

**Report to Council**  
**13<sup>th</sup> September 2006**  
By the Council Leader  
**DECISION REQUIRED**

# ABX

Not exempt



Future Use and Management Of Horsham Town Hall

**\*\*\***

## **EXECUTIVE SUMMARY**

Arising from the decision of Council on 19<sup>th</sup> July 2006, further consideration has been given to the following three possible options for future use and management of the Town Hall.

- (i) Continuation of the current arrangements (community and civic use).
- (ii) Proposal for development of the building as a Folk Arts Centre.
- (iii) Commercial (restaurant) use including provision for gallery space.

It has also been established that following further negotiations, West Sussex County Council is currently unable to agree to the relocation of the Registrar's Service from the building. This is likely to rule out the interest of potential restaurant operators and it is considered would have a detrimental effect on the potential viability of the Folk Arts Centre proposals.

Subject to necessary and acceptable building improvements, there is considered to be potential for increasing the community use of the Court Room and to make the former Council Chamber available for hiring for community use.

## **RECOMMENDATIONS**

The Council is recommended:

- i) Continue to make the Court Room available for general community use.
- ii) To agree to the former Council Chamber being made available for community use.
- iii) Develop and, subject to Council approval, planning permission and listed building consent, undertake improvement works to the Town Hall to achieve Disability

Discrimination Act compliance and to make it more attractive.

- (iv) Review management and marketing arrangements with a view to achieving a substantial improvement in use and income.

#### **REASONS FOR RECOMMENDATIONS**

- i) to iv) To establish appropriate future use and management arrangements for Horsham Town Hall.

<b>Background papers</b>	<b>Consultation</b>	<b>Wards affected</b>	<b>Contact</b>
Previous reports Town Hall Files	Chief Executive, Director of Resources, Council Sec. & Solicitor, Property & Estates Surveyor, Principal Building Surveyor, West Sussex County Council, Denne, Forest and Trafalgar Neighbourhood Councils.	Denne	Jim Gee Ext. 5260

## **BACKGROUND INFORMATION**

### **1 INTRODUCTION**

1.1 Further to the decision of Council on 19<sup>th</sup> July 2006 (Minute C0/32 refers), this report examines options for future use and management of Horsham Town Hall. Three options are considered: -

- (i) Continuation of the current arrangements (community and civic use).
- (ii) Proposal for development of the building as a Folk Arts Centre.
- (iii) Commercial (restaurant) use including provision for gallery space.

#### **Statutory background**

1.2 Ss 132 and 111, of the Local Government Act 1972.

#### **Relevant Government policy**

1.3 Not applicable.

#### **Relevant Council policy**

1.4 Managing our Resources, Bringing People Together

#### **Background/Actions taken to date**

1.5 The Cabinet Member for Leisure and Cultural Services established an Old Town Hall Advisory Group in April 2005 to consider the existing use of the Old Town Hall and to make recommendations to him as to its future operation.

1.6 As part of the Advisory Group's deliberations, proposals for schemes to operate the Old Town Hall were invited from organisations/groups, who had previously expressed an interest. Four proposals were originally submitted to the Advisory Group, which were reduced to two after the Blue Flash Music Trust entered into a combined bid with the Folk Group and the Enterprise Centre withdrew their plans. The two remaining proposals were:

- The Horsham Folk Arts Centre
- The Horsham Creative Arts Centre

1.7 In the report to Cabinet of 30th March 2006, it was noted that the Old Town Hall Advisory Group made the following recommendations to the Cabinet Member:

1. That the Folk Arts Centre proposal should be the preferred scheme for the future use of the Old Town Hall with the following conditions:

i) That a feasibility study should be undertaken to establish long term viability of the proposal.

ii) That the scheme should include appropriate day time use of the ground floor to ensure added vitality to the town centre.

iii) That the proposal should be compatible with the Registrars' continued use of accommodation at the Old Town Hall (at least in the short term).

iv) That more details be provided on how set up costs would be raised from the list of possible grant aid/sponsors identified for the project.

2. That the Council seeks to relocate the Registrar as soon as is practicable so that full community use of the Old Town Hall is possible and so that it is not necessary to compromise on the preferred use of and alteration to the Old Town Hall.

1.8 At the meeting on 30th March, Cabinet decided to defer consideration of the future of the Old Town Hall until a later meeting, to allow for officers to further investigate commercial options. As a result, local commercial letting agents have advised that in their view, there is likely to be considerable interest in the commercial potential of the building for uses such as bar or restaurant and that rental income of around £60,000 per annum could be anticipated.

1.9 Subsequently, a report on the Town Hall was considered at Cabinet on 29<sup>th</sup> June 2006; then in considering the recommendations of Cabinet, Council on 19<sup>th</sup> July 2006, resolved as follows: -

(i) That the Cabinet examines further the granting of a commercial lease to an appropriate restaurant operator to occupy the Town Hall on the basis of terms in line with those suggested in the report and, furthermore, that a future occupier should make provision for gallery space within the facility.

(ii) That, in parallel with (i) above, The Folk Arts Centre proposal be examined further and in more detail.

(iii) That discussions continue with the Registrar's Service to relocate them from the Old Town Hall to a new location as soon as possible.

(iv) That, in parallel with (i) above, general community and civic use be examined further and in more detail.

(v) That a report be laid before Council examining both the proposed and existing public use and financial costs of options (i), (ii), (iii) and (iv), as set out above.

## 2. DETAILS

### 2.1 Current use/occupation of the Town Hall is as follows:-

Ground Floor: 2 offices and waiting area occupied by Registrars (under a lease to WSCC). Court Room available for hire for a range of uses (e.g. sales, meetings, exhibitions etc). Court Room holds up to 100 people. Kitchen (linked to Court Room).

First Floor: Marriage room (used by Registrars under a licence to WSCC). Former Council Chamber and small kitchen (occupied by Theatre 48 under a licence currently due to be vacated at the end of September 2006).

Basement: Former cells used for storage (half by HDC, half by Theatre 48 under their licence). Strong Room (currently used by HDC for document storage). Plant Room. Cleaners Store. Male and Female Toilets (accessed by steep stone staircase).

2.2 This mixed range of uses allows that there is public access to some parts of the building at times when the Registrar's Service is operating and also at other times when weddings/civil partnership ceremonies are booked and at times when the Court Room is booked for public events (e.g. sales, exhibitions).

2.3 The Registrar's opening hours are:

Mondays 10 am – 1 pm, 2pm – 4pm  
 Tuesdays 10 am – 1 pm  
 Wednesday 10 am – 1 pm  
 Thursdays 10 am – 1 pm  
 Fridays 10 am – 1 pm, 2pm – 4pm  
 Saturday mornings for Weddings: 10 am. – 12 noon

Court Room Usage

2.4 There has been a decline over the last 5-6 years in the usage of the Court Room, this has mainly been due to a reduction in the number of weekly markets, (i.e. the W.I. Market and Friday market), and some other regular hirers (e.g. Civil Service Retirement Fellowship). Over the last 12 months, usage equates to an average of 20 half day hires per month, which represents less than 25% of total potential occupancy (based upon potential use of 12 "half day" plus 6 evening hires per week). This space is currently under-utilised and has the capacity to accommodate further use.

2.5 Hire charges for the use of the Court Room are as follows: -

	<b>Charges</b>		
	<b>2006/07</b>		
	Half Day	Evening	Full Day
<b>Monday to Friday &amp; Sunday</b>			
Meetings	£23.70	£32.30	£48.45
Sales and Exhibitions	£37.70	£51.65	£70.50
Commercial including auctions	£77.50	£105.00	£156.10
<b>Saturday</b>			
Meetings	£36.05		£65.70
Sales & Exhibitions	£55.45		£93.10
Commercial including auctions	£104.20		£209.90

Research undertaken on behalf of the Town Hall Advisory Group identified that these charges generally compared favourably with hire charges for other general purpose halls in and around Horsham.

### Former Council Chamber

- 2.6 The former Council Chamber will become vacant by the end of September 2006 following the departure of Theatre 48. Thus, it will be available for other uses.

### Financial Information

- 2.7 The net revenue position of the Town Hall for 2005/06 and 2006/07 (budget) is shown below. 35% of the net expenditure is financed from the Special Charge.

	2005/6 Actual £	2006/7 Budget £
Operational and Staffing Costs	56,424	59,710
Rental Income (Theatre 48 & WSCC)	(20,449)	(8,050)
Court Room Hire Income *Misc.	(14,699)	(10,000)
<b>Net Expenditure (Surplus)</b>	<b>21,276</b>	<b>41,660</b>

Notes: 1 Rental income for 2005/6 includes backdated service charges to WSCC in respect of the Registrar's accommodation, which generated exceptional income of around £10,000.

- 2.8 There is also a budget of £15,000 for internal re-decoration in the 2006/7 Repair and Renewals Programme. The 2006/7 Capital Programme includes a budget of £207,000 for Town Hall Improvements. This is based on a preliminary improvement scheme for the ground floor, which was developed in 2004; further details are provided at 2.1.6 below.

### Access Issues

- 2.9 At present, the Town Hall does not meet all of the requirements of the Disability Discrimination Act 1995 (DDA) with regard to the lack of accessible disabled toilet facilities and the need for an access ramp between the upper and lower ground floor levels.

### Possible Building Refurbishment

- 2.10 While the Council has continued to maintain the structure and fabric of the building, the Court Room is currently 'tired' and in need of a facelift, and the Council Chamber would also require full refurbishment and furnishing before it could be brought into community use.

- 2.11 Other potential remedial works include: -

Dealing with damp penetration in the basement  
Minor repairs to the cells  
Upgrading of the heating system (replacement of iron pipework and enhanced controls for greater efficiency)  
Partial electrical re-wiring  
External decoration

- 2.12 In 2004, a preliminary scheme for enhancing the ground floor was developed which included the following elements: -

- New disabled toilet
  - Revised kitchen layout
  - Ramp for disabled access between upper and lower ground floor levels
  - Glazed lobby with automatic doors to front entrance
  - Installation of two windows to the front elevation
  - Internal redecorations and floor coverings
  - Revised external access to the front entrance
- 2.13 The works were costed at £207,000 (assuming commencement in Autumn 2004). At current pricing levels, the estimated cost is £227,000.
- 2.14 Planning and Listed Building applications were submitted in respect of this scheme; however, following concerns expressed by members, the consideration was initially deferred and subsequently the applications were withdrawn.
- 2.15 In addition, provision of a platform lift linking ground and first floors (in the space occupied by the existing secondary staircase) was costed at £72,000 in February 2005 (estimated cost at current prices is £77,000). This would be needed to meet the requirement of the DDA if extended community use is to be made of the former Council Chamber.

#### Planning Statement

- 2.16 The Town Hall is a Grade II listed Building with strong architectural lines and features. It forms one of a group of important Listed Buildings within South Street, the Causeway and the Market Square which are located within the Horsham Conservation Area. The Market Square forms part of the Town Centre shopping frontage.
- 2.17 The use of the building does not fall directly into any one category of the Town and Country Planning (Use Classes) Order 1987 but comprises a mix of Class D1 (Non –residential institutional uses) and Class D2 (Assembly and Leisure Uses). The Registrars' accommodation at the rear of the building, with its own entrance forms a separate planning unit.
- 2.18 Government advice with respect to the use of Listed Buildings as set out in PPG15 – Planning and the Historic Environment explains that the best way to secure the upkeep of Listed Buildings is to keep it them in active use. The guidance recognises that for the great majority of Listed Buildings this must mean economically viable uses and that this will often necessitate some degree of adaptation. This approach is reflected in local plan policy, with both the West Sussex Structure Plan and the Horsham District Local Plan recognising the importance of balancing the future use of a Listed Building against the impact on the special architectural and historic interest of the building in question.
- 2.19 Planning permission would be required for the use of the property as a restaurant and as a Folk Arts Centre. Listed Building Consent would be required for internal and external alterations to the building.
- 2.20 Should the Council decide to pursue either of these options formal applications for planning permission and listed building consent would be needed.

### 3.0 **CONSIDERATION OF FUTURE USAGE**

#### Option 1 – Continuation of current arrangements

- 3.1 As previously identified, usage of the Court Room has reduced over recent years. This is partially a result in the reduction in hires for sales (for which the Town Hall is particularly well located), but also reflects the availability of additional halls and spaces for hire for general community purposes.
- 3.2 A list of halls/spaces for hire in the Horsham area appears at Appendix A. A significant number of these provide better facilities for a range of uses than the Town Hall currently does, in terms of spaces of varying sizes, ancillary facilities (kitchens, toilets, entrance halls, bar and catering services, etc) and access to onsite car parking. The significant advantage that the Town Hall has, is its town centre location which makes it attractive for sales and other commercial type uses which benefit from the general footfall around Market Square.
- 3.3 It is considered that building improvements as identified previously which would be funded by the Council and freeing up of the Council Chamber, together with enhanced promotion and marketing would lead to an increase in hirings. The risk associated with this approach is that despite improvements and enhanced promotion, demand and usage remains at a low level.

#### Option 2 – Further examination of Commercial option

- 3.4 Since the last Council meeting, preliminary discussions with a potential operator have indicated that there is a strong probability that the Council would be able to agree a lease for restaurant use, including provision for gallery space. Terms would be subject to negotiation, however, an annual rental income of around £60,000 p.a is considered to be achievable, with the operator undertaking responsibility for building conversion and improvement works (an initial rent free period of six months would be required). However, it is unlikely that an operator could be attracted if only partial occupancy of the Town Hall is available; therefore the re-location of the Registrars will be necessary if this option is to be pursued.
- 3.5 Potential risks associated with this option include:-
- (i) Initial inability to let the building (now considered unlikely).
  - (ii) Commercial use failing leaving the building unoccupied.

#### Option 3 - Folk Arts Centre Proposal

- 3.6 This proposal has been submitted by a consortium of organisations including Blue Flash Music Trust, Horsham Folk Club, Horsham Folk Dance Group and a number of other local groups. The consortium has utilised the Blue Flash Music Trust's charitable status to form the Community Arts Trust. The proposal is based on utilising the available spaces flexibly for rehearsals, performances and other uses. In addition, the establishment of a cafe/bar is proposed in the ground floor which the Group claims would make the building more attractive to potential users and provide for extended public access. On balance the Advisory Group Members' recommendations to the Cabinet Member favoured this proposal over a

proposal for a Creative Arts Centre for reasons, which are set out in more detail in the report to Cabinet on 29<sup>th</sup> June 2006.

- 3.7 Officers have met with the Group's project manager subsequent to the Council Meeting on 19<sup>th</sup> July. Further information has been provided on potential sources of funding and set up costs.
- 3.8 Overall, a considerable amount of information has been provided by the Folk Arts Group in support of their proposal. In summary, the group claims that through management by a community based, voluntary organisation for which there is a substantial amount of local support, the building could attract far greater use than currently. While there would be a focus on 'folk arts' activities, which have a strong tradition in the Horsham area, the building would also be available for a wide range of other uses, including current activities such as sales, meetings, training events, etc. The group considers that by introducing a revised pricing structure, which will be more sensitive to prospective hirers' needs, and by improving the services available to hirers (e.g. through on-site staffing, availability of refreshments, equipment provision, etc) a substantial increase in use should be achievable.
- 3.9 Voluntary input into the management and operation of the building would be essential in order to keep costs at an affordable level and enable the operation to at least breakeven.
- 3.10 The offer of a long lease from the Council at a nominal rent would be required, in order that the Group could pursue significant grant aid towards building alterations and other set up costs from external funding bodies.
- 3.11 The Group has engaged the services of a professional fundraiser who has advised that he considers the project to be 'well placed' to obtain funding for both capital (set-up) costs and revenue funding. The Group submitted an outline proposal to the National Lottery "Reaching Communities" Fund indicating that £50,000 was sought towards capital costs. The Fund Administrators reviewed the proposal and advised that the Reaching Communities Committee might award a grant. The Group were invited to submit a full application but have not been in a position to do so. The Group now consider that the new National Lottery "Community Buildings" Fund offers a better avenue for capital funding and the "Reaching Communities" is a potential source of revenue funding for an initial 3 year start-up period.
- 3.12 Most recently, the Group has suggested that should the Council agree to its proposal, it would seek a £200,000 loan at favourable interest rates from the Council, which it would expect to be able to repay fully within two years of operation. The loan would fund the necessary building alteration and start-up costs; however, this approach would seriously prejudice the Group's ability to raise external funding for capital costs as most funding bodies will not consider "retrospective" applications for expenditure already incurred or committed; therefore, the Group's ability to repay the loan would be difficult to achieve.
- 3.13 The Group has indicated that it would have a strong preference for possession of the whole building, although it considers a viable operation could be established with the Registrars' remaining in their current accommodation. In fact, they suggest this could open additional income

generating potential for the Group to provide accommodation, catering and entertainment for wedding receptions and to host wedding fairs.

- 3.14 However, the Group's business plan is based on availability of the whole building and continued occupancy by the Registrar's Service would have the following effects: -
- (i) Reduce spaces available for use/hire thus reducing income potential.
  - (ii) Necessitate additional building works to those identified and costed e.g. office space would need to be created in the basement and a disabled toilet provided in the Court Room/Kitchen area (this would also impinge on the proposal for use of this space for a cafe/bar and general purpose hall).
  - (iii) Possible impact on the range of programmed activities in order to avoid disturbance/conflict to the Registrar's Service.
- 3.15 There are a number of risks associated with the Folk Arts Centre proposal including: -
- (i) The ability of the Group to raise funding to cover necessary building alterations (e.g. access improvement) and initial set-up costs.
  - (ii) The ongoing viability of the operation to meet day to day running costs and the maintenance costs associated with this listed building.
  - (iii) The impact on other local venues resulting from the transfer of existing activities to the Town Hall.
  - (iv) In the event of no collateral being provided, any loan to the Group would be at the Council's risk. Whilst there is £207,000 in the budget for capital works, any building improvements undertaken by the Group may not be appropriate for alternative uses should their venture not succeed in the longer term.

#### 4.0 **Registrar's Service**

4.1 It is considered that the Registrar provides a valuable service to the local community which should continue to operate from an accessible location in or adjacent to Horsham Town Centre.

#### 4.2 **Registrar's Service - Usage**

##### (i) **Marriages and Civil Partnerships**

Around 250 marriages take place at the Town Hall per annum. The Town Hall remains a popular venue despite many more venues being licensed for civil ceremonies.

More marriages take place in summer than winter. Most marriages take place on Fridays and Saturdays, but ceremonies also take place on other days of the week.

The Superintendent Registrar estimates that around 60 civil partnership ceremonies will take place at the Town Hall in 2006.

(ii) Births and Deaths

Around 700 births and 400-450 deaths are registered through the Horsham Office per annum.

- 4.3 West Sussex County Council has a secure tenancy of the two ground floor offices and waiting room occupied by the Registrar's Service; in addition WSCC has a licence to use the first floor marriage room. However, it is likely that the County Council could substantiate a claim that its occupancy of the marriage room, in effect, constitutes a secure tenancy.
- 4.4 The current combined rental and licence fee is £5,225 p.a. In addition, a service charge based upon a proportion of specified costs (rates, energy, water, cleaning etc) is payable, this charge was £2,800 in 2005/6. The rental and licence fee are due for review and a revised figure of around £7,000 p.a. (plus service charge) is likely to be achievable.
- 4.5 Discussions have taken place with Senior WSCC officers regarding the possible re-location of the Registrar's Service. Alternative locations have been suggested, however, it is clear that at this juncture the County Council would not accept an alternative which, in their view, is less suitable than the Town Hall in terms of location, accessibility and the accommodation available.

5.0 **NEXT STEPS**

- 5.1 The continued occupancy of the Town Hall by the Registrar's Service would rule out the commercial use (restaurant) option, it is also considered that it would adversely affect the viability of the Folk Arts Centre option for the reasons identified earlier in this report. In this situation, it is recommended that the most appropriate course of action would be as follows: -
- (a) Continue to make the Court Room available for general community use.
  - (b) To make the former Council Chamber available for community use.
  - (c) Develop and, subject to Council approval, planning permission, and listed building consent, implement proposals to undertake improvement works to the Town Hall to achieve DDA compliance and make it more attractive.
  - (d) Review management and marketing arrangements with a view to achieving a substantial improvement in use and income.
- 5.2 On this basis, the building would provide the potential for an enhanced range of uses including, for example, some of those envisaged in the Folk Arts Centre proposal.

6. **OUTCOME OF CONSULTATIONS**

- 6.1 Over recent years, a number of public consultation exercises have been undertaken with regard to the future of the Old Town Hall; these have included the Council's "Visions" exhibitions in 2002, 2003 and 2004, and a straw poll organised by the West Sussex County Times in October 2005. Amongst those members of the public who have responded to these consultations, there has been a strong emphasis on maintaining public access to the building.
- 6.2 Comments have been sought from Denne, Forest and Trafalgar Neighbourhood Councils. A statement has been received from Denne Neighbourhood Council which is attached as Appendix B. Any further feedback will be reported.

7. **OTHER COURSES OF ACTION CONSIDERED BUT REJECTED**

- 7.1 Not applicable.

8. **STAFFING CONSEQUENCES**

- 8.1 There are no direct staffing consequences arising from this report.

9. **FINANCIAL CONSEQUENCES**

- 9.1 Subject to the Council's decision, the capital cost of improvement works will be identified and necessary approvals sought. It is considered that there is potential to increase income from lettings and hire of the accommodation and this will be built into the revised revenue budget for 2006/7 and future years revenue budgets.

10. **HOW THE PROPOSED COURSE OF ACTION WILL PROMOTE HUMAN RIGHTS**

- 10.1 The steps proposed are intended to protect residents' rights to private and family life and there is no conflict with other articles of the Convention.

11. **HOW THE PROPOSAL WILL HELP TO REDUCE CRIME AND DISORDER**

- 11.1 There are no direct implications for crime and disorder although access and security issues will have to be considered when a detailed proposal is developed.

12. **HOW THE PROPOSAL WILL HELP TO PROMOTE RACE RELATIONS**

- 12.1 The facilities and services at the Town Hall will be available to everyone on an equal basis.

**APPENDIX A**

**LIST OF HALLS/SPACES FOR HIRE IN THE HORSHAM TOWN AREA**

	<b>Maximum Capacity</b>
Parish Barn in the Causeway	120
David Bryce Centre	35
Drill Hall, Denne Road	400
Holbrook Club	300
Holbrook Tithe Barn	60
Holy Trinity Church Hall	100
Horsham Park Barn	60
Methodist Hall, London Road	150
The Normandy Centre, Denne Road	100
North Heath Hall	240
Red Cross Hall, Rushams Road	75
Roffey Millennium Hall, Crawley Road	300
Roffey Social and Sports Club	450
Salvation Army Hall, Booth Way	120
Youth Centre, Hurst Road	250
Youth Centre, Needles	200
Youth Centre, Holbrook	50
'Y' Centre, Albion Way	100
Innes Memorial Hall, Roffey	60

**Denne Neighbourhood Council  
Future Use and Management of Horsham Town Hall**

In February 2005, the Horsham Town Neighbourhood Appraisal was produced. This document was produced by the three Neighbourhood Councils, in consultation with the local community.

A number of action plans were identified in the Appraisal, which sought to address issues, which had been raised during the consultation period. One of the issues identified was “Promote the use of the Drill Hall, Park Barn and Town Hall for more general use by the public.” Denne Neighbourhood Council has always considered that the Town Hall, in particular, should remain as a public facility.

Last year a number of our members visited the Town Hall to ascertain the overall state of the building. We did this as a result of a number of proposals, which were available relating to the future use of the building. Quite clearly, some of the areas are in need of work and we were surprised by the poor state of parts of the building, bearing in mind that the building has been within the custody of Horsham District Council.

When the three proposals emerged for the future use of the building it appeared to the Neighbourhood Council that the Folk Arts Centre was an appropriate option but also with a provision for general public use. We were keen to ensure that the working group of District Councillors agreed a solution which broadly supported our Neighbourhood Council Action Plan. The Town Hall’s future has been under consideration for some two years. Now at the eleventh hour a proposal has emerged for a restaurant, without any formal consultation with the Neighbourhood Councils, this makes a mockery of the work undertaken by the working group and we believe that the whole process has been badly mismanaged by the District Council.

None of the members of our Neighbourhood Council is in favour of a restaurant. There is no requirement for a restaurant and our discussions with residents have also enforced our views. The overwhelming view is “not another restaurant!” We agree with this view. We cannot see any good reason

We also feel very strongly that the future of the Town Hall is an issue for the elected representatives of the Town and not for those from the parished areas. Councillors from outside the Town are driving the requirement for a restaurant, when in fact those of us in the Town have no influence upon what happens in the parishes. We are sure that the other Neighbourhood Councils would concur with this view.

Another significant area is that of the original gift of the Town Hall to Horsham residents. We have gathered a considerable amount of information relating to the gift, which was for public use and we believe that a commercial deal would be completely out of order. We can supply information if required.

As we are opposed to the establishment of a restaurant, one of our members would wish to attend the Council Meeting on 13 September to express our views.

**SUSTAINABILITY APPRAISAL CHECKLIST FOR REPORTS**

Please assess the Reports proposals and decide how far the following Statements will be met by the proposals, by rating the extent.

The five Statements are the Governments Sustainability Guiding Principles, and the *Council's Key Themes* have been incorporated into these five Objectives.

Name of Proposal **Future Use and Management of the Town Hall**

Date: **13<sup>th</sup> September 2006** Name of Officer: **Jim Gee**

ASPECT OF SUSTAINABILITY/ GUIDING PRINCIPLES	POSITIVE			Neutral or Not Relevant 0 points	NEGATIVE		
	Maximum 10 points	Medium 5 points	Minimum 1 point		Minimum -1 point	Medium -5 points	Maximum -10 points
1). Living Within Environmental Limits <i>Protecting Our World</i> <i>Helping You To Have Your Say</i>		5					
2). Ensuring a Strong, Healthy and Just Society <i>Building Sustainable Communities</i> <i>Securing Affordable Homes</i> <i>Promoting Good Health</i>							
3). Achieving A Sustainable Economy <i>Helping Businesses To Succeed</i> <i>Protecting Our World</i> <i>Helping You to Have Your Say</i>		5					
4). Promoting Good Governance <i>Building Sustainable Communities</i> <i>Managing Our Resources</i> <i>Helping You To Have Your Say</i>		5					
5). Using Sound Science Responsibly <i>Protecting Our world</i> <i>Helping You To Have Your Say</i>							
<b>TOTALS</b> (add up column points)							
<b>GRAND TOTAL</b> (sum of all TOTALS)	<b>15</b>						

**STAR RATING**

30-40 points = 5 Stars

HHHHH

*Excellent*

20-29 points = 4 Stars

HHHH

*Very Good*

10-19 points = 3 Stars

HHH

*Good*

5-9 points = 2 Stars

HH

*Moderately Good*

*"The goal of sustainable development is to enable all people throughout the world to satisfy their basic needs and enjoy a better quality of life without compromising the quality of life of future generations".*

Securing the Future – delivering UK Sustainable Development Strategy 2005

1-4 points = 1 Star

H

*Fair*

*"The goal of sustainable development is to enable all people throughout the world to satisfy their basic needs and enjoy a better quality of life without compromising the quality of life of future generations".*

Securing the Future – delivering UK Sustainable Development Strategy 2005