was uncertain. Participant, ECA Programme, Beeching Road Studios

- Bexhill Jobs & Apprenticeships Fair continued to provide jobs and skills opportunities to people at all career stages. 47% of visitors were under the age of 24 and more than a quarter over the age of 45. The largest groups of attendees were the unemployed (26%) and those in full time education (19%). 21% of visitors were interested in a first job or apprenticeship, 15% in changing career and 15% in returning to work or back to work support.

Great to see such a thriving, enthusiastic and supportive business community and so many great potential staff and volunteers. Well done for bringing everyone together. Exhibitor, Bexhill Jobs Fair

Informal and formal learning

Stage/age	Participants
Early Years: (0-5 years old)	50
Key Stage 1: Years 1 to 2 (5-7 years old)	115
Key Stage 2: Years 3 to 6 (8-11 years old)	1308
Key Stage 3: Years 7 to 9 (12-14 years old)	1038
Key Stage 4: Years 10 to 11 (15-16 years old)	159
Key Stage 5: Years 12 to 13 (17-18 years old)	475
0-19 mixed ages	3506
20+	350
Total	7001

Schools & colleges engaged with 2022-23

Primary

All Saints CE Primary School, Sidley Bourne, Eastbourne
Catsfield Church of England (VC) Primary School
Cavendish School, Eastbourne
Chantry Community Primary School, Bexhill
Christ Church CE Primary Academy, St Leonards
Claremont School, Tunbridge Wells
Crowhurst C of E Primary School
Glenleigh Park Primary Academy
Hilden Grange Preparatory School, Tonbridge
King Offa Primary Academy, Bexhill
Little Common School
Manor Primary School, Uckfield
Parkland Junior School, Eastbourne
Pashley Down Infant School, Eastbourne
Polegate School
Salehurst C of E Primary School
Shinewater Primary School, Eastbourne
Silverdale Primary Academy, St Leonards
St Peter & St Paul CE (VA) Primary School, Bexhill
St Philips Catholic Primary School, Uckfield
Ticehurst and Flimwell Church of England Primary School
Vinehall School, Robertsbridge

College

Bexhill Sixth Form College
Brighton MET and Northbrook College
DV8 Sussex, Bexhill
East Sussex College Group, Hastings & Eastbourne
Hertford Regional College, Broxbourne
Varndean College, Brighton

Secondary

Ark Alexandra Academy, Hastings
Battle Abbey School
Bexhill Academy
Cavendish School, Eastbourne
Claverham Community College, Battle
Eastbourne College
Peacehaven Community School
Ratton School, Eastbourne
Robertsbridge Community College
Seaford Head School
Seahaven Academy, Newhaven
St Richard's Catholic College, Bexhill
The Hastings Academy
Willingdon Community School

SEND / SEMH

Ripplevale School, Deal
The SABDEN Multi Academy Trust (Cuckmere House, Seaford; St Mary's, Heathfield; New Horizons, St Leonards; College Central, Eastbourne; The Workplace, Bexhill)
Saxon Mount School, St Leonards
Torfield School, Hastings

University

Birkbeck, University of London
Technology University, Dublin
University of Brighton

EQUALITY, DIVERSITY AND INCLUSION

- Over the past 18 months DLWP has worked with external consultants to explore what Equality, Diversity and Inclusion means to us as an organisation. Activities have included staff Anti-Racism and gender awareness training and developing a new set of values for the organisation.

- We supported and gave voice to under-represented groups by partnering with organisations including: Afri-Co-Lab, Bexhill Dementia Action Alliance, The Bexhill Hub for Ukraine, Bexhill Primary Care Network, Culture Shift, Discovery College, East Sussex County Council Special Educational Needs and Disability Services (SEND), Eggtooth, Explorers Network, FSN Dragonflies, Hastings Pride, Hastings & Rother Arts Education Network (HRAEN), Home Live Arts, Heart n Soul, Heart of Sidley, Little Gate Farm, Migrants in Culture, The Parchment Trust, The Pelham, Priority 1-54, Project Art Works, Refugee Buddy Project Hastings, Rother and Wealden, Rother Race Action Alliance, Sussex Community Development Association, Sussex Partnership NHS Trust, Transition Town, Trans Pride Hastings, Willow Tree Children’s Support and Youth Employability Service.
- The DLWP exhibitions programme continued to raise questions of race, gender, sexuality, and identity. Exhibitions included the first solo exhibition by a trans artist at DLWP, the outdoor installation of Tschabalala Self’s sculpture *Seated*, and *Up in Arms*, an exploration of interracial friendships through photography and film. With *Up in Arms* featuring pairs of friends from the local community, the exhibition opening party was a particularly busy and vibrant event.
- On Sunday 21 May 2023, the community of Bexhill and beyond came together in an act of restoration and resistance to the vandalism of Tschabalala Self’s sculpture *Seated*. The sculpture of a Black woman looking out to sea was spray-painted white, covering the entirety of her skin. Over 300 people came together to make a start in cleaning the sculpture with scrubbing brushes and white spirit. Through this process of care and healing we were able to make it clear that these acts will not be tolerated in our community and we will continue doing the necessary work to combat racism in all its forms.
- DLWP’s work with young people explored equality, diversity, inclusion and anti-racism through creativity. A Creative Development Network EDI project with 7 local primary schools involved 4 teacher Continuing Professional Development Sessions, 7 exhibition visits and 14 artist school days. This culminated in the creation of 350 paper boats using imagined letters the children had written to those who had migrated or journeyed which were displayed in the DLWP North Staircase.

The 7 schools involved in the project were:

- All Saints CE Primary School, Sidley
- Catsfield Church of England (VC) Primary School
- Chantry Community Primary School, Bexhill
- Christ Church CE Primary Academy, St Leonards
- Little Common School
- Polegate School
- St Peter & St Paul CE (VA) School, Bexhill

The children thoroughly enjoyed their experience, from the visit to the De La Warr Pavilion, to the artists coming in to provide creative experiences for the children. The staff now have creative networking links, which means this opens up more opportunity for these experiences in the future.
Teacher, St Peter St Paul, Creative Development Network EDI Programme

It was really fun sharing our belongings, especially our culture and listening to others. I am a Muslim and I shared the clothes I wear to pray. Student, All Saints CE Primary School, Sidley, Creative Development Network EDI programme

- DLWP continued to support the local refugee community, hosting Syrian Resettlement Programme English language lessons, weekly meetings of The Bexhill Hub for Ukraine, a panel discussion with The Refugee Buddy Project and a free event celebrating the creativity and resilience of people seeking refuge and sanctuary. We also raised awareness of migration and the refugee experience through our Zineb Sedira exhibition and developed a new *Young Creatives Collective* programme for young people based in Rother from asylum seeker, refugee and migrant backgrounds. In March 2023, DLWP arranged for The Bexhill Hub for Ukraine to meet members of the Ukrainian Opera and Ballet Company Kyiv ahead of a performance in the Auditorium. DLWP were the only venue on the company's tour to arrange such a meet up.
- Our work with those from disadvantaged backgrounds included *Nextwave*, a four week after school/home-ed club, and music and creative *Holiday Food & Fun* clubs in conjunction with Create Music and Bexhill Museum for children of families receiving benefits-related free school meals. We also worked closely with partners in Sidley with activities including schools outreach, free art-making activities at the Sidley Festival of Light and research with young people. During 2022-23, DLWP worked with over 800 young people from the Sidley area.
- DLWP continued to support neurodiverse people and those with physical and learning disabilities. We hosted *Go Go Go!* an Active Arts evening of comedy, dance, musical theatre and animation; collaborated with The Parchment Trust on an inclusive and accessible gig, *Beyond Imagination*, and welcomed Project Art Works artists to the Lucy Stein exhibition. We also hosted a jobs fair for neurodiverse job seekers and a supported film screening for students from Glyne Gap School.

Two young people from Little Gate Farm gained work experience in the DLWP events team and a Little Gate apprentice has recently joined DLWP to work in the galleries.

A great gig, a great get together for all to celebrate! Beyond Imagination and Limits participant

The team at the De La Warr Pavilion have a good understanding of the needs of the people we work with. With a visit there, we now know we can be confident of a warm welcome to everyone. Adjustments made for us in order to provide parity of experience...make it possible for group members to enjoy the wide range of offerings on their own terms. Project Art Works Facilitator

- Other activities included *Millifest*, a Spike Milligan themed festival supporting the work of local mental health charities, and *ArtLab*, a programme for young people experiencing social, emotional or mental health challenges. We also continued to produce inclusive exhibition materials and interpretive tools for visitors including large print captions, films and audio recordings of wall texts.

We have lots of fun and it's good to be somewhere that is good for my mental health.

I wish school was like this, I might like to actually go.

ArtLab participants

- 14% of visitors to DLWP’s galleries identify as d/Deaf, disabled or have a long term health condition

ENVIRONMENTAL

- DLWP remains committed to reducing our impact on the environment, focussing on energy efficiencies, water usage, recycling, waste minimisation and local & ethical procurement.
- In May 2022 we commissioned a Display Energy Certificate where energy use is measured and rated A-E. DLWP scored a C rating.
- Working with specialist consulting engineers Buro Happold, we developed a new Environmental Sustainability Strategy. This is based on the Theatre Green Book which sets standards for theatre buildings, productions and operations unlocked by capital investment in green solutions.
- Through our Environmental Action Plan, we continued to minimise our environmental impact and reduce costs. Our carbon footprint for 2022/23 was 260 tons. We continued to report to Julie’s Bicycle, the annual submission of energy readings, to ascertain and benchmark carbon footprint.
- Our staff Green Team continued to champion recycling and implement simple measures including introducing a central mixed recycling bin and instigating a ‘switch off at night’ campaign.
- We have a green electricity supply contract in place and a zero to landfill policy, recycling paper, cardboard and glass, with any waste which cannot be recycled sent to an anaerobic digestion plant to generate electricity. The resulting ash is used to make road aggregate.
- We continued to minimise the environmental impact of our exhibitions and events, sourcing materials locally and reusing or recycling. As an example, material from the *Bexhill After Dark* festival was reconfigured and re-homed in the Hastings and Rother Arts Education Network (HRAEN) space at Beeching Road Studios with left over materials donated to artists. We also follow sector best practice, for example, the Galleries Climate Coalition.
- DLWP’s exhibitions programme reflected environmental themes. *Resolve Collective: Lido* surveyed the geographical and political-ecological contexts of Bexhill, working with local young people to probe what and who is ‘wild’ and Zineb Sedira’s *Can’t you see the sea changing?* included comments on how environmental issues affect the movement of people across borders.
- Environmental activities included an *Ocean Hackathon* for 16 – 25 year olds with Wild Coast Sussex and a workshop exploring coastal conservation with the Marine Conservation Society and Inshore Fisheries and Conservation Society. Our Blueprint Collective met with RSPCA Mallydams to develop a biodiversity and natural habitats project for 2024 and we organised creative sessions as part of *The Wild Escape* - a major project, led by Arts Council England and Arts Fund, uniting hundreds of museums and schools in a celebration of UK wildlife and creativity. We also hosted a free screening of *Walking on Thin Ice*, a film following the journey of climate activists to Glasgow for the 2021 COP26 Climate Conference.

BUILDING

The Pavilion has set in place annual maintenance contracts for:

- Plant equipment, including boilers, heating and ventilation, gallery environmental controls, ventilation
- Cleaning and Hygiene
- Security and Fire Alarms
- Firefighting equipment
- CCTV maintenance
- Passenger and goods lifts
- Storm pipes & drains
- PAT testing and safety checks
- Pest control
- Kitchen and refrigeration equipment
- Security shutters
- Gardening

In addition, the Duty General Management team make regular inspections of the building, overseen by the Director of Operations. The team has developed a maintenance check plan, which covers daily, weekly, monthly and quarterly checks.

The 2022/23 combined annual budget for Maintenance Contracts, General Repairs, Health & Safety and cleaning was £206k (gross).

Maintenance contract costs and general repairs rise year on year; however, we have good relationships with all our suppliers and continue to review and negotiate the best possible contract deals with them.

Maintenance and replacement plan detailed in schedule 1, attached.

2021/22 Audited Financial Statements

There was a £ 71,956 (2021: £70,231) unrestricted funds surplus for the year ended 31 March 2022.

Reserves policy

It is the intention of the Trustees to have an unrestricted fund balance of £675,000, this being approximately 3 month's core operating costs. As at 31 March 2022 the unrestricted funds balance was £439,390 (2021: £367,434)

Financial Strategy

We continue to work to the financial strategy outlined in the Business Plan, whereby the overall financial position continues to improve, with small surpluses being budgeted for over and above cash commitments. This starts to allow us to develop the overall resilience of the organisation.

Current financial performance is robust. The outlook remains positive with tight financial control and adequate liquidity. Cash flow has significantly improved over the last six years.

Counterculture LLP provides Finance Director level support and extensive national knowledge of the sector to the organisation. They also provide the services of an accountant to oversee management accounting and payroll as required. A new Head of Finance role works alongside this team and provides day-to-day support to the Executive Team and organisation.

Clark Brownscombe are our appointed auditors (www.clarkbrownscombe.co.uk).

Trustees serving during 2022/23

Julian Bird OBE (Chair)

In 2022 Julian launched a new production company Green Room Ents with producer Nica Burns, where he is consulting for luxury cruise line Cunard on the future strategy of their entertainment and production shows on board their fleet of ships. For 10 years prior to this, Julian was the Chief Executive of the Society of London Theatre and Theatrical Management Association and acted as the Executive Producer of the Olivier Awards, the UK's main annual theatre awards ceremony.

Steve Williams (Vice Chair)

Steve Williams was recently Chief Legal Officer and Group Secretary of Unilever, Steve remains Special Counsel. He is Senior Independent Director of Whitbread PLC, and a Director of Croda International PLC. He is also currently interim Chairman of Arts & Business, has overseen the redevelopment of Unilever House, the development of the Unilever art collection and the major sponsorship of Tate Modern. Steve lives in London.

Henry Abosi

Henry is an architect based in London. His expertise lies in the design of large-scale commercial and cultural buildings. Throughout his career, he has led projects across the UK, the Middle East, Africa, and Asia.

Henry runs a design magazine and has been involved in publishing and media for over 8 years, with hands-on experience working with art and academic institutions. Although based in London, Henry constantly travels to different regions of the world for his practice.

Sean Albuquerque (retired from the Board Dec 22)

Sean is an architect who runs a practice based in the south east. Previously living in Serge Chermayeff's house Bentley Wood in East Sussex, he has been involved with the Pavilion for more than ten years, bringing his expertise of 20th century building conservation. Sean teaches in the school of architecture at Brighton, has been an RIBA Councillor, and chair of RIBA South East Region.

Joanna Calladine-Evans

Joanne is a Programme Leader at the Centre for Educational Leadership at University College London Institute of Education. Her role entails developing and curating content for Specialist National Professional Qualifications and providing operational support for the implementation of programmes both Nationally and Internationally.

Prior to joining the Centre for Educational Leadership team at UCL, Joanne was one of the executive directors of Fulcrum Learning Ltd, a company that had as its core purpose connecting schools, communities and resources to support school leaders in ensuring opportunities for all. Joanne has over 30 years experience in education as a senior leader, facilitator, coach and teaching school director for leading networks and alliances in all phases and really enjoys building effective relationships and helping professionals to achieve excellent outcomes.

Judy Cligman

Judy Cligman was recently Director of Strategy and Business Development at Heritage Lottery Fund, having joined the Fund in 1996, soon after the start of the National Lottery.

An architectural historian, graduating from UCL and the Courtauld Institute of Art, she has over 30 years' experience of conservation and funding of heritage projects.

A huge enthusiast for the De La Warr Pavilion, she now splits her time between living in London and a home of 1911 in the Arts and Crafts style in Collington, Bexhill-On-Sea.

Ainsley Gill

Ainsley Gill is a director of McPhersons Chartered Accountants, a leading, long established local business. He has many years of experience in working with owner-managed businesses of different sizes and in a wide range of sectors including the leisure, tourism and hospitality. He is past President of Bexhill Chamber of Commerce and Tourism, past chairman of Battle Round Table, has been a local school governor and sits on the local panel for Let's do Business Finance. He is delighted to be part of the team of Trustees at the De La Warr Pavilion.

Lucy Homer

Lucy is Executive Technical Manager at Lendlease with a wide remit across Europe with projects ranging in value from £20million up to £1.6billion; 10,000 homes at Elephant Park to Google's London HQ.

She is an architect by background and spent 10 years of her career leading the redevelopment of BBC Broadcasting House. She is a practising artist focused on capturing the energy and immediacy of the world through abstraction from her studio in Kent.

Howard Lovell (retired from the Board Dec 2022)

Howard Lovell spent over 30 years as a management consultant with Deloitte and PricewaterhouseCoopers, helping companies shape and deliver business change in the UK and internationally. Most recently, he was CEO of Deloitte Switzerland. Howard has always had a passion for coaching and leadership development, and today he advises a number of business executives. He is Chair of the Capital Appeals Committee, and spends his time between East Sussex and London.

Yasufumi Nakamori

Yasufumi Nakamori, PhD is the Senior Curator of International Art (Photography) at TATE. He leads the acquisitions, collection displays, and exhibitions of photography at Tate Modern, and served on the Tate Race Equality Task Force from 2020 to 2022. Nakamori previously headed the department of photography and new media at the Minneapolis Institute of Art, served as curator at the Museum of Fine Arts, Houston, and taught the history of modern art and architecture at Rice University. Nakamori has written and lectured widely on the transnational and intermedia impact of Japanese architecture. Before his career in art history, he practiced corporate law in New York City and Tokyo.

Averil Price (retired from the Board September 2022)

Averil is Corporate Director – Communities and Customers – at Wealden District Council in East Sussex. As Director of Avie Consultancy Ltd. Averil also provides executive coaching and leadership mentoring within local government and to SME owners and serves as a Trustee of the national charity for everyday walking, Living Streets. She has held a number of senior leadership positions in local government since 2002 demonstrating significant knowledge in service transformation and instilling a commercial culture within the local authority environment. She championed the creation of Ignite Chelmsford setting the vision and strategy for transforming arts, heritage and culture in the City and instigated major £40m+ projects to redevelop Chelmsford's leisure and heritage venues. Averil also sits on the Capital Appeals Committee.

Cllr Susan Prochak

Sue Prochak is the longest serving Councillor on Rother District Council standing as a Liberal Democrat and has held many different positions. She is now Deputy Leader. Before retiring Sue worked all over the world training English language teachers. She also trained test writers and wrote test material for international examination boards. She has always been a passionate supporter of the De La Warr and was a Councillor when there was the first major investment in 2005. She is proud of voting against the ruling group proposing to sell the De La Warr to Weatherspoons for £1. A proposal which was finally lost, by the way, by one vote.

Daphne Thissen

Daphne is a business and stakeholder engagement professional with a wealth of experience and insight in leading client feedback, building relationships and networking.

Her consultancy, Thissen Consulting, helps clients improve their relationships with current and prospective clients, to help make organisations be more successful and to reach their full potential.

Originally from the Netherlands and trained as an architectural historian, Daphne moved to the UK to work for English Heritage. Following a role as Development Director at The Employment Policy Institute, she spent over ten years at the Dutch Ministry of Foreign Affairs in the UK, researching, reporting and advising on public and cultural diplomacy as well as bilateral public policies for cultural collaborations.

Cllr Hazel Timpe

An Independent Rother District Councillor for Sackville Ward and Lead member for Communities, Tourism and Culture, elected in 2019. Over 40 years civil service, business to business and hospitality sector experience both in management and ownership. Since retiring to Bexhill in 2008, Hazel has been a volunteer business mentor for the long term unemployed, a volunteer and Trustee of the Association of Carer and an approved Princes Trust mentor. In her District Council role she is delighted to be part of the De La Warr Pavilion Trustee Board.

Professor Lawrence Zeegen

Professor Lawrence Zeegen's professional design / illustration clients include major international newspapers, magazines, book publishers, design and advertising agencies spanning over 1000 commissions across 25 years. He is Vice President of ico-D, the International Council for Design Associations and is a Trustee of D&AD, as well as Education Advisor to the Design Council's Sounding Board, a member of the Exhibition Committee at the House of Illustration and a Fellow of the Royal Society of Arts. Zeegen is author of six published books on contemporary illustration including Ladybird by Design and was co-curator of Ladybird by Design at the De La Warr Pavilion in 2015.

Stewart Drew
Director & CEO

August 2023

Update on Building Maintenance – July 2023

The Front of House Team continue to carry out checks and monitor the maintenance of the building on a regular basis.

The DLWP Green Team meet quarterly to investigate & implement measures to help improve DLWP's carbon footprint and control rising costs.

The DLWP Health & Safety Team meet quarterly.

Summary of Additional Maintenance Works carried out since last report (July 2022 – July 2023)

Balcony seat repairs carried out – new casts of hinges and fittings commissioned

Canopy leak repairs (above main front doors)

Roof lead flashing repairs above Auditorium & building offices – North side

Installation of wire netting around cowlings on the main roof

Repairs to fixings and the letter I on canopy lighting

Replacement gear boxes for the automatic front doors

1 x Main front door replaced (far side east door)

Temporary repair to 2nd floor flat roof above the office corridor of main building

Temporary repair to the rendering along the north side auditorium roof

Fixings/lock repair to Sun Parlour door leading from the Café Bar

Replacement coil to Gallery AHU

Repairs to external Studio low level wall

Remedial repairs and repainting to low level perimeter walls

Admin office toilets repainted

Repairs to accessible toilet flushing systems for public toilets

Southwest Auditorium fire exit door repaired

Cowling replaced on the Admin office roof and ceiling leak repaired and repainted

Boiler no 3 Ignition sensor and heating fan repaired

Metal panel shelf located over Gallery AHU in the Pit (to protect unit from rainfall and deterioration)

Workshop lock replaced

Coded locks fitted to both north and south plant rooms and to north fly floor

2 x CCTV cameras upgraded

2 x plug sockets repaired (1 x auditorium foyer 1 x restaurant)

Power supply on the fire alarm panel replaced

Broken glass panel in southwest Terrace fire exit door replaced

Cosmetic repairs to restaurant roof (due to ongoing leaks)

Lighting repaired in Studio toilets and south side backstage staircase.

Lights in Directors office and Admin Office corridor replaced with LED's

Green room/dressing room walls, worktops & ceilings refurbished and re-painted

A number of plumbing issues (broken taps, Broken flushes, Blocked toilets/urinals) repaired

Water storage tank drained and cleaned, re-filled and tested

External door from car park to catering stock room repaired – rehinged and render replaced

New Purchases (capital assets)

Audio system and control : d&b audiotechnik Y series arrays, V series subwoofers, M4 monitors D40 and D6 amplifiers,
Digico SD12 console. (£210k)

Stage Lighting system : fixtures and control, all Fixtures intelligent Moving LED source, Fixtures Martin - era 800, Chauvet rogue r2x wash, colorstrike m and colorado 2 quad zoom. Control and distribution - Avolites Arena and Avolites ART2000 (£200k)

Rigging and rigging distribution, Additional lighting truss, electric motorised chain hoists, CM Iodestar 4 x 1000kgs and 4 x 500kgs. (£40k)

Assisted listening unit : Sennheiser Mobile connect (£5.5k)

Mobile Refrigerated Trailer unit (£8k)

Cafe Bar & Kitchen equipment (£9k) including:-

1 x Bar fridge

4 x Bottle cooler fridges

1 x Undercounter dishwasher

De La Warr Pavilion
Maintenance and Replacement Plan

1 x Robo Coup blender
Cake counter display units

Coming Up/Ongoing Works

Replacement of 2 x broken window panes in North Staircase
Replacement of kitchen window glass pane
Replacement of south staircase curved window pane
Lightening conductor repair

1.2	Paved roofs	Inspect for cracked, displaced and broken paving. Replace to match.	Twice per year	<p>Regularly inspected by Front of House team. Last inspected February 2023.</p> <p>Broken & loose tiles where the Auditorium ramp meets the pavement have been removed and replaced with concrete. The salvaged tiles used to replace broken tiles on the South Terrace June 2023.</p> <p>Areas will be formally inspected again in October 2023.</p> <p>Organic growth regularly removed from roof terrace & gutter.</p>
1.3	Roof joints. Junctions, hips etc.	Inspect and repair as necessary.	Annually	Inspected June 2023 by FOH team - no problems reported.
1.4	Lead weatherings and flashings and cowlings	Inspect condition of lead flashings and weathering. Make minor repairs, e.g. dress back clips, make good pointing.	Annually	<p>Roof lead flashing temporary repairs carried out above Auditorium and 2nd floor offices September 2022.</p> <p>Installation of wire netting around cowling on roof above Auditorium completed June 2023</p>

De La Warr Pavilion
Maintenance and Replacement Plan

				Inspected by FOH Team May 2023 – no problems reported.
1.5	Sheet roofing and gutters to high level over auditorium	Inspect for damage, clear debris and make good any minor repairs	Annually	Clearing of high level gutters due to be commissioned and scheduled with specialist contractor in September 2023.
1.6	Roof void and walkways within auditorium roof void	Inspect all walkways for damage and repair. Check visually all roof structures including steelwork to auditorium walls and make good where possible. Report any structural defects.	Annually	Inspected by Front of House Team May 2023 No problems reported. Ongoing issue of steel beam de-laminating. Structural Engineer aware and we are monitoring and awaiting any further instruction.
1.7	Annual inspection by specialised professionals	Non-invasive inspection of fabric and structure, both internal and external.	Annually	Front of House Team conduct regular inspections. Last inspected May 2023. No problems reported.
2.1	Masonry / concrete rendered wall areas generally	Inspect wall areas from the ground and safely accessible high points and report any loss or damage to the wall including loose mortar.	After stormy weather or Annually	Regularly inspected by FOH team. Ongoing from previous years - An exterior area of render at the bottom of the South staircase is damaged. This appears to be due to the rusting of the metal window frames – the rust expanding inside the structure and blowing the render. This continues to deteriorate.

				<p>A trial window frame & glass repair was undertaken by Steel Window Service in April 2013. There are currently no issues with this window.</p> <p>4 x large glass panes and beading were replaced in January 2021. The frames were thoroughly cleaned in advance of fitting the glass and, hopefully, these remedial works will assist in staving off the masonry deterioration – see 2.5</p> <p>Further window frame and glass repair is required to South staircase windows, however, repair / refurbishment continues to be finance dependant.</p> <p>1 x large curved South staircase window pane is boarded and scheduled for replacement August 2023.</p> <p>The parapet edging around the south side Balcony and Roof terrace is breaking and any loose pieces continue to be removed as necessary.</p>
2.2	Windows and curtain walling	Inspect and wash down to remove salt building up.	Monthly	All windows & frames cleaned fortnightly by specialist window cleaning contractor.
2.3	External doors	Check all external doors and ease and adjust ironmongery including automatic door mechanism	Annually	<p>Maintenance contract in place for main automatic front doors.</p> <p>Previously both sets of auto doors seized and were not operational.</p> <p>Funding received to replace drives and gearings to the external set of auto doors – works completed January 2021.</p>

				<p>Further gearbox replacement and repair was carried out in April 2023.</p> <p>Internal doors are not operational and continue to be held open manually.</p> <p>One x main front side door was broken when caught in high winds. Door replaced in August 2022.</p>
2.4	Lead weatherings and flashings	Inspect condition of lead flashings and weathering. Make minor repairs, e.g. dress back clips, make good pointing.	Annually	<p>Front of House continue to monitor weatherings & flashings regularly.</p> <p>Signs of wear were noticeable, with some leaks apparent on the north side of building above Auditorium and 2nd floor offices.</p> <p>Specialist contractor commissioned and high level flat roof and lead flashing has had a temporary repair in May 2023.</p>
2.5	Glazing	Check all windows for damage and repair immediately	Annually	<p>Cracks apparent to 7 x large south staircase windows 1 x large window currently removed and boarded. Cracks apparent to 3 x small South staircase windows (2nd floor).</p> <p>All cracks covered by safety film and monitored/inspected by FOH team daily. A condition survey of the Structure & Fabric of the south staircase glazing was undertaken in October 2018.</p> <p>A supplementary condition survey was undertaken by Bob Barton structural engineers In May 2023.</p>

				<p>Its current condition, as surveyed, the glass within the South Staircase Wall does not present a significant risk to building users, and no higher risk than would exist if the panels were not damaged. It has, however, deteriorated.</p> <p>2 x North staircase windows are broken 1 x Kitchen window is broken</p> <p>The boarded south staircase window pane, kitchen window pane and 2 x North staircase window pane repairs have been commissioned and scheduled for replacement August 2023.</p>
3.1	Retaining walls generally	Inspect retaining walls and report any loss or damage to the structures.	After stormy weather or Annually	Inspected by Front of House Team June 2023 – no problems reported.
3.2	Walls to steps / ramps	Inspect for damage to the structure and repair where necessary	Annually	<p>The East End perimeter wall was repaired and repainted by specialist builder in August 2022</p> <p>Inspected by Front of House team May 2023 – no problems reported.</p>
3.3	Balustrades. Handrails and gates	Inspect for rust and damage, touch up paint works where possible and repair where required	Six monthly	<p>Inspected June 2023.</p> <p>Surface abrasions on handrail and handrail posts noted on the handrail outside the Auditorium. One length of the balustrade was replaced in August 20023.</p> <p>As previously, scheduled for further re-pair /repainting as finance allows.</p>

				Corrosion to the upstand/balustrade fittings on the Roof Terrace continues to be monitored and will be repaired & repainted as finance allows.
3.4	External drainage	Lift covers and inspect all external manholes and drain runs for blockages or build up. Clear / clean as appropriate.	Annually	Contract in place for annual drains maintenance & cleaning. Inspection last carried out in September 2023. No problems reported. Next maintenance service scheduled for Autumn 2023. 2 x manhole covers in the Staff car park repaired July 2023. The areas of tarmac around the manhole covers had sunk. Repairs to level the areas carried out by specialist contractor.
3.5	Plant room access	Inspect and overhaul access provisions, ladders etc. into underground plant room.	Annually	Inspected as part of annual plant maintenance contract. In the interim, inspected by Front of House team. No problems reported.
3.6	Plant room grilles and support beams	Report any corrosion, damage or structural defects.	Annually	Inspected April 2023 by Front of House. Team. Steel beam rusting in lower boiler room. To be monitored by Front of House Team and will report to structural engineer should beam further deteriorate.
4.1	Internal spaces generally	Inspect safely accessible roof voids and internal spaces, particularly below gutters. Report on any evidence of roof or gutter leaks.	During / after stormy weather or Annually & 5 yearly	Monitored during/after periods of heavy rain by FOH Team. There continues to be an ongoing issue with leaks above the windows on the first floor South side of the building. Interim measures in place have minimised cosmetic damage.

				<p>Following external roofing repairs to the fly tower and AHU plant room roof areas in 2021, these areas are now waterproofed.</p> <p>Ongoing leak above main entrance (west side) doors. Ongoing investigations to find the source of the leak have been unsuccessful.</p> <p>Water ingress managed by Front of House team during wet weather.</p>
4.2	Internal structure and fabric	Inspect safely accessible internal structure and fabric including roof timbers and report on any signs of structural movement, cracking or corrosion or of damp fungal growth and dry rot.	Annually & 5 yearly	<p>Inspected by FOH team June 2023.</p> <p>Regular monitoring ongoing. No problems reported.</p>
4.3	Exposed woodwork	Inspect exposed woodwork and surfaces below for signs of active beetle infestation. Report any beetles or fresh wood dust.	Annually & 5 yearly	<p>Ongoing contract in place with pest controller.</p> <p>No problems reported.</p>
4.4	Roof and floor voids	Check safely accessible roof and floor voids and for signs of vermin and remove.		<p>Ongoing contract in place with pest controller.</p> <p>Slight signs of vermin seen under stage in Auditorium in summer 2022. Bait and deterrents installed by specialist pest controller. FOH and technical crew monitor regularly. No recent sightings or issues reported.</p>

					Signs of pigeons found in roof void above Auditorium. Specialist contractor cleared the area and installed wire netting beneath the roof cowlings in June 2023.
4.5	Circular steel columns within East Wing (both levels)	Inspect for damage to the intumescent paint fire protection. Make good any damage in accordance with the intumescent paint manufacturers recommendations.	Monthly, and After moving heavy items, partitions, art exhibits nearby		Inspections carried out during exhibition turnarounds in the Gallery. Restaurant columns regularly inspected by Front of House team. No problems reported.
4.6	Asbestos	Removal or encapsulation of asbestos containing materials where uncovered in the course of other works.	When necessary		No works requirement during this period to inspect for asbestos.
5.1	Heating system	Service the heating system including Pumps & Boilers and update the services schedule	Qualified engineer	Annually	Year round contractor in place. Serviced & maintained by qualified engineers regularly.
5.2	Ventilation system	Service ventilation system and update services schedule including Fans & Filters.	Qualified engineer	Annually	Year round contractor in place. Serviced by qualified engineers regularly.
5.3	Hot water system	Services hot water system and update service schedule	Qualified engineer	Annually	Year round contractor in place. Serviced by qualified engineers regularly.

De La Warr Pavilion
Maintenance and Replacement Plan

5.4	Fire fighting equipment	Service fire extinguishers	Specialist Contractor	Annually	Annual contract in place. In the interim, monthly inspections by Front of House team to monitor and rectify any issues.
5.5	Lift installation	Service and overhaul lift installation	Specialist Contractor	Quarterly	Specialist lift contract in place. Quarterly inspections take place and any maintenance issues resolved. Damaged goods lifts x 3 repaired and re-aligned by specialist contractor July 2023. LOLER inspections of goods and passenger lift scheduled for Autumn 2023.

This page is intentionally left blank

Rother District Council

Report to	-	Council
Date	-	18 September 2023
Report of the	-	Director – Place and Climate Change
Subject	-	Delegations to Officers – Planning Service

Recommendation: It be **RESOLVED:** That the officer scheme of delegations in respect of the Planning Service, attached at Appendix 1 be approved and adopted.

Introduction

1. At the meeting held on 20 February 2023, Full Council approved the delegations to officers for the Planning Service.
2. It has since come to light that unfortunately, the delegations submitted at that time were a previous version and omitted wording that had previously been approved at committee meetings.
3. To ensure that these administrative errors are corrected, a revised, complete version is submitted for further approval and adoption as set out at Appendix 1.

Ben Hook
Director – Place and Climate Change

3.1 Director – Place and Climate Change / Development Manager

Planning Service

The Council's Cabinet and Planning Committee may delegate some of its functions and powers to specific officers of the Council. The following is a list of those delegations.

C denotes from Cabinet. P denotes from Planning Committee.

In the absence of the nominated officers delegated power may be exercised by the Chief Executive or such officer as the Chief Executive may nominate.

DEVELOPMENT MANAGER

All functions exercised by Development Manager and in their absence the Development Management Team Leaders.

Development Management

- 3.1.1 To deal with applications for listed building consent under S10 of the Planning (Listed Buildings and Conservation Areas) Act 1990. (P)
- 3.1.2 To prescribe conditions or reasons for refusal or approval to be applied to any planning application determined by the Council for delegated decisions or resolved to be delegated by the Planning Committee. (P)
- 3.1.3 That where decisions of the Planning Committee vary from an officer recommendation the decision notice will not be issued until it agrees with the draft minutes approved by the Chair. Alignment of the two documents will take place within two clear working days of the receipt of the draft minutes. Should any issue be unresolved at the end of those two days it will be referred to the Head of Paid Service for final resolution.
- 3.1.4 To approve minor amendments to planning consents and to approve or disapprove any matter submitted as a condition of planning approval or in relation to a planning obligation made under S106 of the Town and Country Planning Act 1990. Function also to be exercised by Team Leaders, Principal Officers (Level 5) and Senior Officers (Level 4) of Development Management. (P)
- 3.1.5 To deal with applications for Lawful Development Certificates under S191 and S192 of the Town and Country Planning Act 1990. Function also to be exercised by the Development Manager, Team Leaders Principal Officers (Level 5) and Senior Officers (Level 4). (P)
- 3.1.6 To determine applications for planning permission in accordance with the arrangements detailed under Delegated Procedures and to determine individual planning applications specifically delegated by Committee resolution and to prescribe conditions or reasons for refusal or approval as appropriate. Under the delegated system all applications identified with the

(DEL) notification on the weekly list will be dealt with by officers where there are no conflicting views and the matter has not been subject to a call in 'call-in' by the ward member.

- 3.1.7 The weekly list sets out new applications on a ward basis, so that Councillors are fully aware of new submissions in their local area at the outset. They may call applications to Committee (clearly citing planning reasons and whether the call in is conditional or a recommendation of approval or refusal) up to seven days (no later than 5pm on the last day) after the closure of any weekly list publicity period or expiry of the site notice whichever is the later(P). The officer for a planning application is required to inform the ward member or chair of the committee of the expected outcome of an application prior to call in (or any time after) if requested by the ward member or chair of the committee. Under exceptional circumstances, the Chair of the Planning Committee be granted authority to call-in an application, at any time before the decision notice is issued after consultation with the local Ward Member(s).
- 3.1.8 Planning applications on the weekly list sets out the applications which are time limited and/or for information only, for example those set against the relevant regulations and those not subject to appraisal against planning policy. Such applications are not subject to any call-in measures.
- 3.1.9 Planning applications which are labelled (COM) automatically go to be determined at Planning Committee where the applicant is or is related to an elected member of the Council or member of Council staff, is for Council owned land, or applications submitted by the Council itself.
- 3.1.10 To refuse planning permission for applications in circumstances where no extension of time is agreed, and it is not possible to resolve any outstanding matters. Function also to be exercised by the Function also to be exercised by Team Leaders, Principal Officers (Level 5) and Senior Officers (Level 4) (P)
- 3.1.11 To rescind or revoke all obsolete, irrelevant or inoperative entries in the registers under his control relating to the Town and Country Planning Act 1990; Article 4 Directions made under the General Permitted Development Orders; the Town and Country Planning (Control of Advertisements) Regulations 1992, and Notices under Section 65 of the Public Health Act 1936. Function also to be exercised by the Function also to be exercised by Team Leaders, Principal Officers (Level 5) and Senior Officers (Level 4) (P) (C)
- 3.1.12 To exercise the Council's functions under Section 224 of the Town and Country Planning Act 1990 - power to remove or obliterate placards and posters. Function also to be exercised by the Function also to be exercised by the Development Manager and Development Management Team Leaders (C).
- 3.1.13 Acting in conjunction with the Solicitor to the Council to authorise Section 106 Planning Obligations or authorise the modification of existing Section 106 Planning Obligations which relate to planning control matters. (Any Obligations that relate to financial matters, including changes to affordable housing provision are to be referred to Planning Committee for decision). All such Obligations to be concluded within a six month period of the

authorisation unless extended at the discretion of the Development Manager or Solicitor to the Council. Function also to be exercised by the Development Management Team Leaders. (P)

- 3.1.14 To decide not to investigate alleged breaches of planning control where it is considered that the matter is not having a serious impact on amenity or the environment, having regard to the provisions of the development plan and any other material considerations and in this regard no investigations shall take place in respect of anonymous complaints or in respect of slight variations which would otherwise be permitted by the Town & Country (General Permitted Development) Order 2015 (as amended) or other minor development that amounts only to a technical breach. Function also to be exercised where appropriate by the Development Manager and Development Management Team Leaders. (P)
- 3.1.15 To decide to take no further action on breaches of planning control that have been investigated and are not having a serious impact on amenity or the environment, having regard to the provisions of the development plan and any other material considerations. Function also to be exercised where appropriate by the Planning Service Managers, Development Manager and the Development Management Team Leaders. (P)
- 3.1.16 To take enforcement action, having first consulted with the Solicitor to the Council in respect of breaches of planning control, under Part V11 and Part VIII of the Town and Country Planning Act 1990 which are having a serious impact on amenity or the environment, having regard to the provisions of the development plan and any other material considerations. The Solicitor to the Council be authorised to take any other steps necessary to remedy the breach of planning control including legal action under Part VII and Part VIII of the Town and Country Planning Act 1990. Function also to be exercised where appropriate by the Development Manager and the Development Management Team Leaders. (P)
- 3.1.17 To issue Notices under Powers to require information in relation to Notices of the land under Section 330 of the Town and Country Planning Act 1990 and to issue Planning Contravention Notices under Section 171C of the Town and Country Planning Act 1990. Function also to be exercised where appropriate by the Development Manager and the Development Management Team Leaders. (P)
- 3.1.18 Acting through the Solicitor to the Council, to withdraw an enforcement notice which has been complied with, where it is considered that the breach of planning control cannot be repeated or waive or relax any requirements of any notice under Section 173A of the Town and Country Planning Act 1990. Function also to be exercised where appropriate by the Development Manager and the Development Management Team Leaders. (P)
- 3.1.19 Acting in consultation with the Solicitor to the Council, to extend the period for compliance with any enforcement notice under Section 173A where that would be expedient; such extension not to exceed 12 months. Function also to be exercised where appropriate by the Development Manager and the Development Management Team Leaders. (P)

- 3.1.20 The making of land use planning representations to the Traffic Commissioner on applications for Operators Licences made under the Goods Vehicles (Licensing of Operators) Act 1995. Function also to be exercised by the Development Manager and Development Management Team Leaders. (P)
- 3.1.21 The making of directions under Article 4 of the Town and Country (General Permitted Development) Order 1995. Function also to be exercised by the Development Manager and Development Management Team Leaders. (P)
- 3.1.22 To exercise the Council's functions in respect of the Town and Country Planning (Environmental Impact Assessment) (England and Wales) Regulations 1999 or any subsequent replacement regulations. Function also to be exercised by Development Manager and Development Management Team Leaders. (P)
- 3.1.23 To make representations where necessary in respect of proposals made by Government Departments in consultation with the Chair of Planning Committee, where appropriate. (P)

Rights of Entry

- 3.1.24 To authorise at his discretion officers (either generally or specifically) to exercise all or any statutory rights of entry in the Planning Acts and the Regulations made thereunder. (P)

Planning Policy

- 3.1.25 To make representations on draft planning and related policy statements and documents upon which the Council is consulted in terms of their alignment with Council policies and strategies in consultation with the Chair of Planning Committee. (C)

Tree Matters

- 3.1.26 That the following actions shall be delegated to the Development Manager and Development Management Team Leaders:
- To determine applications to fell, lop or prune trees the subject of a tree preservation order or in a conservation area. (C)
 - To respond to Forestry Commission consultations on the basis of the Council's adopted policy. (C)
 - To deal with the hedgerow removal notices under The Hedgerow Regulations 1997 and to issue hedgerow retention notices. (C)
- 3.1.27 Acting through the Solicitor to the Council, to make such tree preservation orders as considered necessary. This justified through a report to be confirmed by the Development Manager and/or Development Management Team Leaders before the Order is confirmed detailing any objection received. (P)
- 3.1.28 To exercise the Council's functions in respect of High Hedges under Section 8 of the Anti-Social Behaviour Act 2003. Function to be exercised following

consultation with and acting through the Solicitor to the Council. This justified through a report to be confirmed by the Development Manager and Development Management Team (P)

Highway Matters

- 3.1.29 To deal with consultations by the East Sussex County Council on highway matters, including the creation, diversion and closure of footpaths and bridleways, and traffic management measures and highway Stopping Up Orders. (C)

Nature Conservation Matters

- 3.1.30 To determine Appropriate Assessments submitted to the Council under the Conservation (Natural Habitats etc) Regulations 1994.

DIRECTOR – PLACE AND CLIMATE CHANGE – STRATEGY AND PLANNING AND BUILDING CONTROL MANAGER

(Concurrent Power)

- 3.1.31 To prepare and implement, after consultation with the Chief Finance Officer, a scheme for the charging of fees in accordance with the Building (Local Authority Charges) Regulations 1998.
- 3.1.32 To approve Site Waste Management Policies for the construction and demolition of sites after consultation with the Director – Place and Climate Change.
- 3.1.33 To issue decisions on all applications under the Building Regulations, and to determine applications for relaxation thereof. (C)
- 3.1.34 To employ qualified consultant structural engineers to check where necessary structural details of applications submitted under the Building Regulations. (C)
- 3.1.35 To exercise the Council's functions under the following Sections of the Building Act 1984. (C)

S.8	Relaxation of Building Regulations
S.16	Passing and rejection of plans
S.19	Use of short-lived materials
S.20	Use of materials unsuitable for permanent building
S.21	Provision of drainage
S.22	Drainage of buildings in combination
S.24	Provision of exits etc.
S.25	Provision of water supply
S.31	Proposed departure from plans
S.32	Lapse of deposit of plans
S.36	Removal of alteration of offending work
S.59	Drainage of buildings
S.72	Means of escape in case of fire
S.73	Raising of chimney
S.74	Cellars and rooms below subsoil water level

S.75	Consents under Section 74
S.76	Defective Premises
S.77	Dangerous Building
S.78	Dangerous building - emergency measures
S.79	Ruinous and dilapidated buildings and neglected sites
S.80. 81, 82	Demolitions
S.84	Paving and drainage of yards and passages
S.95	Power to authorise officers to enter premises

Revised September 2023

This page is intentionally left blank

Rother District Council

Report to	-	Council
Date	-	18 September 2023
Report of the	-	Chief Executive
Subject	-	Delegation of the Interim Monitoring Officer

Recommendation: It be **RESOLVED:** That Linda Walker be designated as the Council's Interim Monitoring Officer with effect from 19 September 2023.

Introduction

1. The post of Monitoring Officer (MO) is one of the three statutory posts which authorities are required to have under the Local Government and Housing Act 1989 (the Head of Paid Service and the Chief Finance Officer [Section 151 Officer] being the other two).
2. Following the appointment of Lorna Ford, the previous MO, to the role of Chief Executive in July 2023, there is a need to appoint a new MO as it is not possible for her to hold both roles simultaneously. Council therefore designated Joe Powell, Head of Housing and Regeneration on a temporary basis as MO pending the appointment of an external Interim MO. They also delegated the appointment of the external Interim MO to the Chief Executive.
3. Linda Walker was appointed as the Interim MO under the delegated authority.
4. In accordance with the Section 5 of the Local Government and Housing Act 1989, the Council needs to formally designate Linda Walker as MO. Therefore, it is recommended that Linda Walker be designated as the Interim MO with effect from 19 September 2023 until such time as a substantive appointment is made.

Lorna Ford
Chief Executive

This page is intentionally left blank

Rother District Council

Report to	-	Council
Date	-	18 September 2023
Report of	-	Chief Executive
Subject	-	Petition Received from the No to Northeye campaign group "We Demand Rother District Council OPPOSE Northeye Asylum Seeker Centre Proposals"

Recommendation: It be **RESOLVED:** That the petition be debated in accordance with the Council's adopted Petitions Scheme.

Introduction

1. The Council's Petitions Scheme states that if a petition contains more than 1,500 signatures it will be debated by full Council (unless it is asking for a senior Council officer to give evidence at a public meeting) and that the Council will endeavour to consider the petition at its next ordinary meeting.
2. The Council has received a petition from the campaign group No to Northeye demanding that Rother District Council opposes the Northeye Asylum Seeker Centre Proposals and requests that the petition be debated by full Council. The petition contains approximately 2,050 signatures and whilst it is considered that not all of those who have signed the petition reside, work or study in the Rother area, the majority, and certainly more than the prerequisite 1,500 do meet these criteria; under the Petitions Scheme, it is therefore eligible for debate at full Council. The actual petition will be available for inspection by Members at the meeting.

Petition Details

3. The petition received from the No to Northeye campaign group requests the following:

Why this petition matters

*Started by
Nigel Jacklin*

Sign our petition to stop the housing of 1,200 asylum seekers in Northeye, Bexhill. We need Rother District Council to say NO to the camp NOW.

Last year local residents first heard that the ex-UAE military training base at Northeye could be used to house 1,200 asylum seekers. In March this year the Home Office confirmed these proposals.

Despite strong local opposition Rother District Council have yet to discuss Northeye in Full Council or in Cabinet. Please sign this petition and ask them to act on behalf of local residents and OPPOSE the camp.

We collected over 300 signatures on a paper version of this petition in just over three hours last month. We need to increase these numbers by the beginning of September to get Rother DC to accept this petition.

If you live in Bexhill or greater Rother please sign and spread this petition to get Rother to act in the interests of residents. We do not want the camp.

No donation required; we will not receive any of the money donated to Change.org (although it will get used to promote the petition). If you live in Rother and would like a copy of the paper petition form please email Support@TheDemocraticNetwork.org.

Action to be Taken

4. The petition organiser, Nigel Jacklin, has confirmed that he will attend the Council meeting and under the Petition Scheme he will be given five minutes to present the Petition, following which Council can debate the matter for a maximum of 15 minutes.
5. Under the Petition Scheme, at the conclusion of the debate, dependent on the nature of the Petition, Council may decide to take the action the petition requests, not to take the action requested for reasons put forward in the debate, or to commission further investigation into the matter, for example by a relevant committee.

Lorna Ford
Chief Executive