

**Charity Registration No. 1122082**

**Company Registration No. 06166961 (England and Wales)**

**SUSSEX COUNTY SPORTS PARTNERSHIP TRUST**

**(ACTIVE SUSSEX)**

**(A COMPANY LIMITED BY GUARANTEE)**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2021**

**SUSSEX COUNTY SPORTS PARTNERSHIP TRUST  
(ACTIVE SUSSEX)  
LEGAL AND ADMINISTRATIVE INFORMATION**

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<b>Trustees</b>	Mr B E Clark Mr D Gale Mr T J Howell Mrs M F Kinnear Mrs S J M Maurel Ms A Pendlington Ms C M Ryan Mr A White Ms V J Woodcock-Downey Mrs T Woodward	(Appointed 24 September 2020) (Appointed 24 September 2020)
<b>Secretary</b>	Mrs S F Mason MBE	
<b>Charity number</b>	1122082	
<b>Company number</b>	06166961	
<b>Principal address and registered office</b>	University of Brighton Sports Centre Falmer Campus Brighton East Sussex BN1 9PH	
<b>Auditor</b>	Carpenter Box Amelia House Crescent Road Worthing West Sussex BN11 1RL	
<b>Bankers</b>	Barclays Bank PLC Floor 27 1 Churchill Place London E14 5HP	
<b>Payroll</b>	Plummer Parsons Accountants 18 Hyde Gardens Eastbourne East Sussex BN21 4PT	
<b>Solicitors</b>	Rix & Kay Solicitors LLP The Courtyard River Way Uckfield East Sussex TN22 1SL	

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(ACTIVE SUSSEX)  
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**Human Resources**

Rix & Kay Gatekeeper Services  
The Courtyard  
River Way  
Uckfield  
East Sussex  
TN22 1SL

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# SUSSEX COUNTY SPORTS PARTNERSHIP TRUST (ACTIVE SUSSEX) CONTENTS

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	<b>Page</b>
Trustees' report	1 - 16
Statement of trustees' responsibilities	17
Independent auditor's report	18 - 20
Statement of financial activities	21
Balance sheet	22
Statement of cash flows	23
Notes to the financial statements	24 - 41

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# **SUSSEX COUNTY SPORTS PARTNERSHIP TRUST (ACTIVE SUSSEX) TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2021**

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The trustees present their report and financial statements for the year ended 31 March 2021.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the trust's Memorandum and Articles of Association, the Companies Act 2006 and "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 2019)". There is also a requirement for the Trust to report on how it satisfies the Public Benefit test introduced by the Charities Act 2006.

The trust can report as follows:

- The report of those activities undertaken by the trust to further its charitable purposes for the public benefit can be found in this report under the headings 'Objectives and Activities' and 'Achievements and Performance'.
- Accordingly, the trustees hereby state that they have complied with the duty in Section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Charity Commission.

Taken together with the accounts, the report seeks to offer a fair and balanced picture of what the trust has achieved (outcomes) through its strategy and the difference it has made (its impact) across the County during 2020-21. Finally, it provides an overview of its structure, governance and management, any professional services procured by the Trust, as well as its plans for the future.

## **Objectives and activities**

The purpose of the trust (hereinafter referred to as 'Active Sussex') as set out in its governing document, is to promote increased community participation in sport and active recreation for the benefit of the inhabitants of Sussex, as one of the 43 Active Partnerships across England. We help people who are most at risk of inactivity in Sussex by working collaboratively to help people *[focusing on those with mental health challenges, long-term health conditions and/or disabilities, young and older people, and those living in areas of deprivation]* take part in enjoyable activities that improve their health and happiness in a way that suits them.

We do this through our Active Sussex Strategy 2018-23, which continues to inform all our work. It enables a better understanding of the inactive population in Sussex, and focuses on how, with partners, we can help the people most at risk of inactivity to become more physically active, particularly in the areas of Sussex where physical activity levels are at their lowest.

The Active Sussex strategy has four main objectives, through which it seeks to achieve its aims:

1. Build lifelong activity habits in our children and young people
2. Motivate inactive people to become more active
3. Work in the community to influence and engage new and existing stakeholders
4. Bring in new investments and partnerships

This is underpinned by effective stakeholder communications and strong, diverse leadership at Board level. We are not about elite sport - we are about activity for all. We are passionate about what we do, and we support the delivery of a wide range of events and programmes with partners across Sussex.

In line with the terms and conditions of Sport England awards, Active Sussex distributes grants locally to agencies, whose activities serve to increase the number of people taking part in sport and physical activity in Sussex, particularly among the priority groups highlighted in its strategy. The grant making policy is soundly based on the use of local insight, to inform which areas of Sussex have the highest level of inactivity. Grants are made to projects that can demonstrate demand, have a robust delivery model and can increase participation levels, thereby contributing to the Trust's aims and objectives in these areas.

# **SUSSEX COUNTY SPORTS PARTNERSHIP TRUST (ACTIVE SUSSEX) TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021**

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## **Achievements and performance**

The end of the last financial year signalled the beginning of what was to be an unprecedented and unforeseen period of time in the UK due to the global coronavirus pandemic. The impact on health, education, transport, employment and the economy has been significant to say the least, and at worst devastating with high mortality rates. Social inequalities became even more acutely into focus and were exacerbated as national lockdown measures remained in place for much of the year.

The organisation responded quickly by activating its business continuity plan, protecting its financial processes and it enabled all staff members to work remotely and flexibly, particularly for those undertaking the additional role of home-schooling. Sport England also confirmed in-principle the extension of funding to Active Sussex until March 2022, which provided much welcome stability and there was no requirement to furlough staff via the Coronavirus Job Retention Scheme.

Meetings of the Board and its subcommittees were conducted via online platforms, and financial decision authorisations have been done electronically, and in line with financial regulations by ensuring two independent signatories where required. Arrangements were made for the annual audit process to be conducted remotely.

The national Active Partnership network worked closely with its main external funder (Sport England) to respond in supporting the sector. As a network member, Active Sussex continued to play an important role in working alongside local partners to address the factors preventing people from being physically active. In many cases this took us into new spaces, places and partnerships as we plugged gaps and sought to be as helpful as possible at a time when the health and wellbeing of our population was the highest priority for the country.

Active Sussex continued to support a number of lottery-funded community physical activity and sports programmes, many of which (including its own) had to move to online delivery in order to keep participants actively engaged. It has satisfied the terms and conditions for utilisation of these all grants, and performance was reported to the Trust's external funder (Sport England) twice yearly using their prescribed financial reporting protocols.

As ever, planning and expenditure decisions for these programmes were undertaken by Active Sussex's Strategic Management Group and, where appropriate, in conjunction with community sport and physical activity providers. All activities were delivered within budget and, certainly for the larger events, they were delivered well under budget having moved to virtual delivery. Decisions on any new business and larger funding applications (as prepared by the Trust's Strategic Management Group) were taken by the Board of Trustees.

Given these extraordinary circumstances, Active Sussex is pleased to share some key achievements for 2020/21 below. A more comprehensive public facing Executive Annual Summary will be published in September 2021.

## **INDICATOR: Reducing inactivity through targeted engagement**

### **To increase the engagement with each local authority each year.**

Throughout the year, Active Sussex has maintained close links with local government in order to advocate for the inclusion of physical activity in community strategies, and to support local projects that contributed to reducing the risk of inactivity in their communities. Contact with key local authority and leisure trust partners was maintained as much as possible through online meetings and telephone calls.

### **Brighton & Hove**

There was continued engagement with the city council's Healthy Lifestyles Team and their Sport and Leisure Strategic Group, providing updates on Sport England and Active Sussex priorities and available funding. Significant insight has been provided to help inform the city's Joint Strategic Needs Assessment, which in turn helped Active Sussex to understand the city's community priorities and needs (in respect of physical activity).

# **SUSSEX COUNTY SPORTS PARTNERSHIP TRUST (ACTIVE SUSSEX) TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021**

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This engagement has provided valuable links to other internal council teams such as Communities, Equality & Third Sector Team and SEN Team in order to identify new delivery partners and participants who could benefit from the Tackling Inequalities Fund (TIF) during the pandemic.

Given that most council activity had ceased due to Covid-19, there was an acknowledgement of Active Sussex's £68,000 investment into the city via TIF for 13 local community projects. Finally, we have given advice on the council's emerging physical activity strategy, supported Mencap with funding to deliver health walks for adults with a learning disability and been part of the Active & Inclusive Travel Consultation.

## **East Sussex**

Leisure Trusts reported being significantly and adversely impacted financially by Covid-19, with some staff unable to return to roles despite the furlough scheme. Active Sussex supported the limited resumption of some of social prescribing services and some limited physical activity programmes in the Lewes area via the Tackling Inequalities Fund (TIF).

There was regular representation at meetings of the Active Hastings and Active Rother Partnerships, and the continued membership of the East Sussex Healthy Weight Partnership. Active Sussex worked to embed physical activity within the new obesity strategy, successfully supported the adoption of a whole-system approach to working and ensured the latest national physical activity and inclusion campaigns (We Are Undefeatable, This Girl Can, Join the Movement) were being disseminated locally.

A pan-Sussex physical activity forum was convened by Active Sussex, and chaired by the county's Director of Public Health, ensuring the continued support and connectivity of sector professionals during a critical time.

## **West Sussex**

There was a high level of engagement by district and borough councils during the reporting period with Active Sussex being able to add value to strategic discussions (as in Brighton & Hove and East Sussex) through the dissemination of national communications and funding opportunities and providing additional support in targeting the most inactive populations within their localities.

Active Sussex hosted the first Crawley Physical Activity Forum. The forum connected local partners with a focus on 3 key themes: tackling inequalities, children and young people investment and workforce development. Delivery of these themes continues to gather pace within the locality, an example being the excellent progress made with a Primary Care Network (Crawley Care Collaborative) to promote the benefits of physical activity.

In Arun, the Children and Young People Forum has gone from strength to strength with a localised Children and Young People Framework now emerging, in which physical activity is an integral part. Meanwhile, Adur & Worthing Councils have continued to connect with Active Sussex specifically around the development of their Activities Strategy.

## **Children & Young People**

### **Quality Start Awards**

Developed in Sussex, this Award recognises and rewards schools for their commitment to PE, School Sport and Healthy and Active Lifestyles for their Key Stage 1 Pupils. Schools self-assess against set criteria and grade themselves at a Bronze, Silver, Gold, Platinum or Platinum Plus level. Active Sussex worked with the Quality Start team to adapt the criteria to reflect the impact of Covid-19, and notwithstanding school closures, there were still **47 schools** that applied for Quality Start which was much better than expected.

### **School Games & Parallel Youth Games**

Once it became clear that these face-to-face events could not go ahead due to the pandemic, Active Sussex developed the virtual games concept in mid-March 2020, and it quickly gathered speed during April 2020. A core framework was developed setting out the number of weeks to offer and which sports to include. With the cancellation of the Parallel Youth Games, inclusive competitive opportunities were considered when designing the Virtual Sussex School Games competition and every challenge had an 'Adaptation for Inclusivity' attached to it.

# SUSSEX COUNTY SPORTS PARTNERSHIP TRUST (ACTIVE SUSSEX) TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

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We retained the corporate support of Specsavers and worked closely with the Sussex School Games Organiser Network and sports governing bodies to develop and promote the challenges. An easy to navigate and manage online platform was created to host the challenges, leader boards and entry pages - the virtual event was born!

69,000 pupils engaged in the Summer Virtual School Games 2020 and just under 5,000 adults. Virtual figures were calculated by giving each entry a unique code over a 12-week period of different activities and challenges. In February 2021, the successful virtual format from summer 2020 was relaunched as The Winter Games. The virtual event ran for 4 weeks, 36% of the length of the summer programme, but achieved 55% of the total number of pupil entries and 42% of the total number of adult entries in comparison.

### **Children & Young Peoples Forum**

Regular county and district level forums were established during the year with CYP partner organisations, allowing Active Sussex to share national and county updates, and providing a platform for partners to share and discuss challenges and successes. Local C&YP Investment plans were developed to encourage targeted and partnership driven projects to help children and young people from areas of inequality to get more active.

Youth voice was very much taken into consideration in order to inform our CYP Investment Fund Framework. Eleven young people were interviewed to help us to understand 'What Children & Young People REALLY think?' which became the theme for the so named Active Sussex Network workshop held in February 2021.

### **Satellite Clubs**

Due to the ongoing pandemic, a significant number of satellite clubs for children and young people could not go ahead between April and September 2020. However, between October 2020 and January 2021, Active Sussex was able to fund 46 new satellite clubs. Although School based activity was delayed by Covid-19 restrictions, four new projects that started in Quarter 1 were all virtual activities and they were able to run successfully. We were able to support these clubs with approximately £58,000 overall. A substantial level of funding has already been set aside from our CYP Investment Fund to support increased activity sessions from the next financial year when it is anticipated that lockdown restrictions will ease.

### **Trends in inactivity in Sussex**

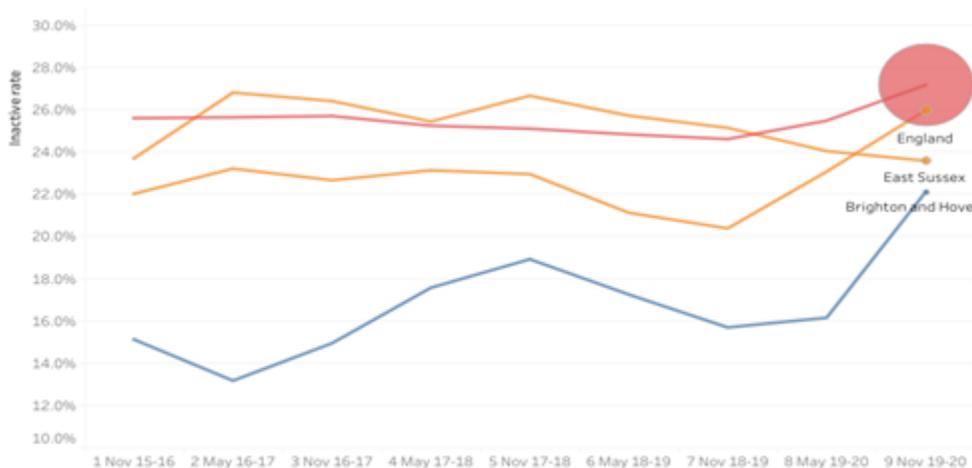
The recognised national measure of sport and physical activity participation levels is Sport England's **Active Lives Survey**, which aims to better measure the priorities identified in their '*Uniting the Movement*' strategy. The focus is clearly on supporting people who are currently inactive to become active.

### **Active Lives Survey**

Prior to the Covid-19 pandemic, the proportion of adults in England doing less than 30 minutes exercise per week had been steadily falling. The impact of the pandemic and lockdowns has been to reverse these gains. The most recent Active Lives Survey results covering the 12-month period to November 2020 show an increase in inactivity of 2.6% on the previous year. These results include the first lockdown up to the second lockdown. Women, young people aged 16-14, over 75s, disabled people and people with long-term health conditions, and those from Black, Asian and other minority ethnic backgrounds were most negatively impacted beyond the initial lockdown period.

Sussex broadly mirrored the national trend, with the impact of Covid-19 causing a worsening in inactivity rates to the highest levels recorded over the periods of the Active Lives Survey to date. **West Sussex** has recorded a significant rise in inactivity in the same period 12 months ago and on the survey baseline of 2015-16. After recording one of the lowest activity rates in England 12 months previously, Chichester had the second highest inactivity rate in Sussex. There were higher Covid-19 infection rates in West Sussex which may have impacted residents' willingness to take part in certain activities. Small increases were also reported for Mid Sussex and Horsham. Arun had the highest inactivity rate in Sussex, and in common with Chichester District, had an elderly population who may have felt most at risk of infection. Adur & Worthing, maintained relatively low inactivity rates during this time.

# SUSSEX COUNTY SPORTS PARTNERSHIP TRUST (ACTIVE SUSSEX) TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021



Source: Active Lives Survey Nov 15-16 to Nov 19-20  
<https://www.sportengland.org/know-your-audience/data/active-lives>

**Crawley** has a similar inactivity rate to the national average, and although we would have expected to see activity rates worsen in a town affected badly by unemployment during the pandemic, there has been no significant change.

**Brighton & Hove** has mirrored the national trend of an increase in inactivity, albeit from a base of very low inactivity rates. Brighton & Hove has previously been ranked among the 10 local authorities with the lowest inactivity rates in England, but it fell to 72nd in this ranking.

East Sussex, conversely, has recorded a reduced inactivity rate in line with steady improvements that had been showing across the county since 2018. Speculatively, this may have been because East Sussex had comparatively low Covid-19 infection rates until December 2020 (the survey only runs to Nov 2020). Lewes, Wealden and Hastings all recorded the lowest inactivity rate during this period. Rother and Eastbourne recorded small upticks in inactivity, but these results were still encouraging for these two areas which had previously been the most inactive areas in Sussex.

## INDICATOR: Put activity at the forefront of policy

**To increase the number of local authority strategies that Active Sussex have influenced to focus on supporting inactive people to become active.**

This past 12 months has been a challenging time for Local Authorities who have had to react at pace to changes in the Covid-19 situation. Therefore, long-term projects such as strategy development have slowed.

Notwithstanding this, Active Sussex had significant involvement in the development of **Brighton & Hove City Council** Physical Activity Strategy, as well as their Facilities Strategy. Active Sussex's participation insight has been used extensively in both draft documents and we continue to be consulted on the details of these.

**Horsham District Council** were supported by the Trust to evolve their existing strategy to one that is more targeted towards physically inactive populations within the south-west of the district. Active Sussex continued to be actively involved in the development of the **Adur & Worthing Councils Activities Strategy**, specifically in relation to the Covid-19 response and in attempting to capitalise on some of the positive messaging from Government around physical activity and the disruption to people's usual behaviours. Although there was some delay in publication, Active Sussex were fully recognised and connected as a key partner in the Operational Steering Group. The result of this Steering Group will be an Operational Delivery Plan that will be signed off by the District Authority in April 2021.

**Wealden District Council** approached Active Sussex to support the development of a new physical activity strategy, seeking to use elements within our expertise and prioritising the most inactive people to become active.

**SUSSEX COUNTY SPORTS PARTNERSHIP TRUST  
(ACTIVE SUSSEX)  
TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2021**

**INDICATOR: Build effective relationships with organisations that reach our priority groups**

**To increase the number of organisations we have engaged from each of our priority groups.**

**Tackling Inequalities**

To mitigate the impact of Covid-19 on local physical activity providers, particularly in areas of disadvantage, Active Sussex secured £341,000 from Sport England over the course of the reporting period to support local clubs and organizations in immediate need of financial support, and also to enable continued provision of services online to keep people active and socially connected.

The award was referred to as the Tackling Inequalities Fund (TIF), and focused on the priority audiences as outlined identified through national and local insight: lower socioeconomic groups, ethnically diverse communities, people with long-term health conditions and disabled people. These resonated well with the most inactive groups also highlighted in the Active Sussex strategy

The TIF programme gave Active Sussex the opportunity to engage both new and existing partners, and in turn to develop more effective relationships with organisations who could reach our priority groups. We were able to work more closely with strategic and delivery partners to reach those most in need following the outbreak of Covid-19 and supporting those partners to secure funding through the TIF in order to engage and re-engage the local population in physical activity (and recovery activity) that would contribute to their overall wellbeing.

A report was published to share the impact of the first two phases of TIF grant, and is available on the Active Sussex website. As at the end of the reporting period, just under £294,000 had been allocated to community projects.

**To increase the number and diversity of attendees at the Active Sussex Network and Conference each year.**

The Active Sussex Conference (September 2020) and Active Sussex Network (February 2021) were successfully coordinated and delivered, with a range of partners attending from Local Authorities, Public Health, Leisure Trusts, National Governing Bodies of Sport, the Community Voluntary Sector and Education. They were delivered virtually, and saw a significant increase in delegate numbers and from a much wider range of sectors. The Conference engaged 131 delegates (78 in 2019) and the Network event saw 218 delegates (74 in 2019). Whilst there is certainly value in face-to-face events of this nature, these numbers have shown that there is greater demand if Active Sussex can deliver events with flexibility. A comparative break of delegate numbers and sectors from 2018 to 2021 is shown below.



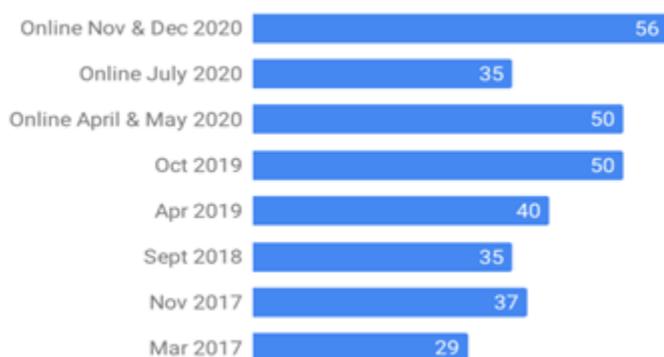
A highlight of the Active Sussex Network event was the keynote speaker, Danny Bent, Co-Founder of One Run Global. His session was titled 'The Happiness of Being You' and really resonated with delegates and highlighted the importance of mental wellbeing, particularly during the prevailing pandemic.

# SUSSEX COUNTY SPORTS PARTNERSHIP TRUST (ACTIVE SUSSEX) TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

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## To increase the number of attendees at the Sussex Disability Sports Network each year.

Active Sussex continued to connect with the Sussex Disability Sports Network (SDSN) via a series of webinars which replaced the annual face to face SDSN Conference. The webinars enabled network members to come together, as well as ensure key focus areas that were due to be addressed at the conference are kept on the agenda for partners to consider. The webinars focused on topics such as 'Connecting and Collaborating during Covid-19' and 'Children & Young People (CYP) Insight and Education Best Practice'. As with the Active Sussex Network events, we saw an increase in new partners from different sectors attending our virtual events



Of particular note was the November webinar that provided a call to action for partners and SDSN members to reflect on the national event 'A collective movement: An inclusive response to COVID-19 in sport and activity' delivered by Activity Alliance, Sport England & UK Active to discuss what this meant to them, how it related locally and how we can implement an inclusive response across the county. A thorough summary report was created which included next steps for both Active Sussex and the SDSN.

## National campaigns, local impact

During the reporting period, Active Sussex played its part in raising the profile of national campaigns locally, as follows:

### 'This Girl Can' (TGC)

Towards the end of Q3 Dec 2020, 29 women from across the County had applied to become a TGC Sussex Champion. As at the end of the reporting period, 11 were officially signed up, with another 12 to be brought on board during 2021/22. Following the recruitment of new champions, the **This Girl Can Sussex Network** was launched at the Active Sussex Network 2021, with around 120 delegates signed up. The session - "TGC Sussex Network: Pioneering Movement Ready for Take-Off", was supported by Sport England and Women in Sport, and provided an opportunity for partners to take on board the latest insight around the gender gap and hear from some of the new Champions and their real-life experiences/journeys. The session provided a wealth of insight and identified some key next steps. Topical forum events continue to be developed with the first one to be held in May 2021.

### Live Longer Better

In March 2021, Active Sussex took the decision to invest £5,000 in the Live Longer Better (LLB) programme from April 2021 to March 2023. The programme aims to create a new culture redefining the concept "care" to focus on a positive, enabling approach to maintain fitness and resilience levels for older adults. Having seen the evaluation from phase 1, Active Sussex felt that, given the demographic in Sussex, there were obvious benefits to engaging with the programme. It will support the ongoing work of Active Sussex to have a greater influence at a strategic level in the local health agenda. LLB will allow Active Sussex to be part of the Community of Practice and Learning, using the tools and expertise provided by Optimal Ageing, to share best practice across the AP Network and support national implementation plans to help older people in Sussex live a more active and independent life, for longer.

# SUSSEX COUNTY SPORTS PARTNERSHIP TRUST (ACTIVE SUSSEX) TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

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## Developing the Sport & Physical Activity Workforce

### **Workforce Investment Fund**

The Workforce Investment Fund is into its third year and has continued to be delivered in partnership with strategic partners: **Active Hastings, Active Rother and 3VA**. The flexible approach in this reporting period has allowed for continued community impact. In September, a Workforce Investment Fund Forum was delivered, bringing all partners together to share their respective progress over the last 6 months, share best practice and to identify future collaborative training opportunities. The Sport England Workforce Investment Fund Report provides further information. Active Sussex also completed an additional General Workforce Report to demonstrate our wider partnership work and added value regarding workforce development.

During this reporting period, Hastings and Rother continued with their small grants scheme for local activity providers and coaches. Examples of the training accessed included Run Leader qualifications, a Level 2 badminton coaching course and a Level 4 cancer rehab qualification.

3VA continued with the blended offer of core course delivery and a small grants scheme. Training delivered included Walk Leader Training (in partnership with Living Streets), Introduction to Sports Marketing and Introduction to Social Media courses.

As part of upscaling delivery of the Workforce Investment Fund, the **Crawley Workforce Project** was launched at the Crawley Physical Activity Forum in January 2021. This project is a blended approach of a targeted small grants scheme and core course training delivery, for the wider Crawley sport and physical activity workforce to access.

### **INDICATOR: Stakeholder Communications**

Active Sussex uses stakeholder communications to support and maintain the key aims of the organisation, in line with the Active Sussex Strategy 2018-2023 and also to increase the engagement of partners.

Over the past 12 months, the organisation's external and internal communications have had to adapt to the impact of the Covid-19 pandemic, and partners have relied on more digital communications during lockdown restrictions.

As guidance and restrictions rapidly changed throughout the progression of the pandemic, Active Sussex remained agile and kept partners and stakeholders up to date and supported via direct emails, monthly e-Newsletters, social media and the organisation's website.

### **Website**

The organisation saw a significant increase in activity on the Active Sussex website due to specific digital campaigns that drove users to the website. These campaigns included the Specsavers 'Virtual' Sussex School Games, the Reboot online activities for young people and general event registrations. There was a total of 169,633 visitors to the website - a 256% increase on 2019-20 - and a jump of 780% in page views. Towards the end of the reporting period, Active Sussex began the process of building a new website in order to better align its content with organisational goals and target audiences. A team audit was conducted, along with a stakeholder survey and external website research. After going out to tender, a new web company was hired - a Sussex-based organisation called Moomar - and the process of building a new website began. The website is due to be launched in September 2021.

### **Press & PR**

The organisation's online reach is supported by strong relationships with traditional media and regular coverage in local and regional newspapers, online and print. The Sussex Sports Awards, in its eighteenth year, is a key event in the Active Sussex calendar, raising our profile locally, driving traffic to our website and consolidating our links with local and regional businesses.

# SUSSEX COUNTY SPORTS PARTNERSHIP TRUST (ACTIVE SUSSEX) TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

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With the restrictions surrounding the Covid-19 pandemic, the 2020 Awards could not go ahead in its usual capacity and was instead held as an online celebration campaign on social media. The campaign generated a total AVE (advertising value equivalency), from online and print clips of **£16,271**.

The Press was also well utilised for the Specsavers Sussex School Games events, which were also held virtually due to the pandemic. Both the summer and winter editions of the events generated a total AVE of **£15,225**.

## **E-news**

The Active Sussex monthly eNews is sent out to 1159 subscribers - an increase of 24% from the previous year, due to clear signposting on the website, a continued social media campaign and commitment from all staff members to encourage partners to sign up. The Education and Disability and Inclusion eNewsletters have 1265 (increase of 156%) and 960 (increase of 58%) recipients respectively. A new bi-monthly Workforce eNewsletter was launched as a way of supporting the developing workforce with guidance, news and resources, and goes out to 165 subscribers.

## **Social media**

The pandemic provided an opportunity to utilise digital communications as a way of connecting with partners and stakeholders more whilst the nation was instructed to stay at home. Social media was the main platform for the Specsavers 'Virtual' Sussex School Games, during the summer and the winter months where children were attending school from home. This worked well for communicating with schools across Sussex and helped reach schools previously not engaged with the School Games programme.

Public following and engagement on all platforms saw a significant increase. Consistent posting of engaging content, teamed with an increase in users being online with Covid-19 restrictions contributed to this increase.

- **Social media**
  - 7,588 follows on Twitter - up 2% on 2019/20
  - 3,355 follows on Facebook - up 11.4% on 2019/20
  - 1,450 followers on Instagram - up 20% on 2019/20
  - 598 followers on LinkedIn - up 15.4% on 2019/20
  - 1,511 subscribers on YouTube - up 52% on 2019/20
- **Specsavers 'Virtual' Sussex School Games**
  - Created a digital communications-led campaign to support pupils to stay active and represent their school from their own homes
  - Twitter: **965 new followers**
  - Facebook: **1,675 new followers**
  - Instagram: **710 new followers**
  - The programme saw a total **AVE of £6,985.57**
- **Demonstrating impact through video case studies, including**
  - Tackling Inequalities in Sussex - Long Term Conditions
  - Tackling Inequalities in Sussex - Lower Socio-economic Groups

This remains a strong communication and engagement tool for the respective communities that use these platforms

# **SUSSEX COUNTY SPORTS PARTNERSHIP TRUST (ACTIVE SUSSEX) TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021**

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## **INDICATOR: Grow financial investment**

With no face-to-face activity taking place during 2020-21, the key events for which commercial sponsorship would have been sought did not go ahead. These included the School Games and the Parallel Youth Games 2020 which in previous years had been sponsored by Specsavers. Additionally, the prestigious Sussex Sports Awards 2020 could not be staged either, and a significant number of our corporate supporters had suffered an economic downturn or pause in business during the year, and like many local businesses, were no longer in a position to financially plan ahead.

However, in response to the pandemic, Sport England investment levels increased significantly in order to keep communities active during lockdown. Emergency funds were distributed via the Active Partnerships nationally, and as a result Active Sussex's funding levels from this source rose.

Total income received as of 31 March 2021 was £1,009,080, 98% of which was received from Sport England and 2% from other sources.

## **STRONG & DIVERSE LEADERSHIP**

### **Governance**

Active Sussex could not operate without rigorous financial policies, sound operational management and comprehensive governance procedures. The organisation deploys open recruitment practices, and 2020-21 saw the recruitment of two new independent trustees: Mrs C Ryan and Mr A White. One trustee, Ms C Reynolds, was on maternity leave for the period and did not take part in any Board activity for the year.

The Board has led Active Sussex well, providing robust guidance from within their respective spheres of expertise and influence and maintaining strategic oversight of the work of the Strategic Management Group. For three consecutive years, the External Stakeholder Survey and Staff Satisfaction Surveys all returned improved scores on 2018-19 and 2019-20.

The Trustees have ensured that the organisation operated in a manner that complies with statutory regulations, including those laid down in charity and corporate law. The Board of Trustees met four times during the reporting period, plus attendance at the AGM 2020. All sub-committees also met four times each during 2020-21 to oversee, guide and provide scrutiny to the Strategic Management Group in their implementation of the annual delivery plan and associated operations.

Active Sussex's human resource function is overseen by its experienced HR & Nominations Committee and guided by professional advisors (Rix & Kay Gatekeeper Services) ensuring staff employment rights are observed, and that annual appraisal and continual professional development is undertaken. Finances are managed in accordance with Active Sussex's financial regulations. An industry-recognised accounting package is used to allocate restricted, designated and unrestricted budgets; to record all transactions, to provide financial management reports to the Board of Trustees and to reconcile income and expenditure. The organisation's accounts are also subject to external audit on an annual basis.

### **Safeguarding**

Active Sussex continued to operate in line with standards required by the Code of Sports Governance Tier-3 funded organisations. The Ann Craft Trust Safeguarding Adults Framework review confirmed that Active Sussex were rated Satisfactory and had met the essential requirements of all the framework criteria.

Active Sussex's 'Very Good' rating by the Child Protection ins Sport Unit (CPSU) acknowledges our commitment to maintaining and embedding effective safeguarding standards across the organisation. It also reflects the significant work that took place over the year to influence and advocate messages to our partners, especially with regards to Primary Schools.

The 2020-21 implementation plan was monitored throughout the year and progress was recorded against the actions set, including priorities as agreed with CPSU. Each action linked to key policy objectives to ensure safeguarding was embedded across the whole organisation and all staff took responsibility for promoting good safeguarding practice internally (staff and trustees) and externally to stakeholders.

# **SUSSEX COUNTY SPORTS PARTNERSHIP TRUST (ACTIVE SUSSEX) TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021**

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Although no face-to-face training could be delivered, our safeguarding lead officers were able to complete online workshops to keep abreast of latest developments and changes in the law in respect to safeguarding children and adults. Training also included attendance at a Mental Health and Safeguarding in Sport and Physical Activity webinar hosted by MIND and the Ann Craft Trust.

Active Sussex kept abreast of statutory changes from Local Safeguarding Children Board's to Local Safeguarding Children Partnerships, and updated policy and web-based information accordingly.

The organisation has dealt with ten safeguarding enquiries during the reporting period.

## **Equality**

Active Sussex remains an accredited Equality Standard (Foundation Level) organisation. However, it has been a year in which the Covid-19 pandemic has magnified the racial inequalities that remain in society and shown how these are mirrored in the sport and physical activity sector. Active Sussex has sought to bring these issues to the fore in Board and staff discussions and training, and in the development of a Diversity Action Plan. There have been changes to the organisation's recruitment practices ensuring it minimises the risk of bias (unconscious or otherwise) in recruiting to Board level posts. Active Sussex also examined and changed its use of images and language to ensure inclusive and open recruitment to roles and activities. Finally, the Board appointed an Equality, Diversity & Inclusion champion to advocate our anti-racism and anti-discrimination messages and values internally, and to our wider partners.

## **Financial review**

The Statement of Financial Activities shows net funds brought forward of £625,874 (2020: £394,506) and income received for the 2020-21 financial year of £1,009,080 (2020: £744,915). The total expenditure was £836,127 (2020: £711,547) and the net loss on pension funds was £236,000 (2020: £198,000 net gain) giving net movement in funds of a £63,047 reduction for the year ending 31 March 2021 (2020: £231,368 increase). At the report date total funds amounts to £562,827 (2020: 625,874) and of this amount £506,639 (2020: £347,984) were restricted. Details of restricted and designated funds are disclosed in the notes to the financial statements.

The £32,126 deficit (2020: £174,800 surplus) on unrestricted funds at the reporting date is linked to the pensions reserve; trustees worked hard to resolve a pension liability which came to successful fruition in 2020. The SCSPT Board passed a unanimous resolution approving the Deed Subsumption and Funding Agreement between East Sussex County Council, The Sussex County Sports Partnership Trust and the University of Brighton in November 2020. Active Sussex will continue to undertake the administration for the remaining active member of the fund. Although pre-mature crystallisation is highly unlikely, this agreement provides for the repayment of this pension liability should it be necessary. The Trust aims to generate sufficient unrestricted funds from other business areas to reduce the small deficit ahead of the next triennial actuarial valuation

The principal financial management policies and procedures deployed during the year are stated earlier in this report.

## **Reserves Policy**

Active Sussex's reserves protocols ensure that sufficient unrestricted funds (excluding the pension reserve) are held to cover a minimum of six months' employment and running costs and 100% end of contract costs (in the event of any significant delays or cessation of external core funding). The fund required to cover these costs is £150,000, however at 31 March 2021 the level of unrestricted funds was £300,874 (excluding designated funds and the pension reserve). This figure is currently higher than the level expected due to an under-spend on designated funds allocated to drive charitable fundraising activities and project development - principally due to the Covid-19 pandemic.

# **SUSSEX COUNTY SPORTS PARTNERSHIP TRUST**

## **(ACTIVE SUSSEX)**

### **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

#### **FOR THE YEAR ENDED 31 MARCH 2021**

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#### **Principal Funding Sources**

Active Sussex's principal funding stream continues to come from Sport England. Of the £1,009,080 (2020: £744,915) income received, 98.6% (2020: 93.5%) of this, being £994,541 (2020: £696,398), came from Sport England. The remaining income has been generated from:

1. Active Sussex members (mainly local government)
2. Primary PE courses fees
3. Bank interest

The majority of income is restricted and is therefore spent on the specific sport and physical activity outcomes detailed as per conditions of the funding award. More importantly, the expenditure has directly supported the key objectives of the charity.

#### **Senior Management Remuneration**

All staff pay is reviewed annually by the Human Resources & Nominations Committee, and pay increments are subject to completion of an annual staff appraisal. Cost of living rises are awarded in line with RPI (Q4/Feb annually) and subject to affordability by Active Sussex. For 2020-21, a 2% pay increase was awarded and during the year key management personnel team remuneration totalled £247,886 (2020: £249,791) (see note 21 to the accounts).

#### **Related Parties**

No trustee received any remuneration during the year and only one trustee (noted below) had an interest in companies and academic bodies that Active Sussex works with. Further details can be found in the notes to the accounts. No other trustee received any financial benefit from any of the transactions undertaken.

- Freedom Leisure Trust (Ms C Reynolds)

#### **Risk Management**

Active Sussex maintains a comprehensive risk register which identifies the principal risks, together with the steps to be taken to manage them. The risk register is overseen by the Governance & Audit Committee and reviewed by the Board every quarter. Each risk is stated as either 'strategic' or 'operational'.

The risk register was updated to include the impact of the Covid-19 pandemic. Due to continued Sport England funding, no employees were furloughed and measures were put in place to ensure that stakeholder communication was maintained via online strategic forums, and that the business administration could continue safely and effectively. Where possible, activities were rescheduled as an online offer to participants and a dedicated webpage was created (Active at Home) to signpost visitors to available activities and mental wellbeing support during lockdown.

The key strategic risk remains non-compliance or breach of legal/statutory responsibilities leading to loss of stakeholder confidence and risk to investment. Through its Governance & Audit Committee, Active Sussex discharged these statutory responsibilities and maintained a high level of assurance. It has continued to review and develop its corporate business policies, with any changes endorsed at Board level. The necessary business protection, human resources and financial policies continued to be in place, as did the Trust's Equality and Safeguarding in Sport policies.

As reported last year, the most significant operational risk related to the significant financial liabilities arising from Active Sussex's ongoing membership of the East Sussex Local Government Pension Fund (the Fund). The trustees are pleased to report the successful completion of negotiations with (former employers) the University of Brighton to provide a guarantee for the liabilities that existed prior to the transfer of business to Active Sussex as at 1 January 2008. The Subsumption Agreement was executed in January 2021, thereby removing the existential threat to the organisation's financial sustainability.

# SUSSEX COUNTY SPORTS PARTNERSHIP TRUST (ACTIVE SUSSEX) TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

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## Plans for future periods

2020/21 was an unprecedented period due to the Covid-19 pandemic, and we anticipate that recovery will take us well into 2021/22, if not beyond, for some of our stakeholders. National lockdown measures were lifted on 19 July, but with the University of Brighton still operating limited office access, Active Sussex will continue to conduct its business operations remotely and has made provisions for key events and training to be delivered virtually. It has received confirmed external funding for the period to 31 March 2022 to continue its operations.

**Sport England**, having launched a new 10 year strategy in January 2021, has announced its intention to work closely with the national Active Partnership network members to support the delivery of its strategic priorities and outcomes - principally reducing inactivity and tackling the many inequalities that exist in the sport and physical activity sector. These priorities resonate well with Active Sussex, and as such we have continued to maintain Sport England's confidence as:

- an organisation that understands its community well
- an appropriate delivery network through which to invest in projects catering for those most at risk of being physically inactive.

It is acknowledged that 'business as usual' will not be an option. The Government's previous Covid-19 control measures have caused significant disruption to the sector, including the ongoing closure of leisure facilities and the suspension of sport and physical activity programmes to date. We anticipate a gradual return to previous activity levels across the sector from 19 July 2021 (or until the Covid-19 vaccination programme has been widely rolled out).

The Trustees have identified the key risks and impacts in section 3 (Risk Management) of this report and are confident that Active Sussex has responded effectively to minimise the impact of the pandemic on the delivery of its strategic outcomes. It has already been acknowledged that external business income is unlikely to be available due to lack of business trading during the pandemic to support discretionary physical activity projects. Therefore, appreciating the current level of Operational Reserves held (in excess of the stated policy), the trustees have planned for up to £70,000 to be committed from reserves to support discretionary physical activity projects that meet our strategic aims and support our priority communities in Sussex.

Active Sussex will align its strategic work to support and contribute to national themes articulated in 'Uniting the Movement', which focuses on five big issues we must all collectively address, if we are to transform lives and communities through sport and physical activity - and make a difference in terms of equality. Broadly speaking, these big issues are:

1. **Recover and reinvent** - recovering from the biggest crisis in a generation and reinventing as a vibrant, relevant and sustainable network of organisations providing sport and physical activity opportunities that meet the needs of different people.
2. **Connecting communities** - focusing on sport and physical activity's ability to make better places to live and bring people together.
3. **Positive experiences for children and young people** - an unrelenting focus on positive experiences for all children and young people as the foundations for a long and healthy life.
4. **Connecting with health and wellbeing** - strengthening the connections between sport, physical activity, health and wellbeing, so more people can feel the benefits of, and advocate for, an active life.
5. **Active environments** - creating and protecting the places and spaces that make it easier for people to be active.

We will continue to capture the local need and impact of the Covid-19 pandemic on the local physical activity and sport sector and contribute to the recovery phase through strategic support and funding. Our work promoting and developing physical activity opportunities to our target groups, will take into consideration alternative delivery methods needed during the pandemic restrictions.

# **SUSSEX COUNTY SPORTS PARTNERSHIP TRUST (ACTIVE SUSSEX) TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021**

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## **Marketing & Communications**

- Active Sussex will continue the development and building of the new organisation website, which will be scheduled to launch in September 2021. A focus will be on ensuring it clearly reflects the organisation and the work that is being done across the county, ensuring insight and case studies are more prominent, and that it serves as a rich and useful resource for partners and stakeholders.
- A focus will also be on ensuring that there is flexibility and options for all team members to easily update or create new pages, so that time is saved from the PR & Communications role, and money is saved from needing extra regular maintenance and support from an external web company.
- With the increasing workload and extra demand for digital communications during the pandemic, we will be looking to increase the PR and communications capacity. The organisation will determine the best route for bringing that extra resource to the team, and plan to recruit for a role that will manage the day-to-day social media, monthly eNewsletters, website updates and other administrative-heavy tasks.

## **EVENTS 2021/22**

### **May 2021 – Sussex Parallel Games**

Due to the Covid-19 pandemic and ongoing virus control measures, the Parallel Youth Games event did not go ahead.

### **June 2021 - Sussex School Games**

The Sussex School Games 2021 was delivered virtually, building on the success of the 2020 event. Again this offered school children and their parents/carers the opportunity to remain active and competitive, despite the anticipated ongoing disruption. The event was promoted with the support of local and national sporting champions, and online participant numbers reached 25,000.

### **September 2021 - Active Sussex Network Conference**

The Active Sussex Conference will take place as a virtual event on **23 September 2021** and will incorporate the Trust's Annual General Meeting. The event will include keynote speakers, facilitated discussions and workshops that will focus on active ageing, and a local reducing physical inactivity within priority audiences. The Trust aims to deliver a high calibre virtual Conference in September and Active Sussex Network in spring 2020. We will look to continue to grow the attendance and range of partners attending

### **November 2021 - The Sussex Sports Awards**

The Sussex Sports Awards is the high-profile event of the annual community awards calendar. Usually offering a combined showcase of business support for community sport, and a glittering platform of physical activity achievers, it is envisaged that a smaller face-to-face event will be scheduled provisionally for **19 or 26 November 2021**.

### **February 2022 - Active Sussex Network**

This popular professional networking and workforce development event will be planned for delivery in Q4 of 2021/22. Again, it is not possible to predict the course of the current pandemic, however, we have the option of a blended online workshop format or, as with the Sussex Sports Awards 2021, a smaller scale face-to-face event. Either way the programme will be tailored to meet the needs of our network partners and stakeholders, with topical news and best practice workshops.

## **Structure, governance and management**

The Sussex County Sports Partnership Trust (t/a Active Sussex) is a company limited by guarantee registered in England and Wales, number 06166961. It is also a registered Charity number 1122082. It was incorporated on 19 March 2007 and was registered as a Charity on 19 December 2007. Active Sussex is governed by its Memorandum and Articles of Association as reviewed on 16 March 2016. It became fully operational on 2 January 2008.

**SUSSEX COUNTY SPORTS PARTNERSHIP TRUST  
(ACTIVE SUSSEX)  
TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2021**

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The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Mr B E Clark	
Mr D Gale	
Mr T J Howell	
Mrs M F Kinnear	
Mrs S J M Maurel	
Ms A Pendlington	
Ms C M Ryan	(Appointed 24 September 2020)
Mr A White	(Appointed 24 September 2020)
Ms V J Woodcock-Downey	
Mrs T Woodward	
Mrs K Burrell	(Resigned 24 September 2020)
Mr A Davy	(Resigned 2 February 2021)
Mr P Millman	(Resigned 24 September 2020)
Miss C Reynolds	(Resigned 23 October 2020)

The Chief Executive is Mrs S F Mason MBE.

Active Sussex's senior employees support the Board of Directors strategically. Three sub-committees are convened by deploying appropriately skilled members from the Board to deal with Human Resources, Business Development (and Marketing), and Governance (Finance and Legal) matters that arise.

- Governance & Audit Committee: Mr B Clark, Mr A Davy (until Jan 2021), Mr A White (from June 2020), and Mrs T Woodward (until Jan 2021).
- Human Resources & Nominations Committee: Mr D Gale, Mr T Howell, Miss C Reynolds (until Oct 2020), Mrs C Ryan (from Jan 2021) and Ms V Woodcock-Downey.
- Business Development & Marketing Sub-Committee: Mrs K Burrell (until Sept 2020), Mrs M Kinnear, Mr P Millman (until April 2020), Ms A Pendlington, Mrs C Ryan (until Jan 2021) and Mrs T Woodward (from Jan 2021).

The current Board of Trustees consists of individuals from the public, private and voluntary sectors. They bring the necessary skills and experience to the Trust to ensure sound governance, probity and excellent advocacy of the charity's aims and objectives.

Active Sussex operates an open recruitment process including shortlisting and interview by the Chair, Chief Executive and representatives of the HR and Governance Committees and is in line with the provisions of Article 12 of the Articles of Association. None of the Trustees has any beneficial interest in the company. All of the Trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

Active Sussex requires all officers and staff to undertake induction and continuing professional development to familiarise themselves with the political, funding and delivery environment in which the organisation operates; to set out their respective roles and responsibilities; and to ensure accountability and compliance with statutory Charity and Company law. All Trustees are able to access governance, equity and safeguarding training opportunities on an ongoing basis via Active Sussex's professional advisers and through other recognised training providers.

#### **Organisational Structure**

Under the current governance arrangements, the day-to-day executive functions of Active Sussex are handled by its senior strategic and operational staff (or Strategic Management Group). This is made up of the Chief Executive and the four Strategic Relationship Managers. The Board oversees the work of the Strategic Management Group (via quarterly reporting process) and is responsible for setting and deciding strategic policy direction in pursuance of the charitable aims and business needs. It approves the recommendations of the Strategic Management Group.

**SUSSEX COUNTY SPORTS PARTNERSHIP TRUST  
(ACTIVE SUSSEX)  
TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2021**

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**Financial Management**

Budgets are devolved to the Strategic Management Group and other individual officers as appropriate, with monthly management accounts provided to all budget holders to enable ongoing financial monitoring and control. The Board of Directors and Governance & Audit Committee receive financial monitoring figures on a quarterly basis. All payments are authorised in accordance with Active Sussex's published financial regulations, procedures and bank mandate.

**Representation**

At county level, Active Sussex had membership of, and/or provided support to, the following strategic groups and meetings:

1. Active Hastings Partnership Group
2. Active Partnerships National Network
3. Active Rother Communities Partnership Group
4. Brighton & Hove Active & Inclusive Travel Forum
5. Brighton & Hove Sport & Physical Activity Strategic Group
6. Crawley Physical Activity Forum
7. East Sussex Healthy Weight Partnership
8. East Sussex Physical Activity Forum
9. East Sussex Youth Infrastructure Group
10. Live Longer Better Community of Learning & Practice
11. Local Organising Committee for the Sussex School Games
12. London & South East Active Partnership Directors Forum
13. Sussex Disability Sports Network
14. Sussex School Games Organisers Network
15. West Sussex Physical Activity Forum

**Auditor**

Carpenter Box were appointed as auditor to the company and for the year to 31 March 2021.

**Disclosure of information to auditor**

Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

The trustees' report was approved by the Board of Trustees.

.....  
**Mrs S J M Maurel**

Trustee

Dated: .....

**SUSSEX COUNTY SPORTS PARTNERSHIP TRUST  
(ACTIVE SUSSEX)  
STATEMENT OF TRUSTEES' RESPONSIBILITIES  
FOR THE YEAR ENDED 31 MARCH 2021**

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The trustees, who are also the directors of Sussex County Sports Partnership Trust for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the trust and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the trustees are 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 UK 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 trust will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the trust and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

# **SUSSEX COUNTY SPORTS PARTNERSHIP TRUST (ACTIVE SUSSEX) INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF SUSSEX COUNTY SPORTS PARTNERSHIP TRUST**

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## **Opinion**

We have audited the financial statements of Sussex County Sports Partnership Trust (the 'trust') for the year ended 31 March 2021 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2021 and of its incoming resources and application of resources, 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 Companies Act 2006.

## **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 trust 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**

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the trust's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

## **Other information**

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon. 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 course of 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 this gives rise to a material misstatement in the financial statements themselves. 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.

# **SUSSEX COUNTY SPORTS PARTNERSHIP TRUST (ACTIVE SUSSEX) INDEPENDENT AUDITOR'S REPORT (CONTINUED) TO THE TRUSTEES OF SUSSEX COUNTY SPORTS PARTNERSHIP TRUST**

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## **Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

## **Responsibilities of trustees**

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the trust for the purpose of company law, are 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 trustees 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 trustees are responsible for assessing the trust'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 trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

## **Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

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.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, our procedures included the following:

- Obtaining an understanding of the legal and regulatory framework that the trust operates in, focusing on those laws and regulations that had a direct effect on the financial statements and operations;
- Obtaining an understanding of the trust's policies and procedures on fraud risks, including knowledge of any actual, suspected or alleged fraud
- Discussing among the engagement team how and where fraud might occur in the financial statements and any potential indicators of fraud through our knowledge and understanding of the company and our sector-specific experience.

As a result of these procedures, we considered the opportunities and incentives that may exist within the trust for fraud. We are also required to perform specific procedures to respond to the risk of management override. As a result of performing the above, we identified the following areas as those most likely to have an impact on the financial statements: health & safety, employment law and compliance with the UK Companies Act and the Charities SORP (FRS 102).

**SUSSEX COUNTY SPORTS PARTNERSHIP TRUST  
(ACTIVE SUSSEX)  
INDEPENDENT AUDITOR'S REPORT (CONTINUED)  
TO THE TRUSTEES OF SUSSEX COUNTY SPORTS PARTNERSHIP TRUST**

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In addition to the above, our procedures to respond to risks identified included the following:

- Making enquiries of management, about any known or suspected instances of non-compliance with laws and regulations and fraud;
- Reviewing minutes of meetings of the board and senior management.
- Reading correspondence with regulators
- Challenging assumptions and judgements made by management in their significant accounting estimates; and
- Auditing the risk of management override of controls, including through testing journal entries and other adjustments for appropriateness.

Due to the inherent limitations of an audit, there is an unavoidable risk that some material misstatements in the financial statements may not be detected, even though the audit is properly planned and performed in accordance with the ISAs (UK). For instance, the further removed non-compliance is from the events and transactions reflected in the financial statements, the less likely the auditor is to become aware of it or to recognise the non-compliance.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

**Other matters which we are required to address**

The financial statements of Sussex County Sports Partnership Trust for the year ended 31 March 2020 were audited by another auditor who expressed an unmodified audit opinion on those financial statements.

**Use of our report**

This report is made solely to the charity's trustees, as a body, in accordance with part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them 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 the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

**Robin Evans BA FCA CTA (Senior Statutory Auditor)**

**for and on behalf of Carpenter Box**

**Chartered Accountants**

**Statutory Auditor**

**Worthing**

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**Carpenter Box is a trading name of Carpenter Box Limited**

**SUSSEX COUNTY SPORTS PARTNERSHIP TRUST**  
**(ACTIVE SUSSEX)**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**INCLUDING INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31 MARCH 2021**

	Notes	Unrestricted funds General 2021 £	Unrestricted funds Designated 2021 £	Restricted funds 2021 £	Total 2021 £	Total 2020 £
<b><u>Income from:</u></b>						
Donations and legacies	3	-	-	340,449	340,449	342,160
Charitable activities	5	-	-	654,092	654,092	359,950
Activities for generating funds	4	920	13,059	-	13,979	41,310
Investments	6	560	-	-	560	1,495
<b>Total income</b>		<b>1,480</b>	<b>13,059</b>	<b>994,541</b>	<b>1,009,080</b>	<b>744,915</b>
<b><u>Expenditure on:</u></b>						
<b><u>Charitable activities</u></b>						
The development of sport in Sussex	7	-	241	835,886	836,127	711,547
<b>Total charitable expenditure</b>		<b>-</b>	<b>241</b>	<b>835,886</b>	<b>836,127</b>	<b>711,547</b>
<b>Net incoming resources before transfers</b>		<b>1,480</b>	<b>12,818</b>	<b>158,655</b>	<b>172,953</b>	<b>33,368</b>
Gross transfers between funds		27,594	(27,594)	-	-	-
<b>Net income for the year/ Net incoming resources</b>		<b>29,074</b>	<b>(14,776)</b>	<b>158,655</b>	<b>172,953</b>	<b>33,368</b>
<b>Other recognised gains and losses</b>						
Actuarial (loss)/gain on defined benefit pension schemes		(236,000)	-	-	(236,000)	198,000
<b>Net movement in funds</b>		<b>(206,926)</b>	<b>(14,776)</b>	<b>158,655</b>	<b>(63,047)</b>	<b>231,368</b>
Fund balances at 1 April 2020 (as restated)		174,800	103,090	347,984	625,874	394,506
<b>Fund balances at 31 March 2021</b>		<b>(32,126)</b>	<b>88,314</b>	<b>506,639</b>	<b>562,827</b>	<b>625,874</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

**SUSSEX COUNTY SPORTS PARTNERSHIP TRUST**  
**(ACTIVE SUSSEX)**  
**BALANCE SHEET**  
**AS AT 31 MARCH 2021**

	Notes	2021		2020 as restated	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	12		-		-
			-		-
<b>Current assets</b>					
Debtors	13	8,614		8,560	
Cash at bank and in hand		1,009,369		808,947	
		1,017,983		817,507	
<b>Creditors: amounts falling due within one year</b>	14	(122,156)		(94,633)	
Net current assets			895,827		722,874
<b>Provisions for liabilities</b>	15		(333,000)		(97,000)
<b>Net assets</b>			562,827		625,874
<b>Income funds</b>					
Restricted funds	17		506,639		347,984
<u>Unrestricted funds</u>					
Designated funds	18	88,314		103,090	
General unrestricted funds		300,874		271,800	
Pension reserve	16	(333,000)		(97,000)	
			56,188		277,890
			562,827		625,874

The financial statements were approved by the Trustees on .....

.....  
Mrs S J M Maurel  
**Trustee**

**Company Registration No. 06166961**

**SUSSEX COUNTY SPORTS PARTNERSHIP TRUST**  
**(ACTIVE SUSSEX)**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

	Notes	2021 £	£	2020 £	£
<b>Cash flows from operating activities</b>					
Cash generated from operations	23		199,862		62,710
<b>Investing activities</b>					
Investment income received		560		1,495	
<b>Net cash generated from investing activities</b>			560		1,495
<b>Net cash used in financing activities</b>			-		-
<b>Net increase in cash and cash equivalents</b>			200,422		64,205
Cash and cash equivalents at beginning of year			808,947		744,742
<b>Cash and cash equivalents at end of year</b>			<u>1,009,369</u>		<u>808,947</u>

# **SUSSEX COUNTY SPORTS PARTNERSHIP TRUST (ACTIVE SUSSEX) NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021**

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## **1 Accounting policies**

### **Charity information**

Sussex County Sports Partnership Trust is a charitable company limited by guarantee incorporated in England and Wales. The registered office is University of Brighton Sports Centre, Falmer Campus, Brighton, East Sussex, BN1 9PH.

The company is limited by guarantee, not having a share capital and consequently the liability of members is limited, subject to an undertaking by each member to contribute to the net assets or liabilities of the company on winding up such amounts as may be required not exceeding £1.

### **1.1 Accounting convention**

The financial statements have been prepared in accordance with the trust's, the Companies Act 2006 and "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 2019)". The trust is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the trust. Monetary amounts in these financial statements are rounded to the nearest £1.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

### **1.2 Prior period error**

The financial statements include a restatement for the comparative period which has been made to correct the amount of a transfer made between restricted and unrestricted funds.

### **1.3 Going concern**

The financial statements have been prepared on a going concern basis. The trustees have considered relevant information, including the annual budget, forecast future cash flows and the impact of subsequent events in making their assessment. The Covid-19 pandemic and the ensuing economic shutdown has had a significant impact on the trust's operations. However, a number of additional grants were received during the year, which have provided a significant boost to income. The charity has still been able to undertake activities and no staff have been furloughed.

Active Sussex is largely funded by an agreement with Sports England 12 June 2018, which continues until 31 March 2022. They have provided informal confirmation that the agreement is expected to continue for a further three years from March 2022, but will be unable to give formal, written confirmation of this until September 2021.

In response to both the Covid-19 pandemic and the expected ongoing funding position with Sports England, the trustees have performed a robust analysis of forecast future cash flows taking into account the potential impact on the business of possible future scenarios arising from these factors. This analysis also considers the effectiveness of available measures to assist in mitigating the impact.

Based on these assessments and having regard to the resources available to the entity, the trustees have concluded that there is no material uncertainty in relation to the appropriateness of continuing to adopt the going concern basis in preparing the annual report and accounts.

### **1.4 Charitable funds**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the objectives of the charity.

**SUSSEX COUNTY SPORTS PARTNERSHIP TRUST  
(ACTIVE SUSSEX)  
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2021**

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**1 Accounting policies**

**(Continued)**

Designated funds comprise funds which have been set aside at the discretion of the trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the financial statements. A pension reserve is shown separately within unrestricted funds.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

**1.5 Income**

Income is recognised when the trust is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Donations and legacies are recognised as incoming resources when there is evidence of entitlement, receipt is probable and its amount can be measured reliably.

Income from government and other grants is recognised when the trust has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably.

Donated services and facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain the services or facilities on the open market. In accordance with the Charities SORP (FRS 102), the services provided by volunteers are not recognised in the financial statements.

Investment income relates to interest receivable on bank deposits and is recognised in the financial statements when receivable.

**1.6 Expenditure**

Expenditure is recognised on an accruals basis when a liability is incurred. Expenditure includes any VAT which cannot be fully recovered and is included within the item of expenditure to which it relates.

Charitable expenditure comprises those costs incurred by the trust in pursuit of its charitable objectives. It includes both direct costs and support costs relating to such activities. Support costs, including salaries, are apportioned on the basis of the time involved on the activity.

Governance costs include those costs associated with meeting the statutory requirements of the trust and include its audit fees and costs linked to strategic management of the trust.

**1.7 Tangible fixed assets**

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Computer equipment	3 years straight line
--------------------	-----------------------

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

**1.8 Cash and cash equivalents**

Cash and cash equivalents include cash in hand and deposits held at call with banks. The Trustees seek to use short and medium term deposits where possible to maximise the return on monies held at the bank and to manage cash flow.

**SUSSEX COUNTY SPORTS PARTNERSHIP TRUST  
(ACTIVE SUSSEX)  
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2021**

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**1 Accounting policies (Continued)**

**1.9 Financial instruments**

The trust has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the trust's balance sheet when the trust becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

The Trust enters into basic financial instruments transactions that result in recognition of financial assets and liabilities like trade and other accounts receivable and payable.

**1.10 Employee benefits**

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

**1.11 Retirement benefits**

One employee is an active member of LGPS and nine former employees are deferred member of the Local Government Pension Scheme (LGPS) administered by East Sussex County Council. Under the definition of the LGPS is a defined benefit pension scheme and is able to identify the charity's share of assets and liabilities and the requirements of FRS 102, section 28 Employee Benefits, have been followed. The charity's share of the LGPS assets are measured at fair value at each balance sheet date. Liabilities are measured on an actuarial basis using the projected unit method. The net of these two figures is recognised as an asset or liability on the balance sheet. Any movements in the asset or liability between balance sheet dates is reflected in the statement of financial activities.

**1.12 Leases**

Rentals payable under operating leases, including any lease incentives received, are charged as an expense on a straight line basis over the term of the relevant lease.

**2 Critical accounting estimates and judgements**

In the application of the trust's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

**SUSSEX COUNTY SPORTS PARTNERSHIP TRUST  
(ACTIVE SUSSEX)  
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2021**

**2 Critical accounting estimates and judgements**

**(Continued)**

**Key sources of estimation uncertainty**

**Local Government Pension Scheme**

The present value of the Local Government Pension Scheme defined benefit liability depends upon a number of factors that are determined on an actuarial basis using a variety of assumptions, including the discount rate. Any changes in these assumptions, which are disclosed in note 16, will impact the carrying amount of the pension liability. Furthermore a roll forward approach which projects results from the latest full actuarial valuation performed at 31 March 2019 has been used by the actuary in valuing the pensions liability at 31 March 2021. Any differences between the figures derived from the roll forward approach and a full actuarial valuation would impact on the carrying amount of the pension liability.

**3 Donations and legacies**

	<b>Unrestricted funds General 2021 £</b>	<b>Unrestricted funds Designated 2021 £</b>	<b>Restricted funds 2021 £</b>	<b>Total 2021 £</b>	<b>Total 2020 £</b>
Donations and gifts	-	-	-	-	1,712
Grants receivable for core activities - Sport England	-	-	340,449	340,449	340,448
	<u>-</u>	<u>-</u>	<u>340,449</u>	<u>340,449</u>	<u>342,160</u>
	<u>-</u>	<u>-</u>	<u>340,449</u>	<u>340,449</u>	<u>342,160</u>

Donations and gifts of £nil (2020: £1,712) were designated. Grants receivable of £340,449 (2020: £340,448) were restricted.

Grants received from Sports England that were unspent at the reporting date have not been deferred as as Sports England have not requested repayment of these funds.

**SUSSEX COUNTY SPORTS PARTNERSHIP TRUST  
(ACTIVE SUSSEX)  
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2021**

**4 Activities for generating funds**

	Unrestricted funds General 2021 £	Unrestricted funds Designated 2021 £	Restricted funds 2021 £	Total 2021 £	Total 2020 £
Event tickets	750	-	-	750	8,780
Shop income	-	1,200	-	1,200	-
Letting and licensing arrangements	-	3,024	-	3,024	-
Sponsorships	-	-	-	-	18,000
Other fundraising activities	170	8,835	-	9,005	14,530
	<u>920</u>	<u>13,059</u>	<u>-</u>	<u>13,979</u>	<u>41,310</u>

Income from events tickets of £750 (2020: £2,765) were unrestricted and £nil (2020: £6,015) were designated. There was no restricted income from the sale of event tickets in the current or comparative period.

Income from sponsorships of £nil (2020: £nil) were unrestricted and £nil (2020: £18,000) were designated. There was no restricted income from sponsorships in the current or comparative period.

Income from other fundraising activities of £170 (2020: £2,502) were unrestricted, £8,835 (2020: £3,695) were designated and £nil (2020: £8,333) were restricted.

**5 Charitable activities**

	2021 £	2020 £
The development of sport in Sussex	<u>654,092</u>	<u>359,950</u>
<b>Analysis by fund</b>		
Unrestricted funds - General	-	2,750
Unrestricted funds - Designated	-	10,119
Restricted funds	<u>654,092</u>	<u>347,081</u>

Included within income relating to the development of sport in Sussex are restricted grants of £654,092 (2020: £355,950) from Sports England and £nil (2020: £4,000) from English Schools Football Association.

**SUSSEX COUNTY SPORTS PARTNERSHIP TRUST**  
**(ACTIVE SUSSEX)**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**6 Investments**

	Unrestricted funds General 2021 £	Unrestricted funds Designated 2021 £	Restricted funds 2021 £	Total 2021 £	Total 2020 £
Interest receivable	560	-	-	560	1,495

Interest receivable of £560 (2020: £1,495) was unrestricted. There was no designated or restricted interest receivable in the current or comparative period.

**7 Charitable activities**

	2021 £	2020 £
Staff costs	383,461	388,274
Other costs	119,180	161,700
	<u>502,641</u>	<u>549,974</u>
Grant funding of activities (see note 8)	272,407	97,387
Share of support costs (see note 9)	52,169	52,043
Share of governance costs (see note 9)	8,910	12,143
	<u>836,127</u>	<u>711,547</u>
<b>Analysis by fund</b>		
Unrestricted funds - General	-	11,832
Unrestricted funds - Designated	241	60,576
Restricted funds	835,886	639,139
	<u>836,127</u>	<u>711,547</u>

**SUSSEX COUNTY SPORTS PARTNERSHIP TRUST**  
**(ACTIVE SUSSEX)**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**8 Grants payable**

	<b>2021</b>	2020
	£	£
Grants to institutions:		
The development of sport in Sussex	272,407	97,387
	<u>272,407</u>	<u>97,387</u>

The institutions that grants have been provided to consist of registered charities, community and amateur sports clubs, leisure centres and other sporting institutions. There were no grants made to individuals in the current or comparative period.

**9 Support costs**

	<b>Support costs</b>	<b>Governance costs</b>	<b>2021</b>	Support costs	Governance costs	2020
	£	£	£	£	£	£
Staff costs	45,102	-	45,102	29,225	-	29,225
Rent: University of Brighton	2,975	-	2,975	16,983	-	16,983
Insurance	4,092	-	4,092	776	-	776
LGPS Performance Bond	-	-	-	5,059	-	5,059
Accountancy services	-	8,910	8,910	-	9,000	9,000
Legal fees	-	-	-	-	3,143	3,143
	<u>52,169</u>	<u>8,910</u>	<u>61,079</u>	<u>52,043</u>	<u>12,143</u>	<u>64,186</u>
Analysed between						
Charitable activities	<u>52,169</u>	<u>8,910</u>	<u>61,079</u>	<u>52,043</u>	<u>12,143</u>	<u>64,186</u>

Governance costs includes amounts payable to the auditors of £6,640 (2020: £8,225) for audit and financial statement preparation.

**10 Trustees**

None of the trustees (or any persons connected with them) received any remuneration or benefits from the trust during the year. No trustee expenses have been incurred.

**SUSSEX COUNTY SPORTS PARTNERSHIP TRUST  
(ACTIVE SUSSEX)  
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2021**

**11 Employees**

The average monthly number of employees during the year was:

	<b>2021 Number</b>	<b>2020 Number</b>
Sports development	11	11
Administration	1	1
	<hr/>	<hr/>
Total	12	12
	<hr/> <hr/>	<hr/> <hr/>

**Employment costs**

	<b>2021 £</b>	<b>2020 £</b>
Wages and salaries	361,784	349,157
Social security costs	31,170	29,977
Other pension costs	35,609	38,365
	<hr/>	<hr/>
	428,563	417,499
	<hr/> <hr/>	<hr/> <hr/>

The number of employees whose annual remuneration was £60,000 or more were:

	<b>2021 Number</b>	<b>2020 Number</b>
£60,001 - £70,000	-	1
	<hr/> <hr/>	<hr/> <hr/>

**12 Tangible fixed assets**

	<b>Computer equipment £</b>
<b>Cost</b>	
At 1 April 2020	12,728
	<hr/>
At 31 March 2021	12,728
	<hr/>
<b>Depreciation and impairment</b>	
At 1 April 2020	12,728
	<hr/>
At 31 March 2021	12,728
	<hr/>
<b>Carrying amount</b>	
At 31 March 2021	-
	<hr/> <hr/>
At 31 March 2020	-
	<hr/> <hr/>

**SUSSEX COUNTY SPORTS PARTNERSHIP TRUST  
(ACTIVE SUSSEX)  
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2021**

**13 Debtors**

	<b>2021</b>	<b>2020</b>
<b>Amounts falling due within one year:</b>	<b>£</b>	<b>£</b>
Trade debtors	2,228	1,677
Prepayments and accrued income	6,386	6,883
	<u>8,614</u>	<u>8,560</u>
	<u><u>8,614</u></u>	<u><u>8,560</u></u>

**14 Creditors: amounts falling due within one year**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Other taxation and social security	14,777	16,582
Trade creditors	15,393	4,614
Other creditors	387	605
Accruals and deferred income	91,599	72,832
	<u>122,156</u>	<u>94,633</u>
	<u><u>122,156</u></u>	<u><u>94,633</u></u>

Deferred income brought forward of £38,922 was released to the statement of financial activities during the year. No deferred income was carried forward at the reporting date.

**15 Provisions for liabilities**

	<b>Notes</b>	<b>2021</b>	<b>2020</b>
		<b>£</b>	<b>£</b>
Retirement benefit obligations	<b>16</b>	333,000	97,000
		<u>333,000</u>	<u>97,000</u>
		<u><u>333,000</u></u>	<u><u>97,000</u></u>

**16 Retirement benefit schemes**

**Defined contribution schemes**

The trust operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the trust in an independently administered fund.

The charge to profit or loss in respect of defined contribution schemes was £35,609 (2020 - £38,365). These costs have been allocated to restricted funds.

**SUSSEX COUNTY SPORTS PARTNERSHIP TRUST  
(ACTIVE SUSSEX)  
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2021**

**16 Retirement benefit schemes**

**(Continued)**

**Defined benefit schemes**

The Local Government Pension Scheme (LGPS) is a funded defined benefit pension scheme, with the assets held in separate trustee-administered funds. One employee is an active member of the LGPS and nine former employees are deferred members of the LGPS administered by East Sussex County Council.

The agreed contribution rates for future years are 17.7% for employers and 9.9% for employees.

The most recent actuarial valuations of plan assets and the present value of the defined benefit obligation were carried out at 31 March 2019. This has been used by the actuary in valuing the pensions liability at 31 March 2021. The present value of the defined benefit obligation, the related current service cost and past service cost were measured using the projected unit credit method.

As disclosed in the trustees report, the University of Brighton has provided a guarantee for the liabilities that existed prior to the transfer of business to the trust as at 1 January 2008. The Subsumption Agreement was executed in January 2021

*Key assumptions*

	<b>2021</b>	<b>2020</b>
	%	%
Discount rate	2.05	2.3
Expected rate of increase of pensions in payment	2.85	1.8
Expected rate of salary increases	2.85	1.8
	<u>          </u>	<u>          </u>

*Mortality assumptions*

The assumed life expectations on retirement at age 65 are:

	<b>2021</b>	<b>2020</b>
	Years	Years
Retiring today		
- Males	21.1	21.6
- Females	23.7	23.9
	<u>          </u>	<u>          </u>
Retiring in 20 years		
- Males	21.9	22.5
- Females	25.0	25.3
	<u>          </u>	<u>          </u>

Amounts recognised in the profit and loss account:

	<b>2021</b>	<b>2020</b>
	£	£
Current service cost	16,000	27,000
Net interest on defined benefit liability/(asset)	2,000	7,000
	<u>          </u>	<u>          </u>
Total costs	18,000	34,000
	<u>          </u>	<u>          </u>

**SUSSEX COUNTY SPORTS PARTNERSHIP TRUST**  
**(ACTIVE SUSSEX)**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**16 Retirement benefit schemes**

**(Continued)**

Amounts taken to other comprehensive income:

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Actual return on scheme assets	(257,000)	116,000
Less: calculated interest element	28,000	33,000
	<u>(229,000)</u>	<u>149,000</u>
Return on scheme assets excluding interest income	(229,000)	149,000
Actuarial changes related to obligations	456,000	(368,000)
	<u><u>456,000</u></u>	<u><u>(368,000)</u></u>

The amounts included in the balance sheet arising from the trust's obligations in respect of defined benefit plans are as follows:

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Present value of defined benefit obligations	1,807,000	1,301,000
Fair value of plan assets	(1,474,000)	(1,204,000)
	<u>333,000</u>	<u>97,000</u>
Deficit in scheme	<u><u>333,000</u></u>	<u><u>97,000</u></u>

Movements in the present value of defined benefit obligations:

	<b>2021</b>
	<b>£</b>
Liabilities at 1 April 2020	1,301,000
Current service cost	16,000
Contributions from scheme members	4,000
Actuarial gains and losses	456,000
Interest cost	30,000
	<u>1,807,000</u>
At 31 March 2021	<u><u>1,807,000</u></u>

The defined benefit obligations arise from plans which are wholly or partly funded.

**SUSSEX COUNTY SPORTS PARTNERSHIP TRUST  
(ACTIVE SUSSEX)  
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2021**

**16 Retirement benefit schemes**

**(Continued)**

Movements in the fair value of plan assets:

	<b>2021</b>
	<b>£</b>
Fair value of assets at 1 April 2020	1,204,000
Interest income	28,000
Return on plan assets (excluding amounts included in net interest)	229,000
Contributions by the employer	10,000
Contributions by scheme members	4,000
Other	(1,000)
	<hr/>
At 31 March 2021	1,474,000
	<hr/> <hr/>

Sensitivity analysis:

	<b>Approximate monetary amount</b>	
	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
0.5% increase in Real Discount Rate	105,000	189,000
0.5% increase in the Salary Increase Rate	100,000	7,000
0.5% increase in the Pension Increase Rate	105,000	182,000

The fair value of plan assets at the reporting period end was as follows:

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Equity instruments	1,117,000	854,840
Debt instruments	221,000	204,680
Property	111,000	120,400
Cash	25,000	24,080
	<hr/>	<hr/>
	1,474,000	1,204,000
	<hr/> <hr/>	<hr/> <hr/>

**SUSSEX COUNTY SPORTS PARTNERSHIP TRUST  
(ACTIVE SUSSEX)  
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2021**

**17 Restricted funds**

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds				Balance at 1 April 2020 (as restated)	Movement in funds			Balance at 31 March 2021
	Balance at 1 April 2019	Incoming resources	Resources expended	Transfers (as restated)		Incoming resources	Resources expended	Transfers	
	£	£	£	£	£	£	£	£	£
Active Kids / Disability & Inclusion	2,178	-	(486)	(1,692)	-	-	(24)	400	376
Active Lives	-	17,700	(14,195)	-	3,505	10,325	(29,734)	17,700	1,796
Primary Role	85,486	340,448	(267,663)	(42,128)	116,143	340,449	(283,203)	(46,780)	126,609
CSP General Administration	46,754	-	(31,523)	6,545	21,776	-	(32,156)	22,545	12,165
DfE Volunteering	8,848	14,600	(12,089)	(400)	10,959	8,000	(9,699)	-	9,260
Primary School Support	55,702	56,888	(59,020)	(10,316)	43,254	33,185	(68,729)	(7,248)	462
Satelite Club Local Delivery	77,563	177,226	(140,118)	16,487	131,158	193,332	(172,512)	(6,545)	145,433
School Games	46,733	49,000	(74,672)	128	21,189	28,250	(44,657)	21,928	26,710
Workforce Investment	3,573	40,000	(39,373)	(4,200)	-	40,000	(35,471)	(2,000)	2,529
Tackling Inequalities fund	-	-	-	-	-	341,000	(159,701)	-	181,299
	<u>326,837</u>	<u>695,862</u>	<u>(639,139)</u>	<u>(35,576)</u>	<u>347,984</u>	<u>994,541</u>	<u>(835,886)</u>	<u>-</u>	<u>506,639</u>

Transfers represent internal transfers where a grant-funded programme has ceased, and the funds are transferred to a budget code to use for a similar purpose for which funds were originally granted. All transfers are within the terms and conditions of each grant.

**SUSSEX COUNTY SPORTS PARTNERSHIP TRUST  
(ACTIVE SUSSEX)  
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2021**

**18 Designated funds**

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Movement in funds				Movement in funds				Balance at 31 March 2021
	Balance at 1 April 2019	Incoming resources	Resources expended	Transfers	Balance at 1 April 2020	Incoming resources	Resources expended	Transfers	
Active Healthy Workplace	4,860	-	-	(4,860)	-	-	-	-	-
Charitable Fundraising	59	-	-	(59)	-	-	-	-	-
End of Contract Provision	24,638	-	-	5,812	30,450	-	-	7,786	38,236
Primary Business Income	20,000	6,624	-	-	26,624	10,245	-	-	36,869
Sussex Sports Awards	8,049	25,227	(26,615)	(4,682)	1,979	-	(236)	-	1,743
Club Coach Volunteer Workshops	1,376	4,645	(6,242)	96	(125)	2,814	1	-	2,690
Coach Education	13,099	-	(13,099)	-	-	-	-	-	-
Fundraising service	36,321	-	(3,635)	-	32,686	-	(12)	(32,674)	-
Parallel Youth Games	6,204	3,045	(5,685)	5,212	8,776	-	-	-	8,776
Future proof Performance Framework	-	-	(5,300)	8,000	2,700	-	6	(2,706)	-
	<u>114,606</u>	<u>39,541</u>	<u>(60,576)</u>	<u>9,519</u>	<u>103,090</u>	<u>13,059</u>	<u>(241)</u>	<u>(27,594)</u>	<u>88,314</u>

**SUSSEX COUNTY SPORTS PARTNERSHIP TRUST  
(ACTIVE SUSSEX)  
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2021**

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**18 Designated funds**

**(Continued)**

The designated funds held above are all held in furtherance of the trust's objects to promote sport and active recreation.

**Active Healthy Workplace** promoted physical activity and health in and around the workplace, in conjunction with employers and activity providers. The programme came to an end in the previous year and £4,860 of residual funds were returned to operational reserves.

**Charitable Fundraising** was a designated budget created to receive the proceeds of any (non-Sport England) grants secured or funds raised to deliver future new projects. There were no new projects initiated during 2019/20, and the residual balance was transferred to the Parallel Youth Games.

**End of Contract Provision** is funding set aside as a provision for payment of statutory redundancy payments due as a result of fixed term contracts

**Primary Business Income** is income that has been generated by the provision of quality PE conferences and continuing professional development opportunities by members of Active Sussex's Children & Young People's team. Funds are reinvested in capacity and delivery of programmes supporting children and young people.

**Sussex Sports Awards** is income which is generated in order to support the delivery of the annual Sussex Sports Awards event.

**Club Coach Volunteer Workshops** is a designated budget which provides for the income and expenditure related to the club development workshop programme. Income is mainly from workshop delegate fees and expenditure relates to hire of facilities, training materials and tutor costs.

**Coach Education** was a fund designated for the training and development of the coaching workforce in specific areas of Sussex, where inactivity levels were identified to be low.

**Fundraising Service** is a designated budget set aside to engage an external consultancy service to help Active Sussex generate income from charitable trusts and foundations.

**Parallel Youth Games** is funding generated by the trust in order to conduct the Youth Games for children with disabilities

**Future Proof Performance Framework** was a designated budget set aside to engage an external consultancy (Future Proof CIC) to support the development of a robust organisational performance measurement and reporting framework relating to the Primary Role work.

**SUSSEX COUNTY SPORTS PARTNERSHIP TRUST**  
**(ACTIVE SUSSEX)**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**19 Analysis of net assets between funds**

	<b>Unrestricted funds 2021 £</b>	<b>Designated funds 2021 £</b>	<b>Restricted funds 2021 £</b>	<b>Total 2021 £</b>	<b>Unrestricted funds 2020 £</b>	<b>Designated funds 2020 £</b>	<b>Restricted funds 2020 £</b>	<b>Total 2020 £</b>
Fund balances at 31 March 2021 are represented by:								
Current assets/(liabilities)	895,827	-	-	895,827	295,414	103,090	324,370	722,874
Provisions and pensions	(333,000)	-	-	(333,000)	(97,000)	-	-	(97,000)
	<u>562,827</u>	<u>-</u>	<u>-</u>	<u>562,827</u>	<u>198,414</u>	<u>103,090</u>	<u>324,370</u>	<u>625,874</u>

**SUSSEX COUNTY SPORTS PARTNERSHIP TRUST  
(ACTIVE SUSSEX)  
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2021**

**20 Operating lease commitments**

At the reporting end date the trust had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	<b>2021</b>	<b>2020</b>
	£	£
Within one year	18,757	18,564
	<u>18,757</u>	<u>18,564</u>

**21 Related party transactions**

There were no disclosable related party transactions during the current or comparative period.

**Remuneration of key management personnel**

The key management personnel of the charity comprise the Chief Executive, Head of Operations, Head of Finance and three Strategic Relationship Managers. The total employee benefits of the key management personnel of the charity were:

	<b>2021</b>	<b>2020</b>
	£	£
Aggregate compensation	247,886	249,791
	<u>247,886</u>	<u>249,791</u>

**22 Share capital and control**

Sussex Country Sports Partnership Trust is a company limited by guarantee and has no share capital. No one member has overall control of the charity.

**23 Cash generated from operations**

	<b>2021</b>	<b>2020</b>
	£	£
Surplus for the year	172,953	33,368
Adjustments for:		
Investment income recognised in statement of financial activities	(560)	(1,495)
Movements in working capital:		
(Increase)/decrease in debtors	(54)	38,675
Increase/(decrease) in creditors	27,523	(7,838)
<b>Cash generated from operations</b>	<u>199,862</u>	<u>62,710</u>

**24 Analysis of changes in net funds**

The trust had no debt during the current or comparative period.

**SUSSEX COUNTY SPORTS PARTNERSHIP TRUST  
(ACTIVE SUSSEX)  
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
*FOR THE YEAR ENDED 31 MARCH 2021***

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**25 Prior period adjustment**

The financial statements include a restatement for the comparative period which has been made to correct the amount of a transfer made between restricted and unrestricted funds. The restatement has resulted in an £23,614 increase to restricted funds and a decrease of the same amount to unrestricted funds.