

# Charity Committee Agenda

**Monday, 21 March 2022 at 6.00 pm**

Council Chamber, Muriel Matters House, Breeds Place, Hastings, TN34 3UY.  
Please enter the building via the Tourist Information Centre entrance.

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democraticservices@hastings.gov.uk

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1.	Apologies for absence	
2.	Declarations of interest	
3.	Minutes of previous Charity Committee	1 - 4
4.	Foreshore Trust Small and Events Round 5 and Large Grants Golden Thread recommendations <i>(Victoria Conheady, Assistant Director, Regeneration and Culture)</i>	5 - 22
5.	Foreshore Trust Finance Report <i>(Kit Wheeler, Chief Accountant)</i>	23 - 32
6.	Notification of any additional urgent items	
7.	Minutes of Coastal Users Group	To Follow
8.	Urgent items (if any)	

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# Agenda Item 3 Public Document Pack

## CHARITY COMMITTEE

18 OCTOBER 2021

Present: Councillors Webb (Chair), Batsford (Vice-Chair) and Rogers. James Cook (The Protector).

### 99. APOLOGIES FOR ABSENCE

None received.

### 100. DECLARATIONS OF INTEREST

None received.

### 101. MINUTES OF PREVIOUS CHARITY COMMITTEE

**RESOLVED** – that the minutes of the meeting held on 14<sup>th</sup> June 2021 be approved as a true record.

### 102. STATUS REPORT - FORESHORE TRUST BUSINESS PLAN 2019/20 – 2024/25

The Assistant Director, Regeneration and Culture, presented a report to review business plan activity in 2020/21 and the impact of Covid-19 on planned activity.

The impact of Covid-19 on Foreshore Trust activity and assets has been significant with considerable financial impact on car park revenue and tenanted assets. Additionally, key officers were reassigned to manage the Covid-19 response.

Notable highlights of the past year include additional investment in Foreshore Trust assets via opportunities such as the Accelerated Towns Fund. This revitalised the Source Park courtyard and increased the electric vehicle charging points in Pelham Place Car Park.

It is intended that a new business plan will be developed once the full impact of Covid-19 has been better understood.

The Marketing and Major Projects Manager informed the committee that the Coastal Users' Group were very pleased with the business plan and asked to be involved in the development of the next 5-year plan.

Councillor Webb thanked the Coastal Users' Group for their support during this unprecedented period.

**RESOLVED (unanimously):**

## CHARITY COMMITTEE

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1. That the update on 2020/2021 Business Plan be noted, as detailed in paragraphs 4- 24.
2. That it is agreed that the activity projected in the 2021/22-2024/2025, as agreed in March 2019 for this financial year be followed if affordable given fiscal impacts due to COVID-19.
3. That the deviations to the current business plan for this financial year (21/22) are noted, as detailed in paragraphs 35-54.
4. To note that due to the ongoing impact of COVID-19 on the financial year 20/21 and 21/22 has meant that a business plan for the 5-year period commencing 2021/2022 was unable to be presented in March 2021
5. That a business plan for the 5-year period commencing 2022/2023 will be worked on and presented as soon as practicable once accounts are completed, the COVID-19 impact on the Foreshore Trust assets are understood, and the level of uncertainty surrounding the ongoing pandemic is reduced.

Reasons:

1. The Charity Committee requires a business plan to support its decision-making on the use of Foreshore Trust assets and surpluses.
2. Due to the ongoing impact of the COVID-19 pandemic the development of a new 5-year business plan has not occurred. The current agreed business plan runs until March 2025.
3. COVID-19 prevented much of the work needed to refresh the current business plan.

### **103. FORESHORE TRUST FINANCE REPORT**

The Chief Accountant presented a report to advise the Charity Committee on the current year's financial position (2021/22).

The Chief Accountant noted that Covid-19 continues to have a significant impact. The current situation is that the Foreshore Trust has done well in terms of car parking income recovery, with a strong position in the summer. There is also some additional car parking income not included in the report which will affect the figures in a positive way. However, there are also some additional expenditure items, including maintenance, which need to be included.

There is anticipated to be a deficit at the of the current financial year, however there is potential for the position to improve through recovery of car parking revenue.

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The government is operating a sales, fees and charges scheme to cover local authority losses. The Chief Finance Officer has asked the government to clarify if the Foreshore Trust can claim for loss of income via this scheme.

The Chief Accountant confirmed in answer to a question that some rental income had been deferred rather than written off.

Councillor Webb suggested that if it had not already taken place the council could lobby for the Foreshore Trust to be included in government income recovery schemes via the Local Government Association.

### **RESOLVED (unanimously):**

**1. To agree the current financial position for 2021/22.**

**2. To agree the closing financial position for 2020/21 (Appendix 2).**

Reasons:

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 is anticipated for 2021/22 in respect of operating income and expenses of £267,000. Once grant and project costs are taken into account a deficit of £289,000 is anticipated against the original 2021/22 budget deficit forecast of £110,000.

Appendix 2 is the un-audited closing financial position for 2020/21 and Appendix 3 is the supporting Financial Monitoring report to go along with that report for consideration and agreement.

### **104. FORMER LADIES UNDERGROUND TOILETS EAST OF THE PIER**

The Chief Accountant introduced a report to consider a proposal to grant a lease for the former ladies underground toilets at Verulam Place.

The site is currently vacant and with a proposal for a 2-year lease to Sunny Side SUP for the storage of kayaks. An independent external surveyor has been instructed to advise on the proposed lease terms.

Councillor Rogers proposed approval of the recommendation, seconded by Councillor Batsford.

### **RESOLVED (unanimously):**

**That Charity Committee agrees to the grant of a lease of the premises.**

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Reasons:

The toilets are vacant and granting a lease would enable them to be brought into beneficial use in addition to encouraging a healthy paddle board sporting activity benefiting the local community which is compatible with the objects of the Trust.

### **105. MINUTES OF COASTAL USERS GROUP 12TH OCTOBER 2021**

The committee noted the report.

(The Chair declared the meeting closed at 6.30pm)

# Agenda Item 4

**Report to:** Charity Committee Meeting

**Date of Meeting:** 14th March 2022

**Report Title:** Foreshore Trust Small and Events Round 5 and Large Grants Golden Thread recommendations

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

**Key Decision:** Yes

**Classification:**

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## Purpose of Report

1. To present the recommendations of the Grant Advisory Panel (GAP) in respect of applications for the Small and Events Grants Round 5 2022-23 (Appendix 1).
2. To introduce the Golden Thread update report from HVA (Appendix 2)

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## Recommendation(s)

That the meeting:

1. Consider for approval the Small and Events Grants Round 5 2022-23 recommendations of the GAP as set out in Appendix 1 (with projects listed in Appendix A)
2. Consider for approval the proposal for the Golden Thread initiative and delegate to the assistant director, regeneration and culture, or her nominee, in consultation with the chair of the charity committee, to develop, and enter into, a contractual and monitoring framework with Hastings Voluntary Action to enable the activity to commence April 2022

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## 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 2022-23 budget.

It has also provided feedback on the design of the golden thread proposal which has been worked up by the large grant recipients.

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## Background

### Foreshore Trust Small and Events Grants Programme

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. £45,000 is available for round 5 in the 2022-23 financial year for grants of up to £6,000 each.

2. Hastings Borough Council, as administrator for the Foreshore Trust Grants Programmes, advertised the programme in October 2021 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 10th December 2021.

### **Small and Events Grants Awards 2020-21**

3. A total of 64 enquiries were received and by the closing date, 39 applications were submitted. 1 application was ineligible meaning that 38 applications with a total amount requested of £197,737 were assessed.
4. The GAP met via Microsoft Teams on 19<sup>th</sup> and 26<sup>th</sup> January 2022 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 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 38 applications considered, GAP recommends to the Charity Committee that 11 of these be approved for funding at various levels. All the projects are to be proposed to be delivered by no later than end of March 2023.
9. The projects recommended for approval total £45,000.

### **The Golden Thread**

This initiative was considered by the Grants Advisory Panel at their meeting of 26<sup>th</sup> January 2022 who received a report and a presentation from Hastings Voluntary Action (Appendix 2) and had an opportunity to comment and ask questions about the proposed intervention. The Grants Advisory Panel were impressed with this report and happy to recommend HVA's proposal to the charity committee. The "Golden Thread" activity was envisaged to run for a 2 year period so as to achieve maximum impact. The report recommended that a review take place after Year 1 in order to review participant and programme evaluation and capture and use the learning to inform future activity.



## Timetable of Next Steps

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

Action	Key milestone	Due date (provisional)	Responsible
Consideration of GAP recommendations	Assessment at Planning meeting prior to formal Charity meeting	28/02/22	Charity Committee members, GAP chair
Approval of organisations to fund	Charity committee meeting	14/03/22	Charity Committee members
Approval of Golden Thread proposal	Charity committee meeting	14/03/22	Charity Committee members
Notification of approval/rejection and contracting approved projects	After budget and project approval at Charity meeting	After 15/03/21	HBC secretariat officer

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## Wards Affected

All

## 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)	
Risk Management	
Environmental Issues	
Economic/Financial Implications	Yes
Human Rights Act	
Organisational Consequences	
Local People's Views	
Anti-Poverty	
Legal	

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## Additional Information

Appendix 1 – Report by the Chair of the Grants Advisory Panel with the Panel's

Report Template v29.0

recommendations (Appendix A).  
Appendix 2 – Golden Thread Report by HVA

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**Officer to Contact**

Ian Sycamore      [isycamore@hastings.gov.uk](mailto:isycamore@hastings.gov.uk)      01424 451339

**Report to:** Charity Committee Meeting

**Date of Meeting:** 14th March 2022

**Report Title:** Appendix 1 - Foreshore Trust Small & Events Grants Round 5 2022 recommendations

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

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### **Purpose of Report**

1. To make recommendations as to which organisations should be funded under the Foreshore Trust Small & Events Grants Round 5 2022 and the allocations that will be made to each.

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### **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 £45,000

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### **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. £45,000 is available for Round 5 in the 2022 financial year for grants of up to £6,000 each.
2. Hastings Borough Council, as administrator for the Foreshore Trust Events Grants Programme, advertised the programme in October 2021 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 10th December 2021.

## Assessment of applications

A total of 64 enquiries were received and by the closing date, 39 applications were submitted. 1 application was ineligible meaning that 38 applications with a total amount requested of £197,737 were assessed.

3. The GAP met via Microsoft Teams on 19<sup>th</sup> and 26<sup>th</sup> January 2022 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.
4. All GAP members had previously declared conflicts of interest, which precluded them from appraising applications from particular organisations.
5. 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.
6. The GAP acknowledged that the majority of the applications showed merit, but they were mindful of the limited budget and therefore selected those they considered to be the strongest in terms of the above criteria.
7. Following a full assessment process, GAP members agreed to the recommendations shown in Appendix A (recommended applicants)
8. Of the 38 applications considered, GAP recommends to the Charity Committee that 11 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 £45,000

## 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.

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### Wards Affected

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

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### Policy Implications

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

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

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### Additional Information

Appendix A – Foreshore Trust Small & Events Grants Programme Round 5 2021-22 recommendations

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### Officer to Contact

Ian Sycamore  
[isycamore@hastings.gov.uk](mailto:isycamore@hastings.gov.uk)  
014242451339

## Appendix A - Foreshore Trust Small & Events Grants Programme Round 5 2021 Recommendations

### Foreshore Trust Small and Events Grants Round 5 2022 - Recommended applications

Applicant	Project	Funding recommended	Reasons for Recommendations
Counselling Plus FT-SE502	<b>Positive Mental Health for Young People.</b> Counsellors work with young people to improve resilience and become more robust as they face life and make more positive choices for their future. CPC uses a humanistic, integrative, therapeutic model delivered by experienced, highly qualified and professional counsellors.	£6,000	The panel thought this was a strong application that sits really well with the aims and priorities. It's a very well established organisation with a good track record and provided a well detailed budget, the panel are happy to support this as it demonstrates good value for money.
Page 12 N FT-SE504	<b>Volunteers Lead The Way.</b> The project will upskill and mentor 16 new and existing volunteers through delivery a City & Guilds Level 1 employability qualification with a view to facilitating development of volunteer led self-help groups where unleash dormant skills will be utilised for the benefit of both volunteers and the local community.	£5,288	The panel felt that this went beyond just recruiting and training volunteers in the sense that they were training them to be employable elsewhere, which they considered to be of added value. Also that they covered a wide range of subjects within their offer, appealing to a broader audience and as such more beneficiaries.
Hastings and Rother Interfaith Forum FT-SE508	<b>Garden Full of Cultural Delights 2022</b> The aim of this project is to hold a free to enter community event which provides an opportunity for community and faith groups in Hastings and St Leonards to celebrate the rich cultural and ethnic diversity of our local community in a very enjoyable setting and by so doing to encourage community cohesion, collaboration, mutual understanding, and respect.	£1,200	The panel felt the requested amount was very modest and the project is an excellent cultural event which brings together people from diverse areas. The applicant will be providing match funding from their own reserves and they have a track record of delivering this event.

<p>A Town Explores A Book (ATEAB) <b>FT-SE509</b></p>	<p><b>Gensing Gardens 150th Anniversary</b>  A Town Explores A Book is an annual event/festival organised within central St Leonards. Each year, a book with special relevance to the area is chosen to be the springboard to a diverse range of community-wide, mainly outdoor, arts-focused activities held in local schools, parks and shopping areas. The aim is to increase access to and engagement in reading and in the arts in general among marginalised and disadvantaged sectors of our community</p>	<p>£4,260</p>	<p>The panel felt this was an interesting idea and a very comprehensive and in-depth application. The event has been very successful in the past, taking place in the Easter holiday. The panel recognised that the book will cover the Traveller and Roma community which is often overlooked in applications</p>
<p>Hastings Furniture Service <b>FT-SE510</b></p>	<p><b>Confident for work</b>  The project seeks to train and upskill vulnerable volunteers so they can compete effectively in the labour market. HFS claim their successful delivery model will ensure disadvantaged people will gain confidence, skills and employment opportunities.</p>	<p>£6,000</p>	<p>The panel recognised that HFS offer a great service and it was felt that this scheme was a good way of extending that offer. Some match funding has already been secured, with contributions from HFS' training arm amongst others.</p>
<p>Hastings Scouts <b>FT-SE512</b></p>	<p><b>Summer/ Autumn Camp</b>  The funding will support Scout, Cubs and Beavers Group work to provide enriching opportunities for a group of teenagers to develop their confidence and participate more fully in team activities, citizenship awards, skill building and engagement with other local groups. The teenagers have all been identified as being lacking in confidence and feeling socially isolated and the funds will go towards their summer camp.</p>	<p>£3,850</p>	<p>The panel thought this was a good scheme but felt it inappropriate to fund the cost of the hall and insurance. It was felt that it would be better for the FST to make a contribution towards the Summer Camp with a recommendation that the applicant seeks the funds for the hall elsewhere as it wouldn't be sustainable for the FST to fund this.</p>

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<p>Hastings &amp; St.Leonards Voluntary Lifeguard Club <b>FT-SE521</b></p>	<p><b>New Lifejackets</b> To continue providing a service to the local community by replacing our Lifejackets on our main inshore rescue boat and safety boat. Lifejackets must be certificated annually for use in our rescue and safety boats. We have 6 Lifejackets that are now too old to be certificated in future so we must replace them before the 2022 season.</p>	<p>£2,422</p>	<p>The panel were supportive of the application to replace life jackets for use in the rescue and safety boats, so they can continue to provide an important service to the local community.</p>
<p>Hastings Storytelling Festival <b>FT-SE525</b></p>	<p><b>Hastings Storytelling Festival 2022</b> Involving national and international street theatre, puppets, and storytellers; and incorporating the hugely popular Children's Parade. At least seven local schools will participate, and the festival will reach children in schools whose families may not otherwise engage at the Stade.</p>	<p>£5,180</p>	<p>The panel felt this was a good application from a well established organisation and although it noted that a lot of the funding would go to performers, they were crucial to the event and there would be a large number of local beneficiaries - so good value for money.</p>
<p>Barefoot Opera <b>FT-SE531</b></p>	<p><b>RED!</b> In partnership with Education Futures Trust and the Hastings Contemporary, (HC), Barefoot Opera will stage new children's Opera 'Red!' with 3 primary schools from Ore, Hollington and Baird wards, on the Stade, in July 2022. This will engage 180 children and their school communities in developing arts, drama and music skills to create a highly professional children's show that will also be available for, and promoted to, visitors.</p>	<p>£6,000</p>	<p>The panel felt this was a really well put together application. They have 2 really good partners good match funding, great detailed budget and evaluation. Good level of reserves.</p>
<p>Energise Sussex Coast <b>FT-SE534</b></p>	<p><b>Energy Advice and Events</b> An in person and telephone energy advice service to support residents to save money on their bills, stay warm and save energy. A series of information hybrid online and in person (if appropriate) information events themed around energy saving, renewable energy, renewable heating and saving money.</p>	<p>£3,800</p>	<p>The panel considered this a strong application that demonstrates a massive need for help, as fuel poverty becomes an increasingly big problem. This organisation is well established and the application is well specified in terms of identifying the areas of highest need locally. The panel thought it was good value for money and was wholly supportive</p>



<p>Soundcastle Ltd <b>FT-SE536</b></p>	<p><b>Musical Beacons Coastal Connections</b> A transformational model of inclusive music making, that supports the wellbeing and mental health of marginalised families. Vulnerable young, local families will be supported to positively interact through musical sessions that are proven to increase confidence, reduce isolation and enhance wellbeing.</p>	<p>£1,000</p>	<p>The panel felt that although the application was not particularly strong in terms of their requirements versus beneficiaries not equating to good value for money (they requested £6,000) They recognise that there is a real need for support of vulnerable and deprived parents and recommended a smaller contribution towards their project, which would be more than enough to buy musical instruments.</p>
<p><b>Total</b></p>		<p><b>£45,000</b></p>	

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**Report To:** Charity Committee

**Date of Meeting:** 14<sup>th</sup> March 2022

**Report Title:** Appendix 2 - Progress Report – “Golden Thread” Activity

**Report By:** Steve Manwaring (HVA)

**Key Decision:** Yes

**Classification:**

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### Purpose of Report

As part of its Large Grants Programme (LGP) the Foreshore Trust allocated an additional £20,000 pa over 2 years related to the theme of Mental Health. Facilitated by Hastings Voluntary Action (HVA), recipients of the LGP attended a series of meetings to work collaboratively and develop a project or initiative for funding from April 2022. This report outlines that proposal and summarises the comments of the Grants Advisory Panel which considered this report at its meeting of 26<sup>th</sup> January 2022.

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### Recommendation(s)

1. Members are asked to
  - a) note the comments of the Grants Advisory Panel who considered this application at their meeting of 26<sup>th</sup> January 2022
  - b) Consider the proposal in light of those comments
  - c) If approved, delegate to the assistant director, regeneration and culture, or her nominee, in consultation with the chair of the charity committee to develop and enter into a contractual and monitoring framework with Hastings Voluntary Action to enable the activity to commence April 2022

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### Reasons for Recommendations

1. The recommendations enable the Charity Committee to commission activity to commence in April 2022 enabling the final large grant to be given and its ambition to enable local service delivery organisations to respond to clients with Mental Health issues to be fulfilled.

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## Introduction

1. When the first allocations of the Foreshore Trust large grants programme were made members of the Charity Committee expressed a wish to resource an extra grant around the theme of Mental Health – “the Golden Thread” (recognising this as a significant local issue which was likely to become more acute as a result of COVID)
2. In their role as the VCSE infrastructure organisation Hastings Voluntary Action (HVA) was requested to convene and facilitate discussions with Large Grant Recipients to: explore
  - a. Examine the type of Mental Health issues being experienced by clients and the impact this was having on local services
  - b. Reach a consensus around specific themes and develop/ interventions
3. To enable more specific input from a mental health perspective HVA have also involved the local officer from MIND to act as a resource to the discussions and offer input as initial themes emerge.

## Progress

4. The facilitated discussions agreed that mental health was an issue impacting on the work of all FT LGP recipients and the recent period had seen an increase in both frequency of presentation and complexity of need as a result of COVID 19/lockdown and a period where there was more restricted access to services.
5. 3 key themes emerged from these discussions:
  - A programme of training and workforce development to build organisational resilience and understanding about supporting clients with mental health issues
  - Additional capacity and advice to enable support to be provided to those with mental health issues who are digitally excluded
  - Facilitated learning opportunities for VCSE leaders to develop collaborative responses to emerging issues around Mental Health and strengthen referral links between organisations.

## Proposed Activity

**The proposed activity and costs to deliver against the agreed themes is as follows:**

### **Training and workforce development**

It was agreed by workshop participants that creating and delivering a framework for workforce development was the most likely way of building long term resilience across organisations as well as creating structured opportunities for staff and volunteers to receive specialist training. For this reason it was agreed that this theme should be the subject of the largest investment. Participants agreed the following framework as the basis for this activity:

## MENTAL HEALTH FIRST AID (MHFA 2 DAY)

This two-day course gives delegates the skills to be mental health first aiders. Delegates will get a deep understanding of what mental health is and what factors can affect wellbeing.

The course teaches delegates practical skills to spot the signs of mental illness and gives them the confidence to step in and support a person who needs assistance.

- Numbers limited to 16 people per course so that the instructor can keep people safe and supported while they learn
- Through a mix of group activities, presentations and discussions, each session is built around a Mental Health First Aid action plan
- Everyone who completes the course gets an MHFA manual to keep and refer to whenever they need it, and a certificate to say they are a Mental Health First Aider.

### Proposed Learning outcomes

- An in-depth understanding of mental health and the factors that can affect wellbeing.
- Practical skills to spot the triggers and signs of mental health issues.
- Confidence to step in, reassure and support a person in distress.
- The understanding and awareness to evaluate, 'triage' and identify circumstances when a client may need more specialist or in-depth support/referral or have needs which cannot be met at that point.
- Enhanced interpersonal skills such as non-judgemental listening.
- Knowledge to help someone recover their health by guiding them to further support – whether that's self-help resources, through their employer, the NHS, or a mix.

## ACAS Training for the Development of Positive Mental health in the Workplace

Training for organisations in the development of Positive Mental Health in the Workplace.

A 2 day opportunity for organisations to assess, develop and review a specific plan against the ACAS Positive Mental Health in the Workplace framework.

### Specific Organisational training

A £500 allocation to each organisation to develop a training opportunity unique to their own organisation.

4 x Mental Health First Aid Training for 64 Participants	£8,000
2 x ACAS framework Training days for organisation leaders and managers 16 participants	£1,600
Bespoke training allocation	£4,000
Total	£13,600

## **Additional capacity and advice to enable support to be provided to those with Mental health issues who are digitally excluded**

Large Grant Recipients noted that increasingly services were being offered online and those with mental health issues featured among those who experience digital exclusion. We have identified that clients need help to connect to essential government services to improve their financial position, mental and physical health.

CA 1066 and Seaview staff will offer support to large grant recipients in identifying clients who are digitally excluded, assessing digital capability and supporting referrals into a service providing specialist 1-2-1 digital skills coaching, support and advice on further training and online services.

Digital coach 3 hours/week	£2,200
Service co-ordination and monitoring	£1,200

### **An action learning set for Large Grant Recipients**

Although the meeting of Large Grant Recipients was convened for a specific purpose the value of exploring trends and issues and how they could be responded to was agreed. For this reason it was agreed that a small resource could be deployed to enable an Action Learning Set to be convened and independently facilitated on a quarterly basis.

4 x facilitation and write up of sessions + follow up	£1,000
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The proposed activities together with cost relating to monitoring and evaluation are set out below:

Activity	Cost
Training	£13,600
Specialist advice costs - Digital Inclusion activity	£3,400
Facilitation costs	£1,000
Monitoring reporting evaluation and project management	£2,000
<b>Total Year 1 costs</b>	<b>£20,000</b>

### **Lead Organisation**

One of the requests from the large grant recipients in this work development was that a Lead Organisation be identified to hold the contract with the Foreshore Trust and take responsibility for the delivery of the programme together with the submission of monitoring reports. By consensus Hastings Voluntary Action have been identified and are agreeable to fulfilling that role.

### **Grants Advisory Panel**

This initiative was considered by the Grants Advisory Panel at their meeting of 26<sup>th</sup> January 2022 who received this report and a presentation from Hastings Voluntary Action and had an opportunity to comment and ask questions about the proposed intervention. The Grants Advisory Panel were impressed with this report and happy to recommend HVA's proposal to the charity committee.

## Year 2 Activity

Members will recall that the “Golden Thread” activity was envisaged to run for a 2 year period so as to achieve maximum impact. At the request of the group it is recommended that a review take place after Year 1 in order to:

Review participant and programme evaluation  
Capture and use the learning to inform future activity

Whilst it is not anticipated that the themes will change it is felt that taking this approach will enable some flex, enable other priorities to be considered or to adjust the investment between priorities.

## Next Steps

6. Assuming that the recommendations in this report are approved, Members are requested to delegate to officers the authority to agree contracts with Hastings Voluntary Action so that activity can commence in April 2022.
7. The participants to this process recognise and welcome the opportunity the “golden thread activity” presents to strengthen delivery and collaboration in the area of Mental health. It is recognised that it is important to capture the learning from this process and potentially explore this as a model which could be used more widely. With this in mind at an appropriate stage a feedback presentation to the Charity Committee on the “Golden Thread” can be arranged.
8. From a procurement prospective it is confirmed that work would be delivered by existing LGP recipients or commissioned by them. Because of this it is confirmed that an open call procurement exercise will not be undertaken given that the FT expressly requested that existing grant recipients work together on this project and a Lead Organisation has been agreed by this group.

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## Wards Affected

All

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## Policy Implications

Reading Ease Score:

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

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

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## Additional Information

None

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## Officer to Contact

Officer: Ian Sycamore

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# Agenda Item 5



**Report to:** Charity Committee

**Date of Meeting:** 14 March 2022

**Report Title:** Foreshore Trust 2022/23 Budget and Finance Report

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

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## **Purpose of Report**

To advise members of the Committee on the current year's financial position (2021/22) and to determine the budget for 2022/23.

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## **Recommendation(s)**

- 1. To agree the current financial position for 2021/22.**
- 2. Approve the budget for 2022/23.**
- 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 2021/22 is confirmed.**
- 5. Car parking charges for 2022/23 increase in line with Hastings Borough Council's approved policy.**

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## **Reasons for Recommendations**

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

A surplus in excess of budget expectations is anticipated for 2021/22 in respect of operating income and expenses. Once grant and project costs are taken into account a surplus of £49,000 is anticipated against a budgeted deficit of £298,000.

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## Introduction

1. The Foreshore Trust derives its income mainly from car parking and property leases/licences, the former income stream being quite variable. 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 2021/22 as a result of the Covid-19 pandemic. The expectation is that the forthcoming year will be better financially than the current financial year. However, it must be noted that any future restrictions from Government would likely have a similar financial impact than those seen in the last couple of years.
3. Appendix 1 attached provides details of the budget for 2021/22 as agreed at the March 2021 meeting of the committee. In summary, the operating surplus for 2021/22 was budgeted at £13,000 and is now forecast at £336,000 surplus – an increase of £324,000.

## Financial Position 2021/22

4. The budget agreed in March 2021 identified budgeted income at £1,304,000 and expenditure at £1,292,000. The budgeted surplus for the year being £13,000 after direct governance costs, but before distribution of grants, capital charges and before use of Reserves.
5. Income is currently projected to be more than budget. The amount of car parking income anticipated is now £280,000 more than budget, which is despite restrictions from government still being in place for the early part of the financial year.
6. Higher visitor numbers than previously anticipated for the later part of the summer and autumn months has primarily contributed to this increase in parking revenue as a result of covid restrictions lifting in the UK and remaining so throughout the remainder of this financial year.
7. Rental income is forecast to be slightly above budget by £4,000, and investment income has seen an increase compared to budget of £4,000 as well. However, this will be subject to increased fluctuating market conditions in the future.
8. Expenditure is expected to be £45,000 less than budget for the financial year.
9. This is due to various reasons including the Fish Fayre not going ahead in the summer as a result of the pandemic. This saving of £22,000 along with savings on the cleaning contracts is offset by additional expenditure incurred for the additional resources and costs associated with parking.
10. As a result of all of the above variations to the original budget means they will give rise to a predicted net operating surplus for the year in 2021/22 of £336,000. This is £324,000 more than was originally budgeted.

## Budget 2022/23

11. The budget for 2022/23 is shown in the right hand column of Appendix 1 and again in the indicative Forward Plan on Appendix 3. The business plan in Appendix 2 has been incorporated into the 2022/23 budget.
12. The budget has been reviewed to allow for increases or decreases in expected income and expenditure e.g. contractual costs/ wage inflation.
13. The budgeted income figures for the forthcoming financial year include car park income. These have been included on the basis that they have been increased in line with the fees and charges policy as set out and agreed by Hastings Borough Council of an average of 4.9% for pay and display. The recommendation is therefore that charges are increased in line with this policy for 2022/23.

## Business Plan

14. Appendix 2 details the planned expenditure on projects over a 3 year period. This is split between cyclical repairs and redecorations and the main programme projects.
15. The Business plan is yet to be updated and will be subject to a detailed review once the final financial position for the current financial year is agreed and the impact of the pandemic is fully known.

## Indicative Forward Plan

16. The indicative forward plan has been provided for information (Appendix 3). This identifies projected cash balances for future years and hence affordability of current initiatives and commitments.
17. However, due to the ongoing uncertainty around the impact of the pandemic, the plan is only indicative at this stage for future years until the full business plan review and financial position is fully understood.
18. Therefore, it is only the 2022/23 budget which is being requested to be approved at this stage, with a further paper due to be presented later in 2022/23 to update on the longer term financial position of the Trust along with a separate report regarding any amendments to the business plan.
19. This is to allow for further discussions to take place with officers once the current financial position is confirmed for 2021/22.

## Reserves

20. The total effective cash balances of the Trust at the 31 March 2021 amounted to £1.73m after providing for the outstanding settlement to Hastings Borough Council for amounts owed for 2017/18.

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

£1.77m as at 31st March 2022,  
£1.68m as at 31st March 2023,  
£1.55m as at 31<sup>st</sup> March 2024,  
£1.73m as at 31<sup>st</sup> March 2025.

22. The reserves policy agreed on 23<sup>rd</sup> 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.

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## Additional Information

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

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## Officer to Contact

Kit Wheeler  
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01424 451520

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## Hastings and St Leonards Foreshore Charitable Trust

Appendix 1

Actual Expenditure as @ Feb 2022

SUMMARY - MONITORING REPORT	Original Budget 2021-22	YTD Actual 2021-22	Estimate to end of year	Unaudited Outturn 2021-22	Variance to Original Budget	Budget 2022-23
	£'000	£'000	£'000	£'000	£'000	£'000
<b>Incoming Resources</b>						
Investment Income	(5)	(9)	0	(9)	(4)	(6)
Incoming resources from Charitable activities	(1,080)	(1,293)	(59)	(1,352)	(272)	(1,350)
Rental income	(218)	(208)	(14)	(222)	(4)	(222)
<b>Total incoming resources</b>	<b>(1,304)</b>	<b>(1,510)</b>	<b>(73)</b>	<b>(1,583)</b>	<b>(280)</b>	<b>(1,578)</b>
<b>Resources Expended</b>						
Loan repayments	33	33	0	33	0	33
Charitable Activities* (excluding Capital charges)	965	473	448	921	(44)	1,045
Maintenance projects and cyclical repairs	140	13	127	140	0	128
Governance costs	154	72	81	153	(1)	155
<b>Total resources expended</b>	<b>1,292</b>	<b>591</b>	<b>656</b>	<b>1,247</b>	<b>(45)</b>	<b>1,360</b>
Total Operating (Surplus)/Deficit	(13)	(919)	583	(336)	(324)	(218)
Small / Event Grants	97	75	4	79	(18)	90
Large Grants	162	111	51	162	0	182
Projects**	51	46	0	46	(5)	45
<b>(Surplus)/Deficit</b>	<b>298</b>	<b>(687)</b>	<b>638</b>	<b>(49)</b>	<b>(348)</b>	<b>99</b>

<b>Foreshore Trust Spending Plan</b>	<b>Foreshore Trust Spending Plan</b>		<b>2021-2022</b>	<b>2022-2023</b>	<b>2023-2024</b>	<b>2024-2025</b>	<b>Total</b>
<b>Cost centre</b>	<b>PROPERTY</b>	<b>DESCRIPTION OF WORK</b>	<b>ESTIMATE</b>	<b>ESTIMATE</b>	<b>ESTIMATE</b>	<b>ESTIMATE</b>	<b>ESTIMATE 2021- 2024</b>
			<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
20156B1100 / 5290B020	Beach - Other	Other repairs and renewals beachfront area	12,000	12,000	12,000		<b>36,000</b>
20156B1100 / 5290B020	Car Parks - Pelham	Maintenance	6,000	6,000	6,000		<b>18,000</b>
20156B1100 / 5290B020	Car Parks Rock a Nore	Maintenance	6,000	6,000	6,000		<b>18,000</b>
20156B1100 / 5290B020	Chalets - White Rock & Marina	Maintenance	2,000	2,000	2,000		<b>6,000</b>
20156B1100 / 5290B020	Cycle Hire Hut	Main walls - external redecoration	0	0	1,000		<b>1,000</b>
20156B1100 / 5290B020	Cycle Hire Hut	Roofs - routine re-felting	0	0	1,000		<b>1,000</b>
20156B1100 / 5290B020	Pelham Place Car Park	Tarmac surfacing - routine minor maintenance	0	2,000	0	2,000	<b>4,000</b>
20156B1100 / 5290B020	Pelham Place Car Park	Clean out car park drainage gullies and channels	1,000	0	1,000		<b>2,000</b>
20156B1100 / 5290B020	Pelham Place Car Park	Traffic speed humps - repair / replacement	0	0	5,000	4,000	<b>9,000</b>
20156B1100 / 5290B020	Pelham Place Car Park	Vehicle height barrier at entrance	3,000	3,000	3,000	3,000	<b>12,000</b>
20156B1100 / 5290B020	Pelham Place Car Park	Car park lighting columns - maintain LED lamps	500	500	500	500	<b>2,000</b>
20156B1100 / 5290B020	Pelham Place Car Park	Car park information and direction signage	0	0	0	1,000	<b>1,000</b>
20156B1100 / 5290B020	Pelham Place Public Conveniences	Main walls - external redecorations	0	0	0	3,000	<b>3,000</b>
20156B1100 / 5290B020	Pelham Place Public Conveniences	Interior - internal redecorations	0	0	0	1,000	<b>1,000</b>
20156B1100 / 5290B020	Pelham Playa (netted MUGA)	Replacement of roof netting system	0	0	10,000	0	<b>10,000</b>
20156B1100 / 5290B020	Pelham Playa (netted MUGA)	Replacement of playing surface complete	0	0	30,000		<b>30,000</b>
20156B1100 / 5290B020	Pelham Playground	Repair of play proprietary play equipment	3,000	3,000	3,000	3,000	<b>12,000</b>
20156B1100 / 5290B020	Play Areas and Exercise Equipment	Maintenance of equipment	15,000	15,000	15,000	0	<b>45,000</b>
20156B1100 / 5290B020	Play Hire Huts (Former Life Guards' Huts)	Main walls - external redecoration	0	1,000	0	0	<b>1,000</b>
20156B1100 / 5290B020	Play Hire Huts (Former Life Guards' Huts)	Roofs - routine re-felting	0	0	2,000	0	<b>2,000</b>
20156B1100 / 5290B020	Promenade Adult Exercise Equipment	Replacement / repair of equipment	2,000	0	2,000	0	<b>4,000</b>
20156B1100 / 5290B020	Promenade Finger Posts	Redecoration and repair	500	0	500	0	<b>1,000</b>
20156B1100 / 5290B020	Public Conveniences	Maintenance	6,000	6,000	6,000		<b>18,000</b>
20156B1100 / 5290B020	Rock-a-Nore Car Park - Hard Surfaced	Clean out car park drainage gullies and channels	0	1,000	0	1,000	<b>2,000</b>

<b>Foreshore Trust Spending Plan</b>	<b>Foreshore Trust Spending Plan</b>		<b>2021-2022</b>	<b>2022-2023</b>	<b>2023-2024</b>	<b>2024-2025</b>	<b>Total</b>
<b>Cost centre</b>	<b>PROPERTY</b>	<b>DESCRIPTION OF WORK</b>	<b>ESTIMATE</b>	<b>ESTIMATE</b>	<b>ESTIMATE</b>	<b>ESTIMATE</b>	<b>ESTIMATE 2021- 2024</b>
			<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
20156B1100 / 5290B020	Rock-a-Nore Car Park - Hard Surfaced	Heritage surfaced section - patch repair of worn areas mostly to main access route.	25,000	0	0	0	<b>25,000</b>
20156B1100 / 5290B020	Rock-a-Nore Car Park - Hard Surfaced	Repair and replacement of metal bollards	0	0	2,000	0	<b>2,000</b>
20156B1100 / 5290B020	Rock-a-Nore Car Park - Hard Surfaced	Vehicle height barrier at car park entrance	3,000	3,000	3,000	3,000	<b>12,000</b>
20156B1100 / 5290B020	Rock-a-Nore Car Park - Hard Surfaced	Car park lighting columns - maintain LED lamps	500	500	500	500	<b>2,000</b>
20156B1100 / 5290B020	Rock-a-Nore Car Park - Hard Surfaced	Car park information and direction signage	0	0	0	1,000	<b>1,000</b>
20156B1100 / 5290B020	Rock-a-Nore Car Park - Loose Surface	Scarify and fill pot holes in loose surface finish	5,000	5,000	5,000	5,000	<b>20,000</b>
20156B1100 / 5290B020	Rock-a-Nore Car Park - Loose Surface	Replacement of damaged timber bollards	1,000	0	1,000		<b>2,000</b>
20156B1100 / 5290B020	Rock-a-Nore Car Park - Loose Surface	Repair timber kerb baulks to south boundary	0	0	0	2,000	<b>2,000</b>
20156B1100 / 5290B020	Rock-a-Nore Car Park - Loose Surface	Replace timber kerb baulks to south boundary	0	30,000	0	0	<b>30,000</b>
20156B1100 / 5290B020	Stade and Stade Kitchen	Maintenance	3,000	3,000	3,000		<b>9,000</b>
20156B1100 / 5290B020	Stade Barriers	Annual maintenance	2,000	2,000	2,000		<b>6,000</b>
20156B1100 / 5290B020	Stade Hall	Interior spaces - internal redecoration	0	20,000	0		<b>20,000</b>
20156B1100 / 5290B020	Stade Hall	Main hall & kitchen - renewal of floor coverings	0	10,000	0		<b>10,000</b>
20156B1100 / 5290B020	Stade Open Space	Drainage gully clearance	500	500	500	500	<b>2,000</b>
20156B1100 / 5290B020	Stade Open Space	Bench redecoration and remove shingle build up	0	3,000	0		<b>3,000</b>
20156B1100 / 5290B020	Stade Open Space	Automatic bollard and barrier replacement	0	0	0	10,000	<b>10,000</b>
20156B1100 / 5290B020	Stade Public Conveniences	Interior spaces - internal redecoration	0	6,000	0		<b>6,000</b>
20156B1100 / 5290B020	White Rock Baths	External redecoration/ Building maintenance	10,000	10,000	10,000		<b>30,000</b>
20156B1100 / 5290B020	White Rock Baths - Lower Basement	Additional pump hire if above adopted.	8,000	8,000	8,000	8,000	<b>32,000</b>
20156B1100 / 5290B020	White Rock Baths - Lower Basement	Sewage tank and pump set - maintenance	500	500	500	500	<b>2,000</b>
20156B1100 / 5290B020	White Rock Baths - Lower Basement	Sewage tank pump set & controls - replacement	4,000	0	0		<b>4,000</b>
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		<b>10,000</b>
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)	0	15,000	0	0	<b>15,000</b>
20156B1100 / 5290B020	White Rock Beach Chalets	Timber walls - external redecoration	0	5,000	0	0	<b>5,000</b>

<b>Foreshore Trust Spending Plan</b>	<b>Foreshore Trust Spending Plan</b>		2021-2022	2022-2023	2023-2024	2024-2025	Total
Cost centre	PROPERTY	DESCRIPTION OF WORK	ESTIMATE	ESTIMATE	ESTIMATE	ESTIMATE	ESTIMATE 2021- 2024
			£	£	£	£	£
20156B1100 / 5290B020	White Rock Promenade - Timber Kiosk Decking	Timber decking and ramps around kiosk -minor repairs	500	0	500	0	1,000
20156B1100 / 5290B020	White Rock Promenade (FST owned area only)	Timber seating, benches, waste bins, & planters - repairs and maintenance.	500	500	500	0	1,500
20156B1100 / 5290B020	Winch Road	Maintenance & lighting	2,000	2,000	2,000		6,000
<b>Total of Cyclical Repairs and Redecorations</b>			<b>127,500</b>	<b>181,500</b>	<b>149,500</b>	<b>49,000</b>	<b>507,500</b>
<b>Projects (main programme)</b>							
20156B1100 / 5290B020	White Rock Promenade (FST owned area only)	Rationalisation of timber seating, benches and waste bins.*	20,000	0	0		20,000
201611102 / 5296B022	Contingency	Project Work Contingency	25,000	25,000	25,000	0	75,000
<b>Total Projects - Main Programme</b>			<b>45,000</b>	<b>25,000</b>	<b>25,000</b>	<b>0</b>	<b>95,000</b>
<b>TOTAL PROGRAMME</b>			<b>172,500</b>	<b>206,500</b>	<b>174,500</b>	<b>49,000</b>	<b>602,500</b>



**Hastings and St Leonards Foreshore Charitable Trust**  
**Indicative Forward Plan**

**Appendix 3**

	<b>Draft Outturn 2021-22</b>	<b>Budget 2022-23 £'000</b>	<b>Budget 2023-24 £'000</b>	<b>Budget 2024-25 £'000</b>
<b>Incoming Resources</b>				
Investment Income	(9)	(6)	(6)	(7)
Incoming resources from Charitable activities	(1,352)	(1,350)	(1,377)	(1,405)
Rental income	(222)	(222)	(222)	(222)
<b>Total incoming resources</b>	<b>(1,583)</b>	<b>(1,578)</b>	<b>(1,605)</b>	<b>(1,634)</b>
<b>Resources Expended</b>				
Loan repayments	33	33	33	33
Charitable Activities* (excluding Capital charges)	921	1,045	1,087	1,130
Maintenance projects and cyclical repairs	140	128	150	49
Governance costs	153	155	158	163
<b>Total resources expended</b>	<b>1,247</b>	<b>1,360</b>	<b>1,428</b>	<b>1,375</b>
<b>Total Operating (Surplus)/Deficit</b>	<b>(336)</b>	<b>(218)</b>	<b>(177)</b>	<b>(259)</b>
Small / Event Grants	79	90	90	90
Large Grants	162	182	182	0
Projects**	46	45	25	0
<b>(Surplus)/Deficit</b>	<b>(49)</b>	<b>99</b>	<b>120</b>	<b>(169)</b>
Usable current assets brought forward	1,728	1,777	1,678	1,558
Usable current assets carried forward	1,777	1,678	1,558	1,727
<b>Minimum Reserves</b>	<b>900</b>	<b>900</b>	<b>900</b>	<b>900</b>

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