

# Public Document Pack

# Charity Committee Agenda

**Monday, 19 March 2018 at 6.00 pm**

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

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# Agenda Item 3

CHARITY COMMITTEE

11 DECEMBER 2017

Present: Councillors Beaney (Chair), Batsford and Poole

## **13. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Mr May, the Protector.

## **14. DECLARATIONS OF INTEREST**

Councillors made no declarations of interest at this meeting.

## **15. MINUTES OF THE CHARITY COMMITTEE MEETING & FORESHORE TRUST AGM HELD ON 25 SEPTEMBER 2017**

**RESOLVED** that the minutes of the Charity Committee meeting and Foreshore Trust AGM held on 25 September 2017 be approved and signed by the Chair as a correct record of the meeting

## **16. NOTIFICATION OF ANY ADDITIONAL URGENT ITEMS**

None.

## **17. FORESHORE TRUST FINANCIAL REPORT**

The Assistant Director, Financial Services and Revenues advised on the Foreshore Trust's current year's financial position. The report updated the committee on the current year's financial position and provided an opportunity to review the Trust's business plan; risk register and reserves policy.

The report stated that income was at £1,335.00, £50,000 over the original budget due to car parking revenue. Expenditure is at £978,000, £40,000 in excess of the original budget due to an increase in the cleaning contract costs. The small grants and events grants were increased by £10,000 each, to £60,000 and £30,000 per year. Members were advised that there was a small operating surplus of £7,000.

At the last Charity AGM meeting in September, members considered investment options and what was the trusts best recommended return. A review was undertaken with the Council's Treasury advisors (Link Asset Services, previously Capita Asset Services).

The report proposed moving away from CCLA and investing resources for a longer period in a bank account eg Lloyds, where investments are less risky and the rates are better. The account will enable the trust to invest £1m for 364 days a year and

## CHARITY COMMITTEE

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achieve rates of 0.5% for 6 months. The rate of interest of the CCLA (Churches Charities and Local Authorities) account is at 0.19% in September 2017.

Councillor Poole proposed approval of the recommendations to the Assistant Director, Financial Services and Revenue's report, which was seconded by Councillor Batsford.

**RESOLVED** (unanimously) that –

1. To agree the current financial position for 2017/18.
2. To agree that the Trust's monies be invested more widely to achieve a better return (fully complying with the Council's approved Investment Policy).

The reason for this decision was:

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

A surplus slightly above budget expectations is anticipated for 2017/18 in respect of ongoing operations.

### **18. ANNUAL REPORT OF THE GRANT ADVISORY PANEL 2016/17**

The Assistant Director, Regeneration and Culture, presented the annual report of the Grant Advisory Panel. She stated that the current round had been heavily oversubscribed.

The report gave an overview of the Panel's activities in 2016/17 relating to the small grants programme and two rounds of the events grants programme, and also included a number of case studies about the beneficiaries of these grants which illustrated the positive impact of the Trust's grants programmes in the town.

During Events Grants Round 4 and 5, forty five applications were received for grant funding. Following a full assessment process, the panel had recommended that twenty two of these applications be approved at various levels and subject to certain conditions.

During the Small Grants Round 6, thirty nine applications were received for grant funding. Under the same process, fifteen of these applications were approved at various levels and subject to certain conditions.

Andrew Colquhoun Chair of the Grants Advisory Panel was present to answer questions. He thanked officers in the Regeneration team for their support to the panel.

The report identified several changes to the membership of the Panel. In July 2016, Barry Cooper resigned and Sandra Garner resigned. The Committee agreed to recruit two new members, Susannah Farley-Green and Jo Clark at its meeting in December 2016.

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The Committee expressed their thanks to the Grants Advisory Panel for its hard work in dealing with the applications and to the members who had stepped down from the Grants Advisory Panel. The Committee also thanked the Chair for a comprehensive report and officers for their input.

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

**RESOLVED (unanimously) that the Charity Committee approve the annual report of the Grant Advisory Panel 2016/17.**

The reason for this decision was:

This is the latest annual report from the Grant Advisory Panel of the Foreshore Trust. The Grant Advisory Panel was established in March 2011 to advise on and administer the Foreshore Trust grants programme.

### **19. LIFEGUARD SERVICE**

The Marketing and Major Projects Manager presented a report which updated the committee on the lifeguard activity in 2017, and outline plans for the future.

During the 2016 summer season the lifeguard service was operated in-house by Hastings Borough Council and the Foreshore Trust. Following a number of changes early 2017, the Council and Trust resolved to enter into a one season agreement with the RNLI and for the operation to be reviewed at the end of this year's operation.

During 2017, lifeguards attended to 88 different incidents, of these 7 required serious medical intervention.

The 'gold standard' of lifeguarding provided by the RNLI includes; management, training, equipment and accommodation. The operation has been extended across St. Leonards and includes increased lifeguard provision, longer working hours and higher wages for the lifeguards. It is proposed to extend the contract with the RNLI for the next 4 years in respect of the high level of service provided. Members were informed of the positive feedback received from the public in relation to the service.

The committee thanked officers for their work and welcomed the high level of service provided by the RNLI.

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

**RESOLVED (unanimously) that:**

1. **A three year contract with the RNLI to provide our beach lifeguard service is entered into, subject to legal agreement.**
2. **That authority is delegated to the Director of Operational Services or his nominee, in consultation with the Chair of the Charity Committee, to conclude the necessary legal agreements.**

## **CHARITY COMMITTEE**

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The reason for this decision was:

Because the RNLI, the 'gold standard' of lifesavers at sea, is able to provide a better service at a lower cost than we can provide in-house, whilst paying the lifeguards more than we were paying them when the service was operated in-house.

### **20. APPOINTMENT OF GRANT ADVISORY PANEL MEMBER**

The Chief Legal Officer presented a report which updated the committee on the appointment of one new member to the Grants Advisory Panel following the resignation of a member.

The Chief Legal Officer advised three applicants had applied and were interviewed on 29 November 2017. The Chair of GAP, Andrew Colquhoun and Councillor Beaney, Chair of the Charity Committee were present at the interviews. The successful candidate who scored the highest was Maria Gonet.

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

**RESOLVED (unanimously) to appoint Maria Gonet to the Grants Advisory Panel with immediate effect for a period of three years.**

The reason for this decision was:

The membership of the Grants Advisory Panel is now seven due to a member resigning. The assessment of grant applications takes place in January 2018. As two members assess the same applications it is helpful to have an even number of members.

### **21. MINUTES OF THE COASTAL USERS GROUP HELD ON 21 NOVEMBER 2017 AND UPDATED CONSTITUTION & TERMS OF REFERENCE**

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

The Chief Legal Officer informed the committee that the Protector had requested members of the Coastal Users Group be informed that he produces a written report for the Charity Committee as part of the annual cycle of reporting to comply with the Commission requirements.

**RESOLVED that the minutes of the Coastal Users Group meeting held on 21 November 2017 be received and noted.**

### **22. ADDITIONAL URGENT ITEMS (IF ANY)**

None.

**CHARITY COMMITTEE**

**11 DECEMBER 2017**

**23. PUBLIC CONVENIENCES CLEANING CONTRACT**

The Assistant Director Environment and Place presented a report concerning the contractual arrangements for the cleaning contract.

Councillor Poole proposed approval of the recommendations, as set out in the resolution below, seconded by Councillor Batsford.

**RESOLVED – That the Charity Committee notes and endorses the new contractual arrangements set out in the report.**

The reason for this decision was

Due to a serious issue arising from the procurement process for the contract to clean public conveniences, Officers needed to make alternative arrangements for this service as a matter of extreme urgency. This included letting a short term interim contract to the incumbent contractor, whilst working with the East Sussex Procurement Hub to re-procure a new longer term contract.

For transparency, the use of urgency provisions in relation to the letting of contracts has to be reported to Charity Committee.

(The Chair declared the meeting closed at. 6.17 pm)

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# Agenda Item 5

Appendix A



**Report to:** **Charity Committee Meeting**

**Date of Meeting:** **19<sup>th</sup> March 2018**

**Report Title:** **Foreshore Trust Events Grant 2018 - 2019**

**Report By:** **Andrew Colquhoun**  
**Chair, Foreshore Trust Grants Advisory Panel**

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## Purpose of Report

To make recommendations as to which organisations should be funded under the Foreshore Trust Events Grant Programme and the allocations that will be made to each.

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## Recommendation(s)

To consider the Grant Advisory Panel's (GAP) recommendation to award events grants to the organisations shown in Appendix B.

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## Reasons for Recommendations

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

## Introduction

1. The Foreshore Trust Events Grants Fund is a small grants scheme to increase public enjoyment of the Foreshore Trust's land by encouraging a year-round programme of events. Around £30,000 is available for the 2018/19 financial year for small grants of up to £2,000 each.
2. Hastings Borough Council, as administrator for the Foreshore Trust Events Grants Programme, advertised the programme in early December 2017 in the Hastings Voluntary Action newsletter, the Hastings Observer and in East Sussex County Council's external funding newsletter. An e-mail was also circulated to all previous Foreshore Trust grant applicants. The deadline for receipt of applications was 11<sup>th</sup> January 2018.

## Assessment of applications

3. A total of 45 enquiries were received for the events grant and by the closing date, 17 applications were actually received. The total amount requested was £33,354.
4. The GAP met on 13th February 2018 to review and score the applications. In pairs, each of the eight members appraised and scored a selected number of applications and this was then jointly reviewed at the meeting.
5. All GAP members had previously declared conflicts of interest which precluded them from appraising applications from particular organisations.
6. In assessing the applications, the GAP attempted to ensure the events were spread out throughout the year and at as many different areas of the Foreshore Trust land locations as possible.
7. Following a full assessment process, GAP members agreed to the recommendations shown in Appendix B.
8. Of the 17 applications considered, GAP recommends to the Charity Committee that twelve of these be approved for funding at various levels, with some subject to conditions. All the events are to be delivered within a year of approval of the grant.
9. The total grant to be allocated from the 17 recommended applications is £23,362 out of an available pot of £30,000. GAP recommends that the remaining balance (£6,638) be carried over to the event grant call for 2019/20 and consideration to be given to the eligible area for this grant and the applicant maximum threshold (currently £2,000). It is anticipated a separate paper regarding the area and threshold proposal will be submitted to the Charity Committee later this year.

## Policy Implications

10. The Foreshore Trust's Grants Programme is a funding regime that will impact positively on the economic and financial environment in the Borough, and will assist organisations in delivering a range of activities for local people.

## Appendix A

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### Wards Affected

Ashdown, Baird, Braybrooke, Castle, Central St. Leonards, Conquest, Gensing, Hollington, Maze Hill, Old Hastings, Ore, Silverhill, St. Helens, Tressell, West St. Leonards, Wishing Tree

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### Policy Implications

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

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

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### Additional Information

Appendix B – Recommended Applications 2018 / 19

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### Officer to Contact

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## Appendix B - Recommended Applications

### Foreshore Trust Events Grants Programme Round 6 2018-19

Applicant	Project Name	Funding recommended
Carousel Events	<b>Carousel: Interactive Film Events for Families</b> ‘Carousel’ is a merry-go-round of interactive family events that bring classic films to life. The group encourages participation, engagement and community activity in Hastings and St Leonards. The project idea is to develop a sustainable programme of unique film events with themed activities and locations that inspire children, young people and families from all different backgrounds to play and learn together. The project will create active filmgoers, enjoying the Foreshore Trust’s land and venues throughout Hastings and across the year.	£2,000
Creative Space Science CIC	<b>Astronomy Nights</b> The project covers three Astronomy Nights which coincide with major astronomical events during 2018. Each would be free to attend and accessible for all ages, abilities and sectors of society within the Hastings and St Leonards areas. The project's aim is to make astronomy accessible to all, while stimulating and inspiring those who attend.	£2,000
Energise Sussex Coast	<b>Sustainability Week Launch Event</b> A family fun day for to celebrate Hastings Sustainability Week including entertainment, interactive games and exhibitions.	£2,000
Hastings Borough Bonfire Society	<b>Hastings Bonfire</b> The beach area is the most accessible area in the town to stage the finale of Hastings Bonfire. The finale consists of lighting the bonfire, having fireworks then the effigy which is climax of the evening. It is for help with this centre-piece that is requested as it has to be made anew each year and be relevant for the town.	£2,000
Hastings Old Town Carnival Association	<b>Hastings Old Town Carnival Celebrates</b> To have performers and entertainers at the Stade Open Space during Carnival day, in a family-friendly, accessible event that celebrates the triple occasion of Hastings Carnival's 50th Anniversary, 100 years of Women's Suffrage and trolleybus Happy Harold's 90th birthday.	£2,000
Hastings Storytelling Festival Ltd	<b>Free children's puppetry for Children's Day at the Stade</b> This year's festival will focus again on place and our local neighbourhoods with a Sussex wide theme of storytelling and authors. HSF will work in partnership with Smoking Apples and bring their show 'In Our Hands' about the fishing industry to Hastings. Additional large scale (life size) gorilla puppets for non-verbal communication with children will add even more fun. All events at the Stade will be free and feature top quality national storytellers.	£2,000
HVA / 'Love Hastings Love Yourself'	<b>Love Hastings Love Yourself Fitness Rave</b> Linking mental health improvements to physical health, the aim of the event is to get people UP OUT AND ACTIVE. The event will provide a positive experience of exercise and show the variety of activities that are on offer in Hastings. Exercise is not only good for physical health but for mental health too. Working in partnership with Active Hastings HVA wants to deliver on that message and get people thinking about their overall health.	£1,696
Radiator Arts	<b>Chaos Cart</b> Chaos Cart is an interactive multimedia construction using their existing Beach Hut cart. The construction will be created through a series of free community workshops on the theme of A Nursery Rhyme for Hastings. There will be writing, construction and audio	£1,666

	workshops held at the Stade Hall and in community centres. The cart will process along the Seafront stopping at intervals for the public to engage with the different elements of the cart.	
Seaview	<b>The Big Sleep Hastings 2018</b> To hold a mass sponsored sleep out in the early Autumn on the Stade Open Space called the Big Sleep 2018. The event to involve members of the general public sleeping out for one night in cardboard boxes. Entertainment, service user involvement, soup and porridge run to be included in the event and those participating will be required to raise a minimum level of sponsorship.	£2,000
St Leonards Festival	<b>St Leonards Festival 2018</b> A free community event on 30.06.18 to promote diversity and inclusivity for all through arts, music and entertainment. Including a seafront parade between Hastings Pier in the east and Azur in the west - working in partnership with Hastings Thrives and local other local groups and musicians. The parade will bring the foreshore to life before culminating in the free activities on Warrior Square. Importantly Foreshore Trust will lever considerable funds for the wider event.	£2,000
Sussex Concepts CIC	<b>Hastings Pirates Day</b> A world renowned event, a free community fun day event encompassing the entire seafront from the Stade to St Leonards Warrior Square, the buccaneers mile, a favourite in the town's calendar.	£2,000
Sustrans	<b>1066 Cycling Festival - 2018</b> This is a two day community festival to celebrate the wonders of cycling and the rich coastal heritage between Hasting and Bexhill. The project will bring together families, local residents and visitors, both national and international, to showcase different types of cycling, and inspire more people to take up cycling as a means to get fit, stay healthy and discover more about their local seafront.	£2,000
<b>Total Recommended</b>		<b>£23,362</b>

**Report to:** **Charity Committee Meeting**

**Date of Meeting:** **19<sup>th</sup> March 2018**

**Report Title:** **Foreshore Trust Events Grant 2018 - 2019**

**Report By:** **Ian Sycamore**  
**External Funding Manager**

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### **Purpose of Report**

To present the recommendations of the Grant Advisory Panel (GAP) in respect of applications for Events Grants 2018 – 19

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### **Recommendation(s)**

That the Charity Committee accept the Events Grants recommendations of the GAP as set out in Appendix A and B.

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### **Reasons for Recommendations**

The Grant Advisory Panel has appraised the merits of the applications received for Events Grant support and has made a number of recommendations for grant awards for the period 2018/19. These were assessed with detailed discussion on each application at a GAP meeting held 13 February 2018.

## **Background**

1. The Foreshore Trust Events Grants Programme is a small grants scheme to address the Foreshore Trust's stated charitable priorities and obligations.
2. £30,000 is available for the 2018/19 financial year for small grants of up to £2,000 each.

## **Events Grants Awards 2018 - 19**

3. The process used to invite and evaluate grant applications was in accordance with the protocols agreed by the Charity Committee in December 2014.
4. The Panel met during February 2018 to discuss the respective merits of each application. Its recommendations are set out in the report from the GAP Chair (Appendix A and B).
5. All of the applications for funding are assessed in terms of the organisations' ability to deliver their proposals, how closely they match the priorities of the Charity Committee, value for money and a fair distribution of funds amongst all the priorities and members of the community.
6. In total 12 projects are recommended for approval with some subject to conditions. All the approved projects are to be delivered starting from April 2018 to March 2019. The amount recommended totals £23,362.
8. All the approved events are to be delivered within a year of approval of the grant.

## **Policy Implications**

9. The Foreshore Trust's Grants Programme is a funding regime that will impact positively on the economic and financial environment in the Borough, and will assist organisations in delivering a range of activities and events for local people.

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## **Wards Affected**

Ashdown, Baird, Braybrooke, Castle, Central St. Leonards, Conquest, Gensing, Hollington, Maze Hill, Old Hastings, Ore, Silverhill, St. Helens, Tressell, West St. Leonards, Wishing Tree

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## **Policy Implications**

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

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

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## **Additional Information**

**Officer to Contact**

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# Agenda Item 6



**Report to:** Charity Committee

**Date of Meeting:** 20 March 2018

**Report Title:** Foreshore Trust 2018/19 Budget and Financial Report

**Report By:** Peter Grace  
Assistant Director – Financial Services & Revenues

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## Purpose of Report

To advise members of the Committee on the current year's financial position (2017/18) and to determine the budget for 2018/19.

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## Recommendation(s)

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

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## Reasons for Recommendations

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

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

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

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## **Introduction**

1. The Foreshore Trust derives its income mainly from car parking and property leases/licences, the former income stream being quite variable.
2. Appendix 1 attached provides a summarised financial position for 2017/18. The estimated annual operating surplus is £406,000.
3. The budget for 2018/19 is presented at the March meeting of the Committee prior to the start of the new financial year which runs 1 April to 31 March.

## **Financial Position 2017/18**

4. The budget agreed in March 2017 identified budgeted income at £1,335,000 and expenditure at £978,000. The budgeted surplus for the year being £357,000, after direct governance costs, but before distribution of grants, capital charges and before use of Reserves.
5. Income projections are currently in excess of budget with car parking income anticipated to be £70,000 higher. Rental income is also over the original budget with £2,000 excess forecast. Interest Income is forecast to be over the original budget £3,000. The combination of these factors result in Total income being £1,404,000, £69,000 in excess of original budget.
6. Expenditure is expected to be £20,000 in excess of original budget of which £57,000 is due to increased cleaning costs as anticipated savings in the contract has not been realised. Expenditure on Maintenance Projects and cyclical repairs is £15,000 less than original budget. There is a £14,000 reduction in loan repayments which has already been reported.
7. The combination of the expected income increase of £69,000 and an effective expenditure increase of £20,000 (excluding Capital charges) results in a net increase to the surplus of some £49,000 increasing the revised surplus from £357,000 to £406,000.

## **Business Plan 2017/18**

8. The Charity Committee on 20 March 2017 approved an increase in the budget for Parking Machines of £21,100 to £70,000 and the re-profiling of the Marine litter project and the landscaping / water feature project. It also approved £10,000 for access audit and £25,000 for Pier/White Rock improvements.
9. The Charity Committee meeting on 26 of June 2017 agreed rescheduling of the new signage to RNLI standard and re-profiling for the slippage in Beach Front Children's Play Area, improvements of the Stade Open Space Landscaping. It also agreed £22,374 for the purchase of 12 new chalets..
10. The current programme of works has certain slippage and the proposal regarding these are addressed in the Business Plan 2018/19.

11. The level of programmed spend continues to reduce the cash balances held by the Trust for this financial year. Whilst it is the case that the level of reserves will decrease, the Trust will still retain reserves above the minimum level identified within the Reserves Policy (£900,000) – subject to no unexpected calls on the reserves and no reduction in the expected levels of car parking and fee income.
12. The current programme of works is identified in Appendix 2. The Committee has approved expenditure on all these schemes (subject to further reports in respect of asterisked items).

## **Business Plan 2018/19**

13. The main programme: As mentioned in paragraph 10 above, it is recommended the Marine Litter project, the new signage to RNLI standard, the Children's Play area, continuing work on the Winch road upgrade and the proposed spend that was for work resulting from the access audit previously scheduled for 2017/18 are re-profiled to 2018/19.
14. New projects are included for 2018/19 that will be subject to reports submitted and approval at the relevant Charity Committee meeting. These are a Pelham Hut play facility £25,000. A New Public art project £20,000 for 2018/19 and the years through to 2021/22. A new fishing fleet Ice maker £15,600 and an additional £90,000 for work around the Water Feature. A further business case will need to be submitted before final approval for these projects.
15. Additional Maintenance projects have been added to the Business plan increasing the Maintenance budget and have been approved during the year.

## **Budget 2018/19**

16. Indicative budget figures for 2018/19 are included within Appendix 1 and the Business Plan incorporates the changes described within Appendix 2.
17. The budget for 2018/19 will be agreed at the Charity Committee's meeting on the 19th March 2018.
18. Car parking, the Trust does not propose any increase in car park charges for 2018-19.

## **Indicative Forward Plan**

19. The indicative Forward plan has been included within Appendix 3. This identifies projected cash balances for future years and hence affordability of current initiatives and commitments. Based upon projections the current business plan remains affordable.

## **Reserves**

20. The total effective cash balances of the Trust at the 31 March 2017 amounted to £1.30m after providing for the outstanding settlement to Hastings Borough Council

for the amount owed for 2017/18 and the short term portion of a loan from Hastings Borough Council.

21. With the current business plan, the revised cash balances for future years are estimated as follows:-

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

The reserves policy identifies £900,000 as the suitable level to maintain given the potential risks to the Trust: An annual review being undertaken.

### **Timetable of Next Steps**

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

Action	Key milestone	Due date (provisional)	Responsible

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### **Wards Affected**

None

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### **Implications**

Relevant project tools applied? Yes/No

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

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

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## **Additional Information**

Appendix 1 - Financial Monitoring Report

Appendix 2 - Business Plan - Financial Summary

Appendix 3 - Indicative Forward Plan

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## **Officer to Contact**

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Actual expenditure to 28th February 2018

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

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

\*Further Charity Committee Approval before additional spend

\*\*Fisheries Local Action Group (FLAG) projects

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## Hastings and St Leonards Foreshore Charitable Trust

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

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# Agenda Item 7



**Report to: Charity Committee Meeting**

**Date of Meeting: 19 March 2018**

**Report Title: White Rock Fountain**

**Report By: Kevin Boorman, Marketing and Major Projects Manager**

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## Purpose of Report

To update the charity committee on the White Rock Fountain project following recent consultation.

To present options for the reanimation of the water fountain feature.

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## Recommendation(s)

- 1. Agree to proceed with detailed design as Option II (Sea Mist) To agree additional funding of £90,000 to enable implementation of the preferred option**

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## Reasons for Recommendations

The preferred concept design, Option II, has been positively received by stakeholders and the public. The concept design complements the aims of the Coastal Communities Fund 4 ('CCF4') programme to develop the White Rock area as a destination.

Proceeding with concept design Option II will ensure a higher quality, longer lasting public asset that better meets the objectives of the project. The build cost for this option is £215,000.

Funding of £180,000 currently exists for the project (with the Foreshore Trust contributing £85,000). However, the build budget available for the project totals £125,000 and an additional funding of £90,000 is required to fully implement Option II.

The White Rock Fountain Project is CCF4 and Foreshore Trust funded and needs to be completed by March 2019.

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## **Background**

1. Hastings Coastal Communities Team was successful in its bid to the Coastal Communities Fund (CCF) for round 4 grant funding. Hastings Borough Council is the accountable body for ensuring delivery of the approved projects.
2. The grant worth £812,770 is for a project called 'Destination White Rock, Hastings – Continuing the Economic Revival' and will enable the council and its partners to continue the regeneration of the White Rock area with a total project value of £1.081m.
3. As part of this portfolio of projects, Hastings Borough Council, on behalf of the FST, is managing the refurbishment of the redundant water feature known as White Rock Fountain.
4. Funding for the White Rock Fountain project is via a combination of CCF and Foreshore Trust grants, with a total budget of £180,000.
5. We are committed under the terms of the CCF4 funding to deliver this project by March 2019.

### **Development of the White Rock Fountain**

6. Saville Jones consultants were appointed in October 2017 to undertake tasks to RIBA stage 7 – which includes developing a concept design, technical design, tender, project management of the construction process and handover.
7. Three initial concept designs were developed from a specification that took account of the location, adjacent structures, budget, the historical nature of the site and the aim to develop this area as a destination in its own right. Appendix 1 shows the three initial concept designs, A, B & C.
8. A stakeholder consultation workshop took place in early November 2017. Invitees included representatives from the Coastal Communities Team, Chair of the Foreshore Trust, Lead Member for Regeneration, key local businesses from the adjacent area and HBC officers.
9. From the discussions, Design A was selected as the option to develop further and consult with the wider public. There was a consensus that Design A was the most appropriate for the space. It provides an interactive water element that is of low water usage, but offers interest and a 'destination' feature in the misters.
10. Design B was discounted because it was too great a deviation from the existing and would not complement the area. It also provided little opportunity for interaction on the space.
11. Design C was discounted as it provided no water element and also little opportunity for interaction. The nature of the shelter design was of concern, as it

was felt that this would attract anti-social behaviour and would 'hide' the space from the highway.

12. Following the stakeholder consultation Saville Jones were asked to develop detailed designs around Option A including costings..

### **ESCC Highway, Community Safety and HBC Planning Consultation**

13. The Community Safety Manager was consulted and was in agreement with the preferred design. He particularly noted that Designs B and C provided opportunities for anti-social behaviour due to the 'wall' and shelter design respectively.
14. ESCC Highways has confirmed in writing that they have no objection to proceeding with Design A.
15. Informal discussion with senior HBC Planners indicated they are supportive of the concept. However, due to its location they would expect to see appropriate materials used and would require exact height detail for the misters.

### **Public Consultation**

16. A public consultation on variations around Design A began on Monday 20 November 2017 for a period of 4 weeks, closing on 15 December 2017. Advertisement took place through the normal HBC marketing media outlets, with a landing page on the HBC website:  
[https://www.hastings.gov.uk/my\\_council/consultations/destinationwhiterock/](https://www.hastings.gov.uk/my_council/consultations/destinationwhiterock/)
17. Additionally hard copies were displayed at the Pier, The Source and the White Rock Hotel, with a mechanism in place for those not able to complete online. In total 277 responses were received, with 73% of respondents stating they preferred Option II of the detailed design. Specifically respondents were in favour reintroducing a water element, seating and a destination point to meet.

### **Surveys & Structural Engineer Report**

18. Due to time pressures, prior to the CCF4 funding application submission, no technical surveys were undertaken. It has been challenging to establish where services, pipes, cables etc. are located due to the historic nature of the site, its mixed use over time, and lack of accurate site maps or historic surveys.,
19. An initial survey assessment was carried out by Conisbee in December 2017 this, recommended further specialist structural loading survey work. Martech Technical Services Ltd was appointed to undertake further survey work to establish exact loading capabilities of the fountain area, which may have impacted on the design requirements.

20. Martech have completed their structural assessment of the capacity of the supporting structure to accommodate all the concept A design options. These findings confirm there is sufficient loading capacity for us to proceed with the project.

### **Concept Design Costing Options**

21. Saville Jones architects have provided three detailed costed options based on the original preferred concept Design A. The costs of these three options are £125k, £200k, and £267k.

22. The varying costs relate to the quality and in some cases types of material used, as well as additional elements. In summary the differences are:

<b>Option I – Enhanced Sea Mist</b>	<b>Option II – Sea Mist</b>	<b>Option III - Basic</b>
<b>£267k</b>	<b>£200k</b>	<b>£125K</b>
Highest quality & longevity	High quality & longevity	Good quality & longevity
20 powder coated stainless steel masts – 6 mister jets per pole	15 galvanised steel masts – 2 mister jets per mast	Basic misters (height to be determined)
Programmable controls, linked to anemometer to measure wind speed (auto switch off in high wind)	Basic on/off programme – operate for an agreed time period	Activated for timed intervals
Paved plaza	Paved plaza	Reduced sized plaza (more planting)
Bench seating	Bench seating	Bench seating (small area)
Enhanced waterproofing to structure	Waterproofing to structure	Greatly reduced area of waterproofing
Planting to side and rear	Planting to side and rear	Increased landscaping area

\* Please note the final results of the Structural Engineers report may have an impact on the final design, planning conditions may also impact as well, specifically the height of the misters.

### **Reasons for recommending Option II (Sea Mist)**

23. It is recommended that the Foreshore Trust progresses with Option II (Sea Mist) and allocates an additional £90,000 to support this for the following reasons:

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

## **Proposed new budget**

24. Table below provides a breakdown of the new proposed budget:

WR Fountain New Profile Feb 18		
Funding Source	Type / Item	£
Foreshore Trust	Capital Build (Existing)	£50,000
Foreshore Trust	Capital Build (this request)	£90,000
CCF4	Capital Build (approved)	£75,000
Foreshore Trust	Survey and design (agreed CC June 17)	£35,000
CCF4	Project Management (approved)	£20,000
<b>New Total Project Budget</b>		<b>£270,000</b>
	Total FST Funds	£175,000
	Total CCF Funds	£95,000

25. The Foreshore Trust has already committed £85,000 towards the implementation of the project and a further £90,000 is requested (this includes £75,000 for the capital build, £7,500 for contingency for £7,500 for additional fees).

26. Currently only £125,000 is provided for the build in the budgets. The additional £90,000 will increase the build budget to £215,000. We are requesting the additional £90,000 to enable us to progress Option II – Sea Mist proposals.

27. The total value of the project will now rise from £180,000 to £270,000.

## **Next Steps**

28. Once a final design has been approved and a budget agreed, planning permission will be sought and a tender process opened to appoint the contractor to construct the approved design.

29. It is planned that construction will take place in Autumn 2018 to avoid the summer tourism season, but to ensure it is delivered within the CCF4 required timescale.

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## **Wards Affected**

Castle

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## **Policy Implications**

Equalities and Community Cohesiveness – improves access to the fountain area  
Crime and Fear of Crime (Section 17) - bringing an unused asset and redundant space back into use.

Risk Management - risk associated with build and water ingress to the Source facilities.  
Environmental Issues - none

Economic/Financial Implications - project CCF4 funded and additional funds may be required.

Human Rights Act - none

Organisational Consequences - project will be managed by HBC

Local People's Views - consultation has taken place with the public

Anti-Poverty - none

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## **Additional Information**

Appendix 1 – White Rock Fountain Space concept design options

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### **Officer to Contact**

Hannah Brookshaw

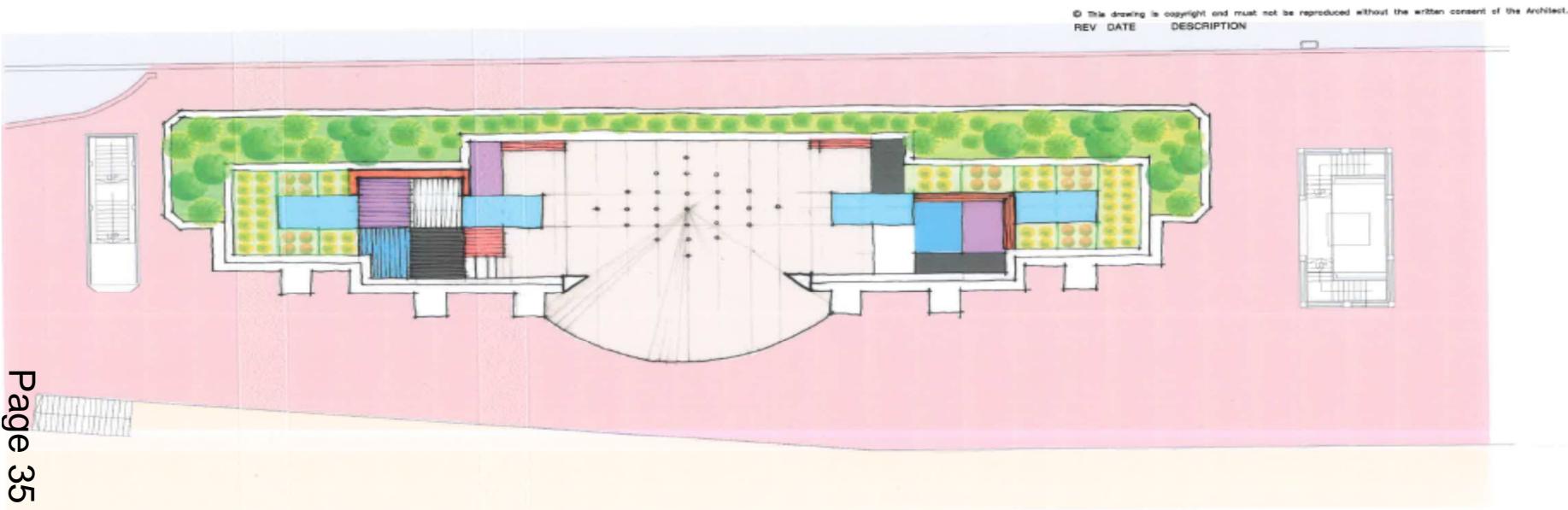
[hbrookshaw@hastings.gov.uk](mailto:hbrookshaw@hastings.gov.uk)

01424 451337

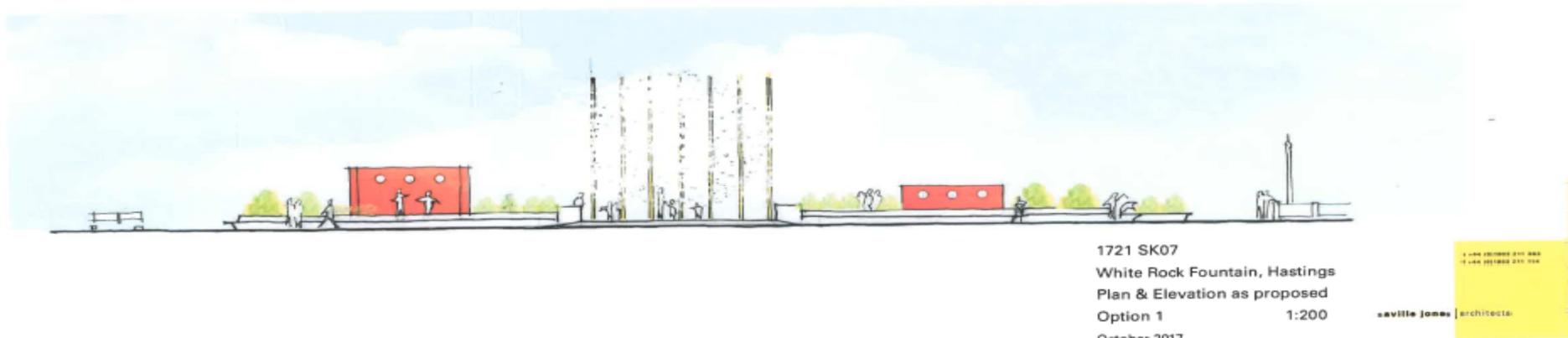
## Update on the refurbishment of redundant water feature known as White Rock Fountain

### Appendix 1 – Concept Designs

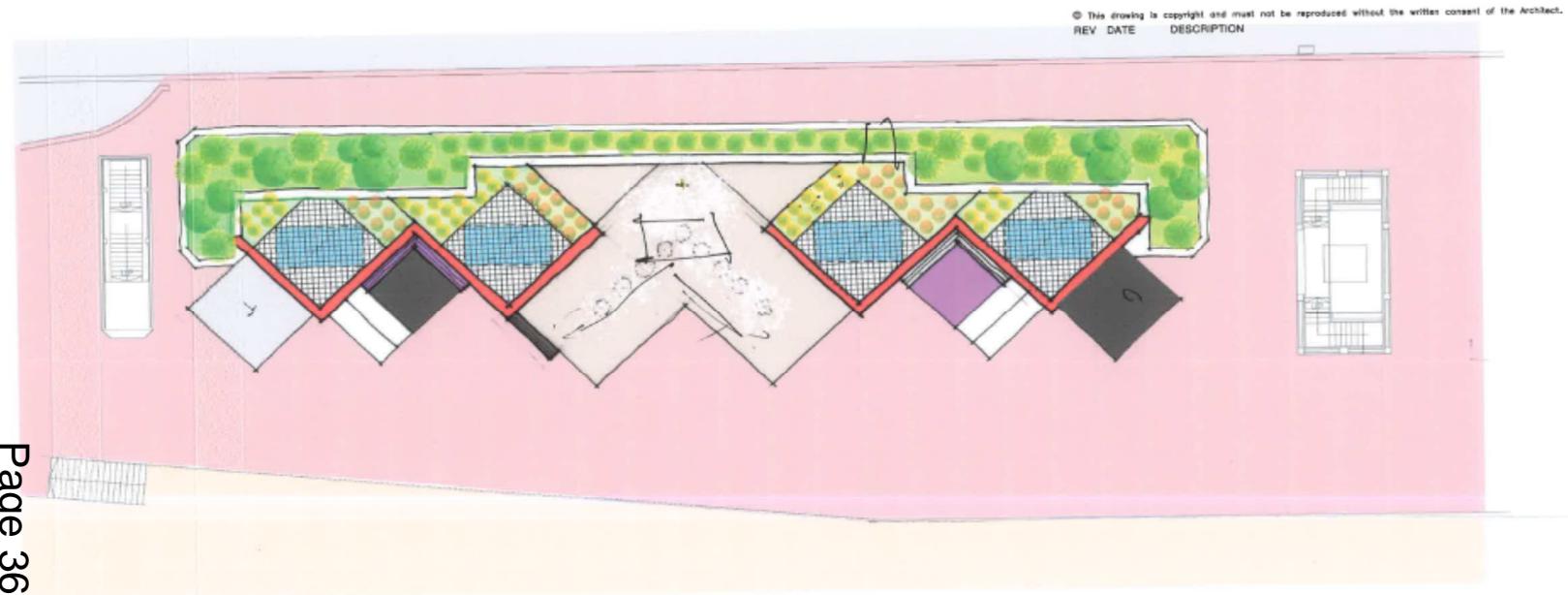
#### Concept Design A



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## Concept Design B

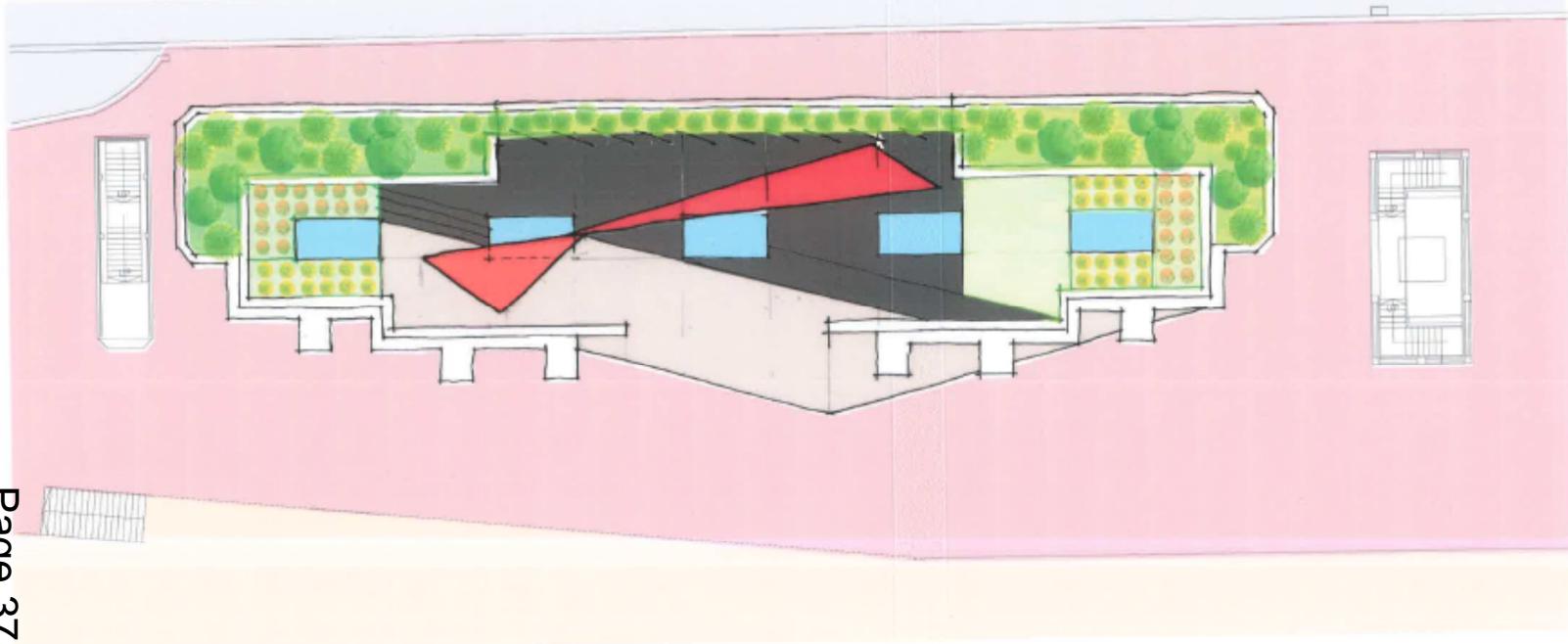


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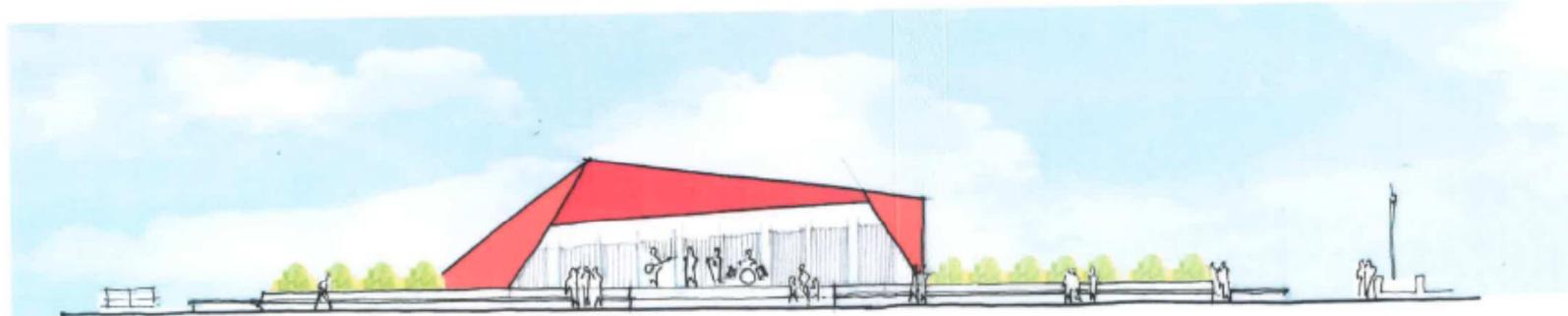


## Concept Design C

© This drawing is copyright and must not be reproduced without the written consent of the Architect.  
REV DATE DESCRIPTION



Page 37



1721 SK09  
White Rock Fountain, Hastings  
Plan & Elevation as proposed  
Option 3                    1:200  
October 2017



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# Agenda Item 8



**Report to:** Charity Committee Planning Meeting

**Date of Meeting:** 26 February 2018

**Report Title:** FLAG ICE MAKER GRANT REQUEST

**Report By:** Ian Sycamore

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## Purpose of Report

To seek approval from Foreshore Trust on the allocation of a grant to Hastings Fishermen's Protection Society (HFPS) to contribute towards the cost of replacing their icemaker, with the resulting project budget to be paid from the FLAG programme.

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## Recommendation(s)

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

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## Reasons for Recommendations

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

Additionally the Hastings fishing fleet, of under 10 metre boats and beach launched, working within the current quota system means that income and finances can fluctuate. Due to this quota allocating, the fish market cannot process sufficient fish to enable repayment of any loans offered to it at this time. This project will therefore not happen if HFPS cannot secure a grant for the 20% match.

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

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## Introduction

1. An icemaker is of integral importance to Hastings fishing fleet and the community. Ice is used by fishermen to take to sea to keep fish fresh as well as preserving it once ashore. In addition the ice produced by the ice plant is also used by supply chain businesses including merchants, fish mongers, shops, restaurants and for the annual HBC's fish fairs and other community events held on the Stade and beach.
2. Hastings Fishermen's Protection Society (HFPS) is a friendly society representing the fishermen of Hastings. Hastings fishing fleet is entirely made up of under 10 metre boats and is a mixed sustainable fishery. Most of the fish caught is sold through the market, primarily through wholesalers.
3. The Hastings fish market hosts the only icemaker in Hastings and surrounding area but the current machines need replacing due to their age: they are over 15 years old and are no longer economically viable. They are inefficient and unreliable which results in high repair costs for the fish market and means that fishermen are left without ice for periods of time which is detrimental to their work and the quality of the fish. The current ice maker has cost £7,000 in breakdown repairs over the last quarter which isn't financially viable.
4. The icemaker directly supports 100 Jobs within the fleet. Without high performance ice, fish soon begins to degrade, losing its value, and therefore directly – negatively – impacting the viability of the fishing fleet. Investing in a new icemaker would support the storage requirements of the landing obligation by providing locally produced, high quality ice. In addition it would enhance the quality of the catch therefore enabling best price practice. This will lead to a more sustainable fleet and supply chain.

## FLAG project and funding

5. The icemaker replacement project is the primary objective of the Hastings FLAG programme, and is the project which will have the most significant impact on the fleet and supply chain, aiding to the sustainability of the fleet and adding to the quality of the landed catch.
6. HFPS and the FLAG officers have worked with partners to increase the intervention rate from the funder (European Maritime Fisheries Fund) from 50% to 80%, and have explored several other funding sources to make up the 20% match needed to enable this project to happen. Unfortunately the other sources of funding are ineligible due to several reasons, as previously stated.
7. Due to quota allocation, the fish market cannot process sufficient fish to enable repayment of loans offered at this time.
8. Without FLAG funding Hastings fishing fleet's viability is at risk.

## **Jobs safeguarded and wider economic impact**

9. The project will indirectly support 100 jobs within the fleet, and 3 direct jobs in the fish market. It is also of integral importance to the supply chain and wholesalers when transporting the fish. Without high performance ice, fish soon begins to degrade, losing its value, and therefore directly – negatively – impacting the fleet and wholesalers. Without ice, the industry simply wouldn't survive.
10. The tourism spend in Hastings associated with its fishing identity is estimated at 8.5 million Euros per annum (Headline finding of GIFTS research from FLAG1, <http://www.gifsproject.eu/en/hastings>).

## **Community benefit**

11. For the sustainability of the fishing fleet, they need to keep the fish in prime condition, so all fishermen take ice to sea. Without the ice the viability of the fleet is reduced and the heritage the fleet brings to the local community would be reduced or even lost.
12. The fish market is fully supportive of all fish fairs on the stade open space and supports local community events providing ice as needed, thus making them more viable.
13. As a coastal community, the Hastings fleet and beach area represent a strong part of the identity of the town and thus provides added value to the visitor economy, including the local community (for value see item 10).

## **Energy, water efficiencies and environmental impact**

14. The new icemaker will meet 2017/18 specifications and will be more environmentally friendly and use less energy offering a cost saving and energy reduction to the fish market.
15. The current machine also loses lots of water which also incurs an additional waste cost and resource impact.
16. HFPS are looking to support the purchase and installation of two ice machines and an ice storage facility. These environmentally friendly machines will allow ice to be available at all times and would support the storage requirements of the landing obligation by providing locally produced, high quality ice.
17. The icemaker ensures the viability of the Hastings fishing fleet which is entirely made up of under 10 metre boats and is a mixed sustainable fishery with low environmental impact.
18. HFPS and fishing industry will review the pricing system and management of ice to ensure revenue meets costs of running the icemaker. Any profit made will go back into the maintenance of the machine(s), and to offset depreciation, ensuring sufficient budget remains to replace them in the years to come, though it is expected this they will last for 10-15 years. HFPS is a friendly society representing the fishing industries interests.

## **Costings, Grant, Loan**

19. Total approx. FLAG project cost is £80,000
20. The project application submitted is £79,217
21. EMFF (FLAG) grant: 80% = £63,374 - approved
22. Additional match funding needed: 20% = £15,843
23. Grant requested from Foreshore Trust is £15,843
24. HFPS are unable to cash flow the project costs and have requested the council provide a loan, cash flowing the EMFF grant. A precedent for this was set in FLAG1 with the project BIG Beach 3 – Winch Huts, Telehoist and Environmental Clean-Up where a suitable loan/cash flow agreement was drawn up. This agreement is currently being drafted.

## **Timetable of Next Steps**

25. List of key actions and the scheduled dates for these:

Action	Key milestone	Due date (provisional)	Responsible
Assessment of FLAG project application	Approval of the project	Approved	FLAG managing authority
Implementation of project	Project start and loan cash flowed	ASAP	HFPS and HBC
Allocation of match funding grant	Charity Committee meeting	19 March 2018	FT
Loan agreement signed	Before project start	Expected 19 March 2018	HBC
Recovery of costs from FLAG	FLAG claims	Ongoing during project	HFPS (to return to HBC)

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## **Wards Affected**

Old Hastings

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## **Implications**

Relevant project tools applied? Yes – FLAG application process undertaken

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

Equalities and Community Cohesiveness	none
Crime and Fear of Crime (Section 17)	none
Risk Management	HBC loan needs repayment from HFE
Environmental Issues	Improved efficiency of new Ice Maker
Economic/Financial Implications	FT grant issued in return for economic benefit
Human Rights Act	None
Organisational Consequences	Loan contract administration
Local People's Views	Improved benefit to fishing fleet
Anti-Poverty	None

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## **Additional Information**

None

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## **Officer to Contact**

Ian Sycamore  
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01424 45 1339

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# Agenda Item 9



**Report to:** Charity Committee

**Date of Meeting:** 19<sup>th</sup> March 2018

**Report Title:** Proposal for Public Art on Foreshore Trust land

**Report By:** Victoria Conheady  
Assistant Director for Regeneration and Culture

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## Purpose of Report

To provide a course of action to develop a programme of temporary public art along Hastings seafront.

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## Recommendation(s)

1. To initiate and support a proposal for public art investment
2. To give delegated authority to the assistant director, regeneration and culture, or her nominee, in consultation with the chair of the trust, to develop the proposal and implement a public art campaign accordingly.

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## Reasons for Recommendations

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

This document outlines the proposed scheme which would set in course the development of a long-term strategy and delivery programme of public art.

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## **Background**

1. Over the past 17 years the borough of Hastings has built up a reputation for good quality, placemaking public art pieces from Esther Rolinson's "Stream" in St Leonards, to Leigh Dyer's chess fantasy at Butler's Gap and the winkle at Rock 'a' Nore, taking in the "Sticks of Rock", Steve Geliot's floral bollards and Annabel Tilley's "Heritage I on the King's Road, zeroh's moths, the Briscoe's Walk sculptures and Rick Kirby's "Continuum" in Alexandra Park.
2. After the success of Leigh Dyer's "The Landing" as part of the Root 1066 festival, there is an opportunity to build on this
  - a) to give distinct identity to separate areas of the Hastings and St Leonards seafront
  - b) to increase use and enjoyment of the seafront by local people
  - c) and to increase year-round visitor numbers to the borough.
3. It is important that any investment in public art installations on Foreshore Trust land is made in the context of medium and long term plans and aspirations for the area.
4. The options for public art are many, but can either be permanent or temporary.
5. In the current instance a scheme for a long-term programme of temporary art to be developed is proposed.

## **Temporary Installations**

6. These should be introduced on an annual or bi-annual basis in the context of a regular local festival or occurrence such as Coastal Currents or the St Leonards Festival or as a feature in their own right eg: the Hastings Biennial.
7. The point of temporary installations is that they contribute to a recurring context, enriching and developing it as each event occurs. In this scenario therefore a long term commitment of funding for at least three years would be desirable in order at least to establish a sustainable model that can be built on.
8. Given that the Foreshore Trust land most suitable for the siting of sculptures is pebbled beach, from below the Pelham Car Park to the beach in line with Debenhams, public art installations would either be sculptural and sited on the beach itself or on the promenade surfaces. This site would attract the most attention because of its central position, and has the advantage of drawing people to the seafront, and engage with its facilities with healthier lifestyle benefits ensuing.
9. Other potential sites such as the Rock-a-Nore car parks and the beaches below them have their own issues, sculptures on the former potentially taking

up valuable summertime parking space – and on the latter vying for space with the fishing boats on the beach.

10. There may be some opportunities for temporary sculptures on the pebbles above the high tide mark on the beach beyond Debenhams and west of the pier, but the risks arising from a combination of the highest tides and severe weather conditions would have to be managed.
11. A further option to be included in any proposal is to extend the area to include the temporary installations beyond Foreshore Trust boundaries to include other features on the seafront such as Bottle Alley, the site of the old St Leonards Bathing Pool and at suitable locations on the promenade.
12. The ideal scenario for temporary installations would be for the Foreshore Trust to make a commitment of specific funding to a partner organisation that could develop a project and even use this as leverage to raise further funding.
13. Specific funding would be conditional upon the delivery of the Foreshore Trust's objectives which might include the sites for sculpture, the broad context for installations and timeframes.
14. Budgets should not only include the fabrication and installation of artworks, but also artists design fees, project administration and any marketing / publicity costs or extra insurance required .
15. Very short term installations (i.e. for a number of weeks) do not generally need planning permission but if they are in place for a month or more, or are deemed to affect highway traffic, temporary planning permission is required. Quite often the seeking of temporary planning permission for longer periods (eg: 2 years) is a step towards obtaining permanent planning permission which is applied for when the temporary permission expires.

### **Delivery Model to be developed**

16. In the past few years Hastings BC has been approached by many quite ambitious and quite experienced arts groups / organisations interested in starting borough wide high profile festivals of public art. The most obvious site for this would be the seafront, and their main issue is always the problem of establishing a sustainable model for achieving this. At least two such organisations are currently discussing "pilot schemes" to "test the water" and establish good practice with Sweet 'n' Dandy who own the annual Coastal Currents Festivals.
17. It is proposed that an initial sum of £20k is allocated to be made available to an arts organisation or partnership, to develop a scheme resulting in the creation and installation of temporary art installations on the Hastings seafront on a regular basis.
18. An initial trial installation(s) should take place in the next 18 months, either in 2018 or, more likely, in the summer of 2019, launching the concept and setting out a longer term context, model and strategy for its development.

19. The brief for this will stipulate that installations should be family orientated, and playful and will encourage them to be interactive where safely possible as is the case with internationally successful prototypes such as the festival at Dadaepo Beach in South Korea where local sculptors and artists from all around the world are invited to make playful, interactive sculptures targeting family audiences (see [www.youtube.com/watch?v=dml9Z-7bFMo&feature=youtu.be](http://www.youtube.com/watch?v=dml9Z-7bFMo&feature=youtu.be)) and Cottesloe Beach in Western Australia ( see [www.dailymail.co.uk/news/article-2575506/Permanent-sunset-surfers-graveyard-amazing-artwork-taken-Australian-beach.html](http://www.dailymail.co.uk/news/article-2575506/Permanent-sunset-surfers-graveyard-amazing-artwork-taken-Australian-beach.html) ).
20. Ideally there would be a commitment to make a similar award annually for or bi-annually for a named number of years as the project develops. Any very successful and popular sculptures may be submitted for permanent planning permission creating a longer term precedent where one remains per festival as takes place in Folkestone.
21. A minuted “in principal” annual award for public art development on Hastings seafront by the Foreshore Trust of £20k would be ideal leverage for ambitious arts organisations who could use the amount to establish a concept and initial artwork(s) and act as leverage for further funding.
22. Once again, it is vital that it is understood that the amount also includes the cost of administering any such scheme.
23. It is also important that any such scheme is developed in partnership with a local arts organisation in a local context.

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## **Wards Affected**

Insert the list of wards affected

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## **Policy Implications**

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

Equalities and Community Cohesiveness	X
Crime and Fear of Crime (Section 17)	
Risk Management	X
Environmental Issues	X
Economic/Financial Implications	X
Human Rights Act	
Organisational Consequences	
Local People’s Views	
Anti-Poverty	

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## **Additional Information**

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

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## **Officer to Contact**

Michael Hambridge  
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01424 451790

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# Agenda Item 10



**Report to:** Charity Committee

**Date of Meeting:** 19<sup>th</sup> March 2018

**Report Title:** Pelham Beach - Family Play and Sports Activity Hub Proposal

**Report By:** Victoria Conheady  
Assistant Director, Regeneration and Culture

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## Purpose of Report

To outline a proposal to The Foreshore Trust that it financially supports a pilot beach play and sports project.

This report outlines this proposal, namely that the Play Hastings and Active Hastings Team be funded to operate a Beach Play and Sport Service forming a community hub, utilising the old Life Guard Hut , Pelham Beach.

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## Recommendation(s)

1. That the trust consider the proposal to extend a Play and Active Hastings service to Pelham Beach
2. Give delegated authority to the Assistant Director, Regeneration and Culture, or her nominee, in consultation with the Chair of the Charity Committee, to explore the usage of the old life guard hut (currently within the RNLI sublease but they no longer require use)
3. That the trust fund a short term pilot 'Play and Sports Hub' project for 2018, amounting to £24,900.

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## Reasons for Recommendations

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

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

Provision of staffed play and sports activities will enhance the available low cost or free inclusive family activity available on the Seafront. The central location of the Play and Sports hub ensures the resource is considered of benefit to families across the Borough and to our all our visitors. Community groups will be invited to partner once the Hub is up and running.

A pilot project running for the duration of the 2018 season will allow the charity to assess the impact this pilot has had and enable the potential of a permanent scheme to be brought to the trust in qtr4 of 18/19 for consideration, subject to identifying funding sources.

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## Introduction

1. The borough Play Strategy's vision is for Hastings and St. Leonards to be a place where all children and young people enjoy their right to play. Play is an essential part of a happy, healthy childhood. It builds the foundation for positive mental wellbeing and develops resilience skills, emotional, social, intellectual, creative and physical growth.
2. Working in partnership with the Foreshore Trust we have previously delivered a number of projects and schemes improving the Seafront play experience for every child and young person in Hastings and St. Leonards. This new proposal will increase the quality of lives of our local residents, support the advancement of citizenship and support the Blue Flag award criteria.
3. Hastings Borough Council's Play Hastings Team has a long commitment to supporting children's play on Hastings Seafront with many partners. Past successful projects include:
  - Play on the beach events,
  - Play on the pier,
  - Explore your shore
  - Cycle festivals,
  - Stade Hall events,
  - Play provision for the Seafood and Wine , Herring Fair and fish festivals,
  - Coastal quest trails with the Jerwood and the Pier
  - Supporting the design and development of the Pelham playground, exercise stations, MUGA, Sand play area and Seafront trails.
4. This project proposal aims to build on the foundations already in place between the Foreshore Trust and the Play Hastings Team and to create a long lasting legacy of improvements for children's play on our seafront. The business owner who operates at the proposed hub location has previously supported play initiatives and has offered to partner and support this new project.
5. How this activity aligns with the aims of the charity is laid out in detail, within appendix 1.

## **Project proposal**

6. A staffed HBC leisure and resorts team play and sports hub operating between Early April and October 2018 on Pelham Beach.
  - Delivery of 50 days of 6 hour stay and play days/ children's beach mini festival's at the hub
  - Delivery of a term time 'parents and toddler group' morning session once a week 20 half days at the hub.
7. Provision of staffed play and sports activities will enhance the available very low cost inclusive family activity available on the Seafront. The central location of the Play and Sports hub ensures the resource is considered of benefit to families across the Borough and to our all our visitors.

Convenience of the site location will ensure regular high volume of usage from children and their families ensuring good value for money with investment per head for provision delivery and beneficiaries.

### **Outline of costs and time of operation, Hours and days of operation -50 full days and 20 Half Days**

8. Operation days would be:
  - a) 30 full days: Saturdays from early April to October 27<sup>th</sup> open 11.30 till 5.30, whatever the weather. Stay and Play drop-in for all families and all ages of children .Unaccompanied children over the age of 10 years welcomed with parental consent.
  - b) 20 Additional holiday sessions, Full Days: proposed as Mondays and Fridays in the school Holidays (April, May, Summer Holidays, October Half term) open 11.30 till 5.30, whatever the weather. Stay and Play drop-in for families and all ages of children.
  - c) 20 half days: Term time Parents and toddler group morning session once a week. (Proposed days as Friday 20<sup>th</sup> April to Friday October 19<sup>th</sup>, but day may change) open 10.00 till 1.00.

### **Provisional budget**

Activity	Description	Cost item	
Activity a) 30 full days	Saturdays from April to October 27 <sup>th</sup> open 11.30 till 5.30	salary	£10,800
		Consumable resources	£3000
Activity b 20 full days	Mondays and Fridays in the school Holidays	salary	£7,200,
		Consumable resources	£2000
Activity c 20 ½ days	Parent and toddler sessions	salary	£2,400

	Consumable resources	£600
Insurance for hut, advertising for sessions, wrist bands.		£6000
In kind contribution play and sports equipment and furniture (non-consumable) and management and evaluation of the project from HBC Foreshore Trust/ HBC free rental for Beach hut- estimated rental price		£5000
	<b>Total project price</b>	<b>£40,500</b>
<b>Funds in kind total</b> Funds from Play Hastings HBC Play Dev and Leisure budgets £12,100 (Consumable Resources, Play and sports equipment, management of project, evaluation, Advertising and wrist bands)  £3,500 Beach hut loss of rental		<b>£15,600</b>
<b>Total Funds requested from Foreshore trust</b> (salary £20,400 and insurance £4,500)		<b>£24,900</b>

## Sustainability and potential growth of project

### Points for consideration:

12. Currently it is proposed that the cost for this pilot is funded via the Foreshore Trust and core HBC funds within the Play Development Budget and Leisure budget.
13. Following evaluation of this pilot, should the FST and HBC wish to continue this activity beyond the 2018 season, additional external funding would need to be identified to fund this, given the pressures on HBC budgets from 19/20 onwards.
14. Undertaking this proposed pilot project in high season will enable officers to:
  - a) Evaluate the activity via monitoring and evaluation of the sessions (Evaluation and impact can be used to seek future external funding).
  - b) Explore other sources of income for this activity such as:
    - the potential to extend the opening days and extend the usage of this area outside of high season
    - the potential to charge attendees £1.00 per child to participate in the activities for the day- with the potential to then use funds raised to help sustain the sessions, any surplus would be paid to the trust.
    - the potential for other organisations or services that offer free services to families to promote what they offer during sessions.
    - The potential to hire out the hut on days the play sessions aren't running, specifically to organisations who would like to run family events from the site
    - the potential for HBC to design and distribute (at minimal cost) treasure hunts from site that extend activity along the length of the seafront.

## **Project team**

15. This project would be managed by the Play Development Officer – Laura Beerling, and delivered by the HBC Leisure team.

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## **Wards Affected**

All

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## **Policy Implications**

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

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

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## **Additional Information**

Appendix 1 - Provision of activity and links with Foreshore Trust aims

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## **Officer to Contact**

Laura Beerling  
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01424 451452

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## **Appendix 1 - Provision of activity and links with Foreshore Trust aims**

- 1. Prevention or relief from poverty and improving the quality of local families' lives**

Hastings faces significantly high levels of deprivation with nationally rated high levels of child poverty. Our Town's poorest families have too little money to cover basic weekly living costs, let alone a day trip to the beach. Family day trips to the beach have a special place in childhood memories and every child deserves to have a beach day out once in a while, no matter what their circumstances. Play can work towards preventing social exclusion. Play can shield children from some of the negative aspects of poverty and allow them to develop inner resources to build resilience to difficulties to uncertainty in the home and in other parts of life. A varied mix of good quality play opportunities on our Seafront, which are cheap or free to access and easily accessible for all children gives every child equal access to these life enhancing chances. Supportive Hub staff will help build parents confidence and provide a safe place to go that will grow families' engagement in play and the benefits it offers.

- 2. Advancement of Education** Play opportunities provide the biggest benefit in a child's development. The Beach is a play environment which is rich in natural play opportunities. We aim to support our local parents by showcasing a variety of play experiences, which can be recreated by parents at little or no cost once learnt about. In addition qualified play staff will provide extra play resources to include opportunities to learn through play such as Clay, painting, construction, sand and water play and messy play.

All children should be given the opportunity to learn and develop in a natural environment. Our resorts services officer has recently trained at level 3 to deliver Beach school activities. The Hub will offer Beach school activities that are designed to be inclusive to families who just turn up on the day. The sessions will provide structured learning based around environmental education.

Young volunteers will be mentored on site by trained play and sports staff to build confidence through participation in the delivery of sports and play activities.

- 3. Advancement of health** The opportunity for children to spend a healthy, happy time and experience playing on the beach is an opportunity every child should enjoy. This project aims to support parents to visit the beach more, providing friendly staff and a hub to meet at and play. The hub will give opportunities for both children and adults to extend their social and peer networks.

Many families through lack of confidence, funds or support often end up spending summer days cooped up inside, tucked away with children on electronics and not enjoying the natural environment. This project aims to ensure families are empowered to discover the freedom and joy of the beach and have a hub to support their visit. The Hub will provide free Sun cream and drinking water, basic first aid kit with all staff first aid trained. We hope as the

project grows to be able to gift free sun hats and loan out parasols to families if needed.

It is envisaged that the Hub will support families to engage in a variety of physical activities at the beach. Families will be invited to get active together for Beach rave sessions at the hub, making use of our Active Hastings Dance tutors who will deliver outside family rave hours. Organised Frisbee, rounder's, volley ball and football games can be coordinated by our staff during each Hub session.

4. *Advancement of Citizenship / community development* The hub as a small community drop in will create a space that can provide the catalyst community cohesion, building community resilience and building bridges between attendees. The Hub will benefit families who come together with a shared aim of enjoying the Beach Play and Sports activities .The Hub sessions will provide volunteer opportunities for our young volunteers team .Our young volunteers project enables local young people to become advocates for play through delivery at sessions. There is also the potential for other voluntary and community groups to work in partnership with us on site once the hub is up and running.

# Agenda Item 11



**Report to:** Charity Committee

**Date of Meeting:** 19<sup>th</sup> March 2018

**Report Title:** Stade Hall Facilities Management

**Report By:** Kevin Boorman, Marketing & Major Projects Manager

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## Purpose of Report

To update the charity committee on progress made in finding an organisation to manage the Stade Hall facilities, and to recommend that Sussex Coast College Hastings is appointed to run the facilities

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## Recommendation(s)

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

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## Reasons for Recommendations

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

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## **Introduction**

1. At its meeting on 26<sup>th</sup> June, the charity committee agreed its five year business plan, which included reviewing the Stade Hall management operations. Officers prepared a brief (appended for information), and this was published on 22<sup>nd</sup> November 2017; the deadline for the return of tenders was 12<sup>th</sup> January 2018. At its meeting on 26<sup>th</sup> June 2017, the charity committee agreed its five year business plan, which included reviewing the Stade Hall management operations. Officers prepared a brief (appended for information), and this was published on 22<sup>nd</sup> November 2017; the deadline for the return of tenders was 12<sup>th</sup> January 2018.
2. Three tenders were returned, from organisations A, B, and C, and these were evaluated by both (job share) assistant directors for regeneration, and the marketing & major projects manager. One tender, from organisation A, was non-compliant, and so was discounted. Representatives from organisations B and C were invited to give a 15 minute presentation followed by a question and answer session to both assistant directors for regeneration, the marketing & major projects manager, and a member of the resort team, on 20<sup>th</sup> February.

## **Tenders and presentations**

3. Organisations B and C both produced reasonably comprehensive tenders, and supplemented these by additional documentation at the interviews on 20<sup>th</sup> February. Much of the 'Q&A' session after the each presentation focussed on the business model each organisation was proposing, and their business case. Both organisations had clearly spent some time on their tenders and presentations, and both had clearly taken the exercise seriously.
4. Organisation B focussed on their community background, the added value their operation could bring, and on the potential commercial value of the Stade for events, particularly 'life' events (parties, anniversaries, weddings, funerals/wakes, etc.). They intended to apply for grant funding to support their bid, and expected to just cover their costs of the Stade operation. The panel had concerns about the robustness of some of the figures in the business case, particularly in respect of event/letting income. There were also concerns about the capacity of the organisation to adequately resource their plans, given the need to effectively staff the Stade whenever events were taking place, potentially seven days per week.
5. Organisation C proposed generating income the Stade from three different income streams/areas. They had a particularly robust view on the potential value of commercial lettings, whilst at the same time allowing for community use at a much lower fee. Their dynamic model would adapt as they gained more experience of the market. Organisation C is a large organisation, albeit local based, and would offer the Stade facilities as part of a much wider venue offer, directing business towards the Stade when it was felt that that was the most appropriate venue for the client. It would integrate the Stade operation into its

main business. Organisation C propose paying a management fee of £10 000 pa from year 2.

## Discussion

6. Organisation C was the unanimous choice of the panel to provide the Stade Hall management facilities. It had a more robust business case, funding the estimated £25 000 pa running costs of Stade hall from three different income streams/area, as noted above :- commercial lettings, which they have considerable experience of running; their adult education for community partners project; and their advanced learners project, offering 'level 3' bespoke fishmongering, butchery and patisserie courses.
7. Organisation C's bid, as well as having a good business case with a strong commercial feel to it, also had a significant community element. This included working with Hastings Voluntary Action to promote volunteering opportunities for long term unemployed, working with Billingsgate seafood training school and the Foreshore Trust to develop a programme with school involvement to promote sea food cooking; linking with community partners; and offering employability skills, and apprenticeship qualifications, at Stade Hall.
8. In addition, organisation C's bid will also return £10 000 pa back to the Foreshore Trust from year 2; no other bid offered a return to the Foreshore Trust. This will help the trust to pursue its charitable aims.
9. Organisation C is Sussex Coast College Hastings, a not for profit medium sized general further education college based in Hastings, set over three sites.

## Recommendation

10. It is therefore recommended that Sussex Coast College Hastings is appointed to manage the Stade Hall facilities subject to due diligence and contractual processes

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### Wards Affected

Old Hastings (directly); all (indirectly)

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### Policy Implications

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

Equalities and Community Cohesiveness	X
Crime and Fear of Crime (Section 17)	
Risk Management	X
Environmental Issues	X
Economic/Financial Implications	X

Human Rights Act	
Organisational Consequences	X
Local People's Views	X
Anti-Poverty	X

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## Additional Information

Appendix 1: Stade management tender brief

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### Officer to Contact

Kevin Boorman  
[kboorman@hastings.gov.uk](mailto:kboorman@hastings.gov.uk)  
Ext 1123

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## **Expression of Interest**

### **Stade Hall and/or Classroom on the Coast Management**

**Expressions of interest are sought from organisations to programme, manage and promote Stade Hall and/or Classroom on the Coast on behalf of the Hastings and St. Leonards Foreshore Charitable Trust.**

**These facilities were primarily constructed for the benefit of, and use by, the community.**

**This is an exciting opportunity for not for profit/charitable organisations to have use of excellent facilities in a prime location.**

#### **Background**

Stade Hall and ‘Classroom on the Coast’ are located in the heart of Hastings’ Old Town, adjoining the Stade open space. They are both owned by the Hastings and St Leonards Foreshore Charitable Trust (FT), of which Hastings Borough Council is the sole Trustee and currently manages the facilities on the FT’s behalf.

The use of facilities are governed by the purpose and objectives of the FT. Further information about the FT can be found at: [https://www.hastings.gov.uk/my\\_community/foreshoretrust/](https://www.hastings.gov.uk/my_community/foreshoretrust/). Any organisation that manages the facilities must be recognised as charitable or not for profit.

Stade Hall and Classroom on the Coast are housed within the same building, which also includes:

- Communal entrance and foyer
- Small office space (for approx. 3 staff)
- Rear corridor with fire exit for both spaces, housing the toilet facilities including disabled and baby change and storage cupboard for tables and chairs

The building has a total capacity of 130 people.

#### **Stade Hall**

The Stade Hall is a flexible space which to date has been used for private bookings, the majority of which have been community/not for profit based. The space is

mainly hired for art exhibitions, training days, workshops and meetings. There are currently approximately 60 bookings per year.

#### Facilities:

- separate access to the classroom and hall in the foyer, plus doors directly onto open space
- enclosed sink unit
- large storage cupboard
- plant room (this includes facilities for Classroom on the Coast too)
- professional lighting system
- projector and screen
- exhibition hanging system
- 10 trestle tables and 100 chairs
- Sound proof roof

There is currently a tiered pricing system according to type of organisation hiring (commercial, not for profit, public sector) hiring the space, peak or off-peak times and length of the hire.

The Council continues to take bookings for the Stade Hall and there is a programme of events until mid-2018. It is expected that these bookings would be honoured once management is handed over to an appointed organisation, and the managing organisation would receive the hire fee. This will support the appointed organisation in the short term as they will be able to guarantee some income, while developing and reviewing their own management programme for the space/s. There is considerable scope for additional activity above and beyond the pre-confirmed bookings.

#### Classroom on the Coast

Classroom on the Coast is the smaller of the two spaces and is set up and fitted out as a seafood training kitchen, its location next to the fishing fleet giving it a unique feel. Users of the facility have been able to engage in healthy eating, learn about and eat seafood and, importantly, increase their awareness and understanding of the Hastings fishing fleet.

The Classroom was built with an EFF (European Fisheries Fund) grant, and under the conditions of the grant the facility must not be altered and none of the assets can be sold. These conditions remain in place until September 2020.

The appointed managing organisation would be expected to ensure the conditions of the grant continue to be met until at least September 2020.

Classroom on the Coast is currently used as a space for private bookings, such as cooking demonstrations, fish festivals, and family events.

### **Facilities:**

- Stainless steel mobile workstations (x8)
- Demonstration workstation with integral electric hob, small electric oven and sink
- Separate cupboard which houses equipment, induction hobs, freezer and one sink
- Bi-fold doors opening out onto side of building
- Small storage cupboard
- 10 mobile induction hobs
- Large fridge and 3 small fridges
- Large freezer
- 4 Industrial electric ovens
- Air conditioning unit and extraction unit
- Small food store cupboard
- Several sinks
- Dishwasher and washing machine
- Large range of top end cooking equipment
- Range of cooking small cooking equipment (ladles, knives, spoons, graters, bowls etc)

There are currently confirmed bookings up until Summer 2018.

### **HBC requirements for use inside the building**

There are a few times a year when the Council will need use of the whole building for its own events or as a base for emergency services for large town wide events. This may also include use of the office. The council would expect to pay for these hires. These are:

<b>HBC events use:</b>
Midsummer Fish Festival (late June)
Seafood and Wine Festival (September)
Herring Fair (November)
Stade Saturdays – Saturdays in Summer Season
<b>Emergency services use for town events:</b>
Pirate Day (July)

## Hastings Bonfire (October)

## Stade Open Space

Hastings Borough Council will continue to manage bookings for the Stade Open Space on behalf of the FT. In the majority of bookings the Stade hall and in some cases the Classroom on the Coast is booked as well. We will work closely to ensure that these bookings are confirmed in conjunction with the appointed managing organisation and to ensure a coordinated approach.

**In 2016/17 the Stade Open Space was used for 35 events.**

**As a guide the space is booked annually for the following events:**

- Stade Saturdays (weekends May – October)
- St Michael's Hospice- ( Weekend in December)
- Fish Fairs – Midsummer (weekend in June) Seafood and Wine (Weekend in September) Herring ( weekend in November)
- Pirate Day (Sunday in July)
- Carnival (Saturday in August)
- Hastings Week (two weekends in October)
- The Big Sleep (October)
- Bonfire (Saturday in October)

## Current Costs and Liabilities

To support the appointed management organisation for the interim, the Council is offering the facilities rent-free for the first year.

Utilities and running costs will need to be met by the managing organisation and will of course be dependent on the type and amount of usage. **As a guide, in 2016/17 the costs for the whole building were:**

• Electricity <b>£1,836.44</b>
• Gas: <b>£3,840.18</b>

<ul style="list-style-type: none"> <li>• Water: <b>£1,500</b></li> </ul>
<ul style="list-style-type: none"> <li>• Cleaning Stade Hall and toilets <b>£8,500</b></li> </ul>
<ul style="list-style-type: none"> <li>• Cleaning Classroom: <b>£46 per general clean / £76 for deep clean</b></li> </ul>
<ul style="list-style-type: none"> <li>• Alarm System <b>£400</b></li> </ul>
<ul style="list-style-type: none"> <li>• Portable Appliance Testing (PAT):  <b>£0.85 per item</b></li> </ul>
<ul style="list-style-type: none"> <li>• Responsive repairs may be required from time to time</li> <li>• Business Rates</li> </ul> <p><b>2016/17            £17,643.50</b>  <b>2017/18            £17,483.50</b></p> <p><b>Charities are currently entitled to 80% rate relief</b></p>
<ul style="list-style-type: none"> <li>• Insurance – The successful applicant will be required to have public liability insurance for a minimum of £20m, and employers' liability cover of at least £10m ( preferably unlimited)</li> </ul>

The appointed managing organisation would be responsible for repairing and maintaining the interior of the building and all associated plant equipment and general equipment. The FT will be responsible for exterior maintenance and repair.

## Insurance

The appointed organisation will be responsible for public liability, employers' liability and contents insurance. They will need to comply with terms and conditions of the buildings insurance – unless separately insured by the charity/ not for profit organisation (with an insurer the Council accepts and at a suitable level of cover)

## Partnership working and engagement

A good working relationship with the council and the appointed management organisation is expected. Additionally, due to the location and nature of the facilities the appointed organisation may also be expected to engage with or join working groups with other businesses and organisations in the Stade area, such as Fisheries Local Action Group (FLAG), RNLI, East Hastings Sea Angling Association, and the Hastings fishing fleet, the latter usually through the Hastings Fishermen's Protection Society.

As part of the contract arrangements for managing the facilities on behalf of the FT, the appointed organisation will also be expected to undertake quarterly reviews with the Council.

## Expression of Interest

There will be an opportunity for those expressing interest to visit the Stade Hall and Classroom and submit any questions.

The successful the appointed organisation will demonstrate how they will maximise local community and wider use of the space as well as the premises' assets.

Hastings Borough Council will continue to act as Trustee for the Foreshore Trust.

The successful applicant will be responsible for the day to day management of these facilities under the guidance and support of designated council officers. The successful applicant will be required from time to time to support and accommodate pre-existing events organised by the Hastings Borough Council and other communities groups, for which use of Stade Hall and Classroom on the Coast are required.

1. Interested parties should submit an expression of interest, which includes:

- Name of organisation and lead officer
- Contact details
- Organisation mission statement
- Confirmation that they are a charitable or not for profit organisation

2. A business case outlining the following:

- 5 Year term with 1 year and 3 year Break Clause
- What you intend to use the spaces for and how you would do this
- How you would manage the facilities on a day to day basis (staffing, booking system, maintenance etc)
- How you would intend to maximise the use of assets
- Simple Financial forecast for year 1 – including proposed fees and charges
- How you would market and promote the venue to the local community, further afield and to potential hirers
- How you envisage managing the facility after year 1 to make it sustainable
- How you propose to engage with the community to ensure they benefit and are able to access it

- Please consider how much you would be prepared to pay for the management arrangement beyond the first year.

Those shortlisted will be invited to attend a meeting.

Final appointment will be decided by the Charity Committee with occupation of the premises commencing on Monday 2<sup>nd</sup> April 2018.

### Submission and timeline

Expressions of interest must be submitted in a sealed envelope to: **Amy Godfrey 3<sup>rd</sup> Floor, Muriel Matters House, Breeds Place, Hastings. TN34 3UY or by email: [agodfrey@hastings.gov.uk](mailto:agodfrey@hastings.gov.uk)** no later than

**18.00 on Friday 12<sup>th</sup> January 2018.**

**EOIs submitted after this time will not be accepted.**

### Evaluation Process

	Date	Comment
Brief sent to prospective companies/advertised on HBC website and social media	December 2017	Any queries, please see contact details below
Interested parties site visits and clarification questions period	To be confirmed	
Deadline for submission of EOI to HBC	18.00 on 12 <sup>th</sup> January 2018	Amy Godfrey, 3 <sup>rd</sup> Floor, Muriel Matters House, Breeds Place, Hastings, TN34 3UY / <a href="mailto:agodfrey@hastings.gov.uk">agodfrey@hastings.gov.uk</a>
Shortlisting of submitted EOI's by the Council	To be confirmed	
Meetings with shortlisted EOI organisations to explore proposals further / clarify proposals	To be confirmed	
Council evaluation	To be confirmed	

Successful organisation/s requested to submit full application	To be confirmed	
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The outcome of the shortlisting process will be reported to the Foreshore Trust Charity Committee for approval.

## Appendix

### 2017 Fees and Charges for Stade Hall

Hourly	Not for profit	Weekday	£18.00
	Public Sector		£29.00
	Commercial		£35.00
	Not for profit	Weekend	£24.00
	Public Sector		£35.00
	Commercial		£40.00
Daily	Not for profit	Weekday	£103.00
	Public Sector		£171.00
	Commercial		£204.00
	Not for profit	Weekend	£138.00
	Public Sector		£204.00
	Commercial		£231.00
Weekly Exhibition	Not for profit	Hanging space only	£165.00
		Private use daytime	£220.00
		Exclusive use	£330.00
	Public Sector	Hanging space only	£220.00
		Private use daytime	£330.00
		Exclusive use	£440.00

		Hanging space only	<b>£275.00</b>
	Commercial	Private use daytime	<b>£385.00</b>
		Exclusive use	<b>£550.00</b>

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# Agenda Item 12

## NOTES OF

**Hastings & St. Leonards Coastal Users' Group  
Held on Tuesday, 6<sup>th</sup> March 2018 @ 1800hrs  
Muriel Matters House, Breeds Place, Hastings**

### Present:

Paul Carter (Chair) – East Hastings Sea Angling Association  
Cllr Kim Forward (Vice Chair) – HBC Deputy Leader / Lead member – Regeneration  
Alan Care – Hastings and Rother Disability Forum  
Alice Tebb – Marine Conservation Society  
Andre Palfrey-Martin – Save Our Heritage Group  
Anne Scott – Old Hastings Preservation Society  
Chris Richards – Hastings Adventure Golf  
Christine Boulton-Lane – West of Haven Beach Users Association  
Cliff Meaden – Epic Life Adventure Activities Sussex  
Cllr Judy Rogers – HBC (Castle Ward)  
Cllr Mike Howard – HBC (West St Leonards Ward)  
Cllr Trevor Webb – HBC (Central St Leonards Ward)  
Di Cooke – Hastings Lifeguards  
Dick Edwards – Hastings Old Town Residents Association  
Gerard Loughran – Hastings Arts Forum  
Kevin Boorman – Hastings Borough Council  
Laura Beerling – Hastings Borough Council  
Steve Peak – Friends of Hastings Country Park  
Tim McDonald – Shipwreck Museum  
Yasmin Ornsby – Stade Partnership  
Allison San Diego – Hastings Borough Council (notes)

### 1. WELCOME, INTRODUCTION AND APOLOGIES

Apologies were received from:

Tim Godwin – Hastings Urban Bikes  
Cllr James Bacon – HBC (Old Hastings Ward)  
Aaron Woods – HBC  
Paul Joy – Hastings Fishermen's Protection Society

### 2. BEACHY HEAD EAST RECOMMENDED MARINE CONSERVATION ZONE

Alice Tebb, Agents of Change Project Coordinator, Marine Conservation Society attended the meeting:

- The Beachy Head East recommended Marine Conservation Zone (rMCZ) is an area proposed by stakeholders in 2011 as part of Balanced Seas and as part of the government's commitment to a national network of Marine Protected Areas to conserve fragile marine habitats and vulnerable species

- The area that has been identified to be consulted on is between Beachy Head East and Hastings Pier and covers 206 sq km
- The MCZ will ensure the future for local marine ecology and would help conserve marine habitat and vulnerable species
- It was clarified that any activity that would have a detrimental effect and the fact that the shingle bank is very close to the potential MCZ would be given careful consideration
- It is expected that government will be issuing consultation advice on the Marine Conservation Zone in the summer
- Further information will be circulated to the group for their consideration at the next meeting

### **3. NOTES OF LAST MEETING (AGM: 21<sup>ST</sup> NOVEMBER 2017) (attached)**

Accepted as an accurate record

Matters arising:

- Winch Road – clarified that the barrier was replaced and is functioning
- Annual report of the Grant Advisory Panel – Kevin has contacted the protector to request a written report be supplied
- RNLI – Kevin has been in contact to invite them to one of the CUG meetings, ideally in the summer when the lifeguard service is operating
- Cycle route – question of when the cycle route markings along the upper promenade above Bottle Alley will be re-instated. Kevin confirmed that the order has been placed and paid for, and it is hoped that the work will be carried out prior to Easter
- Constitution – will be reviewed again at the next AGM

### **4. FORESHORE TRUST ITEMS**

#### **a. Charity Committee items for 19<sup>th</sup> March**

- i. Minutes from 11<sup>th</sup> December 2017 – the minutes were noted
- ii. Foreshore Trust Events Grant 2018-2019 – the report was noted
- iii. FLAG ice maker grant request – the report was noted and supported by the meeting
- iv. Stade Hall Facilities Management – the report was noted. Kevin clarified that the identity of the successful tenderer will be made public after the Charity Committee meeting on 19<sup>th</sup> March. It was clarified further that it is not yet known if the hire charges will remain the same or if these will change once the new operator is in place. It was agreed that they will be invited to the next meeting. **Post meeting note :-** The recommended manager will be named in the charity committee papers, published in advance of the meeting

- v. White Rock Fountain – the report was noted and supported by the meeting
- vi. Public art options – Michael Hambridge, HBC's Arts and Cultural Development Officer explained that following the success of The Landing, (sculpture as part of ROOT1066 Festival), he was asked to come up with ideas for temporary installations, on Foreshore Trust land. The proposal is to investigate further and prepare a model product for 2019, using Foreshore Trust funds as leverage. Deliverability and feasibility options are currently being looked into. It was clarified that funding of up to £20k is sought from the trust and that insurance options will also be considered
- vii. Play and sports activity hub proposal – Laura Beerling, HBC's Play Development Officer explained that a proposal is being put forward to financially support a play session/hub at the RNLI hut (dependant on whether the RNLI still need the hut). It is intended that the play session is run every Saturday throughout April to October. Any income generated will goes towards maintenance costs. The meeting supported the proposal.

b. Lawful Development Certificate HS/EX/18/00067 & Planning Application HS/FA/17/01056

A planning application for alterations to the Stade Amusement Park, was submitted on 5<sup>th</sup> December 2017, which includes a number of alterations to the Stade Amusement Park. In addition, a Lawful Development Certificate, which asks for permitted development rights for the site has been submitted.

Disappointment was expressed that this group was not notified of the development. It was hoped that out of respect for this group given its important role, it should have been notified directly and invited to comment. It was clarified that the application and supporting information was advertised on the council website, is still available to comment on and yet to be considered by the council's planning committee. Cllr Forward assured the meeting that she would seek a briefing from planning officers and will circulate this to the group. If further questions arise from the briefing, these should be forwarded to Kevin.

**Action: Cllr Forward**

Strong oppositions to both applications were expressed. The site in question is a key site and right of way is an important issue. It was agreed that it will be requested that, in the future, this group be notified of all planning applications affecting Foreshore Trust land.

Cllr Rogers declared an interest as a member of the planning committee and left the council chamber.

It was agreed that the details of both applications should be circulated and if a majority object, an objection will be made and a special meeting with planning and legal officers will be requested.

Steve put forward a motion that this group opposes the lawful development certificate and the planning application in principle. This was seconded by Dick and agreed by the meeting (7 voted in favour and 6 abstentions).

## **5. COASTAL ITEMS UPDATE**

### a. Harbour Arms Works

As Kevin has previously reported, the works had been postponed until later this spring. Assurance has been given that the works will happen and Kevin is hoping to hear more in the next few days.

### b. Coastal Community Team (CCT) & Coastal Communities Fund (CCF)

Kevin updated that good progress is being made on CCF4 projects, including Wi-Fi along the seafront and in the town centre, a marketing and social media campaign to promote the area and Rock House refurbishments. CCF5 proposals are currently being looked at.

### c. Marina

No further update on the proposed marina. Agreed this should be a standing agenda item from this point on.

## **6. MEMBER UPDATES / ANY OTHER BUSINESS**

Paul Carter apologised for the structure of the meeting and he will review the agenda prior to the next meeting and outstanding items such as disabled access on Winch Road will be included in the agenda until the items are signed off.

Cllr Mike Howard – informed everyone that this is his last meeting as he will not be seeking re-election in May. He expressed his thanks to the group, who also expressed theirs

Photo from Dick – suggesting how to improve the cycle and way walk along the seafront will be forwarded to HBC to be passed to the relevant officer

Storytelling picture boards – for the old bathing pool site. Andre will be making contact with HBC colleagues to get the project moving again

Net shop environment – Steve's campaign to improve net shop environment has progressed and the area looks much better now. It is hoped that more funds can be found to continue with the remaining work

Rock-a-Nore Road – required improvements remain on the agenda of this group and of the Stade Partnership. The whole area, including the Winch Road needs improvement to enable better access for all. Agreed this would be a standing agenda item. Clarification on when the improvements will be carried out will also be sought. **Action: Kevin**

Hastings Arts Forum – Gerard informed the meeting that their trustees are working hard on new art projects and to better utilise the beach as a result

Play Development in Hastings – Laura Beerling thanked the meeting for allowing her to present the play proposal and was also thanked for attending. She will update further after the summer season.

West of Haven Beach Users – Christine updated that the beach hut users still have not received their annual invoices from the council. Kevin explained that there have been issues and a meeting with finance and legal colleagues had taken place earlier that afternoon, but it is hoped the invoices will be dispatched as soon as possible.

Hastings Lifeguards – Di expressed her thanks to EHSAA for their support. Unfortunately this year is not looking good for the lifeguards as membership is down by 50% but they are still expected to cover all of the same events as last year and more. Work continues to promote the lifeguards, and a number of changes have been made to accommodate the required training courses. The group fully support the work and any support that can be provided will be gratefully received.

Winch Road – Tim queried the use of the road and if general access should be encouraged near the Shipwreck Museum instead. It was suggested that this item become a standing agenda item and that a motion to ask East Sussex County Council how they will meet the needs of those trying to use the area and the needs of the c8000 new users of the area will be met once the new surgery opens.

## **7. DATE OF NEXT MEETING**

6pm, Tuesday, 5<sup>th</sup> June – Muriel Matters House

Meeting closed 19:52

### **Distribution:**

Hastings & St Leonards Coastal Users Group  
Charity Committee

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