

Charity Committee Agenda

Monday, 29 March 2021 at 6.00 pm

This meeting will be held digitally. A viewing link will be posted to our website here: <https://www.hastings.gov.uk/my-council/cm/>

For further information, please contact Democratic Services on 01424 451484 or email: democraticservices@hastings.gov.uk

		Page No.
1.	Apologies for absence	
2.	Declarations of interest	
3.	Minutes of previous Charity Committee	1 - 6
4.	Notification of any additional urgent items	
5.	Foreshore Trust Small & Events Grants Round 4 2021-22 recommendations <i>(Victoria Conheady, Assistant Director, Regeneration and Culture)</i>	7 - 16
6.	Foreshore Trust Large Grant Programme recommendations <i>(Victoria Conheady, Assistant Director, Regeneration and Culture)</i>	17 - 26
7.	Hastings Lifeguard Contract <i>(Kevin Boorman, Marketing and Major Projects Manager)</i>	27 - 94
8.	Foreshore Trust Annual Report and Final Accounts 2019-20 <i>(Kit Wheeler, Chief Accountant (Deputy Chief Finance Officer))</i>	95 - 132
9.	Foreshore Trust 2021/22 Budget and Finance Report <i>(Kit Wheeler, Chief Accountant (Deputy Chief Finance Officer))</i>	133 - 140
10.	Urgent items (if any)	

This page is intentionally left blank

Agenda Item 3 Public Document Pack

CHARITY COMMITTEE

13 JULY 2020

Councillors O'Callaghan (Chair), Batsford (Vice-Chair), Rogers. James Cook (The Protector), Andrew Colquhoun (GAP Chair), Christine Barkshire-Jones, Kevin Boorman, Kirsty Cameron, Kit Wheeler, Peter Grace, Victoria Conheady

70. APOLOGIES FOR ABSENCE

None

71. DECLARATIONS OF INTEREST

None

72. MINUTES OF PREVIOUS CHARITY COMMITTEE

RESOLVED – that the minutes of the Charity Committee meeting held on 16th March 2020 be approved as a true record.

73. NOTIFICATION OF ANY ADDITIONAL URGENT ITEMS

None

74. FORESHORE TRUST SMALL & EVENTS GRANTS ROUND 3 2020-21 (RESPONDING TO COVID 19 PANDEMIC CRISIS)

Victoria Conheady, Assistant Director, Regeneration and Culture, presented the recommendations of the Grant Advisory Panel (GAP) in respect of applications for the Small and Events Grants Round 3 2020-21 (responding to COVID-19 pandemic crisis).

Following the pandemic impacts from 23rd March, the Charity Committee decided to re-focus this round in response. Urgency provisions were utilised for this report and it was agreed earlier due to the requirement to notify approved grant applicants as soon as possible and to enable projects to start in late June/early July. Thanks were extended to GAP for being very responsive, working electronically and attending two Microsoft Teams meetings over two nights, which took over two hours each.

Andrew Colquhoun, Chair of GAP, explained that positive and negative feedback had been received from successful and unsuccessful applicants.

James Cook, The Protector, asked if the committee is satisfied that these activities should be funded by the Foreshore Trust, and not by the local authority. It was explained that the successful applications are things which, in the current circumstances, the local authority would not be expected to fund.

The report had already been approved using urgency provisions on 22nd June and was noted by the meeting.

CHARITY COMMITTEE

13 JULY 2020

75. APPOINTMENT OF GRANTS ADVISORY PANEL MEMBERS

Christine Barkshire-Jones, Chief Legal Officer, explained that there are two recommendations in the report that require approval: 1) To appoint Terrence Fawthrop to the Grants Advisory Panel for a period of three years with immediate effect and 3) To give delegated authority to her to embark on a further recruitment drive for more volunteers to be considered for the Grants Advisory Panel. As colleagues are aware, a recruitment drive is carried out every year and appointments are made from that pool, which is now empty.

It was also noted that urgency powers were used on 22nd June to formally appoint Susan McNally to the Grants Advisory Panel for a period of three years from that date.

Councillor Rogers proposed approval of recommendations 1 and 3, seconded by Councillor Batsford, who also welcomed Susan and Terrence to the Grants Advisory Panel. He also thanked officers for their work on this process.

RESOLVED (unanimously):

That the meeting agrees:

1. To appoint Terrence Fawthrop to the Grants Advisory Panel for a period of three years with immediate effect

3. To give delegated authority to the Council's Chief Legal Officer to embark on a further recruitment drive for more volunteers to be considered for the Grants Advisory Panel

Reasons:

The Grants Advisory Panel must be able to have enough members to assess and evaluate grant applications under the Scheme dated 13 January 2011

76. FORESHORE TRUST BUSINESS PLAN 2019/20 – 2024/25

Victoria Conheady, Assistant Director, Regeneration and Culture, presented the report. As previously advised in March, a review of the business plan was going to be delayed to June and reported to this meeting. This would enable engagement with the Coastal Users' Group, after the recommendation was approved at the March committee meeting for an additional member of staff. However, due to COVID-19 impact since the end of March, this work has had to be postponed further for a number of reasons: 1) We are still currently unsure of the total financial impact the pandemic will have on reserves and income of the Trust, 2) Full engagement with the Coastal Users' Group still cannot be carried out due to current COVID-19 restrictions, and 3) Members of staff who would be working on this had been realigned to work on COVID-19 and are only just now returning to their normal work.

With regards to the impact COVID-19 has on the council and the town, the Assistant Director, Regeneration and Culture updated that some of the suspended services are

CHARITY COMMITTEE

13 JULY 2020

back now beginning to be operated, in COVID-19 compliant ways: the West Hill Cliff Railway opened on 4th July, operation of the car parks has returned to normal and the Trust funded playgrounds and multi-use games areas have now re-opened. The cycle and deckchair hire services, however, is still being reviewed, due to health and safety requirements and looking at whether this is financially viable. The Royal National Lifeboat Institution (RNLI) lifeguard service is now operating, with one station open since 20th June and the possibility of opening a second is being looked into.

In terms of the Large Grants Scheme as mentioned in paragraph 22 of the report, the Assistant Director, Regeneration and Culture explained that it was intended to launch the scheme in June. This however, has been delayed further due to the measures previously advised. It is still intended to launch the scheme, although a date is still to be determined.

In addition, Peter Grace, Chief Finance Officer, explained that the £25,000 as mentioned in paragraph 15b of the report is constantly moving and is still uncertain going forward, with the council parking income down by £257,000 in the three months up to the end of June. Currently, the July income is down £8,500 compared to this time last year. Although people are returning to the town, there will be impacts across all the Trust's activities, and more so if there is a second wave of the virus later in the year.

The Protector asked if projects and plans scheduled up to the end of March were completed. The Chief Finance Officer explained that some projects are yet to be completed and it is anticipated that some of the less important ones will be postponed until next year. The council and the Foreshore Trust need time to catch up on the repairs and maintenance programmes which it has not been able to progress and will concentrate on those that have additional cost, or health and safety implications if action is not taken. The council's surveyors are reviewing and revising the programme of work, and this will be presented to the next Charity Committee meeting.

With regards to the cycle hire service, Councillor Rogers asked if it would be possible to make the cycles available for council staff to use as they come back to the office if the service does not progress. She was advised that there are issues around cash handling which are currently being explored and that other options for the service will also be looked at. There may also be VAT implications that need to be considered following last week's announcement by the Chancellor.

Kevin Boorman, Marketing and Major Projects Manager updated that a lot of pressure has been put on RNLI to open the St. Leonards site and in the last hour news has been received that this will happen within the next two weeks.

In response to questions from Councillor Batsford on the car parks, he was advised that these were generally full at the weekends and there was some capacity during week days – that could, if there is a good summer, help the Trust to catch up financially. In addition, confirmation of additional financial support from government is yet to be received following recent announcements – for which the Trust may or may not be eligible.

In addition, the Coastal Users' Group raised concerns about operating hours of the toilets, which are now currently open until 6pm. Officers were exploring how much it

CHARITY COMMITTEE

13 JULY 2020

would cost to have these open for longer in the evening and will inform committee members – making arrangements to extend the hours if costs were reasonable.

Councillor Batsford proposed approval of the recommendations, seconded by Councillor Rogers. Officers were also thanked for their hard work during recent months.

RESOLVED (unanimously):

That the meeting agrees:

- 1. That the report on 2019/2020 Business Plan as appended to this report be noted.**
- 2. That the Committee delegate authority for any minor modifications to the Assistant Director of Regeneration and Culture in consultation with the Chair of the Charity Committee.**
- 3. That it is agreed that the activity projected in the 2019/20-2024/2025, as agreed in March 2019 for this financial year be followed (except for exceptions noted in paragraphs 18-23.**
- 4. That a business plan for the 5-year period commencing 2021/2022 be presented in March 2021, once COVID-19 impact on the Foreshore Trust assets are understood, and full engagement with the coastal users' group is allowed under covid social rules.**

Reasons:

1. The Charity Committee requires a business plan to support its decision-making on the use of Foreshore Trust assets and surpluses.
2. It was agreed at the Charity Committee in March 2020 that this year's business plan be presented at the June 2020 meeting to enable full consultation and engagement with the Coastal Users Group after the appointment of a 'Foreshore Trust Liaison officer'
3. Due to the COVID-19 pandemic the development of a business plan has not occurred

77. MINUTES OF COASTAL USERS GROUP - 7TH JULY 2020

The minutes of the Coastal Users' Group meeting held on 7th July were submitted for the Committee to note.

The Marketing and Major Projects Manager emphasised that points to note are around CCTV monitoring and the request for evening opening hours of some of the toilets, particularly at The Stade and Pelham Place. In addition, it was particularly noted that unanimous thanks were received and extended to the council for their work during the Covid-19 pandemic, especially the Foreshore team and to the Finance team for their swift handling of the discretionary grants.

RESOLVED that the minutes of the Coastal Users Group meeting held on 7th July 2020 be received and noted.

CHARITY COMMITTEE

13 JULY 2020

78. URGENT ITEMS (IF ANY)

None

(The Chair declared the meeting closed at 6:27pm)

This page is intentionally left blank

Agenda Item 5



Report To: Charity Committee

Date of Meeting: 29th March 2021

Report Title: Foreshore Trust Small and Events Grants Round 4 2021-22 recommendations

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

Key Decision: Yes

Classification: Open

Purpose of Report

To present the recommendations of the Grant Advisory Panel (GAP) in respect of applications for the Small and Events Grants Round 4 2021-22.

Recommendation(s)

1. Consider for approval the Small and Events Grants Round 4 2021-22 recommendations of the GAP as set out in Appendix 1 (with projects listed in Appendix A)
2. Agree budget provision as detailed in Appendix A.

Reasons for Recommendations

The Grant Advisory Panel has appraised the merits of the applications received for Small and Event Grant support and has made a number of recommendations for grant awards that can be funded from the available 2021-22 budget.

Background

1. The Foreshore Trust Small and Events Grants Programme is a small and events grants scheme for voluntary and community groups offering a service or running an event within Hastings & St. Leonards. £52,499 is available for round 4 in the 2021-22 financial year for grants of up to £6,000 each. This consists of £45,000 as budgeted and a carried over amount of £7,499 unspent from previous rounds.
2. Hastings Borough Council, as administrator for the Foreshore Trust Grants Programmes, advertised the programme in October 2020 via a social media campaign and 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 3rd December 2020.

Small and Events Grants Awards 2020-21

3. A total of 55 enquiries were received and by the closing date, 41 applications were submitted. 6 applications were ineligible meaning that 36 applications with a total amount requested of £158,553 were assessed.
4. The GAP met via Microsoft Teams on 20th and 27th January 2021 to review and score the applications. As in previous years the GAP members were paired up for the initial assessments and these 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 they were assessed in terms of the organisations' ability to deliver their proposals, how closely the proposed activities match the priorities of the Charity Committee, their value for money and a fair distribution of funds amongst all the priorities and members of the community.
7. Following a full assessment process, GAP members agreed to the recommendations shown in appendix A of the GAP chair report (appendix 1).
8. Of the 36 applications considered, GAP recommends to the Charity Committee that 15 of these be approved for funding at various levels, with some subject to conditions. All the projects are to be proposed to be delivered by no later than end of March 2022.
9. The projects recommended for approval total £52,499.

Timetable of Next Steps

Action	Key milestone	Due date (provisional)	Responsible
Approval of organisations to fund	Charity committee meeting	29/03/21	Charity Committee members
Notification of approval/rejection and contracting approved projects	After budget and project approval at Charity meeting	After 29/03/21	HBC secretariat officer

Wards Affected

All

Policy Implications

Reading Ease Score:

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

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

Additional Information

Appendix 1 – Report by the Chair of the Grants Advisory Panel with the Panel's recommendations (Appendix A).

Officer to Contact

Ian Sycamore
isycamore@hastings.gov.uk
01424 451339

This page is intentionally left blank

Report to: Charity Committee Meeting

Date of Meeting: 29 March 2021

Report Title: Foreshore Trust Small & Events Grants Round 4 2021-22 recommendations

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

Purpose of Report

1. To make recommendations as to which organisations should be funded under the Foreshore Trust Small & Events Grants Round 4 2021-22 and the allocations that will be made to each.

Recommendation(s)

1. To consider the Grant Advisory Panel's (GAP) recommendation to award small and events grants to the organisations shown in Appendix A.
2. To request grant funding for this round at £52,499 from the forecasted £52,499, including £7,499 unspent from previous rounds

Reasons for Recommendations

1. 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 Small and Events Grants Programme is a small and events grants scheme for voluntary and community groups offering a service or running an event within Hastings & St. Leonards. £52,499 is available for Round 4 in the 2021-22 financial year for grants of up to £6,000 each. £52,499 includes £7,499 unspent from previous rounds, in addition to the £45,000 normal allocation.
2. Hastings Borough Council, as administrator for the Foreshore Trust Events Grants Programme, advertised the programme in October 2020 via a social media campaign and 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 3rd December 2020.

Assessment of applications

3. A total of 55 enquiries were received and by the closing date, 41 applications were submitted. 6 applications were ineligible meaning that 36 applications with a total amount requested of £158,553 were assessed.
4. The GAP met via Microsoft Teams on 20th and 27th January 2021 to review and score the applications. As in previous years the GAP members were paired up for the initial assessments and these were then jointly reviewed at the meetings.
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 they were assessed in terms of the organisations' ability to deliver their proposals, how closely the proposed activities matched the priorities of the Charity Committee, value for money and a fair distribution of funds amongst all the priorities and members of the community.
7. Following a full assessment process, GAP members agreed to the recommendations shown in Appendix A.
8. Of the 36 applications considered, GAP recommends to the Charity Committee that 15 of these be approved for funding at various levels, with some subject to conditions. All the projects plan to deliver within 12 months of approval of the grant.
9. The projects recommended for approval total £52,499.

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.

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

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

Additional Information

Appendix A – Foreshore Trust Small & Events Grants Programme Round 4 2020-21 recommendations

Officer to Contact

Ian Sycamore
isycamore@hastings.gov.uk
014242451339

Appendix A - Foreshore Trust Small & Events Grants Programme Round 4 2021 Recommendations

Foreshore Trust Small and Events Grants Round 4 2021 - Recommended applications

Applicant	Project Name/ Aim	Funding recommended
HARC	Charity Shop IT upgrade Investing in IT equipment that will enable our charity shops to generate income from online sales. Our 2 local charity shops raise vital funds to support our advice services. In light of a first and now second national lockdown we need to adapt and evolve to the Coronavirus pandemic and the future of retail sales.	£1,632
St Mathews residents association	Garden - planting We want to plan and plant for the future. We want to clear areas within St Matthews gardens and plant new trees and hedging. We are able within the gardens to enjoy things planted by the generation before us, therefore we need to ensure that future generations enjoy the same legacy	£2,820
Hastings and District Canoe Club	Defibrillator The idea is to put a defibrillator on the wall of our clubhouse for public use.	£1,628
Sussex Association for Spina Bifida & Hydrocephalus	Social and digital inclusion services for local people affected by spina bifida & hydrocephalus (SB&H) The aim is to combat social isolation and provide opportunities for local children and adults affected by spina bifida, hydrocephalus (SB&H) and related disabilities to engage socially, access reliable information and sustain positive mental health for themselves and their families / carers. We will also train people to use digital technology to be able to access services safely.	£1,637
ETC	COED Foodbank To provide Food and support for Asylum Seekers, Refugees and migrants during the expected continued economic downturn and to assist them to move on from circumstances where they find themselves in food poverty. The funding is required to continue a Food Bank for this client group we established with Covid 19 grants in April 2020. These grants expire and of March 2021.	£3,809

St Helen's Church	<p>outdoor community project for those with mobility issues</p> <p>To provide a COVID-19 safe, large community and ecology area for vulnerable people with mobility issues. Includes parents/guardians with pushchairs, wheelchair users and those who are unsure on their feet such as the elderly and injured people/veterans. This will enable them to engagement with COVID-19 safe exercise and games; promote community 'social distance' development and encourage inclusion, tolerance and community cohesion. Involving youngsters, ethnicity and abilities with differing eco-social backgrounds and levels of neurodiversity.</p>	£1,848
St Leonards Festival	<p>A Greener Carnival 2021</p> <p>A new opportunity has arisen for St Leonards Festival to partner with national carnival members to develop and share good practice in sustainable carnival practice. We will research environmental impacts such as travel miles, waste management, power use, and water.</p> <p>We will contribute findings to national research by developing bench-line information for the St Leonards Carnival that can be shared as good practice with other groups in Hastings.</p> <p>Foreshore Trust support will lever wider funding.</p>	£5,300
18 Hours	<p>Diversity Book Club</p> <p>In response to Black Lives Matter (BLM) and teachers' requests we will run a free, regular after-school Book Club for teachers in Hastings. Together we will explore and provide copies to keep, of a selection of contemporary, high quality, diverse picture books to use in the classroom. These will challenge stereotypes and ensure children have access to diverse representations of people.</p> <p>Training and support will be provided through this online, after-school book club format.</p>	£2,838
YMCA	<p>Youth Club</p> <p>Our main aim of this project is help our young people develop into the adults that will thrive in a complex world both during their growth time and when entering higher levels of study or work. To achieve this we need a few starting up pieces of equipment.</p>	£2,310
Cruse Bereavement Care	<p>Providing specialist support to bereaved people in Hastings & St Leonards who have been affected by Covid-19. This project will provide one-to-one and group support to bereaved people in Hastings & St. Leonards. Our services will be delivered remotely via telephone/video and we will resume some face-to-face when safe to do so. This funding will increase our capacity to support more bereaved people in the local area and provide specialist support to those who have experienced complex grief and additional trauma caused by the pandemic.</p>	£5,618
Southwater Community Centre	<p>The project aim is to support local people, especially elderly and vulnerable people, returning and using their community centre to improve their lives and opportunities. The community centre is an ideal location for activities to help people recover and restore their vitality from the negative effects of the covid crisis.</p>	£5,530

Tempo Arts	Artist Billboard' – outdoor exhibition of work by diverse artists A public-facing artwork board, effectively a billboard for artwork, will enable diverse artists working in various media to focus their practices on creating one-off image works that could engage directly with Hastings audiences in the Covid-19 safe environment of the outdoors.	£3,479
His Place	His Place Community Hub Extension and continuation of providing community café, activities, skills workshops free to the public, empowering access to skills for work, reduction of isolation, community cohesion. Increase accessibility to disabled, disadvantaged people and BAME and Eastern European community.	£6,000
Hastings Thrives	Annual Songwriting Competition We run an annual school songwriting competition at the White Rock Theatre involving 400 primary and secondary children. As this didn't go ahead this year we ran an online competition open to all. We will continue with both next year as they provide for different needs in the community.	£2,000
Home Live Art	Painting the Prom (PtP) A community-led project decorating the "suntrap" booths on the lower promenade of St Leonards seafront with murals designed by local people and executed by local artists. Designs will be gathered by 2 pathways: 1) Public Call-out: Public submit designs. A panel of St Leonards residents will choose five winning entries. 2) Charity Partnerships: Seaview, Project Artworks, Friendship of St Nicholas, Eggtooth and Refugee Buddy Project will support their constituents to create one mural design each.	£6,000
Total		£52,499

Agenda Item 6



Report To: Charity Committee

Date of Meeting: 29th March 2021

Report Title: Foreshore Trust Large Grants programme recommendations

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

Key Decision: Yes

Classification: Open

Urgency provisions were utilised for this report and it was agreed earlier due to the requirement to notify approved grant applicants as soon as possible in time for them to set up new services for the financial year beginning April 2021.

Purpose of Report

To present the recommendations of the Grant Advisory Panel (GAP) in respect of applications for the Foreshore Trust Large Grants programme.

Recommendation(s)

1. Consider for approval for the Foreshore Trust Large Grants programme the recommendations of the GAP as set out in Appendix 1 (with projects listed in Appendix A)
2. Agree budget provision as detailed in Appendix A.

Reasons for Recommendations

The Grant Advisory Panel has appraised the merits of the applications received for the Large Grant support and has made a number of recommendations for grant awards that can be funded from the available 2021-2024 budget.

Background

1. The Foreshore Trust Large Grants programme is a scheme for voluntary and community groups offering a service within Hastings & St. Leonards.
2. The call was open from 25th September 2020 to 6th November 2020
3. For this particular round the applicants were asked to consider their response to the COVID-19 pandemic.
4. £161,667 is available in the 2021-2022 financial year and is forecasted to be £181,667 each year for the following two years totaling £525,000 by 2024
5. Applicants were asked to enter their requested amounts of Foreshore Trust large grants programme grants for Option A (full amount) and B (reduced amount) for each financial year bearing in mind the possible reduced amount of grant funding available in 2022-2023 and 2023-2024.
6. An additional £20,000 (included in the forecasted £181,667) will be made available each year in 2022-2023 and 2023-2024 to fund the 'Golden Thread' mental health and wellbeing agenda. All applications at this stage were asked to show how they plan to address this theme, with an emphasis on working in partnership with the other funded organisations

Large Grants Awards 2021-2024

7. The process used to invite and evaluate grant applications was in accordance with the protocols agreed by the Charity Committee in December 2014.
8. The Panel met via Microsoft Teams in November 2020 to discuss the respective merits of each application. Its recommendations are set out in the report from the Panel Chair (Appendix 1).
9. All of the applications for funding were assessed in terms of the organisations' ability to deliver their proposals, how closely the proposed activities demonstrated value for money and matched the priorities of the Charity Committee and the specifications of the Large Grant programme.
10. In total, six projects are recommended for approval at various levels of funding.
11. Grants are required to be spent and accounted for on an annual basis by March 2022, March 2023 and March 2024. The amount recommended totals £161,411 per year.

Policy Implications

12. The Foreshore Trust's Grants Schemes support activities that impact positively on the social and economic wellbeing of residents in the Borough, as well as assisting organisations in delivering a range of activities for local people that might otherwise be unavailable.

Wards Affected

All

Policy Implications

Reading Ease Score: 13.8

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

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

Additional Information

Appendix 1 – Report by the Chair of the Grants Advisory Panel with the Panel's recommendations (Appendix A).

Officer to Contact

Ian Sycamore
isycamore@hastings.gov.uk
01424 451339

This page is intentionally left blank

Report to: Charity Committee Meeting

Date of Meeting: 29 March 2021

Report Title: Foreshore Trust Large Grant Programme recommendations

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

Purpose of Report

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

Recommendation(s)

1. To consider the Grant Advisory Panel's (GAP) recommendation to award grants to the organisations shown in Appendix A.
2. To request grant funding for this round at **£161,411** for financial year 2021-2022
3. To agree to a following call towards the end of 2021 for the 'Golden Thread' specification

Reasons for Recommendations

1. 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.
2. This round was assessed with a focus on activities responding to the current COVID-19 pandemic and includes projects that will commence from April 2021.
3. An additional £20,000 will be made available each year in 2022-2023 and 2023-2024 to fund the 'Golden Thread'. This is a common thread of co-ordinated working between all the funded Foreshore Trust large grant projects which has been included to address and develop a wider mental health and wellbeing agenda.

All applicants at this stage were asked to show how they plan to address this theme, with an emphasis on working in partnership with the other funded organisations.

During the first six months of year one the grant programme partners will meet to identify the gaps in this 'Golden Thread' and agree a service specification. There will then be an open call for applications for funding of service delivery under this theme in years two and three.

The GAP will assess the applications for this theme towards the end of year one.

4. The partnership working expected by all the funded Foreshore Trust large grant organisations is:
 - a. Participation in network meetings (to be arranged and coordinated)
 - b. Sharing of good practice
 - c. Referrals
 - d. Identifying gaps in service provision and defining a service specification for the 'Golden Thread'.

Introduction

1. The Foreshore Trust Large Grant Programme is a grants scheme for voluntary and community groups offering a service within Hastings & St. Leonard's. £161,667 is available in the 2021-2022 financial year and is forecasted to be £181,667 each year for the following two years totaling £525,000 for the period 2021-2024. Please see below for breakdown.

Theme	FT LGP 2021-22	FT LGP 2022-23 Forecast	FT LGP 2023-24 Forecast	FT LGP Total 2021-24
Domestic Violence	£22,500	£22,500	£22,500	£67,500
Housing, debt and benefit advice (including Fuel Poverty)	£84,215	£84,215	£84,215	£252,646
Support infrastructure to voluntary organisations	£15,755	£15,755	£15,755	£47,265
Homelessness	£28,000	£28,000	£28,000	£84,000
Migration intervention	£11,196	£11,196	£11,196	£33,588
Mental Health (golden thread)	£0	£20,000	£20,000	£40,000
	£161,667	£181,667	£181,667	£525,000

2. Applicants were asked to enter their requested amounts of Foreshore Trust large grants programme grants for Option A (full amount) and B (reduced amount) for each financial year bearing in mind the possible reduced amount of grant funding available in 2022-2023 and 2023-2024.
3. For this particular round the Charity Committee amended the guidance and application form to focus the call to respond to the COVID-19 pandemic.
4. Hastings Borough Council, as administrator for the Foreshore Trust Grants Programmes, advertised the programme in October 2020 via a social media campaign and in the Hastings Voluntary Action newsletter, the Hastings Observer and in East Sussex County Council's external funding newsletter. The deadline for receipt of applications was 6th November 2020.

Assessment of applications

5. A total of 8 enquiries were received and by the closing date, 7 applications were submitted and assessed.
6. The GAP met via Microsoft Teams on 25th November 2020 to review and score the applications. All applications were assessed by all GAP members.
7. All GAP members had previously declared conflicts of interest which might have precluded them from appraising applications from particular organisations.
8. In assessing the applications, the GAP attempted to ensure they were assessed in terms of the organisations' ability to deliver their proposals, how closely the proposed activities 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.
9. Following a full assessment process, GAP members agreed to the recommendations shown in Appendix A.
10. Of the 7 applications considered, GAP recommends to the Charity Committee that 6 of these be approved for funding at various levels.
11. Grants are required to be spent and accounted for on an annual basis by March 2022, March 2023 and March 2024
12. The projects recommended for approval in 2021-2022 total £161,411
13. There were two applications applying under the Housing, debt and benefit advice theme, those being HARC and CAB. The panel recommended to part fund each application under the advice theme (annual amount = £84,215), splitting it between the two applicants. The applicants confirmed they would be confident they could still deliver their service with the reduced amount and both resubmitted their budgets to reflect this.
14. The panel recommends that these two organisations are encouraged to work closely together to deliver a more joined up service.

Policy Implications

15. 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. Applicants were asked to consider the impact of the Covid-19 pandemic.
-

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

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

Additional Information

Appendix A – Foreshore Trust Large Grants Programme 2021-2022 recommendations

Officers to Contact

Ian Sycamore: isycamore@hastings.gov.uk

Abbie Williams: abbie.williams@hastings.gov.uk

Appendix A - Foreshore Trust Large Grants Programme 2021-24 recommendations

Applicant	Project Name	Funding recommended 2021-2022	Funding Forecasted 2022-2023	Funding Forecasted 2023-2024
Change Grow Live (CGL)	CGL Domestic Abuse Service (@ the Portal)	£22,300	£22,300	£22,300
Citizens Advice 1066 (CAB)	Advice Services - Citizens Advice 1066	£42,108	£42,108	£42,108
Hastings Advice & Representation Centre (HARC)/ BHT /Age UK	Hastings Advice Services Partnership (HASP)	£42,108	£42,108	£42,108
Hastings Voluntary Action (HVA)	Funding Advice and Support Service	£15,755	£15,755	£15,755
HVA - The Links Project	The Links Project	£11,140	£11,140	£11,140
Seaview	The Seaview Project	£28,000	£28,000	£28,000
	Total for approval	£161,411	£161,411	£161,411

This page is intentionally left blank

Agenda Item 7



Report To: Charity Committee

Date of Meeting: 29th March 2021

Report Title: Proposal to extend the RNLI (Royal National Lifeboat Institution) contract to provide a beach lifeguard service for Hastings Borough Council and Hastings & St Leonards Charitable Foreshore Trust for a further three years

Report By: Kevin Boorman, Marketing and Major Projects Manager

Key Decision: Y

Classification: Open

Purpose of Report

To update charity committee on the performance of the RNLI ('Royal National Lifeboat Institution') operated beach lifeguard service in Hastings for the last four years and to recommend that a new contract is awarded for the next three years.

Recommendation(s)

1. That HBC and the Foreshore Trust enter into a new three year agreement with the RNLI for the RNLI to provide a beach lifeguard service at Hastings for the 2021 – 2023 (inclusive) seasons and they are appointed without going through the competitive tendering procedures, subject to cabinet agreement.
2. That authority is delegated to the assistant director of regeneration and culture or her nominee to conclude the necessary legal agreements.

Reasons for Recommendations

1. Because the RNLI, the 'gold standard' of lifesaving at sea, is able to provide a better service at better value than we can provide in-house.

Background

1. Hastings Borough Council/the Foreshore Trust operated an 'in house' seasonal Lifeguard Service from 2000 until 2016. This developed over the years in response to risk assessment, visitor habits and service review.
2. In 2017 the RNLI was awarded the contract to provide lifeguard services in Hastings for a one year trial period. This was successful, and in 2018 agreement was reached for the RNLI to operate the lifeguard service in Hastings for a further three years.
3. The RNLI operate a joint funding arrangement to cover the costs associated with running the lifeguard service. The RNLI ask for a contribution from the beach operator equivalent to the seasonal wage bill for the time the operational lifeguards spend patrolling, with the RNLI funding the remainder of the service, including management provision. The RNLI also undertake all training, and provide the highest level of safety equipment. They also ask for permission from the beach operator to fundraise and promote the Institution on the beach during the lifeguarded season. This means that the RNLI can provide a better value service than we could provide on a like for like basis and also that our lifeguards have access to a more focussed 'saving lives at sea' management support organisation and peer network than we are able to provide.

Review of last contract

4. Each year the RNLI provide a report of their operation in Hastings; the reports for the last three years are appended.
5. As can be seen, in 2018 2 people were rescued, 15 assisted, major first aid rendered on 4 people, minor first aid on 55, and a total of 12 796 face to face 'preventative actions' were carried out.
6. In 2019 4 lives were saved, 7 people were rescued, 16 assisted, major first aid rendered on 5 people, minor first aid on 22, and a total of 6357 face to face 'preventative actions' were carried out.
7. In 2020, in a season much curtailed by Covid, and in which only two of the three regular lifeguard stations were staffed, 4 lives were saved, 7 people were rescued, 6 assisted, major first aid rendered on 5 people, minor first aid on 17, and a total of 7432 face to face 'preventative actions' were carried out.
8. The performance of the RNLI lifeguards is to be commended, with 8 lives saved, and 14 people rescued in the last two years alone.

2021 season

9. It is proposed to start the 2021 lifeguards season on 29th May 2021 (Spring bank holiday weekend). All three beaches (Pelham, Pier, St Leonards) will initially open full time until Sun 6 June 2021 to cover both the bank holiday and associated school half term break. From Sat 12 June 2021 all beaches will work weekends only up until the start of peak season which would be scheduled to begin on Sat 10 July 2021. From this date they will operate 7 days a week.

Peak season will finish on Sun 5 Sept 2021. All beaches will then revert back to weekend only cover until the end of main season on Sun 26 Sept 2021 (an additional three weekends).

Discussion

10. As noted above, the RNLI operate a joint funding arrangement to cover the costs associated with running the lifeguard service. The RNLI ask for a contribution from the beach operator equivalent to the seasonal wage bill for the time the operational lifeguards spend patrolling, with the RNLI funding the remainder of the service, including management provision. The RNLI also undertake all training and provide the highest level of safety equipment. They also ask for permission from the beach operator to fundraise and promote the Institution on the beach during the lifeguarded season. This means that the RNLI can provide a better value service than we could on a like for like basis.
11. The RNLI pay all their lifeguards above the living wage.
12. In addition, the RNLI provide accommodation at Pelham and the pier at no additional cost to us, and a very high standard of lifeguard equipment. As noted above, they provide excellent training and specialist management support, and are widely seen as providing the 'gold standard' of lifeguarding operation.
13. The RNLI have indicated that, given the level of investment they are providing, they would like to enter into a three year agreement with us to provide our beach lifeguarding service. Such an agreement would also provide us with certainty of operation.
14. The RNLI, a national charity dedicated to lifesaving at sea, provides the 'gold standard' of lifeguarding, and manages beach lifeguarding services for many local authorities around the country. It is able to provide a better service at a lower cost than we can offer in-house, whilst paying the lifeguards above the living wage. The RNLI also operates the lifeguarding service at Camber Sands and Bexhill on behalf of Rother District Council, and Hastings fits well into this local structure; this helps provide additional resilience for the Hastings service. The RNLI also operates Hastings lifeboat station, of course.
15. It is therefore recommended that the RNLI be appointed to operate the Hastings lifeguarding service for the 2021, 2022 and 2023 seasons
16. Ordinarily, our financial operating procedures requires us to tender for contracts over £50 000. However, there is provision within the procedures (paragraph 21, clause j) for derogation from this requirement if expressly approved by cabinet on consideration of a report from an authorised officer. Such a report is being taken to cabinet.

Financial Implications

17. If the lifeguard season had gone ahead as normal in 2020, our contribution for the service would have been £39,990 plus VAT. For 2021, in line with the contract, this will be increased by 2%, bringing our 2021 contribution to £40,790 plus VAT. By way of comparison the service cost HBC/FT approximately £54 000 for staff in 2016, this figure did not cover any internal supervision costs, and there were additional costs of £7500 for training, induction and supervision from our lifeguard consultant. There was a shorter operating season then, and the service only operated out of two locations, Pelham and St Leonards; the pier was added by the RNLI in 2017.

18. What is being proposed for 2021 onwards provides a longer season operated out of three bases at a figure which is around £20 000 per annum less in cash terms than we were able to provide from two bases in 2016.

Recommendation

19. That HBC and the Foreshore Trust enter into a new three year agreement with the RNLI for the RNLI to provide a beach lifeguard service at Hastings for the 2021 – 2023 (inclusive) seasons and they are appointed without going through the competitive tendering procedures, subject to cabinet agreement; and that authority is delegated to the assistant director of regeneration and culture or her nominee to conclude the necessary legal agreements.

Timetable of Next Steps

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

Action	Key milestone	Due date (provisional)	Responsible
Cabinet discussion	Approval recommended	6 th April 2021	Marketing & major projects manager
Service recommences	Cabinet approval	29 th May 2021	Marketing & major projects manager

Wards Affected

Old Town, Castle, Central St. Leonards

Policy Implications

Reading Ease Score: 40.5

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

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

Additional Information

RNLI lifeguard reports 2018, 2019, 2020 appended

Officer to Contact

Kevin Boorman
kboorman@hastings.gov.uk
01424 451123

This page is intentionally left blank

**Lifeguard Service Monitoring Report 2018
Hastings Borough Council**

Contents

1. Summary
2. Service Levels 2018
3. Key Performance Indicators
4. Incident Reporting Data 2018
5. Comparative Statistics 2017 – 2018
6. Beach Education
7. 2019 Recommendations
8. Report Appendix

1. Summary

This report outlines the provision of RNLI Lifeguard services on behalf of Hastings Borough Council, East Sussex.

This has been the second year that the RNLI has provided a lifeguard service in Hastings Pelham, Hastings Pier and Marina St. Leonards for Hastings Borough Council (HBC). The management team that has provided the service on behalf of HBC consists of: Glen Mallen (Lifesaving Manager – South East), Allen Head (Area Lifesaving Manager), Joseph Mitchell (Lifeguard Supervisor [LGS]), Dominic Richard (LGS), Hugh Richardson (LGS) & Sophie Driver (LOA). Technical support and maintenance has been provided by Ryan Field, Paul Higgs & Richard Staff. Press / Media support was provided by Paul Dunt.

The RNLI provided induction training for all seasonal lifeguards and ran two induction programmes accommodating for main season and peak season lifeguards. The induction training programmes consist of;

- RNLI Casualty Care for Lifeguards course. An advanced first aid course including oxygen therapy, defibrillator training, and basic drug administration. Approved and endorsed by the British Paramedic Association.
- RNLI Lifeguard Induction course which includes; safety and well-being training, PPE, manual handling training and public interaction skills.
- RYA SRC VHF radio operator.
- Equipment Operator training for Rescue Water Craft (RWC), All-Terrain Vehicle (ATV) and Four Wheel Drive (4WD).
- Familiarisation and training with other SAR organisations (HM Coastguard, RNLI Lifeboats, South East Coast Ambulance service) and extensive local familiarisation scenarios on the beaches.
- Hastings Volunteer Ambassador training.
- Specified beaches have an appointed Senior Lifeguard who undergoes further operational command and operation leadership training.

In addition to the induction training, all lifeguards attended ongoing weekly training, attending at least one hour of paid lifeguard training each week. These training sessions are split into four categories; Team Building; Casualty Care; Lifeguard Skills & Fitness Testing. These roll on a 4 weekly basis to ensure that training is varied and relevant to all the skills needed to work on the beach.

All RNLI Lifeguard units were declared to HMCG Solent on a daily basis. The Lifeguard Supervisors declared manning levels, equipment, and standard hours of operation each day. All of the beach lifeguard units were tasked by HMCG Solent on multiple occasions throughout the season. A full breakdown of operational statistics can be seen later in this report.

The introduction of a search and rescue helicopter service at Lydd has increased the likelihood of the Lifeguards using the SAR helicopter during operations. The RNLI and Bristow's conducted joint training in preparation. The RNLI were granted permission by RDC to conduct an exercise within the Camber area.



As part of our wider commitment to improve beach safety within the East Sussex area, we have set up our ambassadors programme which we have Lifeguards volunteer to attend events & schools/ colleges to assist in both recruitment and education.

In addition to the lifeguard service provision and education programme, the RNLI management team have been working closely with local clubs and reviewed all risk assessments for lifeguarded beaches in Hastings and Rother.



2. Service Levels 2018 – Hastings

Equipment :

(In addition to the standard rescue, first aid and beach management equipment provided to every lifeguarded beach)

Bicycle:

- Hastings Pelham
- Hastings Pier
- Marina, St. Leonards
- Bexhill

Beach Name	Main Start	no. LGs	F/T or W/E Only	Peak Start	no. LGs	Peak Finish	Main Finish
Hastings Pelham	26-May	3	W/E Only	08-Jul	3	30-Sep	
Hastings Pier	26-May	2	W/E Only	08-Jul	2	30-Sep	
Marina St Leonards	26-May	3	W/E Only	08-Jul	3	30-Sep	

3. Key Performance Indicators

Carry out a Risk Assessment to identify hazards and determine a series of control measures to militate against the 'risk'. These control measures to include where appropriate: provision of public education; safety literature; information and warning signs; zoning; barriers; trained surveillance; first aid; lifeguards (inc. lost children service); and, appropriate equipment, as set out in Schedule 1.	Not Achieved	Achieved	Exceeded
		x	
	Full risk audit reviews on all 3 operational beaches with full beach safety assessments to be completed and up to date in 2018.		

Provide a beach safety and rescue service covering a period defined in the Risk Assessment, normally from May to September but which may be reduced or extended either way by agreement with LA based on the Risk Assessment.	Not Achieved	Achieved	Exceeded
		x	
	Service provided across the area as described in services agreement.		

Provide a beach safety and rescue service on the beaches covering a series of Operational Areas (Beach, Normal and Extended) as agreed with the LA	Not Achieved	Achieved	Exceeded
		x	
	Operational areas as agreed and amended in consultation with stakeholders.		

Provide a beach safety and rescue service in accordance with the Local Operating Procedures	Not Achieved	Achieved	Exceeded
		x	
	Local operating procedures created, reviewed and updated, copies of which have been made available. Any adjustments reported through end of season report and meetings.		

Ensure the service is provided in accordance with the criteria to comply with the European Blue Flag and/or Seaside Award standards where necessary.	Not Achieved	Achieved	Exceeded
		x	
	Lifeguard service provided at agreed designated locations.		

Complete incident reports, daily logs and staffing level records on a daily basis to be made available to the LA on request and included in an annual report to the LA.	Not Achieved	Achieved	Exceeded
		x	
	Achieved. No information requested but provided within this report.		

Observe the provisions of the LA's Health and Safety at Work Policy and Safety	Not Achieved	Achieved	Exceeded
--	--------------	----------	----------

Working Practices together with the best practice lifeguarding principles ("Safety on British Beaches") wherever appropriate.		x	
	Achieved. No information requested.		
Ensure lifeguards observe high standards of courtesy and consideration towards members of the public at all times.	Not Achieved	Achieved	Exceeded
		x	
	No complaints received.		
Inform the LA's appropriate officer responsible for environmental services regarding any beach cleaning requirements or pollution incidents.	Not Achieved	Achieved	Exceeded
		x	
	Incidents reported in timely manner.		
Ensure that so far as reasonable all public relations, incident data, publicity and media releases are agreed between the parties beforehand.	Not Achieved	Achieved	Exceeded
		x	
	Achieved.		
Recognise the Local Authority on all signs	Not Achieved	Achieved	Exceeded
		x	
	Recommendations have been made and working with LA to implement		
Keep the lifeguarding service fully insured for public liability and employers liability risks as appropriate to a minimum cover in each case of £20 million for any one claim.	Not Achieved	Achieved	Exceeded
		x	
	Achieved.		

3. Incident reporting data 2018

Lifeguard End of Season Report 2018

Council	Lifeguard Unit	Preventative Actions	People Aided						
		Face to Face	Lives Saved	Rescued	Assisted	Major First Aid	Minor First Aid	Missing / Found/Searches	Total
Hastings	Marina	5079	0	2	5	0	7	1	15
Hastings	Pier	3581	0	0	7	0	17	0	24
Hastings	Pelham	4136	0	0	3	4	31	8	46
Hastings Total		12,796	0	2	15	4	55	9	85

4. Comparative statistics

LIFEGUARD SUPERVISOR JOSEPH MITCHELL

Lifeguard End of Season Report 2017

Council	Lifeguard Unit	Incidents										People Aided									
		Lives Saved	Rescued	Assisted	Casualty Care	Minor First Aid	Search	Near Miss	Other	Missing / Found	Total	Lives Saved	Rescued	Assisted	Casualty Care	Minor First Aid	Search	Near Miss	Other	Missing / Found	Total
Hastings	Marina St Leonards		1	6		18		1	2		28		1	7		18		3	9		38
Hastings	Pelham East				6	20			5	1	32				6	20			8	1	35
Hastings	Pelham West			1		11			1	2	15			1		11			2	2	16
Hastings Total		0	1	7	6	49	0	1	8	3	75	0	1	8	6	49	0	3	19	3	89

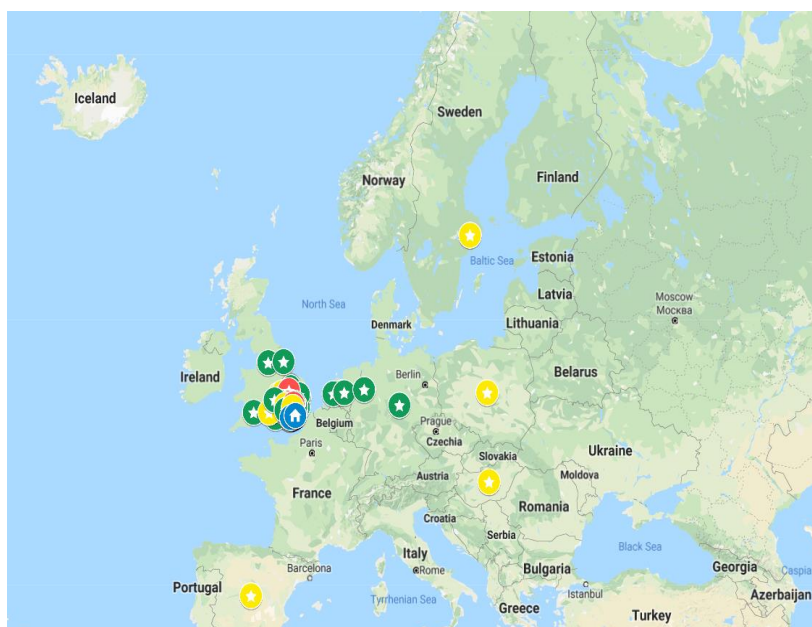
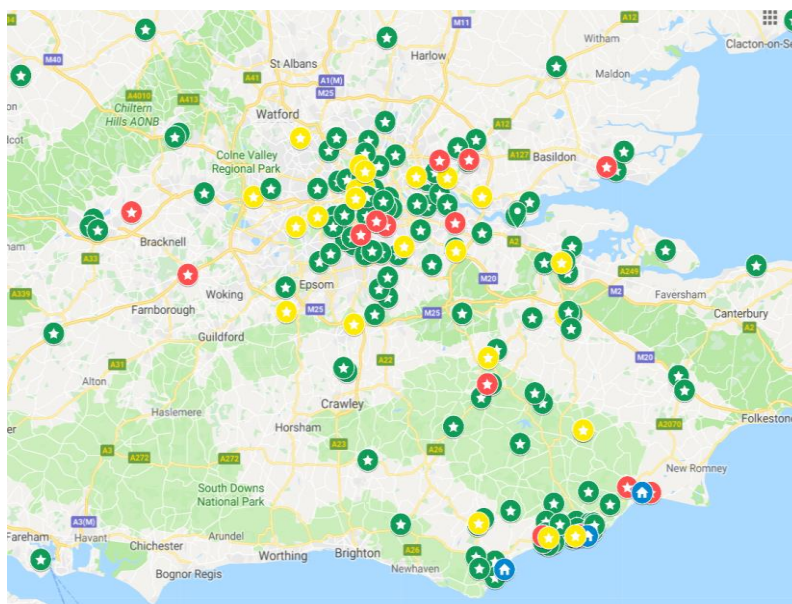
Council	Lifeguard Unit	Preventative Actions					Beach Visitors			
		Face 2 Face	PA / Tannoy	Signs & Flags	Other	Total Preventative Actions	Beach Users	In-Water	Surf / Craft	Total Beach Visitors
Hastings	Marina St Leonards	684	8	123	31	846	1,896	679	111	2,686
Hastings	Pelham East	661	2	160	18	841	7,355	661	91	8,107
Hastings	Pelham West	579	13	141	6	739	5,452	643	172	6,267
Hastings Total		1,924	23	424	55	2,426	14,703	1,983	374	17,060

LIFEGUARD SUPERVISOR JOSEPH MITCHELL

Over the last 2 years we have experienced a steady rise in visitor numbers reported on the beaches in East Sussex. The increase in preventative action and incidents on the beach are largely due to the increased beach user numbers and outstanding weather.

Beach users were mapped to gain an insight into where the majority of people were travelling from. The majority of people using Rother and Hastings coastline reside in London.

The RNLI are looking at potential toolkits for Lifeguards to overcome any language barriers. There was an apparent increase in inflatable toys causing incidents on the beaches in 2018. This message will be reinforced during schools education talks.



5. Meet The Lifeguards

Now that the lifeguard service is firmly established in the area we are looking at providing education locally to schools and clubs. The target audience is Key Stage 2 where the individuals are beginning to visit places without the guidance from their parents. Therefore more likely to unknowingly expose themselves to risk.

It is our intention to set up the meet the lifeguard programme which fits in the national curriculum and does not cost the schools to provide. Lifeguards also already conduct talks on an ad hoc basis to groups who used the beach if conditions allowed.



Each of the talks followed the following topics:

1. Introduction
2. RNLI
3. Lifeguard Introduction
4. 'SAFE' Message
5. Flag System
6. Sun Safety
7. Inflatable Use
8. RIP Currents
9. Tombstoning
10. Tides
11. Coastal Erosion
12. How to get help
13. Hastings and Rother Coastal Codes & Signs
14. Lifeguard Equipment
15. Summary
16. Questions.

6. 2018 Recommendations

RNLI Lifeguards make the following recommendations for approval by Hastings BC, in preparation for the 2019 season:

- i. Review revised service levels as proposed by RNLI (outlined below and as per end of season meeting / correspondence).

2019 Proposed season dates and manning levels:

Beach Name	Main start	No LG's	Peak start	No LG's	Peak Finish	Main Finish
Hastings Pelham	25.05.19	3	06.07.19	3	01.09.19	29.09.19
Hastings Pier	25.05.19	2	06.07.19	2	01.09.19	29.09.19
Marina St Leonards	25.05.19	3	06.07.19	3	01.09.19	29.09.19

Weekends / bank holidays.

Due to increasing beach populations staffing numbers are constantly reviewed to ensure adequate supervision of the water. On occasions where there is additional risk or specific events there is the potential of some increased LG staffing, at the expense of the RNLI. This is monitored in advance and timely provision made.

- I. RNLI to continue to provide Meet the Lifeguards beach education campaign in 2018 and take on full administrative responsibility.
- II. Continued partnership working to review RNLI signage and PRE recommendations and implement as agreed.

Report Appendix

Definitions of search and rescue criteria

Rescue – where a lifeguard responds to a person at risk, and physically returns them to shore or transfers them to another craft.

Major First Aid – where a lifeguard treats a patient who is at risk due to sickness or injury, and has called in external assistance.

Assistance – where a lifeguard aids a person in the sea who is at little risk, but if left, would be at risk later.

Search – an organised search with other SAR units for a missing person either at sea or on land – includes body recovery

Near Miss – any occurrence where a person might have been injured by watercraft i.e. powered or otherwise

Life Saved – if the lifeguard had not intervened, life would have been lost.

Preventative Action (PA) – an action conducted by the lifeguard team to prevent persons coming into contact with harm including; PA announcement, moving flags, displaying safety signage, educating beach users.

Lifeguard Service Monitoring Report 2019
Hastings Borough Council

Contents

1. Summary
2. Service Levels 2019
3. Key Performance Indicators
4. Incident Reporting Data 2019
5. Comparative Statistics 2017 – 2019
6. Beach Education
7. 2020 Recommendations
8. Report Appendix

1. Summary

This report outlines the provision of RNLI Lifeguard services on behalf of Hastings Borough Council, East Sussex.

This has been the second year that the RNLI has provided a lifeguard service in Hastings Pelham, Hastings Pier and Marina St. Leonards for Hastings Borough Council (HBC). The management team that has provided the service on behalf of HBC consists of: Glen Mallen (Lifesaving Manager – South East), Joseph Mitchell (Area Lifesaving Manager), Isabel Dorman (Lead Lifeguard Supervisor [LLGS]), Dominic Richard (LGS), Hugh Richardson (LGS) & Sophie Driver (LOA). Technical support and maintenance has been provided by Louis McCarthy, Ryan Field, Paul Higgs & Richard Staff. Press / Media support was provided by **Paul Dunt**.

The RNLI provided induction training for all seasonal lifeguards and ran two induction programmes accommodating for main season and peak season lifeguards. The induction training programmes consist of;

- RNLI Casualty Care for Lifeguards course. An advanced first aid course including oxygen therapy, defibrillator training, and basic drug administration. Approved and endorsed by the British Paramedic Association.
- RNLI Lifeguard Induction course which includes; safety and well-being training, PPE, manual handling training and public interaction skills.
- RYA SRC VHF radio operator.
- Equipment Operator training for Rescue Water Craft (RWC), All-Terrain Vehicle (ATV) and Four Wheel Drive (4WD).
- Familiarisation and training with other SAR organisations (HM Coastguard, RNLI Lifeboats, South East Coast Ambulance service) and extensive local familiarisation scenarios on the beaches.
- Hastings Volunteer Ambassador training.
- Specified beaches have an appointed Senior Lifeguard who undergoes further operational command and operation leadership training.

In addition to the induction training, all lifeguards attended ongoing weekly training, attending at least one hour of paid lifeguard training each week. These training sessions are split into four categories; Team Building; Casualty Care; Lifeguard Skills & Fitness Testing. These roll on a 4 weekly basis to ensure that training is varied and relevant to all the skills needed to work on the beach.

All RNLI Lifeguard units were declared to HMCG Solent on a daily basis. The Lifeguard Supervisors declared manning levels, equipment, and standard hours of operation each day. All of the beach lifeguard units were tasked by HMCG Solent on multiple occasions throughout the season. A full breakdown of operational statistics can be seen later in this report.



The introduction of a search and rescue helicopter service at Lydd has increased the likelihood of the Lifeguards using the SAR helicopter during operations. The RNLI and Bristow's conducted joint training in preparation. The RNLI were granted permission by RDC to conduct an exercise within the Camber area.

As part of our wider commitment to improve beach safety within the East Sussex area, we have set up our ambassadors programme in which we have Lifeguards volunteer to attend events & schools/ colleges to assist in both recruitment and education.

In addition to the lifeguard service provision and education programme, the RNLI management team have been working closely with local clubs and reviewed all risk assessments for lifeguarded beaches in Hastings and Rother.



2. Service Levels 2019 – Hastings

Equipment :

(In addition to the standard rescue, first aid and beach management equipment provided to every lifeguarded beach)

All-Terrain Vehicle, 4WD & Rescue Watercraft:

- Camber Central

4WD Vehicle

- Camber West

We provided an Easter Service at Camber Central this Year which ran from 19.04.19.
We then Continued with weekends up until the start of Main season.

Area	Beach Name	Main Start	No. LGs	FT/ or W/E Only	Peak Stat	No. LGs	Peak Finish	Main Finish
Rother & Hastings	Camber Central	25-May	4	F/T	06-Jul	4	06-Oct	
	Camber West	25-May	3	W/E Only	06-Jul	3	06-Oct	
	Hastings Pelham	25-May	3	W/E Only	06-Jul	3	29-Sep	
	Hastings Pier	25-May	2	W/E Only	06-Jul	2	29-Sep	
	Marina St Leonards	25-May	3	W/E Only	06-Jul	3	29-Sep	
	Bexhill	N/A	N/A	N/A	13-Jul	2	06-Sep	

3. Key Performance Indicators

Carry out a Risk Assessment to identify hazards and determine a series of control measures to militate against the 'risk'. These control measures to include where appropriate: provision of public education; safety literature; information and warning signs; zoning; barriers; trained surveillance; first aid; lifeguards (inc. lost children service); and, appropriate equipment.	Not Achieved	Achieved	Exceeded
		x	
	Full risk audit reviews on all operational beaches with full beach safety assessments to be completed and up to date in 2019.		
Provide a beach safety and rescue service covering a period defined in the Risk Assessment, normally from May to September but which may be reduced or extended either way by agreement with LA based on the Risk Assessment.	Not Achieved	Achieved	Exceeded
		x	
	Service provided across the area as described in services agreement.		
Provide a beach safety and rescue service on the beaches covering a series of Operational Areas (Beach, Normal and Extended) as agreed with the LA	Not Achieved	Achieved	Exceeded
		x	
	Operational areas as agreed and amended in consultation with stakeholders.		
Provide a beach safety and rescue service in accordance with the Local Operating Procedures	Not Achieved	Achieved	Exceeded
		x	
	Local operating procedures created, reviewed and updated, copies of which have been made available. Any adjustments reported through end of season report and meetings.		
Ensure the service is provided in accordance with the criteria to comply with the European Blue Flag and/or Seaside Award standards where necessary.	Not Achieved	Achieved	Exceeded
		x	
	Lifeguard service provided at agreed designated locations.		

Complete incident reports, daily logs and staffing level records on a daily basis to be made available to the LA on request and included in an annual report to the LA.	Not Achieved	Achieved	Exceeded
		x	
	Achieved. No information requested but provided within this report.		
Observe the provisions of the LA's Health and Safety at Work Policy and Safety Working Practices together with the best practice lifeguarding principles ("Safety on British Beaches") wherever appropriate.	Not Achieved	Achieved	Exceeded
		x	
	Achieved. No information requested.		
Ensure lifeguards observe high standards of courtesy and consideration towards members of the public at all times.	Not Achieved	Achieved	Exceeded
		x	
	No complaints received.		
Inform the LA's appropriate officer responsible for environmental services regarding any beach cleaning requirements or pollution incidents.	Not Achieved	Achieved	Exceeded
		x	
	Incidents reported in timely manner.		
Ensure that so far as reasonable all public relations, incident data, publicity and media releases are agreed between the parties beforehand.	Not Achieved	Achieved	Exceeded
		x	
	Achieved.		
Recognise the Local Authority on all signs	Not Achieved	Achieved	Exceeded
		x	
	Recommendations have been made and working with LA to implement		
Keep the lifeguarding service fully insured for public liability and employers liability risks as appropriate to a minimum cover in each case of £20 million for any one claim.	Not Achieved	Achieved	Exceeded
		x	
	Achieved.		

3. Incident reporting data 2019

Lifeguard End of Season Report 2019

Page 55

LIFEGUARD UNIT	INCIDENTS									
	Lives Saved	Rescued	Assisted	Casualty Care (Major)	Minor First Aid	Search	Near Miss	Other	Missing/Found	Total
Marina	2	4	9	0	9	0	0	1	1	26
Hastings Pier	1	0	4	1	5	0	0	0	4	15
Pelham	0	2	1	4	10	0	1	0	8	26
TOTAL FOR THE YEAR:	3	6	14	5	24	0	1	1	13	67

LIFEGUARD UNIT	PEOPLE AIDED									
	Lives Saved	Rescued	Assisted	Casualty Care (Major)	Minor First Aid	Search	Near Miss	Other	Missing/Found	Total
Marina	3	5	10	0	9	0	0	1	1	29

LEAD LIFEGUARD SUPERVISOR ISABEL DORMAN

Hastings Pier	1	0	5	1	3	0	0	0	4	14
Pelham	0	2	1	4	10	0	1	0	20	38
TOTAL FOR THE YEAR:	4	7	16	5	22	0	1	1	25	81

Preventative Actions 2019

	Face 2 Face	PA/Tannoy	Signs/Flags	Move Signs and Flags	Other P/A	Total
LIFEGUARD UNIT						
Marina	2,377	15	1,430	769	630	5,221
Pier	2,065	15	1,367	693	274	4,414
Pelham	1,915	25	1,490	687	478	4,595
TOTAL FOR THE YEAR:	6,357	55	4,287	2,149	1,382	14,230

Beach Visitors 2019

	Beach Users	In-water	Surf/Craft	Total
LIFEGUARD UNIT				

LEAD LIFEGUARD SUPERVISOR ISABEL DORMAN

Marina	7,091	1,435	282	8,808
Pier	16,585	1,013	257	17,855
Pelham	18,770	1,797	262	20,829
TOTAL FOR THE YEAR:	42,446	4,245	801	47,492

4. Comparative statistics

NUMBER OF INCIDENTS	Lives Saved	Rescued	Assisted	Major FA	Minor FA	Search	Near Miss	Other	Missing/Found	Total
2019 TOTAL	3	6	14	5	24	0	1	1	13	67
2018 TOTAL										83
2017 TOTAL	0	1	7	6	49	0	1	8	3	75

NUMBER OF PEOPLE AIDED	Lives Saved	Rescued	Assisted	Major FA	Minor FA	Search	Near Miss	Other	Missing/Found	Total
2019 TOTAL	4	7	16	5	22	0	1	1	25	81
2018 TOTAL	0	2	15	4	55	0	0	0	9	85
2017 TOTAL	0	1	8	6	49	0	3	19	3	89

	People Aided	Beach Population Recorded (Total)				People aided per 100 people (%)
PROVISIONAL 2019 TOTAL*	81	42446	4245	801	47492	0.17
2018 TOTAL	85	45240	6564	881	52685	0.16
2017 TOTAL	89	14703	1983	374	17060	0.52

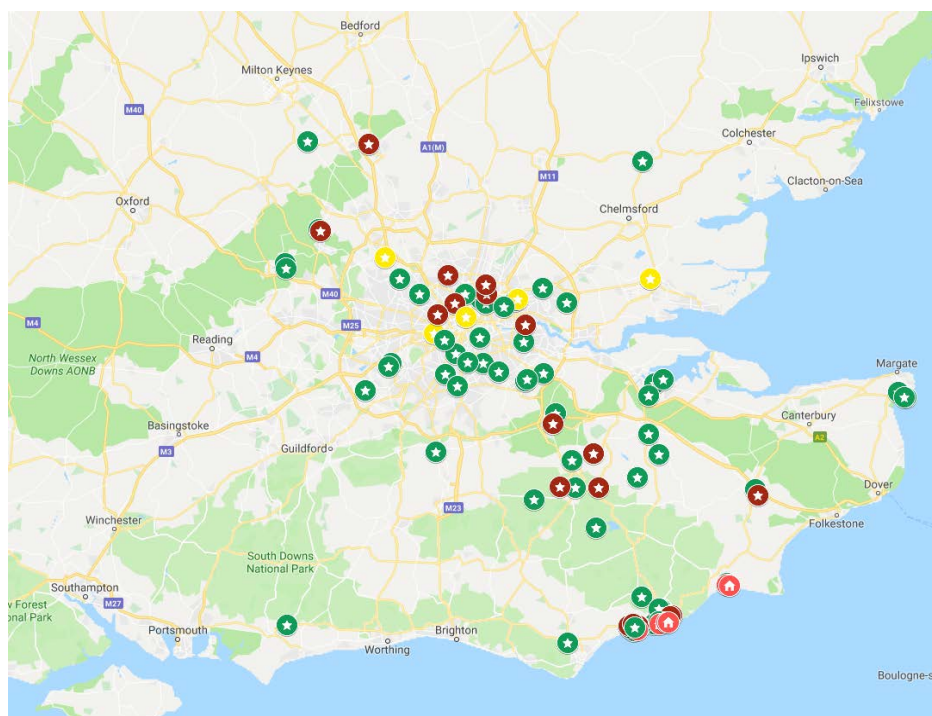
NUMBER OF PREVENTATIVE ACTIONS	Face 2 Face	PA/Tannoy	Signs/Flags	Move Signs and Flags	Other P/A	Total
PROVISIONAL 2019 TOTAL*	6357	55	4287	2149	1382	14230
2018 TOTAL	12785	132	7353	3848	768	24886
2017 TOTAL	1924	23	424	(Stats not available)	55	2426

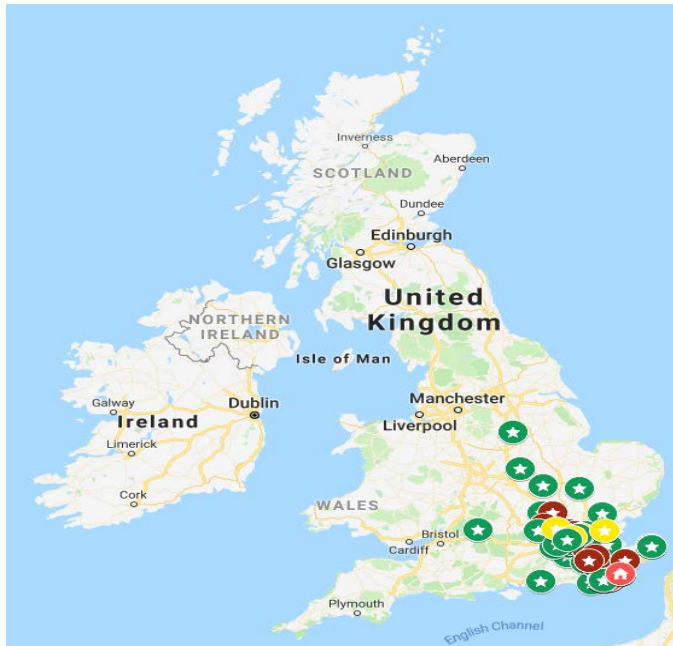
Over the last 3 years we have experienced a steady rise in visitor numbers reported on the beaches in East Sussex. The increase in preventative action and incidents on the beach are largely due to the increased beach user numbers and outstanding weather. There was a spike in numbers during 2018 due to exceptionally good weather and the Red Arrows flying during the Air Show. This should be noted when reviewing the comparative statistics for incidents and face-2-face preventative actions.

Beach users were mapped to gain an insight into where the majority of people were travelling from. The majority of people using Rother and Hastings coastline reside in London.

The RNLI are looking at potential toolkits for Lifeguards to overcome any language barriers. There was an apparent increase in inflatable toys causing incidents on the beaches in 2019. This message will be reinforced during schools education talks. The furthest incident afield was a missing person from California and a minor first aid from Norway.

This year, following the incident involving Calypso Kayaks down by Hastings Pier, we extended our lifeguard patrol zone to encompass the Pier. Although our safe bathing area didn't change, we regularly sent lifeguards on foot patrols down to the Pier to monitor beach users.





5. Meet The Lifeguards

Now that the lifeguard service is firmly established in the area we are looking at providing education locally to schools and clubs. The target audience is Key Stage 2 where the individuals are beginning to visit places without the guidance from their parents. Therefore more likely to unknowingly expose themselves to risk.



It is our intention to set up the meet the lifeguard programme which fits in the national curriculum and does not cost the schools to provide. Lifeguards also already conduct talks on an ad hoc basis to groups who used the beach if conditions allowed. This year we have attended 5 talks in local schools in addition to the ad-hoc ones conducted on the beach.

Each of the talks followed the following topics:

1. Introduction
2. RNLI
3. Lifeguard Introduction
4. Flag System
5. Sun Safety
6. Inflatable Use
7. RIP Currents
8. Tides
9. Coastal Erosion
10. How to get help
11. Hastings and Rother Coastal Codes & Signs
12. Lifeguard Equipment

- 13. Summary
- 14. Questions.

6. 2019 Recommendations

RNLI Lifeguards make the following recommendations for approval by Hastings BC, in preparation for the 2020 season:

- i. Review revised service levels as proposed by RNLI (outlined below and as per end of season meeting / correspondence).

2020 Proposed season dates and manning levels:

Camber Central Easter Service: 10-13th April 2020.

Area	Beach Name	Main start	No LG's	Peak start	No LG's	Peak Finish	Main Finish
Rother & Hastings	Camber Central	23.05.20	4	11.07.20	4	06.09.20	04.10.20
	Camber West	23.05.20	3	11.07.20	3	06.09.20	04.10.20
	Hastings Pelham	23.05.20	3	11.07.20	3	06.09.20	27.09.20
	Hastings Pier	23.05.20	2	11.07.20	2	06.09.20	27.09.20
	Marina St Leonards	23.05.20	3	11.07.20	3	06.09.20	27.09.20
	Bexhill	N/A	N/A	11.07.20	2	06.09.20	N/A

Weekends / bank holidays.

Due to increasing beach populations staffing numbers are constantly reviewed to ensure adequate supervision of the water. Beaches have the potential of some up staffing, at the expense of the RNLI, which is being monitored.

- ii. RNLI to continue to provide Meet the Lifeguards beach education campaign in 2019 and take on full administrative responsibility.
- iii. The RNLI are exploring the possibility of running the Swim Safe programme in association with ASA at Camber Sands in 2020. This would provide an education pathway for those students who have MTL talks previously.
- iv. Continued partnership working to review RNLI signage and PRE recommendations and implement as agreed.

Report Appendix

Definitions of search and rescue criteria

Rescue – where a lifeguard responds to a person at risk, and physically returns them to shore or transfers them to another craft.

Major First Aid – where a lifeguard treats a patient who is at risk due to sickness or injury, and has called in external assistance.

Assistance – where a lifeguard aids a person in the sea who is at little risk, but if left, would be at risk later.

Search – an organised search with other SAR units for a missing person either at sea or on land – includes body recovery

Near Miss – any occurrence where a person might have been injured by watercraft i.e. powered or otherwise

Life Saved – if the lifeguard had not intervened, life would have been lost.

Preventative Action (PA) – an action conducted by the lifeguard team to prevent persons coming into contact with harm including; PA announcement, moving flags, displaying safety signage, educating beach users.

This page is intentionally left blank

Contents

1. Summary

2. COVID-19 Considerations

Lifeguard Safety

- Social Distancing
- Hygiene
- PPE
- Waste disposal
- Welfare

Lifeguard Operations

- Operating principles
- Rotas and working in teams
- Patrol options

Rescues

- Safe rescue principles
- Reducing contact in rescues

Casualty Care

- Principles of casualty care in a Covid-19 scenario
- Initial assessment
- The unconscious casualty
- Covid-19 considerations (Check card)
- Major first aid (Big sick) - Conscious casualty
- Minor first aid (Little sick)
- General safety reminders

3. Service Levels 2020

4. Key Performance Indicators

5. Accumulative Incident Data 2020

6. Comparative Statistics 2017-2020

7. Incident Mapping

8. 2021 Recommendations

9. Report Appendix

This report outlines the provision of RNLI Lifeguard services on behalf of Hastings Borough Council, East Sussex.

This has been the fourth year that the RNLI has provided a lifeguard service in Hastings Pelham, Hastings Pier and Marina St. Leonards for Hastings Borough Council (HBC). The management team that has provided the service on behalf of HBC consists of: Glen Mallen (Lifesaving Manager - South East), Mark Castle Smith (Regional Lifesaving Lead - South East), Joseph Mitchell (Area Lifesaving Manager), Hugh Richardson (Lead Lifeguard Supervisor), Georgia Landy (Lifeguard Supervisor) & Sophie Driver (LOA). Technical support and maintenance has been provided by Louis McCarthy, Ryan Field, Paul Higgs & Richard Staff. Press / Media support was provided by Paul Dunt, Julie Rainey and Kt Bruce (Volunteer Press Officer).

The RNLI provided induction training for all seasonal lifeguards - (Due to C-19 induction programmes via e-learning were implemented accommodating for main season and peak season lifeguards. The induction training programmes consisted of the following;

(Adaptations to courses were implemented due to C-19. Mitigations were put in place to ensure the safety of all personnel facilitating and training)

- RNLI Casualty Care for Lifeguards course. An advanced first aid course including oxygen therapy, defibrillator training, and basic drug administration. Approved and endorsed by the British Paramedic Association. (Could not carry out this year due to C-19 however course has a 3-year expiry, returners were valid for the season and training was carried out when needed. Adaptations were made throughout the RNLI on CPR and any changes that occurred all lifeguards were informed and trained.
- RNLI Lifeguard Induction course which includes; safety and well-being training, PPE, manual handling training and public interaction skills. (Inductions were carried out via E-Learning booklets. PPE was supplied for C-19 the following PPE was given to each lifeguard - facemask, goggles, face shields, apron, gloves.
- RYA SRC VHF radio operator. (Will be sending Lifeguards on courses in 2021)
- Equipment Operator training for Rescue Watercraft (RWC), All-Terrain Vehicle (ATV) and Four-Wheel Drive (4WD). (We now have four trainer assessors on all equipment, allowing us to do all internal training for season 2021)
- Familiarisation and training with other SAR organisations (HM Coastguard, RNLI Lifeboats, South East Coast Ambulance service) and extensive local familiarisation scenarios on the beaches. (Not possible due to C-19, however worked closely with all organisations when operating this season).
- Hastings Volunteer Ambassador training (Not possible due to C-19, will be carrying training out next season)
- Specified beaches have an appointed Senior Lifeguard who undergoes further operational command and operation leadership training.
- In addition to the induction training, all lifeguards attended ongoing weekly training, attending at least one hour of paid lifeguard training each week. These

training sessions are split into four categories; Team Building; Casualty Care; Lifeguard Skills & Fitness Testing. These roll on a 4 weekly basis to ensure that training is varied and relevant to all the skills needed to work on the beach. (Due to C-19 weekly training was not carried out, but ongoing training in work time was carried out to ensure lifeguards stayed competent)

- All RNLI Lifeguard units were declared to HMCG Solent on a daily basis. The Lifeguard Supervisors declared manning levels, equipment, and standard hours of operation each day. All of the beach lifeguard units were tasked by HMCG Solent on multiple occasions throughout the season. A full breakdown of operational statistics can be seen in section 5 and 6 in this report.
- As part of our wider commitment to improve beach safety within the East Sussex area, we have set up our ambassador's programme in which we have Lifeguards volunteer to attend events & schools/ colleges to assist in both recruitment and education. (Due to lockdown we were unable to attend all school talks and job fairs, when allowed we will be carrying out these as normal)
- In addition to the lifeguard service provision and education programme, the RNLI management team have been working closely with local clubs and reviewed all risk assessments for lifeguarded beaches in Hastings and Rother.

2. COVID-19 Considerations

1. Covid-19

- 1.1. What is Covid-19
- 1.2. How is Covid-19 spread
- 1.3. What are the symptoms of Covid-19
- 1.4. What do I do if I suspect I have Covid-19
- 1.5. Who is at risk of Covid-19
- 1.6. Testing

2. Lifeguard Safety

- 2.1. General principles
- 2.2. Social distancing
- 2.3. Hygiene
- 2.4. Personal Protective Equipment (PPE)
- 2.5. Waste disposal
- 2.6. Alternative working practices
- 2.7. Welfare
- 2.8. Reporting
- 2.9. Logistics and Supply

3. Lifeguard Operations

- 3.1. Operating principles
- 3.2. Rotas and working in teams
- 3.3. Patrol options

4. Rescue

- 4.1. Safe rescue principles
- 4.2. Reducing contact in rescues
- 4.3. Missing persons

5. Casualty Care

- 5.1. Principles of casualty care in a Covid-19 scenario
- 5.2. Initial assessment
- 5.3. The unconscious casualty
- 5.4. Covid-19 considerations (Check card)
- 5.5. Major first aid (Big sick) - Conscious casualty
- 5.6. Minor first aid (Little sick)
- 5.7. General safety reminders

6. Decontamination and Disposal

- 6.1. Decontamination
- 6.2. Disposal

7. Training and Medicals

- 7.1. Training
- 7.2. Medicals

8. Governance

- 8.1. Nine tests
- 8.2. Change management and approvals

Above shows the RNLI's considerations put in place this 2020 season during C-19. This report will only focus on a few considerations, these being deemed the most important and relevant for Hastings Borough Council. If there is any desire to gain more information regarding any of these please ask. The following considerations in this report will be the following;

- Lifeguard Safety
- Lifeguard Operations
- Rescues
- Casualty Care

Lifeguard Safety

The safety of our employees is paramount especially during C-19. Lifeguard safety is covers five points;

- Social Distancing
- Hygiene
- PPE
- Waste disposal
- Welfare

Social Distancing

Employees were asked to maintain social distancing as much as possible from their team members and where this was not possible, they would use other control measures, including:

- Minimise direct contact
- Wear appropriate PPE (masks or face shields)
- Avoid sitting facing each other
- Barriers and one-way systems when they are established
- Increase hygiene

Social distancing was maintained with the public by use of space and physical barriers unless absolutely necessary and then:

- Minimise the number of lifeguards who come into contact
- Reduce the contact to a minimum
- Wear appropriate PPE (masks and/or face shields, aprons and gloves)
- Wash hands after any contact with the public (public is inclusive of all people including other emergency services personnel, casualties, etc)

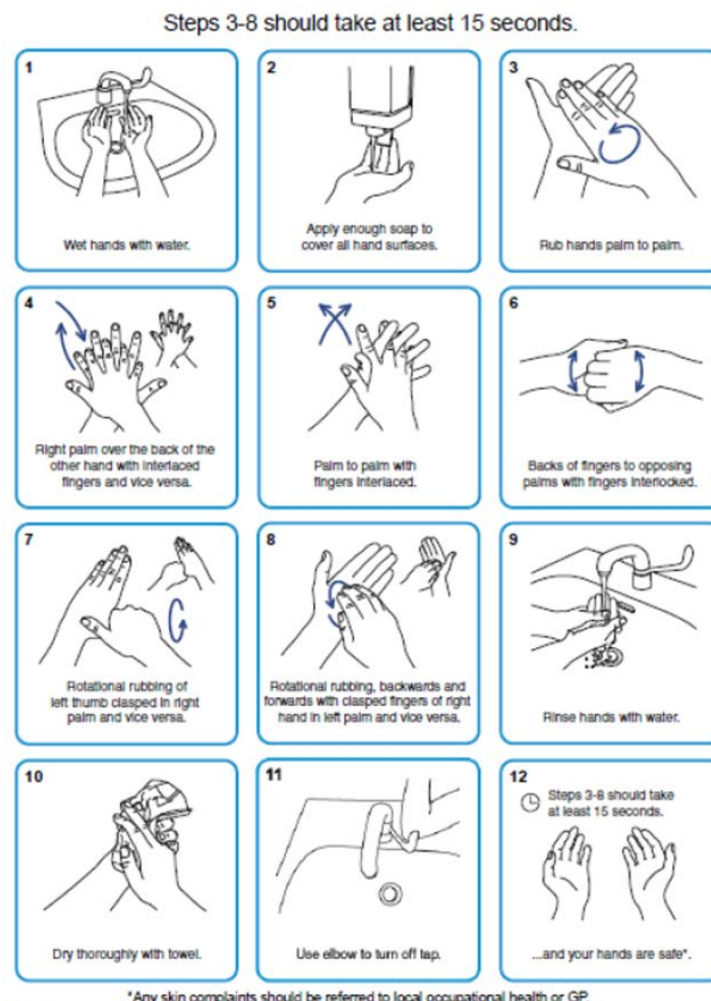
Hygiene

The best way to protect employees and others is through rigorous cleaning, personal hygiene and regular hand hygiene:

- Increase frequency of cleaning and disinfection of all surfaces and equipment, using the correct cleaning products provided.
- Before and after contact with members of the public, hands cleaned thoroughly with soap and water or alcohol hand sanitiser at the earliest opportunity.
- Avoid touching mouth, eyes and nose.
- If uniform came in close contact with a person suspected of having Covid-19 then it was changed and cleaned.

Hygiene: Washing Hands

Regular and washing with soap and water is one of the most effective protections against the spread of the Covid-19 virus.



Hygiene: Hand Run/Sanitiser

Hand sanitiser with a high alcohol content is an effective alternative to soap and water.

Duration of the process: 20-30 seconds.



Personal Protective Equipment (PPE)

In addition to the PPE that has previously been provided additional PPE was supplied to help ensure employees safety:

- Face shields and safety glasses (to be worn during casualty care and close proximity public interactions - within 2 metres)
- Face masks (to be worn routinely and during casualty care)
- Aprons (to be worn during casualty care)
- Gloves (to be worn during casualty care, cleaning and when touching high traffic surfaces areas that have not been cleaned)
- Operational PPE (worn as usual and was not worn as an additional barrier)

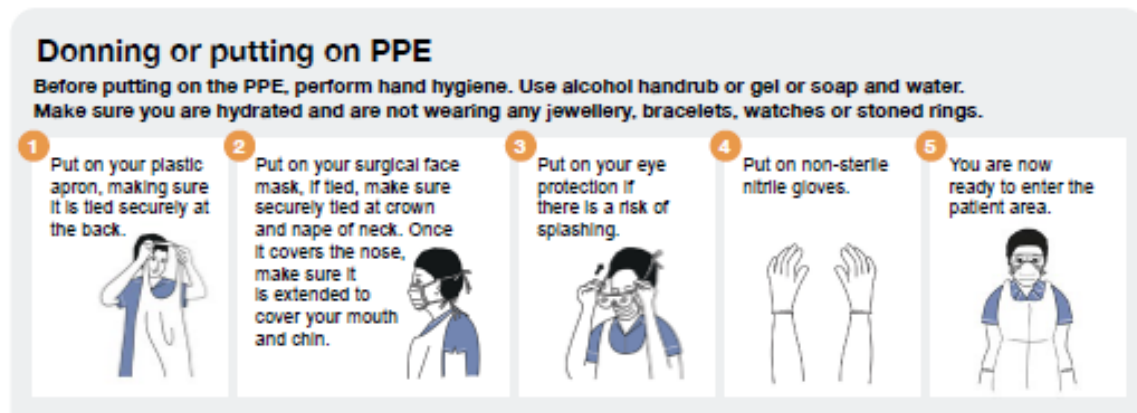
Gloves and gowns were single use items and once used were disposed of.

Face masks were changed when they become moist or damaged and worn once and then discarded. They were disposed of after any contact with a casualty.

Glasses, face shields and operational PPE could be decontaminated.

PPE: Donning or Putting on

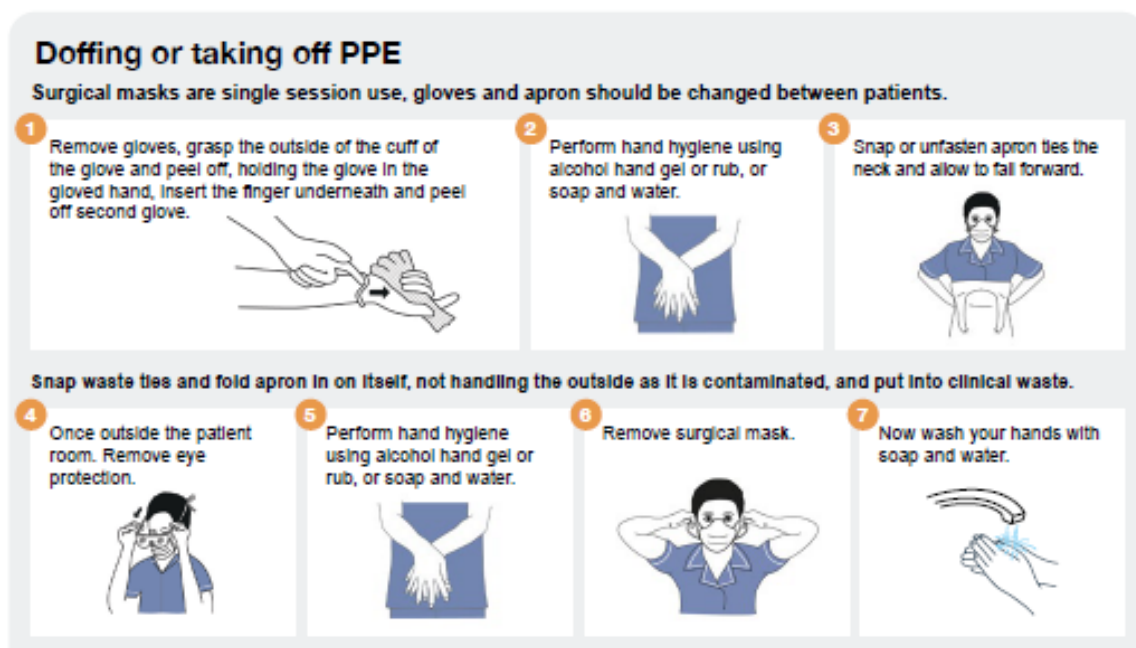
For the PPE to be at its most effective it needed to be correctly donned and if available ask someone to check it is correctly fitted.



Note: Face shields were also be provided

PPE: Doffing or Taking off

To avoid contamination the PPE was removed in the correct sequence.



Waste Disposal

Increased care was required around the disposal of waste which with the increased use of PPE it was expected to significantly increase:

- All PPE was treated as clinical waste.
- All materials used in cleaning a post Covid-19 exposure was treated as clinical waste.
- Local operating procedure were followed for waste disposal.

Welfare

This year has been potentially a stressful time for many employees working for the RNLI. The RNLI stressed that if an employee was needing support, they could refer to the following support systems through their line manager to access the support they needed.

Support 24/7

Volunteers

0800 116 4362

TRiM

07584 613612

trim@rnli.org.uk

COIR

UK Freephone: 0800 011 3129

Watchkeeper@rnli.org.uk

RNLI Employees

0800 042 0138

Lifeguard Operations

Operating principles

The focus of operations is to keep our people safe. To do this we followed the safe guidance and minimised potential exposure through:

- Eliminating exposure where possible.
- Reduce the amount and levels of contact.

Rotas and working in teams

Rotas for all activities including administration, logistics, training and patrolling/lifeguarding were designed to keep teams separate to reduce the risk of cross infection across a large number of lifeguards.

Teams on the beach minimised shared use of equipment and where possible identified designated persons to roles that required using shared equipment including base radios, PA systems, etc.

Lifeguards were encouraged to minimise close contact between teams after hours.

Patrol options (Four-tiered Approach)

Supervision (Full Service)

Lifeguards are able to operate to their full capacity. There is a designated bathing area in between the Red and Yellow Flags. Lifeguards can safely patrol and take preventative actions to keep beach users safe.

Monitor (Proactive)

Due to the volume of beach visitors using the bathing area. Users can no longer socially distance, flags are removed, and the beach users are notified. All other lifeguard actions remain the same and they remain proactive.

Observe (reactive)

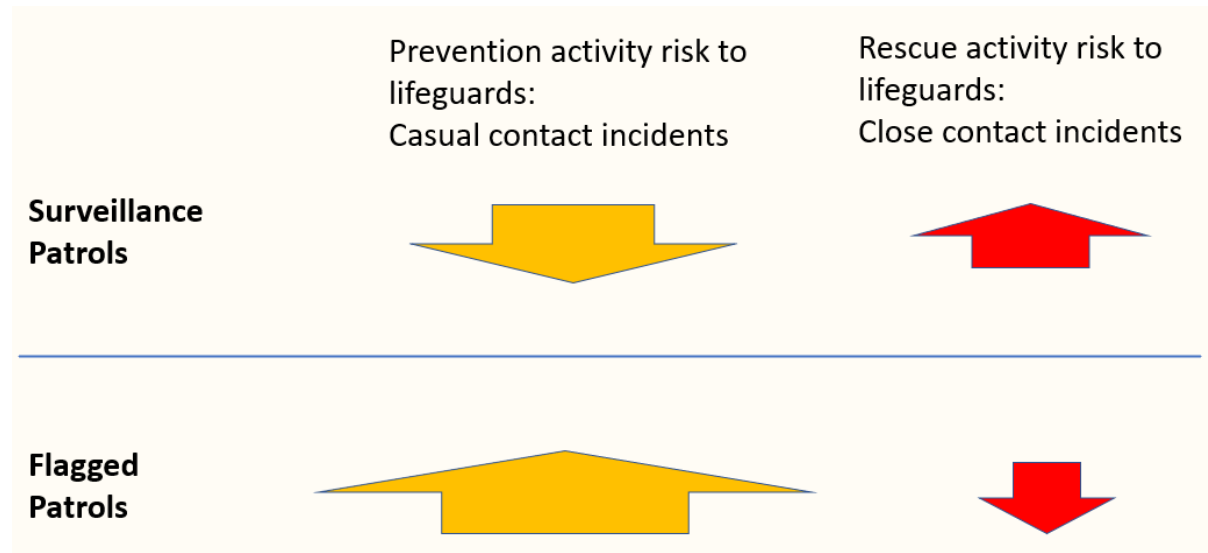
This is a reactive only service when social distancing is not possible, they will only act in an emergency. They will be positioned in high risk areas where they can still socially distance, but no patrolling or prevention is able to be achieved. Positions of safety would be at the lifeguard unit or in the water.

Withdraw

Lifeguards make it clear to the public it is not safe for the beach to remain supervised and the lifeguards will be returning to a safe area where they will not be able to respond due to risk to themselves. This would only be likely to occur in the event of severe anti-social behaviour or catastrophic event. RNLI Management and LA would be part of this group discussion.

Patrol options: comparative risk

When determining which patrol options will provide safety for both the public and the lifeguards there is a balance between an increase in exposure to 'casual contact' incident versus 'close contact' incidents (those that represent the greatest risk to the lifeguards).



The senior lifeguard in consultation with their team and where possible the lifeguard supervisor would continually assess the conditions and visitor numbers and the public's compliance with social distancing measures to determine which patrol method would be adopted and if appropriate changed during the day.

Ultimately if the lifeguard team felt that there was an excessive risk, they should use the patrol type options to provide a level of patrol that keeps them safe or withdraw and report appropriately.

Lifeguards were not to attempt to regulate social distancing, this was the responsibility of the local authorities. Anti-social behaviour was reported to the police as per normal protocols.

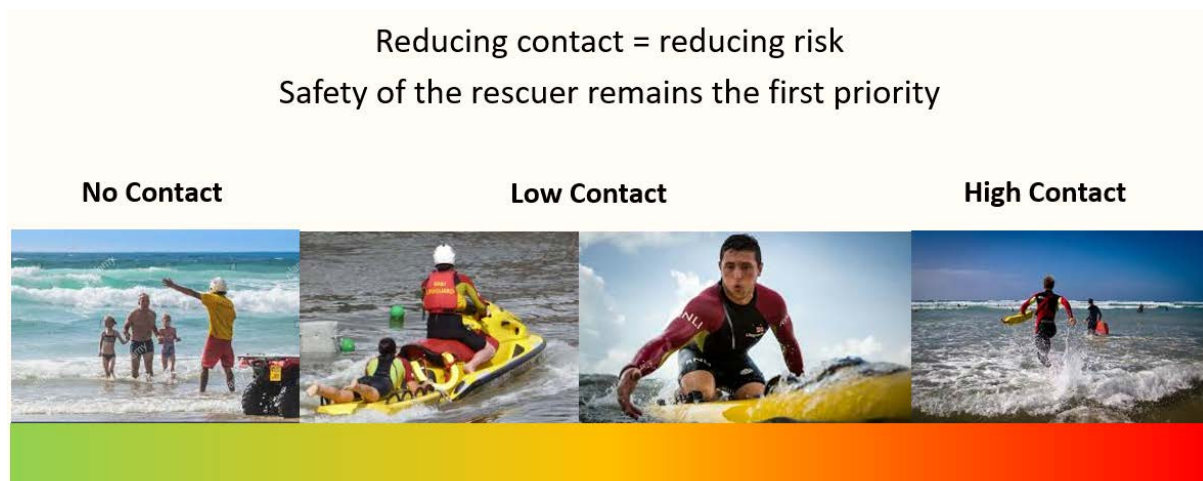
Rescue

Safe rescue principles

To ensure the safety of the rescuer the following principles were applied:

- Prioritise own safety - adopt a stance of safety of the rescuer first
- Employees are unlikely to be able to identify a Covid-19 carrier during a rescue - employees had to assume all casualties potentially have the virus.
- Prevention, Prevention, Prevention
- Reduce contact in rescue
- When working with other agencies social distancing was maintained as much as reasonably practicable
- Hand over to personnel in full PPE was done as soon as possible
- Decontaminate of all equipment that came into contact with casualty was carried out.

Reducing contact in rescues was followed out in accordance to the diagram below.



Casualty care

Principles of casualty care in a Covid-19 scenario

- Prioritise your own safety - adopt a stance of safety of the rescuer first
- Employees were unlikely to be able to identify a Covid-19 carrier during a rescue - assume all casualties potential have the virus
- Lifeguards were not acting as 'first responders' , waited for the ambulance service
- We eliminated or reduced contact during casualty care
- Expedite hand over to ambulance as soon as possible
- It was made aware that employees are in a quickly changing environment and organisations may be applying variations to different levels of care based on their interpretation of available guidance and the equipment they may have available.
- We decontaminate all equipment that came into contact with the casualty

Initial Assessment

Employees were trained to assess, from greater than 2 metres distance, whether the casualty does or does not require treatment (this assessment, at a distance, does not require a face mask)

If no casualty care is required, then the casualty should be isolated as far as reasonably practicable and you should keep a minimum distance of 2 metres, recognising it may not be practical in all circumstances.

Casualties were not brought into Beach Lifeguard Units or vehicles. A suitably shielded area, such as behind a windbreak or use of a parasol, were used outside.

The unconscious casualty

Assessment

Airway management was trained to be achieved by a head tilt and chin lift, ensuring to avoid fluids from the casualty's airway, to prevent inhalation of excreted fluids from the casualty.

Employees were trained to not listen or feel for breathing by placing your ear and cheek close to the casualty's mouth. But to look for the rise and fall of the chest using their hand or check cards on the chest as indicated in casualty care training.

Airway management

Airway procedures other than simple head tilt/chin lift were not to be performed, this includes:

- Suction
- Plastic Airway
- Bag Valve Mask/Pocket mask
- Mouth to Mouth ventilations
- Use of oxygen via free flow during CPR

CPR

Providing CPR in the early stages of a cardiac arrest increases the chance of survival, however it is not without risk in a Covid-19 casualty.

Given that there is a risk that CPR may lead to an increased likelihood of transmitting Covid-19. Lifeguards carried out a dynamic risk assessment and followed the guidance below to reduce the risk (although it will not fully eliminate it):

CPR should be chest compressions only:

- Turn the head to one side, and loosely cover the face with a towel, triangular bandage or face mask to minimise contamination from the airway and perform compression-only CPR.
- It is imperative that casualties are evacuated to appropriately trained and equipped personnel who are better placed to safely conduct full CPR. Once an ambulance crew has arrived move away from the scene.

Defibrillation

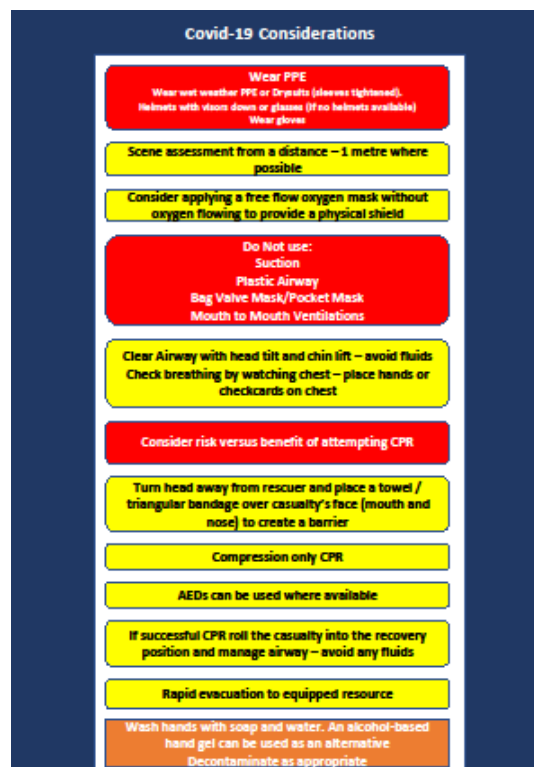
If a defibrillator is available this can be used in line with normal protocols.

General

If a successful outcome is obtained, then the casualty should be rolled into the recovery position to manage the airway.

Care should be taken to avoid any expelled bodily fluid.

Covid-19 Considerations Check Cards



Major first aid (Big sick) - Conscious casualty

Casualty care was only recommended for serious injuries or illness where the casualty is likely to deteriorate.

The minimum number of casualty carers should be used, keeping a minimum distance of 2 metres recognising it may not be practical in all circumstances, keeping direct contact with the casualty to a minimum.

Treat the casualty and then retreat to a safe distance as soon as possible. Ensuring that an ambulance is on route if required

Minor first aid (Little sick)

Casualty care was only recommended for serious injuries or illness where the casualty is likely to deteriorate.

If casualty care is required, encourage the casualty to self-help if possible, and keep your distance greater than 2 metres from them.

- For example - pass them a bandage and instruct them how to put it on themselves or with help from member of the same household.

General safety reminders for lifeguards for this season were the following:

If casualty contact is unavoidable.

For casualty contact (within 2m):

- Wear apron
- Wear safety glasses or helmets visors down (if worn) or face shield
- Wear a fluid repellent surgical face mask.
- Wear first aid gloves ensuring your open wounds are covered

Coughing and Spluttering Casualty

For a casualty who has been rescued but is coughing and spluttering, if possible, offer the casualty a facemask (if available) in order to provide a physical shield to the rescuer.

If the casualty requires oxygen, the oxygen mask will provide similar protection. If a facemask is inappropriate or the environment is too wet, use an oxygen mask without the oxygen connected (Do not use oxygen during CPR).

3. Service Levels 2020 - Hastings

Beach Name	Main Start	No LG's	Peak Start	No LG's	Peak Finish	Main Finish
Hastings Pelham	20/06/2020	3	18/07/2020	3	04/09/2020	27/09/2020
Hastings Pier	N/A	N/A	N/A	N/A	N/A	N/A
Marina, St Leonards	N/A	3	18/07/2020	3	04/09/2020	27/09/2020

Service levels this year for Hastings were affected by C-19. As shown above, we opened Pelham on the 28/06/2020 and then rolled out Marina St Leonards on the 18/07/2020. Hastings Pier was not operational this year as recruitment was affected due to National Vocational Beach Lifeguard Qualifications not running. Service Levels and contract dates for season 2021 can be found in section 7 of the report.

4. Key Performance Indicators

Carry out a Risk Assessment to identify hazards and determine a series of control measures to militate against the 'risk'. These control measures to include where appropriate: provision of public education; safety literature; information and warning signs; zoning; barriers; trained surveillance; first aid; lifeguards (inc. lost children service); and, appropriate equipment.	Not Achieved	Achieved	Exceeded
		x	
	Full risk audit reviews on all operational beaches with full beach safety assessments to be completed and up to date in 2020.		
Provide a beach safety and rescue service covering a period defined in the Risk Assessment, normally from May to September but which may be reduced or extended either way by agreement with LA based on the Risk Assessment.	Not Achieved	Achieved	Exceeded
		x	
	Service provided across the area as described in services agreement.		
Provide a beach safety and rescue service on the beaches covering a series of Operational Areas (Beach, Normal and Extended) as agreed with the LA	Not Achieved	Achieved	Exceeded
		x	
	Operational areas as agreed and amended in consultation with stakeholders.		
Provide a beach safety and rescue service in accordance with the Local Operating Procedures	Not Achieved	Achieved	Exceeded
		x	
	Local operating procedures created, reviewed and updated, copies of which have been made available. Any adjustments reported through end of season report and meetings.		
Ensure the service is provided in accordance with the criteria to comply with the European Blue Flag and/or Seaside Award standards where necessary.	Not Achieved	Achieved	Exceeded
		x	
	Lifeguard service provided at agreed designated locations. Hastings Pier was not operational this season.		

Complete incident reports, daily logs and staffing level records on a daily basis to be made available to the LA on request and included in an annual report to the LA.	Not Achieved	Achieved	Exceeded
		x	
	Achieved. No information requested but provided within this report.		
Observe the provisions of the LA's Health and Safety at Work Policy and Safety Working Practices together with the best practice lifeguarding principles ("Safety on British Beaches") wherever appropriate.	Not Achieved	Achieved	Exceeded
		x	
	Achieved. No information requested.		
Ensure lifeguards observe high standards of courtesy and consideration towards members of the public at all times.	Not Achieved	Achieved	Exceeded
		x	
	No complaints received.		
Inform the LA's appropriate officer responsible for environmental services regarding any beach cleaning requirements or pollution incidents.	Not Achieved	Achieved	Exceeded
		x	
	Incidents reported in timely manner.		
Ensure that so far as reasonable all public relations, incident data, publicity and media releases are agreed between the parties beforehand.	Not Achieved	Achieved	Exceeded
		x	
	Achieved.		
Recognise the Local Authority on all signs	Not Achieved	Achieved	Exceeded
		x	
	Council provided signage.		
Keep the lifeguarding service fully insured for public liability and employer's liability risks as appropriate to a minimum cover in each case of £20 million for any one claim.	Not Achieved	Achieved	Exceeded
		x	
	Achieved.		

5. Accumulative Incident Data 2020

Incidents & People Aided																						
LOCATION	Lives Saved		Rescued		Assisted		Major First Aid		Minor First Aid		Search		Near Miss		Other		Missing/Found		Total Incidents	Total People Aided	Compared to Last Year	
PELHAM	0	0	0	0	1	2	5	5	14	14	0	0	2	3	1	1	1	1	24	26	-2	-12
MARINA	4	4	7	7	4	4	0	0	3	3	0	0	0	0	0	0	0	0	18	18	-8	-11
PIER	PIER NOT OPERATIONAL 2020																					
SEASON TOTAL	4	4	7	7	5	6	5	5	17	17	0	0	2	3	1	1	1	1	42	44	-25	-39

Preventative Actions							
LOCATION	Face 2 Face	PA/Tannoy	Signs/Flags	Move Signs and Flags	Other	Total	Compared to Last Year
PELHAM	4,199	124	3,291	1,569	963	10,146	5,551
MARINA	3,233	50	1,543	840	618	6,284	1,063
PIER	PIER NOT OPERATIONAL 2020						
SEASON TOTAL	7,432	174	4,834	2,409	1,581	16,430	2,200

Beach Visitors					
LOCATION	Beach Users	In-water	Surf/Craft	Total	Compared to Last Year
PELHAM	24,843	2,989	339	28,171	7,342
MARINA	7,233	1,713	221	9,167	359
PIER	PIER NOT OPERATIONAL 2020				
SEASON TOTAL	32,076	4,702	560	37,338	-10,154

Note: Deficit due to Pier not operational. Comparison to last year for operational beaches up by 7701.

6. Comparative Statistics - Pelham and Marina St. Leonards

Pelham

Incidents & People Aided																					
		Lives Saved		Rescued		Assisted		Major First Aid		Minor First Aid		Search		Near Miss		Other		Missing/Found		Total Incidents	Total People Aided
LOCATION																					
PELHAM		0	0	0	0	1	2	5	5	14	14	0	0	2	3	1	1	1	1	24	26
2019 SEASON		0	0	2	2	1	1	4	4	10	10	0	0	1	1	0	0	8	20	26	38
2018 SEASON		0	0	0	0	3	3	4	4	31	31	0	0	0	0	0	0	8	8	46	46
2017 SEASON		0	0	0	0	0	0	6	6	20	20	0	0	0	0	5	8	1	1	32	35

Preventative Actions						
		Face 2 Face	PA/Tannoy	Signs/Flags	Move Signs and Flags	Other
LOCATION						
PELHAM		4,199	124	3,291	1,569	963
2019 SEASON		1,915	25	1,490	687	478
2018 SEASON		4,136				
2017 SEASON		661	2	160		18

Beach Visitors				
		Beach Users	In-water	Surf/Craft
LOCATION				
PELHAM		24,843	2,989	339
2019 SEASON		18,770	1,797	262
2018 SEASON				
2017 SEASON		7,355	661	91

Marina St Leonards

Incidents & People Aided

	Lives Saved		Rescued		Assisted		Major First Aid		Minor First Aid		Search		Near Miss		Other		Missing/Found		Total Incidents	Total People Aided
LOCATION																				
MARINA	4	4	7	7	4	4	0	0	3	3	0	0	0	0	0	0	0	0	18	18
2019 SEASON	2	3	4	5	9	10	0	0	9	9	0	0	0	0	1	1	1	1	26	29
2018 SEASON	0	0	2	2	5	5	0	0	7	7	0	0	0	0	0	0	1	1	15	15
2017 SEASON	0	0	1	1	6	7	0	0	18	18	0	0	1	3	2	9	0	0	28	38

Preventative Actions

Page 37

	Face 2 Face	PA/Tannoy	Signs/Flags	Move Signs and Flags	Other	Total
LOCATION						
MARINA	3,233	50	1,543	840	618	6,284
2019 SEASON	2,377	15	1,430	769	630	5,221
2018 SEASON	5,079					
2017 SEASON	684	8				692

Beach Visitors

	Beach Users	In-water	Surf/Craft	Total
LOCATION				
MARINA	7,233	1,713	221	9,167
2019 SEASON	7,091	1,435	282	8,808
2018 SEASON				
2017 SEASON	7,355	661	91	8,107

When looking at the Incident data this season, we can in fact see a drop in incidents across Pelham and Marina, this could be due to a number of factors. People this season may have had more regular beach usage and were behaving in a more sensible manner when coming to the coast.

Due to Pier base not being open this season we have not had such a widespread presence along Hastings seafront, we potentially would have seen an increase in incidents if Pier Base was open. We also have to take into consideration that we have been lifeguarding on the beach a less amount of time as we were originally supposed to. Originally, we were supposed to go live with all Hastings beaches on the 23/05/2020.

However there has been a bigger increase in our preventative actions which also would have had an impact on the incidents. There has been an increase in rescues at Marina St Leonards this year, this is due to the nature of marina being one of the most popular beaches for locals and regular swimming groups. This season Marina has also had a number of days where there have been particularly strong currents and dumping waves causing incidents to happen.

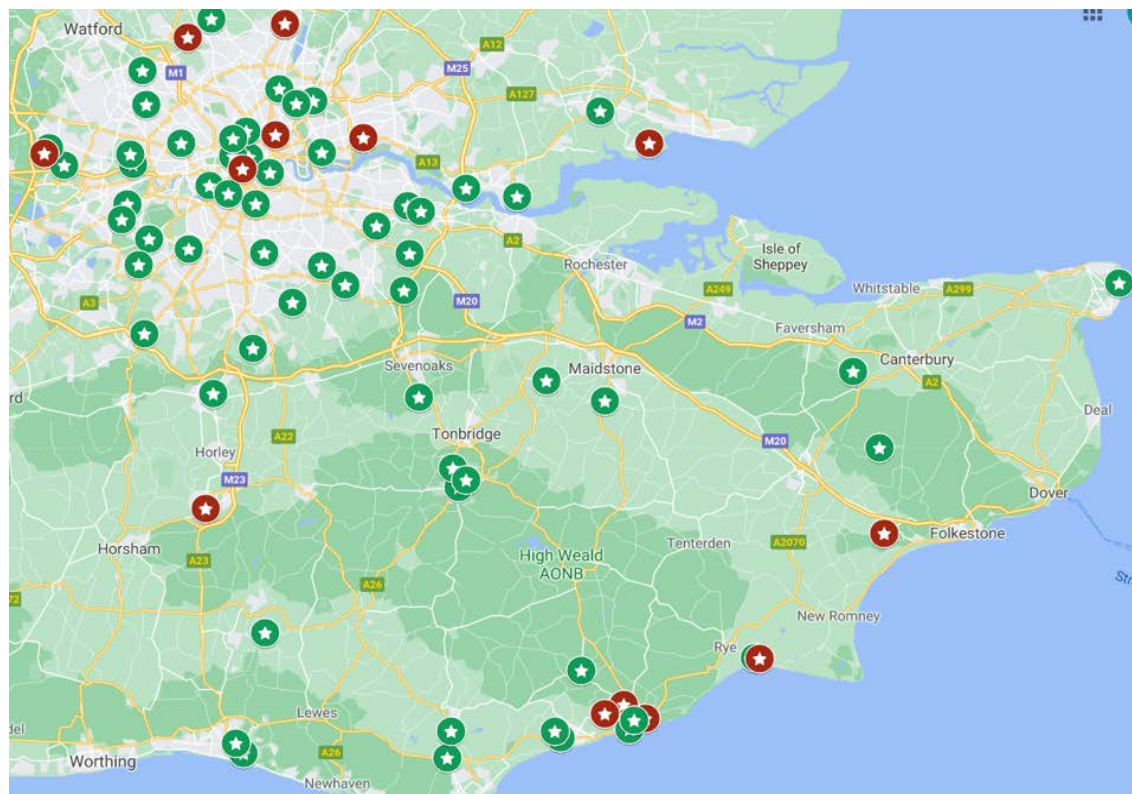
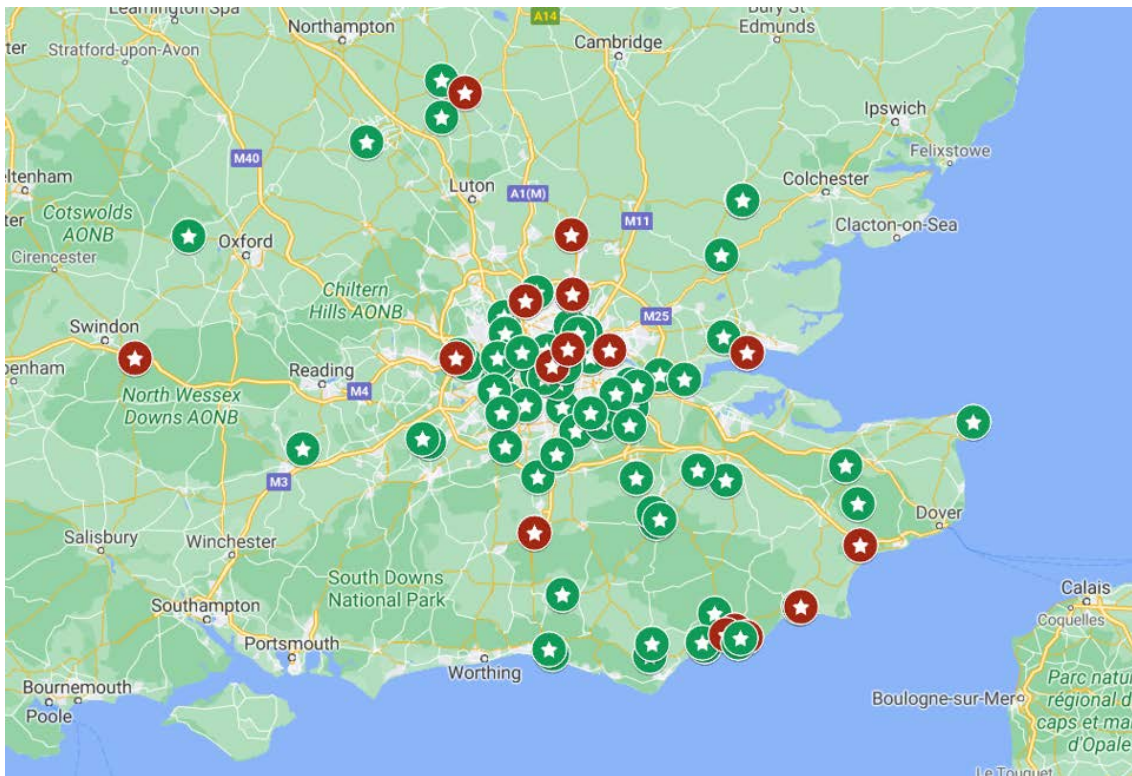
7. Incident Mapping

Over the last four years we have experienced a steady rise in visitor numbers reported on the beaches in East Sussex. The increase in preventative action and incidents on the beach are largely due to the increased beach user numbers and outstanding weather.

Beach users were mapped to gain an insight into where the majority of people were travelling from. The majority of people using Hastings coastline reside in London.

The RNLI are looking at potential toolkits for Lifeguards to overcome any language barriers. There was an apparent increase in inflatable toys causing incidents on the beaches in the UK. This message will be reinforced during school's education talks. The furthest incident was a person from Glasgow.





8. 2021 Recommendations

RNLI Lifeguards make the following recommendations for approval by Hastings BC, in preparation for the 2021 season:

- Ensuring we operate within the government guidelines and RNLI's policies, procedures during COVID - 19.
- Working at the higher tiered level in terms of safety and health at the workplace.
- Open all Lifeguard units and open beaches on contracted dates.
- Upskill lifeguards through training courses.
- Attend Job fairs and School talks when appropriate.
- Work closer with Hastings borough council regarding water quality in Hastings
- Run the service at the highest level - replicate previous seasons.

Continue meet the Lifeguards when appropriate

Now that the lifeguard service is firmly established in the area, we are looking at providing education locally to schools and clubs. The target audience is Key Stage 2 where the individuals are beginning to visit places without the guidance from their parents. Therefore, more likely to unknowingly expose themselves to risk.

It is our intention to set up the meet the lifeguard programme which fits in the national curriculum and does not cost the schools to provide. Lifeguards also already conduct talks on an ad hoc basis to groups who used the beach if conditions allowed. Last year we attended 5 talks in local schools in addition to the ad-hoc ones conducted on the beach.

Each of the talks followed the following topics:

1. Introduction
2. RNLI
3. Lifeguard Introduction
4. Flag System
5. Sun Safety
6. Inflatable Use
7. RIP Currents
8. Tides
9. Coastal Erosion
10. How to get help
11. Hastings and Rother Coastal Codes & Signs
12. Lifeguard Equipment
13. Summary
14. Questions.



Review revised service levels as proposed by RNLI (outlined below and as per end of season meeting / correspondence).

2021 Proposed season dates and manning levels:

Beach Name	Main Start	No LG's	Peak Start	No LG's	Peak Finish	Main Finish
Hastings Pelham	29/05/2021	3	10/07/2021	3	05/09/2021	26/09/2021
Hastings Pier	29/05/2021	2	10/07/2021	2	05/09/2021	26/09/2021
Marina St, Leonards	29/05/2021	3	10/07/2021	3	05/09/2021	26/09/2021

(These are proposed dates they can be changed through discussion with LA)

Hastings Pelham (3LGs), Hasting Pier (2LGs) and Marina St Leonards (3LGs) are all proposed to go live on Sat 29 May 2021, the late May bank holiday weekend. All beaches will initially open full time until Sun 6 June 2021 to cover both the bank holiday and associated school half term break. From Sat 12 June 2021 all beaches will work weekends only up until the start of peak season which would be scheduled to begin on Sat 10 July 2021. From this date they will be operate 7 days a week. Peak season will finish on Sun 5 Sept 2021. All beaches will then revert back to weekend only cover until the end of main season on Sun 26 Sept 2021 (an additional three weekends). All beaches will close for Hastings Borough Council on Sun 26 Sept 2021.

Term	Start date	End date
Early May bank school holiday falls in Term 5 (East Sussex)	Monday 3 May 2021	
May school holiday (East Sussex)	Monday 31 May 2021	Friday 4 June 2021
Summer school holiday(East Sussex)	Saturday 24 July 2021	Tuesday 31 August 2021

Weekend and Bank Holidays

Due to increasing beach populations staffing numbers are constantly reviewed to ensure adequate supervision of the water. Beaches have the potential of some up staffing, at the expense of the RNLI, which is being monitored.

- a. RNLI to continue to provide Meet the Lifeguards beach education campaign in 2019 and take on full administrative responsibility.

- b. Support local authority in personal rescue equipment and signage review as well as beach safety assessments.

9. Report Appendix

Definitions of search and rescue criteria

Rescue - where a lifeguard responds to a person at risk, and physically returns them to shore or transfers them to another craft.

Major First Aid - where a lifeguard treats a patient who is at risk due to sickness or injury and has called in external assistance.

Assistance - where a lifeguard aids a person in the sea who is at little risk, but if left, would be at risk later.

Search - an organised search with other SAR units for a missing person either at sea or on land - includes body recovery.

Near Miss - any occurrence where a person might have been injured by watercraft i.e. powered or otherwise

Life Saved - if the lifeguard had not intervened, life would have been lost.

Preventative Action (PA) - an action conducted by the lifeguard team to prevent persons coming into contact with harm including; PA announcement, moving flags, displaying safety signage, educating beach users.

Agenda Item 8



Report to: Annual meeting of the Hastings and St Leonards Foreshore Charitable Trust

Date of Meeting: 29 March 2021

Report Title: Foreshore Trust – Annual Report and Final Accounts 2019-20

Report By: Kit Wheeler, Chief Accountant (Deputy Chief Finance Officer)

Purpose of Report

The purpose of this is for members of the Committee to consider the 2019/20 Annual Report and Financial Accounts.

Recommendation(s)

1. To agree the Annual Report and Financial Accounts 2019-20

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.

The Council as Trustee, through the Charity Committee, is authorised to approve the annual report and accounts which is normally done by the 30th September each year but the outbreak of Covid19 meant an extension was required and approval will now be presented for approval will now be March 29th 2021.

Introduction

1. The Annual Report and Accounts are attached to this report. The Council has received an unqualified opinion on the accounts from the external auditor, Manningtons.
2. The Committee is recommended to approve the Annual Report and Accounts.

Final position 2019/20

3. A surplus of £84,000 was achieved in the year which was above expectations, principally due to lower than budgeted expenditure on projects.
4. In terms of net current assets (Cash £1,726,721 & Debtors £150,404) the balance is £1,814,661 as at 31 March 2020, whilst total funds (which includes all assets) amount to £2,891,398.
5. The balance sheet note15 identifies the cash reserve as the Contingency Reserve £900,000 and the Main Programme Reserve of £758,465 totalling £1,658,465. This is different from the effective cash position as it takes into account the outstanding long term loan from Hastings Borough Council of £185,915.

Reserves

6. A reserve policy was agreed at the Committee's 23 September 2019 meeting and is due to be reviewed and approved again in a separate report at tonight's meeting. It remains appropriate to consider the reserve policy on a regular basis.

Timetable of Next Steps

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

Action	Key milestone	Due date (provisional)	Responsible
Continued quarterly monitoring	Each financial quarter	Charity Committee Meetings	Chief Accountant
Review of 2019/20 under/over spends	2021/22 budget	March 2021	Chief Finance Officer

Wards Affected

None

Implications

Relevant project tools applied? Yes

Have you checked this report for plain English and readability? Yes. Flesch-Kincaid grade level 12.8.

Climate change implications considered? N/A

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

Additional Information

Appendix 1 – Annual Report and Financial Statements

Officer to Contact

Peter Grace
pgrace@hastings.gov.uk
01424 451503

Kit Wheeler
kit.wheeler@hastings.gov.uk
01424 451520

This page is intentionally left blank

Hastings and St Leonards Foreshore Charitable Trust

Annual Report and Financial Statements

for the Year Ended 31 March 2020

Hastings and St Leonards Foreshore Charitable Trust

Contents

Reference and Administrative Details	1
Trustee's Report	2 to 15
Protector's Report	16 to 17
Independent Auditor's Report	18 to 20
Statement of Financial Activities	21
Balance Sheet	22
Cash Flow Statement	23
Notes to the Financial Statements	24 to 32

Hastings and St Leonards Foreshore Charitable Trust

Reference and Administrative Details

Trustee	Hastings Borough Council
Other Officers	Councillor Andy Batsford, Committee Member (Appointed 10 July 2017) Councillor Sue Beaney, Committee Chair (Appointed 17 May 2017 - Retired 7th June 2020) Councillor Margi O'Callaghan, Committee Chair (Appointed 8th June 2020) Councillor Judy Rogers, Committee Member (Appointed 16 May 2018)
Charity Registration Number	1105649
Bankers	Lloyds Bank 17 Wellington Place Hastings TN31 1NX
Auditor	Manningtons 39 High Street Battle East Sussex TN33 0EE
Protector	Christopher May MA, FCA (Retired 19th March 2020) Froghole Oast House Crockham Hill Edenbridge Kent TN8 6TD
Protector	James W Cook FCA (Appointed 20th March 2020) The Cottage Rushlake Green Heathfield East Sussex TN21 9QH

Hastings and St Leonards Foreshore Charitable Trust

Trustee's Report

The Trustee presents the annual report together with the financial statements and auditors' report of the charity for the year ended 31 March 2020.

Structure Governance and Management

Overview

The governing documents of the Charity are a conveyance from the Crown to Hastings Corporation dated 8 September 1893 and Charity Commission Scheme ref. no, 981/1011 made on 13 January 2011 (the 2011 Scheme).

The 1893 Conveyance provides that the length of foreshore between Ecclesbourne Glen and Grosvenor Gardens shall be held for the common use, benefit and enjoyment of Her Majesty's subjects and the public generally forever. Later conveyances in 1925, 1933 and 1934 conveyed the remainder of the foreshore to the Hastings Corporation on the same Trusts.

The Hastings Borough Council Act 1988 varies the Trust to permit certain uses on delineated areas of land and for the Council to charge for that use, whether provided by the Council itself or by another on the Council's behalf.

The 2011 Scheme extended the objects of the Charity to include such charitable purposes within the Borough of Hastings as the Trustee thinks fit.

The 2011 Scheme had the effect of revoking the Charity Commission Scheme dated 22 March 2006 which appointed independent Trustees and Council nominated Trustees and appointed Hastings Borough Council as the Trustee for all purposes. This report is prepared by the Trustee as required under the 2011 Scheme.

Significant changes

Christopher May, MA, FCA, who was appointed as first Protector completed his third term as Protector on March 19th and James Cook, FCA was appointed as the New Protector effective from March 20th 2020. We thank Chris for his excellent contribution to the running of the charity over its first nine years with Hastings Borough Council as trustee

Covid started to have a major impact towards the very end of the year under review, with a ban on mass gatherings and events being introduced on 16th March 2020, and the first national lockdown on 23rd March 2020.

Governance

i) The Trustee

Hastings Borough Council, is a principal local authority established under the Local Government Act 1972 and, as such, has corporate status.

As a local authority, the Trustee acts through decisions of elected members and delegations to committees, sub-committees and officers. The Local Government Act 2000 introduced executive decision making and the legislation provided for a split between decisions which are reserved to the Council, to the Executive or according to local choice. Where the function in question is not reserved to Council or a local choice function, the default provision in the legislation is that the function and decision-making relating to it are the preserve of the executive.

Hastings and St Leonards Foreshore Charitable Trust

Trustee's Report

ii) The Protector

This represents the position regarding the Council's function or power to administer charities, that is to say that the administration of charities is an executive function and so only the Cabinet, a committee of Cabinet or officers acting under delegations from Cabinet are legally competent to make decisions relating to the Charity. This means that for the Foreshore Trust, the Council as Trustee, acts through the Charity Committee of Cabinet.

When considering the request of the former independent Trustees to appoint the Council as Trustee, the Commission was concerned regarding the potential conflict of interest between the Council's position as charitable Trustee and as local authority and how to address this. Part of the solution was the requirement in the 2011 Scheme for the appointment of a Protector, who is required to be a qualified accountant.

The role of the Protector is essentially to act as whistle blower and watchdog against the Council acting in breach of trust and to guard against situations where a conflict of interest is not being managed properly. As a chartered accountant he is equipped to scrutinise the Council's charity accounts. The Protector is required to report any matters of serious concern to the Charity Commission and must prepare an annual report on his activities for inclusion in the Charity's Annual Report.

Consultation

The 2011 Scheme makes provision for consultation in two areas of the Charity's operation. Namely:-

i) Coastal Users' Group The Trustee is required to consult with and have regard to the recommendations of the Coastal Users' Group (CUG) in relation to certain matters, namely:-

- the standards or specifications for the maintenance of the charity's land.
- the Charity's policy relating to events and activities to be held on the Charity's land and any event/activity outside that policy.
- the Charity's policy relating to the exercise of any power under the Hastings Borough Council Act 1988 or otherwise to manage, let sell or otherwise dispose of the Charity's property, and
- the exercise of the powers under the previous bullet otherwise than in accordance with the agreed policy.

The CUG was an existing consultative group set up by the Council as local authority to consult with interested parties in relation to matters affecting the front line of the Council's area. It became the Coastal Advisory Group as required by the 2011 Scheme after adopting a formal constitution and rules for membership in early 2011. The minutes of its meetings, in so far as they relate to Foreshore Trust matters, are included in the reports submitted to each Charity Committee meeting. The CUG meets before each Charity Committee meeting (four times a year) to consider and comment on reports being submitted to the Charity Committee. The CUG is consulted each time the Foreshore Trust Business Plan is revised. During 2019-20, they were also consulted on the refurbishment proposals for the Seafront Cycle routes, the West Marina Bathing Pool site, External Funding initiatives, Small Grants and Events Grants, Caravans on Sea Road and RNLI Lifeguard provision and various leases.

CUG held its last face to face meeting on 10th March 2020. The inability to meet during lockdowns has inhibited its ability to discuss issues in open forum, once of its strengths, charity committee papers have continued to be circulated for comment, as have other Foreshore Trust matters

ii) Grant Advisory Panel

The object to distribute surpluses, after meeting the costs of administering the Charity and managing its assets, including the repair and insurance of its land and buildings, through grants for charitable purposes in the Borough, are subject to consultation with the Grant Advisory Panel. The 2011 Scheme provides that consultation is to take place concerning the grant criteria, grant processes and grant determinations. The Grants Advisory Panel successfully concluded the process of prioritising the 2019/20 year's round of grant making, resulting in the award of grants totalling £60,000 and grants for events totalling £15,992 (2018-19 £60,000 and events £23,362).

Hastings and St Leonards Foreshore Charitable Trust

Trustee's Report

The following grants were awarded:

Organisation	Project Name	Grant Awarded
Creative Space Science CIC	Space@TheStade	£2,000
Energise Sussex Coast	Sustainability on Sea Festival	£2,000
The Groundwork South Trust Ltd	Nature Holiday Club Activities on Bulverhythe Beach	£1,992
Hastings Storytelling Festival Ltd	Hastings Storytelling Festival Free Children's Day	£2,000
IdolRich TheatreRotto	The Dinosaur's Egg.	£2,000
18 Hours Ltd	Journeys Dance Festival: 'Ballroom Dance at the Stade'	£2,000
Seaview	The Big Sleep 2019	£2,000
St Leonards Festival	St Leonards Festival 2019.	£2,000
Hastings & St Leonards CAP Debt Advice	Hastings & SL Debt Advice	£4,800
CDA for Family Support Work	Family Support Work	£4,000
Counselling Plus Community	Supporting Positive Mental Health	£3,000
Hastings & Rother YMCA	Hastings & Rother YMCA	£4,566
Hastings Arts Forum Ltd	Home Live Art	£2,301
Hastings Fat Tuesday Ltd	Hastings Old Town Carnival Association	£2,927
Hastings Fishermens Protection Society	Project Beached - Fishmarket	£4,760
Hastings Furniture Service	Workshop On Wheels	£6,000
The Parochial Church Council of the Ecclesiastical Parish of Holy Trinity Hastings	Safehaven Men	£3,865
Sussex Prisoners' Families	Sussex Children & Families of Prisoners	£5,800
The Conservation Volunteers (TCV)	Hastings Health Walks	£3,000
The Athelstan Nursery	Family Support Work	£6,000
The Sara Lee Trust	The Sara Lee Trust	£2,000
Xtrax (Hastings and Rother Drop-In Centre)	Reaching Young People	£4,268
St Helens PCC	Renovation St Helen's Church Hall	£2,196
Chamber Enterprise Network	Disability Inclusion CIC	£3,726

Hastings and St Leonards Foreshore Charitable Trust

Trustee's Report

Delegation to Officers

At its first meeting on 25 January 2011, the Charity Committee agreed a Scheme of Delegation to Officers. From the 1 April 2012 the Scheme of Delegations has required amending, replacing the Chief Executive with an appropriate Director and his/her nominee as a result of a senior management restructure. The new Scheme of Delegations follows the pattern of the Council's Scheme of Delegations to Officers, in that the appropriate Director or their duly authorised nominee is authorised within the plan and budget agreed by the Charity Committee to undertake the day to day operation and management of the Charity. The authority is general and subject to certain exceptions including the disposal of land, use of the Charity's land for events outside of the agreed policy, grants for charitable purposes and specification for and the award of contracts affecting the Charity, which are all subject to consultation and then the decision of the Charity Committee. The Scheme of Delegation emphasises that the Directors or their nominees acting under the delegations must be mindful that they are acting on behalf of the Charity and not the Council and ensure that at all times they act in the best interests of the Charity.

The officers authorised for most purposes affecting the Charity's day to day operation and management are:-

- Victoria Conheady, Assistant Director Regeneration and Culture.
- Peter Grace, Assistant Director Financial Services and Revenues (Chief Finance Officer)
- Amy Terry, Estates Manager
- Christine Barkshire-Jones is the Monitoring Officer and the Chief Legal Officer, and is also the Authorised Signatory on behalf of the Charity

In case of actual or potential conflict of interest for officers, independent advisors are instructed on behalf of the Charity e.g. surveyors.

Training and Induction for the Trustee

Training is provided for members and officers covering training on the history of the Trust, the constitutional documentation of the Trust and how to put those into effect.

Training has been offered to all members of the Council to raise awareness and to keep them advised.

Risk Management

The charity maintains a risk register and formally reviews this on an annual basis when determining the reserves policy. Initially this identified the key financial risks facing the Trust, but continues to be developed to include the identification of all significant risks (it also includes the identification of relevant controls to mitigate and responsibilities).

Objectives

The 2011 Scheme states the objects of the Charity to be:-

(i) to hold and maintain the charity's land for the objects set out in the trusts of the Charity, namely for the common use, benefit and enjoyment of all Her Majesty's subjects and of the public for the time being forever; and

(ii) subject to (i) above, such charitable purposes within the area of the Borough of Hastings as the Trustee thinks fit.

The Scheme expressly provides that income and capital are first to be applied in meeting the proper costs of administering the Charity and of managing its assets including the repair and insurance of its land and buildings. After payment of these costs, the Trustee must apply the remaining income in furthering the objects of the Charity.

Hastings and St Leonards Foreshore Charitable Trust

Trustee's Report

Achievements and Performance

This has been the ninth full financial year for the Council as Trustee of the Foreshore Trust. The Charity met four times during the year and the main business has been:

- The adoption of the Trust's new rolling five-year Business Plan;
- The eighth round of small grant awards (up to £5,000) to local charitable organisations;
- The seventh round of grants (up to £2,000) for events on Foreshore Trust land;
- Agreement of the budget for 2019/20 and financial report.

Refurbishment of White Rock Water Feature

Following the refurbishment of the White Rock Baths in 2016 and the opening of the Source Park as a BMX and skateboard venue, the water feature above the building remained a key eyesore in this area of the promenade. The Council, as trustee was successful in securing funding from the fourth round of the national Coastal Communities Fund (CCF) to replace the redundant fountain with new feature for enjoyment on the Hastings seafront.

The new feature, titled 'Sea Mist', creates a new destination space at the promenade and complements existing adjacent assets. It uses 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. The feature includes a good-sized mobility access plaza space – enhancing the objective of creating a destination and a social space.

Additional funding totalling £79,000 was obtained from the CCF programme to complete the refurbishment and restoration of the feature was completed in early April 2020. Formal opening of the new water feature will be delayed until COVID 19 lockdown restrictions are lifted.

Car Parks

This was the first year of increased budget for the Seasonal Rock a Nore Car Park Stackers. This meant that they were in post for the busy Easter Period. This worked well through the whole summer season and there were no repeats of the serious congestion issues seen in previous years. The staff who worked this year had been in post in previous years and received numerous thanks for the role that they performed and the manner that they did this in.

Hastings Borough Council's CCTV control room at Muriel Matters House has been closed (March 2020) due to budget restrictions and alternative monitoring arrangements for the car parks are currently being explored.

Grounds Maintenance

There are no significant changes to the foreshore grounds maintenance contract. For the Trust, the annual cost of seafront grounds maintenance has reduced. The ground maintenance contract has been operated by Idverde since 2016.

The Stade

Stade Hall is now operated by the East Sussex College Group – their plans for the building includes commercial lettings and activities, adult education for community partners project and advanced learners project, offering 'level 3' bespoke fish mongering, butchery and patisserie courses.

Hastings and St Leonards Foreshore Charitable Trust

Trustee's Report

The college had also agreed to a significant community element 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.

Please note that not all the above activities have commenced as the new arrangements are still in the early phase of the operating agreement, and have obviously been severely impacted by Covid.

Stade open space

During 19/20 there were 23 bookings for the Stade open space. Due to the COVID 19 lockdown activities during 20/21 are likely to be minimal.

Maintenance and repair work

During the year the automatic barrier providing access to RNLI lifeboat station was replaced and a new barrier was installed by the Angling Club. Fob access has been given to the RNLI, Fishermen and Club members to access the Blue Stade.

Herring Fair on the Open Space

The 2019 Herring Fair was held on 23rd and 24th November, in an attempt to extend the tourism season in Hastings. This was the eighth year of the event and was for the first time funded by the FST due to the community nature of this event, support of the local fishing industry and the fact that it does attract some visitors from outside town which generates income for the Trust from car parking charges during the 'off season'. Although the Fair was successful in 2019 it failed to break even, and the Charity Committee has decided not to fund the event in the future taking into consideration the cost, impact and dependence on the weather for success.

Promenade and Beach

Hastings Fisheries Local Action Group Programme 2017/19

The FLAG programme came to an end in March 2020.

The three-year programme engaged with 14 different organisations to successfully deliver 18 projects across 3 themes of (i) creating a sustainable fleet and supply chain, (ii) the environment and (iii) the place. The majority of targets for each project were achieved and overall there was a 95% spend on allocated budget.

This achievement was publicly recognised at the end of programme event, where three very diverse projects showcased their successes and the overall impact to the industry and local community was celebrated. The *Supporting Sustainable Sepia Stocks* project studied cuttlefish eggs and produced reports that include recommendations to increase sustainability of egg survival post-fishing. The *Fit to Fish* project engaged the local community and raised awareness of health and wellbeing. The *Aspiring Chefs' Academy* project educated and trained 35 young people in the fishing industry. The *Hastings Fish Brand* project has supported over 40 local businesses in establishing a fish brand that will continue beyond the project. The *Icemaker* project has ensured that ice is available for fishermen, suppliers and wholesalers in Hastings Fish Market maintaining the quality and freshness of the local catch.

Although the future of FLAG funding is currently unknown, the Hastings FLAG Board agreed to continue to meet following the end of the programme, to maintain partnership working and to stay aware of the ongoing issues in the industry.

Hastings and St Leonards Foreshore Charitable Trust

Trustee's Report

Lifeguard Service

As a result of the success of the pilot, at the charity committee meeting on 11th December 2017 the committee agreed unanimously to enter into a three-year contract with the RNLI to provide the Hastings lifeguard service. A number of 'tweaks' were made to the service following the pilot, including earlier starts at all three sites – Pelham, Pier, and Marina. 2019 was the second full year of the three-year contract.

During 2019 on Hastings beaches the lifeguards saved four lives, rescued seven people, assisted sixteen, performed major first aid on five casualties and minor first aid on 22. This is the first time that the RNLI lifeguards' intervention has been classified as 'saving lives' at Hastings and is the most serious form of intervention: - without the action of the lifeguards, four people may have drowned. In addition, some 14 230 members of the public were engaged with on 'preventative actions' (an action described as 'an action conducted by the lifeguard team to prevent persons coming into contact with harm including; PA announcements, moving flags, displaying safety signage, educating beach users').

All the RNLI's key performance indicators were met and no complaints were received about the service, either by the RNLI or by HBC.

Public Art Project Initiation

The Foreshore Trust Seafront Arts Programme was agreed and is being delivered by Sweet and Dandy Ltd. In its first stage, a series of workshops were held involving three Hastings secondary schools, East Sussex College Hastings and the Eggtooth youth project.

The workshops explored issues around sea and beach pollution by plastics and articulating them in artistic designs, artwork and sculptures. These sessions have been ongoing since November 19 and will continue until July 2020 (subject to COVID restrictions). The workshops are led by artists Peter Quinnell, Leigh Dyer and Sarah Evans and are currently engaging the participants in ways to raise public awareness of the biggest major plastic pollutant, cigarette butts, through public art in the form of a public art piece and related campaigns along the seafront, to be delivered during 2021 (again subject to lifting of COVID 19 restrictions).

Cycle and deck chair hire 2019 concession

The Cycle Hire Hut operated for 46 days between 25th May to 22nd September 2019. 235 bikes and 413 deck chairs were hired in this period. Cycle maintenance and replacement costs were a lot higher than expected. The trust also agreed to the use of the electric bikes from the Seaside Cycle Hire for a short-term trial which encourages local work-related journeys, encouraging the switch from car to electric bike. This proposed trial is aimed at council staff and would rely on additional use of the bikes when the Cycle Hut is closed or possibility at off-peak times. If the trial is successful, then there is potential to investigate external funding for a more permanent scheme.

Street and beach cleansing

Two FLAG funded projects to address issues of marine litter were awarded during the year. 1 HBC led project 'Save our seas' ran through the summer – including seafront posters and banners, social media and the installation of new beach litter bins on the promenade and a pilot of branded beach-based bins.

The second community led – behavioural change and marketing campaign to reduce the amount of litter discarded thoughtlessly. This project was led by the Marine Conservation Society which worked with local schools to teach children about marine litter, its impact and how to take care of the marine environment.

Quality Coast Award/Blue Flag status

The council achieved re-certification of Blue flag achieved for 2019 at Marina, Seaside Award achieved for both Marina and Pelham.

Hastings and St Leonards Foreshore Charitable Trust

Trustee's Report

Hastings Harbour Arm

Works to the Hastings Harbour Arm was completed in February 2019. The Harbour Arm is a very important structure on the seafront as it retains beach material that protects the fishing fleet and the town from flooding. The works involved encasing the existing Hastings Harbour Arm in armour rock to help protect it from further deterioration.

Public Benefit

The objects of the Charity clearly state that the Foreshore is to be held for the benefit of Her Majesty's subjects and the public generally forever. Where the land is beach and beach alone, the objects are achieved by ensuring that the public have free and safe access to the Foreshore. However, maintaining land in proper condition has a cost and the Charity requires an income to meet its expenditure. The Hastings Borough Council Act 1988 varied the original Trusts' to permit certain uses on defined areas of the Trust's land. For example, paid parking was permissible at Rock-a-Nore Car Park and at Pelham Car Park and leisure facilities were permitted in the Stade area. These variations to the Trust powers enabled the generation of income to meet the costs of maintaining the Foreshore. The uses permitted under the Act, however, are seen as complementary to the Trust objects and the Trustee will exercise its powers under the Act to satisfy the requirement for the benefit of the public.

So far as is possible and subject to the uses permitted under the Act, the aim of the Trustees is that the Foreshore should be accessible by all members of the public who wish to visit it. At the same time, part of the Foreshore is a working beach and so health and safety considerations apply.

The 2011 Scheme included a new object to distribute surpluses as grants for charitable purposes within the Borough of Hastings. There have been seven rounds of small grants the first of which took place in 2011/12. Grants for events on Foreshore Land commenced in 2013/14 and have been repeated annually.

The Trustee has indicated a willingness to undertake further capital works to assets if financially sustainable, which conform to the Trust's objects.

There will be different views on how the public benefit is best achieved and the Charity Committee will continue to consult with the Coastal Users' Group on proposals for the future of the Foreshore and specifications and standards of maintenance and with the Grant Advisory Panel on the grant criteria and grants processes.

In addition, whilst the Council undertook the role as Trustee from January 2011, it has been operating and managing the Foreshore and its assets without interruption over many years. The operations include:

- keeping the Charity's land safe and clean;
- operating the Charity's car parks;
- managing its tenanted premises;
- arranging and facilitating events on the Foreshore;
- undertaking routine maintenance and repair.

Hastings and St Leonards Foreshore Charitable Trust

Trustee's Report

Financial Review

The annual accounts are attached to this report and, once again, have received an unqualified audit opinion by external auditors. The Trust's main sources of income remain that of car parking fees and charges and rental income from property. The expenditure that the Trust incurs is as a result of providing the car parks e.g. operating costs, and the costs of maintaining and developing the foreshore .

Investments – The Trust retains significant cash balances. At 31 March 2020 these were invested as follows:-

	2019/20	2018/19
	£	£
CCLA Investment Management	1,726,117	1,403,963
Lloyds Bank (the Trust's Bank Account)	604	605

Future Expenditure Plans 2020/21 and Beyond

In line with the approved Business plan, expenditure on major Projects and Other Expenditure will continue in 2020/21 and will result in an overall surplus for the year, budgeted at £48,000.

Future business plan projects commencing in 2020/21 include the delivery of the public art project, surfacing works to footpaths and playground areas, White Rock Promenade timber kiosk decking, landscaping adjacent to boating lake and installation of Electric Vehicle Charging points.

The 2020/21 budget identified spend on projects and other expenditure amounting to some £244,500. £132,500 of this spend is on cyclical repairs and maintenance and £112,000 is programmed spend, financed from Reserves. The areas of spend are as follows:-

- £25,000 – Public Art Project
- £36,000 – Resurfacing Works
- £25,000 – Contingency funding
- £15,000 – Installation E.V Charge Points
- £ 6,000 – Landscaping
- £ 5,000 – White Rock Promenade Decking

Hastings and St Leonards Foreshore Charitable Trust

Trustee's Report

The current business plan, including amounts carried forward from 2018/19 includes the following for Projects and Other Expenditure for the years 2019/20 to 2024/25 is shown below:-

Business Plan	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2019-24
Projects and other expenditure	Actual	Estimate	Estimate	Estimate	Estimate	Estimate	Total
<i>Cyclical Repairs and redecorations</i>	£000's	£000's	£000's	£000's	£000's	£000's	£000's
White Rock Baths	31	41	28	34	24	9	164
Stade Barriers	2	5	2	2	2	0	13
Public Conveniences	6	22	12	6	6	4	56
Car Parks	42	17	47	57	33	23	219
Chalets - White Rock & Marina	7	2	2	7	2	0	20
Play areas and Exercise Equipment	34	18	18	19	60	3	152
Stade Hall and Stade open Space	7	5	4	35	4	11	63
Water Play	0	12	12	12	12	12	60
Beachfront	12	8	8	8	8	0	44
Other	10	6	7	3	8	0	32
Total of Cyclical repairs	149	135	139	182	158	61	822

Hastings and St Leonards Foreshore Charitable Trust

Trustee's Report

Business Plan	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2019-24
Projects and other expenditure	Actual	Estimate	Estimate	Estimate	Estimate	Estimate	Total
<i>Main Programme</i>	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Public Art Project	50	25	0	0	0	0	75
Play Areas	14	36	0	0	0	0	50
White Rock Promenade Timber Kiosk Decking	0	5	0	0	0	0	5
White Rock Promenade Timber Seating, Benches & Waste Bins	0	0	20	0	0	0	20
Surfacing Works	0	0	0	0	0	0	0
Landscaping - adj. to boating lake	6	0	6	0	0	0	12
White Rock Fountain	175	0	0	0	0	0	175
E V Charge Points	0	15	0	0	0	0	15
Contingency	25	25	25	25	25	0	125
Total Main Programme	270	106	51	25	25	0	477

Total Projects and Other Expenditure	419	241	190	207	183	61	1299
---	------------	------------	------------	------------	------------	-----------	-------------

Cost of Professional Advice

Professional advisor fees (including Protector's fees) - £26,131 (2018/19 £27,668).

Trustee Expenses and Emoluments

There were no Trustee expenses charged to the Trust in 2019/20 (2018/19 nil).

A special responsibility allowance of £6,642 (2018/19 £6,512) was paid to the Chair of the Charity Committee and this is shown as Governance costs in the accounts.

Hastings and St Leonards Foreshore Charitable Trust

Trustee's Report

Reserves Policy

The policy is reviewed periodically to take account of changes in the future plans of the Trust and perceived risks. The last review was 23 September 2019 and there have been no significant changes since this date which require a change to the policy. Reserves are maintained for a variety of reasons and the main points of the Policy are reproduced below.

- £100,000 is to be retained for an unforeseen emergency or other unexpected need. This amount is arrived at after considering risks and how much might be needed for such contingencies; this involves judgment of events that may occur and their likelihood.
- a)

- Expenditure budget - a small contingency fund to meet unforeseen operational costs. The expenditure budget is some £1,099,000. It is suggested that a 10% contingency (say £100,000) be retained for unexpected and unforeseen operational expenditure.
- b)

- Uncertainty over future income. Most well run organisations retain reserves equivalent to a number of weeks or months of equivalent income to allow time to develop new sources of income or to cut-back on related expenditure. Potential significant loss of income could result from a downturn in economic activity or an increase in fuel costs resulting in fewer tourists, a major disaster in the area, bad weather, pollution incident, or loss of reputation e.g. bathing water deterioration, etc. It is recommended that the equivalent of 6 months income be retained to cater for this risk which would amount to around £700,000.
- c)

- Planned spending commitments which cannot be met from future income would imply a need for a specific sum to be set aside, often this amount will be included within designations in the accounts. Given the predicted surplus for each year there is scope to include some of the recurring planned expenditure within the annual budget. There are higher cost initiatives e.g. resurfacing of car parks, roadways etc., that will necessitate identification and retention of significant sums within the accounts.
- d)

- Cash Flow – organisations require a working balance to cover 'troughs' in the cash budget. Based on the financial year the cash flow is expected to be positive throughout the year i.e. income generated should exceed expenditure. Where significant one off expenditure is incurred e.g. resurfacing, use of reserves would be used to cover any shortfalls. As such no sum is set aside for this specific purpose – especially given the sums detailed above (a to d).
- e)

In summary the Reserves to be retained amount to :-

Ref.	Risk Area/ Designated Funds	Amount (£)
a)	Unforeseen emergency/event	100,000
b)	Unforeseen operational costs/contingency	100,000
c)	Uncertainty on Income streams	700,000
	Total	900,000

Plus Planned Spending Commitments e.g. repairs and other initiatives identified within the business plan.

The total funds of the Trust, of which the above form a part, amount to £2,891,398 (2018/19 £2,810,745). The financing of the main programme is dependent upon achieving annual surpluses on the trusts main activities, given the level of Reserves being retained.

Hastings and St Leonards Foreshore Charitable Trust

Trustee's Report

Plans for the Future

The Charity Committee looks to review its Business Plan on a regular basis to take account of known variations in resources and new opportunities and commitments. Subject to the Scheme's predetermination that meeting the cost of the administration and the repair and maintenance of its existing assets is the first priority; this will involve consideration of proposals for enhancing income generation and/or reducing operating expenditure as well as providing better facilities and attractions for the public benefit.

Due to the Covid pandemic and uncertainty regarding income during the years 20/21 and 21/22 the cyclical review of the business plan was agreed to be postponed, whilst the market conditions and the economy is uncertain. This decision is reviewed quarterly by lead officers, committee members and trustee while the pandemic continues.

Accountants, Auditors and Bankers

The Trust is very grateful for the continued excellent work of Manningtons (Auditors), especially given the unprecedented challenges over the last year.

The Trust's monies are managed by the Council. The bankers are Lloyds Bank, which is the same as the Council with separate bank accounts. The Council's comprehensive Treasury Management and Investment Policy requirements equally apply when dealing with Trust monies.

Concluding Remarks

The Trust continues to concentrate efforts on ensuring a secure and viable future for the Trust, especially in terms of maintaining and improving its assets, managing its available resources for the long term benefit of the community, and also in the distribution of grants to the benefit of the Community - as resources permit.

Statement of Responsibilities

The trustee is responsible for preparing the trustee's report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustee to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustee is required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustee is responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the constitution. The trustee is also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Hastings and St Leonards Foreshore Charitable Trust

Trustee's Report

Disclosure of information to auditor

The trustee has taken steps that it ought to have taken as a member in order to make itself aware of any relevant audit information and to establish that the charity's auditor is aware of that information. The trustee confirms that there is no relevant information that is known of and of which they know the auditor is unaware.

The annual report was approved by the trustee of the charity on 29 March 2021 and signed on its behalf by:

.....

Councillor Margi O'Callaghan

Chair of Charity Committee

Hastings and St Leonards Foreshore Charitable Trust

Protector's Report

This is my tenth and final Annual Report as Protector of The Hastings and St Leonards Foreshore Charitable Trust ("Foreshore Trust" for short). It covers my activities from September 2019 to 19th March 2020, the date on which my appointment as Protector came to an end.

The rules of the Foreshore Trust call for the appointment of a Protector to safeguard the proper management of this charitable trust and, in particular, the resolution of any conflicts of interest that may arise from time to time between Hastings Borough Council ("HBC") acting as Trustee of this charity and HBC acting in its capacity as local authority. To this end, the rules provide that the general duty of the Protector is "to ensure the integrity of the administration of the charity", in other words to act as a watchdog over the activities of HBC's Charity Committee in managing the affairs of the Foreshore Trust.

- (1) I have attended all meetings of the Charity Committee.
- (2) Under the constitution of the Foreshore Trust the Trustee must consult two advisory bodies: (1) a nominated consultative and advisory group (currently the Coastal Users' Group - "CUG") in relation to major foreshore management issues, and (2) the Grant Advisory Panel ("GAP") which deals with the detailed process of recommending grants to be made by the Trustee under powers given in the Scheme. The Protector is entitled to attend the meetings of these groups, though in practice I do not routinely do so. I do however receive notices and minutes of their meetings, and attend as necessary.
- (3) The Foreshore Trust has decided to extend its charitable activities significantly in the next few years following the decision of HBC (in its capacity as local authority) to cease as from April 2021 its financial support for the Community Partnership Fund (previously administered by HBC officers), much of whose activities were in practice directed towards charitable objectives.

This will result in the establishment in 2021 of a "Large Grant Programme" with charitable objectives similar in many respects to those of the Community Partnership Fund. The new programme will amount to some £160,000 in 2021-22, and £180,000 in the two subsequent years. Members of the Charity Committee and senior HBC officers have been at pains to ensure that:

- (a) The activities of the Large Grant Programme will be genuinely charitable in nature;
- (b) Grant recommendations to the members of the Charity Committee will be made by the GAP, not by the HBC officers previously responsible for making Community Partnership Fund recommendations, though they will be available in an advisory capacity to the GAP;
- (c) Procedures will be introduced to ensure that all eligible applications will be placed before the GAP, and any applications considered ineligible by HBC staff members will be reported to and considered by the GAP;
- (d) Potential conflict of interest issues will be properly addressed and resolved - these might relate to Charity Committee or GAP members with personal involvement with particular charities.

Following this development, the Charity Commission was requested for a minor amendment to the 2011 Scheme to allow for the appointment of two extra members of the GAP to cope with the extra work load, and this has now been granted.

- (4) During the period to which this report relates, I have been satisfied as Protector that the Trustee (HBC), acting through its Charity Committee, has satisfactorily ensured the integrity of the administration of the affairs of the Foreshore Trust, as required by the current Scheme of constitution.

Christopher May FCA

Protector

19th March 2020

Hastings and St Leonards Foreshore Charitable Trust

Protector's Report

I was appointed Protector of The Hastings and St Leonards Foreshore Charitable Trust (Foreshore Trust) with effect from 20th March 2020.

There were no meetings between 20th March and 31st March 2020, the end of the financial year 2019/20, and due to the countrywide lockdown introduced to combat Covid-19, the activities of The Foreshore Trust were significantly curtailed. I am satisfied that the integrity of The Foreshore Trust was maintained through to 31st March 2020 and into the following financial year.

James W Cook FCA

Protector

12th March 2021

Hastings and St Leonards Foreshore Charitable Trust

Independent Auditor's Report to the Members of Hastings and St Leonards Foreshore Charitable Trust

Opinion

We have audited the financial statements of Hastings and St Leonards Foreshore Charitable Trust (the 'charity') for the year ended 31 March 2020, which comprise the Statement of Financial Activities, Balance Sheet, Cash Flow Statement, and Notes to the Financial Statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is United Kingdom Accounting Standards, comprising Charities SORP - FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and applicable law (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2020 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustee's use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustee has not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustee is responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Hastings and St Leonards Foreshore Charitable Trust

Independent Auditor's Report to the Members of Hastings and St Leonards Foreshore Charitable Trust

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustee's Report.

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustee remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustee

As explained more fully in the Statement of Trustee Responsibilities [set out on page], the trustee is responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustee determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustee is responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustee either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Manningtons Chartered Accountants is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (UK), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the charity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustee.

Hastings and St Leonards Foreshore Charitable Trust

Independent Auditor's Report to the Members of Hastings and St Leonards Foreshore Charitable Trust

- Conclude on the appropriateness of the trustee use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the charity to express an opinion on the financial statements. We are responsible for the direction, supervision and performance of the charity audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Use of our report

This report is made solely to the charity trustee, as a body, in accordance with section 144 of the Charities Act 2011 and regulations made under section 154 of that Act. Our work has been undertaken so that we might state to the trustee those matters we are required to state to trustee in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and its trustee as a body, for our audit work, for this report, or for the opinions we have formed.

.....
Manningtons, Statutory Auditor

39 High Street
Battle
East Sussex
TN33 0EE

Date:.....

Manningtons is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

Hastings and St Leonards Foreshore Charitable Trust

Statement of Financial Activities for the Year Ended 31 March 2020

	Note	Unrestricted funds £	Total 2020 £
Income and Endowments from:			
Charitable activities	2	1,347,537	1,347,537
Investment income	3	9,360	9,360
Total Income		<u>1,356,897</u>	<u>1,356,897</u>
Expenditure on:			
Charitable activities	4	(1,186,223)	(1,186,223)
Governance costs	5	(90,021)	(90,021)
Total Expenditure		<u>(1,276,244)</u>	<u>(1,276,244)</u>
Net movement in funds		80,653	80,653
Reconciliation of funds			
Total funds brought forward		<u>2,810,745</u>	<u>2,810,745</u>
Total funds carried forward	15	<u>2,891,398</u>	<u>2,891,398</u>
	Note	Unrestricted funds £	Total 2019 £
Income and Endowments from:			
Charitable activities	2	1,424,700	1,424,700
Investment income	3	7,532	7,532
Total Income		<u>1,432,232</u>	<u>1,432,232</u>
Expenditure on:			
Charitable activities	4	(1,160,099)	(1,160,099)
Governance costs	5	(92,221)	(92,221)
Total Expenditure		<u>(1,252,320)</u>	<u>(1,252,320)</u>
Net movement in funds		179,912	179,912
Reconciliation of funds			
Total funds brought forward		<u>2,630,833</u>	<u>2,630,833</u>
Total funds carried forward	15	<u>2,810,745</u>	<u>2,810,745</u>

All of the charity's activities derive from continuing operations during the above two periods.
The funds breakdown for 2019 is shown in note 15.

Hastings and St Leonards Foreshore Charitable Trust

(Registration number: 1105649)
Balance Sheet as at 31 March 2020

	Note	2020 £	2019 £
Fixed assets			
Tangible assets	10	1,232,933	1,311,537
Current assets			
Debtors	11	150,404	316,394
Cash at bank and in hand	12	<u>1,726,721</u>	<u>1,404,568</u>
		1,877,125	1,720,962
Creditors: Amounts falling due within one year	13	<u>(62,464)</u>	<u>(35,839)</u>
Net current assets		<u>1,814,661</u>	<u>1,685,123</u>
Total assets less current liabilities		3,047,594	2,996,660
Creditors: Amounts falling due after more than one year	14	<u>(156,196)</u>	<u>(185,915)</u>
Net assets		<u>2,891,398</u>	<u>2,810,745</u>
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds		<u>2,891,398</u>	<u>2,810,745</u>
Total funds	15	<u>2,891,398</u>	<u>2,810,745</u>

The financial statements on pages 21 to 32 were approved by the trustee, and authorised for issue on and signed on their behalf by:

.....
Councillor Margi O'Callaghan
Chair of Charity Committee

Hastings and St Leonards Foreshore Charitable Trust
Cash Flow Statement for the Year Ended 31 March 2020

	Note	2020 £	2019 £
Cash flows from operating activities			
Net cash income		80,653	179,912
Adjustments to cash flows from non-cash items			
Depreciation		78,604	89,332
Investment income	3	<u>(9,360)</u>	<u>(7,532)</u>
		149,897	261,712
Working capital adjustments			
Decrease/(increase) in debtors	11	165,989	(234,478)
(Decrease)/increase in creditors	13	(486)	680
Increase in deferred income	14	<u>26,624</u>	<u>-</u>
Net cash flows from operating activities		342,024	27,914
Cash flows from investing activities			
Interest receivable and similar income	3	9,360	7,532
Cash flows from financing activities			
Repayment of loans and borrowings	13	<u>(29,231)</u>	<u>(28,754)</u>
Net increase in cash and cash equivalents		322,153	6,692
Cash and cash equivalents at 1 April		<u>1,404,568</u>	<u>1,397,876</u>
Cash and cash equivalents at 31 March		<u><u>1,726,721</u></u>	<u><u>1,404,568</u></u>

All of the cash flows are derived from continuing operations during the above two periods.

Hastings and St Leonards Foreshore Charitable Trust

Notes to the Financial Statements for the Year Ended 31 March 2020

1 Accounting policies

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

Hastings and St Leonards Foreshore Charitable Trust meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The trustee considers that there are no material uncertainties about the charity's ability to continue as a going concern.

Judgements

As outlined in Note 14, Hastings Borough Council acts as the sole trustee for the Hastings and St Leonards Foreshore Charitable Trust. The scheme is so constituted as to prevent the Council from obtaining any benefit from the Trust's activities and no group accounts are produced. Further details of the transactions with the Council are given in Note 14.

The Statement of Accounts contains estimated figures that are based on assumptions made by the Trust about the future or that are otherwise uncertain. Estimates are made taking into account historical experience, current trends and other relevant factors. However, because balances cannot be determined with certainty, actual results could be materially different from the assumptions and estimates.

Key sources of estimation uncertainty

Tangible fixed assets are depreciated over their useful lives taking into account residual values, where appropriate. The actual lives of the assets and residual values are assessed annually and may vary depending on a number of factors. In re-assessing asset lives, factors such as the effect of the elements, maintenance programmes and past experience are taken into account. The carrying amount is £1,232,933 (2019 -£1,311,537).

Income and endowments

Deferred income

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

Investment income

Investment income is recognised on a receivable basis.

Hastings and St Leonards Foreshore Charitable Trust

Notes to the Financial Statements for the Year Ended 31 March 2020

Charitable activities

Income from charitable activities includes income recognised as earned (as the related goods or services are provided) under contract.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Grant expenditure

Grants payable are payments made to third parties in the furtherance of the charitable objectives. Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specific service or output.

Grants payable without performance conditions are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.

Grant provisions

Provisions for grants are made when the intention to make a grant has been communicated to the recipient but there is uncertainty about either the timing of the grant or the amount of grant payable.

Governance costs

Governance costs include costs of the preparation and examination of the statutory accounts, the costs of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Hastings and St Leonards Foreshore Charitable Trust

Notes to the Financial Statements for the Year Ended 31 March 2020

Tangible fixed assets

Individual fixed assets costing £500.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

The land comprising the foreshore of Hastings and St Leonards was sold to the Trust by the Crown in September 1893 for £400 and subsequent purchases between 1925 and 1934 for a further £630. No valuation of this land has ever been carried out and it is recorded at cost. Land valued at £95,000 was acquired in 2010 as part of a land swap with Hastings Borough Council. Additional expenditure of £119,490 in 2013 represents the cost of creating additional car parking spaces within the Pelham Place car park. This is being depreciated over 15 years, being the estimated time before re-surfacing becomes necessary. The trustee is of the opinion that the open market value is materially in excess of the carrying value of the land.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Land	not depreciated
Pelham Place car park additional spaces	over 15 years straight line
White Rock Baths	over 50 years straight line
Winch Road Upgrade	over 15 years straight line
Plant and equipment	over 5 and 15 years straight line

Research and development

Research and development expenditure is written off as incurred.

Debtors

Are amounts due from Hastings Borough Council for settlement of expenditure incurred by the Trust that is to be repaid and is recognised initially at the transaction price. A provision for the impairment of it will be established when there is objective evidence that the Trust will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Borrowings

Interest-bearing borrowings are initially recorded at fair value, net of transaction costs. Interest-bearing borrowings are subsequently carried at amortised cost, with the difference between the proceeds, net of transaction costs, and the amount due on redemption being recognised as a charge to the Statement of Financial Activities over the period of the relevant borrowing.

Interest expense is recognised on the basis of the effective interest method and is included in interest payable and similar charges.

Borrowings are classified as current liabilities unless the charity has an unconditional right to defer settlement of the liability for at least twelve months after the reporting date.

Hastings and St Leonards Foreshore Charitable Trust

Notes to the Financial Statements for the Year Ended 31 March 2020

Fund structure

Unrestricted income funds are general funds that are available for use at the trustee's discretion in furtherance of the objectives of the charity.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Staff and pension schemes

The charity has no employees but is charged the relevant portion of those undertaking work in pursuance of the charity's objectives. These are employed by Hastings Borough Council and have the choice of being in the relevant defined benefit local government pension scheme.

2 Income from charitable activities

	Unrestricted funds General £	Total 2020 £	Total 2019 £
Car Parking	1,102,313	1,102,313	1,132,100
Foreshore management	245,018	245,018	290,415
Street cleansing	44	44	1,821
Public conveniences	162	162	364
	<u>1,347,537</u>	<u>1,347,537</u>	<u>1,424,700</u>

3 Investment income

	Unrestricted General £	Total 2020 £	Total 2019 £
Interest receivable and similar income;			
Interest receivable on bank deposits	9,360	9,360	6,692
Interest receivable on loans to related parties	-	-	840
	<u>9,360</u>	<u>9,360</u>	<u>7,532</u>

Hastings and St Leonards Foreshore Charitable Trust

Notes to the Financial Statements for the Year Ended 31 March 2020

4 Expenditure on charitable activities

	Activity undertaken directly £	Total 2020 £	Total 2019 £
Car parking	370,793	370,793	277,737
Foreshore management	512,912	512,912	413,594
Street cleansing	40,416	40,416	135,557
Public conveniences	173,180	173,180	188,076
White Rock Baths and other	9,642	9,642	21,030
Small and event grants	79,280	79,280	83,362
Other project grants	-	-	40,743
	<u>1,186,223</u>	<u>1,186,223</u>	<u>1,160,099</u>

5 Analysis of governance and support costs

Governance costs

	Unrestricted funds General £	Total 2020 £	Total 2019 £
Wages and salaries	6,642	6,642	6,512
Audit of the financial statements	2,700	2,700	2,000
Accountancy services	1,900	1,900	1,700
Legal fees	10,837	10,837	23,693
HBC management charges	58,230	58,230	58,230
Other governance costs	9,712	9,712	86
	<u>90,021</u>	<u>90,021</u>	<u>92,221</u>

6 Net incoming/outgoing resources

Net incoming resources for the year include:

	2020 £	2019 £
Audit fees	2,700	2,000
Depreciation of fixed assets	<u>78,604</u>	<u>89,332</u>

Hastings and St Leonards Foreshore Charitable Trust

Notes to the Financial Statements for the Year Ended 31 March 2020

7 Trustee remuneration and expenses

Payments to the Trustee related entirely to recharges of costs incurred by HBC on behalf of the charity. These included a payment by HBC to the Chair of the Charity Committee of HBC by way of a responsibility allowance from the Council of £6,642 (2019 - £6,512), included in Governance costs.

8 Staff costs

The Trust does not directly employ any staff. As such no employee received emoluments of more than £60,000 during the year

The total employee benefits of the key management personnel of the charity were £14,728 (2019 - £15,566).

9 Taxation

The charity is a registered charity and is therefore exempt from Corporation Tax.

10 Tangible fixed assets

	Land and buildings £	Plant and equipment £	Total £
Cost			
At 1 April 2019	1,144,091	573,843	1,717,934
At 31 March 2020	1,144,091	573,843	1,717,934
Depreciation			
At 1 April 2019	143,585	262,812	406,397
Charge for the year	40,514	38,090	78,604
At 31 March 2020	184,099	300,902	485,001
Net book value			
At 31 March 2020	959,992	272,941	1,232,933
At 31 March 2019	1,000,506	311,031	1,311,537

Hastings and St Leonards Foreshore Charitable Trust

Notes to the Financial Statements for the Year Ended 31 March 2020

11 Debtors

	2020 £	2019 £
Prepayments	-	3,600
Other amounts owed by Hastings Borough Council	150,404	312,794
	<u>150,404</u>	<u>316,394</u>

12 Cash and cash equivalents

	2020 £	2019 £
Cash at bank	<u>1,726,721</u>	<u>1,404,568</u>

13 Creditors: amounts falling due within one year

	2020 £	2019 £
Loans from Hastings Borough Council	29,720	29,232
Accruals	6,121	6,607
Deferred income	26,624	-
	<u>62,465</u>	<u>35,839</u>

14 Creditors: amounts falling due after one year

	2020 £	2019 £
Loans from Hastings Borough Council	<u>156,196</u>	<u>185,915</u>

The amount is the long term portion of the £300,000 annuity loan. The loan is at 1.66%, and has biannual payments.

For the £300,000 annuity loan, to limit the potential impact on the Trust, the Council shared the risk on a 50:50 basis. For clarity, the annual borrowing costs are £32,643, if the venture failed the amount payable per annum by the Trust would be reduced by 50%. If a new tenant was found at that time but the rental stream achieved was lower, then the shortfall would be shared.

Hastings and St Leonards Foreshore Charitable Trust

Notes to the Financial Statements for the Year Ended 31 March 2020

15 Funds

	Balance at 1 April 2019 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2020 £
Unrestricted funds					
<i>General</i>					
Unappropriated reserve	-	1,356,897	(1,276,244)	(80,653)	-
<i>Designated</i>					
Contingency reserve	900,000	-	-	-	900,000
Main programme reserve	599,208	-	-	159,257	758,465
Fixed asset fund	1,311,537	-	-	(78,604)	1,232,933
	<u>2,810,745</u>	<u>-</u>	<u>-</u>	<u>80,653</u>	<u>2,891,398</u>
Total funds	<u>2,810,745</u>	<u>1,356,897</u>	<u>(1,276,244)</u>	<u>-</u>	<u>2,891,398</u>
	Balance at 1 April 2018 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2019 £
Unrestricted funds					
<i>General</i>					
Unappropriated reserve	-	1,432,232	(1,252,320)	(179,912)	-
<i>Designated</i>					
Contingency reserve	900,000	-	-	-	900,000
Main programme reserve	329,964	-	-	269,244	599,208
Fixed asset fund	1,400,869	-	-	(89,332)	1,311,537
	<u>2,630,833</u>	<u>-</u>	<u>-</u>	<u>179,912</u>	<u>2,810,745</u>
Total funds	<u>2,630,833</u>	<u>1,432,232</u>	<u>(1,252,320)</u>	<u>-</u>	<u>2,810,745</u>

The specific purposes for which the funds are to be applied are as follows:

The Main programme reserve is held to fund the Trust's business plan initiatives and significant items of repair and maintenance that cannot be financed in a single year.

The Fixed asset fund is created to recognise that an equivalent amount of reserves has already been used, and is not available for further use.

The Unappropriated reserve represents all monies for which a specific purpose remains to be determined.

Hastings and St Leonards Foreshore Charitable Trust

Notes to the Financial Statements for the Year Ended 31 March 2020

16 Analysis of net assets between funds

	Unrestricted funds Designated £	Total funds 2020 £
Tangible fixed assets	1,232,933	1,232,933
Current assets	1,877,125	1,877,125
Current liabilities	(62,464)	(62,464)
Creditors over 1 year	<u>(156,196)</u>	<u>(156,196)</u>
Total net assets	<u>2,891,398</u>	<u>2,891,398</u>

	Unrestricted funds Designated £	Total funds 2019 £
Tangible fixed assets	1,311,537	1,311,537
Current assets	1,720,962	1,720,962
Current liabilities	(35,839)	(35,839)
Creditors over 1 year	<u>(185,915)</u>	<u>(185,915)</u>
Total net assets	<u>2,810,745</u>	<u>2,810,745</u>

17 Related party transactions

During the year the charity made the following related party transactions:

Hastings Borough Council (Trustee)

The Foreshore Trust took a loan in 2016 from Hastings Borough Council to allow it to fund the conversion of White Rock Baths as a BMX centre and café.

The property belongs to the Foreshore Trust and the loan granted by Hastings Borough Council for £300,000 was for a ten year period. The Building has been leased to The Source for a period of ten years and the rental income generated will contribute to the repayment of the loan principal and interest.

The loan is repayable in biannual payments. The £300,000 annuity loan being at 1.66%, and the first payment being made on the 21st September 2016.

For the former, to limit the potential impact on the Trust, the Council would share the risk on a 50:50 basis. For clarity, the annual borrowing cost is £32,643 if the venture failed the amount payable per annum by the Trust would be reduced by 50%. If a new tenant was found at that time but the rental stream achieved was lower, then the shortfall would be shared. At the balance sheet date the amount due to Hastings Borough Council was £35,512 (2019 - £97,647 due from).

Agenda Item 9



Report to: Charity Committee

Date of Meeting: 29 March 2021

Report Title: Foreshore Trust 2021/22 Budget and Finance Report

Report By: Kit Wheeler, Chief Accountant (Deputy Chief Finance Officer)

Purpose of Report

To advise members of the Committee on the current year's financial position (2020/21) and to determine the budget for 2021/22.

Recommendation(s)

1. To agree the current financial position for 2020/21.
2. Approve the budget for 2021/22.
3. Financial monitoring reports continue to be presented to each meeting of the Charity Committee.
4. A full Financial and Business Plan review of future years be conducted once Final Financial position for 2020/21 is confirmed.
5. No increase in car parking charges for 2021/22.

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 deficit above budget expectations is anticipated for 2020/21 in respect of operating income and expenses. Once grant and project costs are taken into account a deficit of £392,000 is anticipated against a budgeted deficit of £48,000.

Introduction

1. The Foreshore Trust derives its income mainly from car parking and property leases/licences, the former income stream being quite variable. It is worth emphasising that these are estimates and that the main income sources are very reliant on tourism and the visitor economy.
2. Like all Charities and businesses in the current climate, the Trust has been financially impacted in a negative way in 2020/21 as a result of the Covid-19 pandemic and expectations are that despite the improving picture this is likely to continue into 2021/22 .
3. Appendix 1 attached provides details of the budget for 2020/21 as agreed at the March 2020 meeting of the committee. In summary, the operating surplus for 2020/21 was budgeted at £154,000 and is now forecast at £189,000 deficit – a reduction of £344,000.
4. The budget for 2021/22 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 2020/21

5. The budget agreed in March 2020 identified budgeted income at £1,418,000 and expenditure at £1,264,000. The budgeted surplus for the year being £154,000 after direct governance costs, but before distribution of grants, capital charges and before use of Reserves.
6. Income is currently projected to be less than budget. The amount of car parking income anticipated is now £335,000 less than budgeted which is indicative of fewer visitors to the area as a result of the pandemic, primarily in the peak trading seasons throughout the summer months. Rental income is also forecast to be lower than originally budgeted by £22,000 for the same reason. Investment income remains on budget, however this will be subject to fluctuating market conditions.
7. Expenditure is expected to be c.£13,000 under budget. This is due to the Fish Fayre not going ahead in the summer as a result of the pandemic. This saving of £22,000 is offset by additional expenditure incurred for the additional cleaning of Public conveniences as a direct result of Covid-19 and other associated recharges.
8. The combination of the expected reduction in income and decrease in expenditure will give rise to a predicted net operating deficit for the year in 2020/21 of £189,000. This is £344,000 less than was originally budgeted.

Budget 2021/22

9. The budget for 2021/22 is shown in the right hand column of Appendix 1 and again in the indicative Forward Plan on Appendix 3. The business plan changes within Appendix 2 have been incorporated into the 2021/22 budget.
10. The budget has been reviewed to allow for increases or decreases in expected income and expenditure e.g. contractual costs/ wage inflation.
11. The budgeted income figures include car park income. - these are included on the basis that there are no changes proposed to the charges agreed in March 2020. The recommendation is that charges are not increased for 2021/22.
12. However, it should be noted that in the financial year there is an expectation that whilst the income levels are not as adversely affected as in the current financial period there is still likely to be a negative impact in peak trading months.

Business Plan

13. Appendix 2 details the planned expenditure on projects over a 6 year period. This is split between cyclical repairs and redecorations and the main programme projects.
14. The monitoring report (Appendix 1) highlights that in 2020/21 much of the expenditure has yet to occur, which along with the regular review process should be considered once the final financial position is known for 2020/21.

Indicative Forward Plan

15. The indicative forward plan has been provided for information (Appendix 3). This would ordinarily identify projected cash balances for future years and hence affordability of current initiatives and commitments.
16. However, due to the ongoing uncertainty around the current financial situation as a result of the Covid-19 pandemic the plan is only shown for the next financial year.
17. This is to allow for further discussions to take place with officers once the current financial position is confirmed for 2020/21 and also after review of the first quarter and impact of lockdown on income streams in 2021/22.

Reserves

18. The total effective cash balances of the Trust at the 31 March 2020 amounted to £1.73m after providing for the outstanding settlement to Hastings Borough Council for amounts owed for 2017/18.
19. With the current business plan, the revised cash balances for future years are estimated as follows :-

£1.33m as at 31st March 2021,
£1.04m as at 31st March 2022.

20. The reserves policy agreed on 23rd September 2019 identifies £900,000 as the suitable level to maintain given the potential risks to the Trust. This figure will be reviewed in conjunction with a revised risk register and the maintenance and repair schedules.

Additional Information

Appendix 1 - Financial Monitoring Report
Appendix 2 - Business Plan - Financial Summary
Appendix 3 - Indicative Forward Plan

Officers to Contact

Kit Wheeler
Kit.wheeler@hastings.gov.uk
01424 451520

Peter Grace
pgrace@hastings.gov.uk
01424 451503

Actual Expenditure to 31 January 2021

SUMMARY - MONITORING REPORT

	Budget 2020-21	Revised Budget 2020- 21	Actual to Jan 31st 2021	Estimate to end of year	Expected Outturn 2020-21	Variance to Budget	Estimated Budget 2021-22
	£'000		£'000	£'000	£'000	£'000	£'000
Incoming Resources							
Investment Income	(5)	(5)	(2)	(3)	(5)	0	(5)
Incoming resources from Charitable activities	(1,176)	(1,176)	(784)	(57)	(841)	335	(1,080)
Rental income	(237)	(237)	(198)	(17)	(215)	22	(218)
Total incoming resources	(1,418)	(1,418)	(984)	(77)	(1,061)	357	(1,302)
Resources Expended							
Loan repayments	33	33	0	33	33	0	33
Charitable Activities* (excluding Capital charges)	946	946	274	659	933	(13)	964
Maintenance projects and cyclical repairs	133	133	22	111	133	0	139
Governance costs	152	152	31	121	152	(0)	154
Total resources expended	1,264	1,264	327	924	1,250	(13)	1,290
Total Operating (Surplus)/Deficit	(154)	(154)	(657)	846	189	344	(12)
Small Grants	60	60	34	26	54	(6)	52
Events Grants	30	30	25	12	37	0	45
Large Grants	0	0	0	0	0	0	162
Projects**	112	112	3	109	112	0	51
(Surplus)/Deficit	48	48	(595)	993	392	338	298
Transfer to/(from) HBC account							
Total Funds (cash) brought forward	1,476	1,476			1,726		1,334
Total funds carried forward	1,428	1,428			1,334		1,036

Foreshore Trust Spending	Foreshore Trust Spending Plan		2019-2020	2020-2021	2021-2022	Total
Cost centre	PROPERTY	DESCRIPTION OF WORK	REVISED ESTIMATE	REVISED ESTIMATE	ESTIMATE	ESTIMATE 2020- 2024
				£	£	£
Maintenance projects						
20156B1100 / 5290B020	Beach - Other	Other repairs and renewals beachfront area	12,000	8,000	8,000	44,000
20156B1100 / 5290B020	Car Parks - Pelham	Maintenance	6,000	0	4,000	22,000
20156B1100 / 5290B020	Car Parks Rock a Nore	Maintenance	6,000	0	4,000	22,000
20156B1100 / 5290B020	Chalets - White Rock & Marina	Maintenance	2,000	2,000	2,000	10,000
20156B1100 / 5290B020	Cycle Hire Hut	Main walls - external redecoration	0	0	1,000	2,000
20156B1100 / 5290B020	Cycle Hire Hut	Roofs - routine re-felting	0	0	0	1,000
20156B1100 / 5290B020	Cycle route	Contribution to maintenance	0	0	0	0
20156B1100 / 5290B020	Pelham Place Car Park	Tarmac surfacing - routine minor maintenance	0	2,000	0	6,000
20156B1100 / 5290B020	Pelham Place Car Park	Clean out car park drainage gullies and channels	1,000	0	1,000	3,000
20156B1100 / 5290B020	Pelham Place Car Park	Main access routes and disabled parking space hatching road markings - re-application	3,000	0	0	3,000
20156B1100 / 5290B020	Pelham Place Car Park	Parking bay road markings - re-application	0	0	0	0
20156B1100 / 5290B020	Pelham Place Car Park	Traffic speed humps - repair / replacement	0	0	0	9,000
20156B1100 / 5290B020	Pelham Place Car Park	Vehicle height barrier at entrance	3,000	3,000	3,000	18,000
20156B1100 / 5290B020	Pelham Place Car Park	Car park lighting columns - maintain LED lamps	500	500	500	3,000
20156B1100 / 5290B020	Pelham Place Car Park	Car park information and direction signage	1,000	0	0	2,000
20156B1100 / 5290B020	Pelham Place Car Park	Maintenance / replacement of existing of public electric car charging point	0	0	0	0
20156B1100 / 5290B020	Pelham Place Car Park	Installation of additional public electric car charging points	0	0	0	0
20156B1100 / 5290B020	Pelham Place Car Park	Public pay and display ticket machines (4 no.)	0	0	0	0
20156B1100 / 5290B020	Pelham Place Public Conveniences	Main walls - external redecorations	0	3,000	0	6,000
20156B1100 / 5290B020	Pelham Place Public Conveniences	Interior - internal redecorations	0	1,000	0	2,000
20156B1100 / 5290B020	Pelham Playa (netted MUGA)	Replacement of roof netting system	0	0	0	10,000
20156B1100 / 5290B020	Pelham Playa (netted MUGA)	Replacement of playing surface complete	0	0	0	30,000
20156B1100 / 5290B020	Pelham Playground	Repair of play proprietary play equipment	3,000	3,000	3,000	18,000
20156B1100 / 5290B020	Pelham Playground	Resurfacing of playground complete	15,000	0	0	15,000
20156B1100 / 5290B020	Play Areas and Exercise Equipment	Maintenance of equipment	15,000	15,000	15,000	75,000
20156B1100 / 5290B020	Play Hire Huts (Former Life Guards' Huts)	Main walls - external redecoration	1,000	0	0	2,000
20156B1100 / 5290B020	Play Hire Huts (Former Life Guards' Huts)	Roofs - routine re-felting	0	0	0	2,000
20156B1100 / 5290B020	Promenade Adult Exercise Equipment	Replacement / repair of equipment	2,000	0	2,000	6,000
20156B1100 / 5290B020	Promenade Finger Posts	Redecoration and repair	5,000	0	500	6,000
20156B1100 / 5290B020	Public Conveniences	Maintenance	6,000	6,000	6,000	30,000
20156B1100 / 5290B020	Rock-a-Nore Car Park - Hard Surfaced	Clean out car park drainage gullies and channels	0	1,000	0	3,000
20156B1100 / 5290B020	Rock-a-Nore Car Park - Hard Surfaced	Heritage surfaced section - patch repair of worn areas mostly to main access route.	0	0	25,000	25,000
20156B1100 / 5290B020	Rock-a-Nore Car Park - Hard Surfaced	Main access route and disabled parking space hatching road markings - re-application	2,000	0	0	2,000
20156B1100 / 5290B020	Rock-a-Nore Car Park - Hard Surfaced	Parking bay road markings to east end - re-application	1,000	0	0	1,000
20156B1100 / 5290B020	Rock-a-Nore Car Park - Hard Surfaced	Repair and replacement of metal bollards	2,000	0	0	4,000
20156B1100 / 5290B020	Rock-a-Nore Car Park - Hard Surfaced	Heritage surfaced section - resurfacing complete including access route and all parking spaces	0	0	0	0
20156B1100 / 5290B020	Rock-a-Nore Car Park - Hard Surfaced	Vehicle height barrier at car park entrance	3,000	3,000	3,000	18,000
20156B1100 / 5290B020	Rock-a-Nore Car Park - Hard Surfaced	Car park lighting columns - upgrade to LED lamps	6,000			6,000
20156B1100 / 5290B020	Rock-a-Nore Car Park - Hard Surfaced	Car park lighting columns - maintain LED lamps	0	500	500	2,500
20156B1100 / 5290B020	Rock-a-Nore Car Park - Hard Surfaced	Car park lighting columns - replacement	0	0	0	0
20156B1100 / 5290B020	Rock-a-Nore Car Park - Hard Surfaced	Car park information and direction signage	1,000	0	0	2,000
20156B1100 / 5290B020	Rock-a-Nore Car Park - Hard Surfaced	Installation of public electric car charging point				0
20156B1100 / 5290B020	Rock-a-Nore Car Park - Hard Surfaced	Public pay and display ticket machines (4 no.)	0	0	0	0
20156B1100 / 5290B020	Rock-a-Nore Car Park - Loose Surface	Scarify and fill pot holes in loose surface finish	5,000	5,000	5,000	30,000
20156B1100 / 5290B020	Rock-a-Nore Car Park - Loose Surface	Replacement of damaged timber bollards	1,000	0	1,000	3,000
20156B1100 / 5290B020	Rock-a-Nore Car Park - Loose Surface	Repair timber kerb baulks to south boundary	0	2,000	0	4,000
20156B1100 / 5290B020	Rock-a-Nore Car Park - Loose Surface	Replace timber kerb baulks to south boundary	0	0	0	30,000
20156B1100 / 5290B020	Stade and Stade Kitchen	Maintenance	3,000	3,000	3,000	15,000
20156B1100 / 5290B020	Stade Barriers	Annual maintenance	2,000	5,000	2,000	13,000

Foreshore Trust Spending	Foreshore Trust Spending Plan		2019-2020	2020-2021	2021-2022	Total
Cost centre	PROPERTY	DESCRIPTION OF WORK	REVISED ESTIMATE	REVISED ESTIMATE	ESTIMATE	ESTIMATE 2020- 2024
				£	£	£
20156B1100 / 5290B020	Stade Hall	Interior spaces - internal redecoration	0	0	0	20,000
20156B1100 / 5290B020	Stade Hall	Main hall & kitchen - renewal of floor coverings	0	0	0	10,000
20156B1100 / 5290B020	Stade Hall & Stade Public Conveniences	Main elevations - external redecoration	0	6,000	0	6,000
20156B1100 / 5290B020	Stade Open Space	Drainage gully clearance	500	500	500	3,000
20156B1100 / 5290B020	Stade Open Space	Bench redecoration and remove shingle build up	3,000	1,000	0	5,000
20156B1100 / 5290B020	Stade Open Space	Automatic bollard and barrier replacement	0	0	0	10,000
20156B1100 / 5290B020	Stade Public Conveniences	Interior spaces - internal redecoration	0	6,000	6,000	12,000
20156B1100 / 5290B020	Water Play *	Maintenance & operation	0	12,000	12,000	60,000
20156B1100 / 5290B020	White Rock Baths	External redecoration/ Building maintenance	10,000	10,000	10,000	50,000
20156B1100 / 5290B020	White Rock Baths	Alleviate Water ingress	0	0	0	0
20156B1100 / 5290B020	White Rock Baths - Lower Basement	Lower basement sump drainage - hire pump rig reliability and maintenance access improvements	0	10,000	0	10,000
20156B1100 / 5290B020	White Rock Baths - Lower Basement	Additional pump hire if above adopted.		8,000	8,000	40,000
20156B1100 / 5290B020	White Rock Baths - Lower Basement	Sewage tank and pump set - maintenance	500	500	500	3,000
20156B1100 / 5290B020	White Rock Baths - Lower Basement	Sewage tank pump set & controls - replacement	0	0	4,000	4,000
20156B1100 / 5290B020	White Rock Baths - Main and Small Hall Level	Further protection of interior spaces from water ingress with use of plastic sheeting at high level and internal guttering where new ingress occurs.	5,000	0	5,000	15,000
20156B1100 / 5290B020	White Rock Baths - Prom Entrance Superstructure.	2 no. roof level vent terminals to lower basement - replacement of old plywood and timber boxings with louvred metal replacements.	0	12,000	0	12,000
20156B1100 / 5290B020	White Rock Baths - Promenade Level	Main central entrance superstructure and lightwell upper and lower walls - external redecorations (Inc. White Rock Community Hub frontage)	15,000	0	0	30,000
20156B1100 / 5290B020	White Rock Beach Chalets	Timber walls - external redecoration	5,000	0	0	10,000
20156B1100 / 5290B020	White Rock Beach Chalets	Timber roofs - routine re-felting	0	0	0	0
20156B1100 / 5290B020	White Rock Promenade - Timber Kiosk	Timber curved refreshment kiosk with sliding doors and flat roof	0	0	0	0
20156B1100 / 5290B020	White Rock Promenade - Timber Kiosk Decking	Timber decking and ramps around kiosk -minor repairs	0	0	500	1,000
20156B1100 / 5290B020	White Rock Promenade (FST owned area only)	Timber seating, benches, waste bins, & planters - repairs and maintenance.	500	500	500	2,500
20156B1100 / 5290B020	White Rock Promenade Kiosk	Maintenance	0	3,000	0	3,000
20156B1100 / 5290B020	Winch Road	Maintenance & lighting	2,000	2,000	2,000	10,000
Total of Cyclical Repairs and Redecorations			149,000	134,500	138,500	822,000
Projects (main programme)						
20159B1102 / 5293B022	Beachfront	New Public Art Project	50,000	25,000	0	75,000
20159B1100 / 5293B022	Beachfront	New signage to RNLI standard potential 50% contribution from RNLI	0	0	0	0
20154B1102 / 5287B020	Winch road	Winch road upgrade**	0	0	0	0
20159B1102 / 5293B022	Beachfront	Children's play area	0	0	0	0
20159B1102 / 5293B022	Beachfront	Fishing fleets Ice maker	0	0	0	0
20159B1102 / 5293B022	Beachfront	Pelham Hut Play Facility - Play and Sports Hub	0	0	0	0
20162B1102 / 5298B022	Footpaths around Pelham Beach Children's Playground area & Promenade area in Denmark Place.	Surfacing Works	14,000	36,000	0	50,000
20156B1100 / 5290B020	White Rock Promenade - Timber Kiosk Decking	Improvement or replacement of metal perimeter upstands to timber decking *	0	5,000	0	5,000
20156B1100 / 5290B020	White Rock Promenade (FST owned area only)	Rationalisation of timber seating, benches and waste bins. *	0		20,000	20,000
	Marine litter project		0	0	0	0
	Access Audit	Implement prioritised actions	0	0	0	0
20159B1102 / 5293B022	Landscaping - adj. to boating lake		6,000	0	6,000	12,000
20162B1102 / 5298B022	White Rock Fountain	Work to enhance Coastal Communities funded 4 landscaping with fountain. Total costs £270,000 of which the Trust has approved £175,000, CCF £95,000.	175,000	0	0	175,000
20162B1102 / 5298B022	E.V Charge Points	Installation of Electric Vehicle Charging points	0	15,000	0	15,000
20161B1102 / 5296B022	Contingency	Project Work Contingency	25,000	25,000	25,000	125,000
Total Projects - Main Programme			270,000	106,000	51,000	477,000
TOTAL PROGRAMME			419,000	240,500	189,500	1,299,000

Indicative Forward Plan	Outturn 2019-20	Draft Outturn 2020-21 £'000	Budget 2021-22 £'000
Incoming Resources			
Investment Income	(9)	(5)	(5)
Incoming resources from Charitable activities	(1,092)	(841)	(1,080)
Rental income	(245)	(215)	(218)
Total incoming resources	(1,346)	(1,061)	(1,302)
Resources Expended			
Loan repayments	33	33	33
Charitable Activities* (excluding Capital charges)	970	933	964
Maintenance projects and cyclical repairs	54	133	139
Governance costs	112	152	154
Total resources expended	1,169	1,250	1,290
Total Operating (Surplus)/Deficit	(177)	189	(12)
General Grants	56	54	52
Events Grants	23	37	45
Large Grants	0	0	162
Projects**	13	112	51
(Surplus)/Deficit	(85)	392	298
Usable current assets	1,641	1,726	1,334
Usable current assets carried forward	1,726	1,334	1,036
Minimum Reserves	900	900	900