

# GRANTS SCRUTINY SUB-COMMITTEE

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Wednesday, 6 September 2017 at 6.30 p.m.

Room MP701, 7<sup>th</sup> Floor, Town Hall, Mulberry Place,  
5 Clove Crescent, London, E14 2BG

**This meeting is open to the public to attend.**

**Members:**

Chair: Councillor Andrew Wood

Vice-Chair: Councillor Clare Harrisson

Councillor Ayas Miah, Councillor Candida Ronald, Councillor Shafi Ahmed, Councillor Muhammad Ansar Mustaqim,

Co-optees: Margherita De Cristofano, Sirajul Islam and 1 Vacancy

**Deputies:**

Councillor Danny Hassell, Councillor Dave Chesterton, Councillor John Pierce, Councillor Peter Golds and Councillor Mahbub Alam

[The quorum for this body is 3 Members]

**Contact for further enquiries:**

Farhana Zia, Democratic Services

Tel: 0207 364 0842

E-mail: [Farhana.zia@towerhamlets.gov.uk](mailto:Farhana.zia@towerhamlets.gov.uk)

Web: [www.towerhamlets.gov.uk](http://www.towerhamlets.gov.uk)

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QR code for smart phone users.

**1. APOLOGIES FOR ABSENCE**

**2. DECLARATIONS OF INTEREST**

**1 - 4**

**3. MINUTES OF THE PREVIOUS MEETING**

**5 - 12**

To approve as a correct record of proceedings, the minutes of the meeting held on 3<sup>rd</sup> July 2017.

**4. CONSIDERATION OF PUBLIC SUBMISSIONS**

Consideration of any written comments received from members of the public in relation to any of the reports on the agenda.

[Any submissions should be sent to the clerk listed on the agenda front page by 5pm the day before the meeting]

**5. GRANTS DETERMINATION SUB-COMMITTEE MEETING  
REPORTS FOR CONSIDERATION**

**5.1 Event Fund - Report on Event Fund Awards 2016-17 Quarter 2**

**13 - 70**

Report to follow.

**5.2 Historic Buildings Grant - St. Mary's Church, Bow**

Report to follow.

**5.3 Extension of Mainstream Grants and Corporate Grants Policy**

Report to follow.

**5.4 MSG Theme 5 Closure Report**

Report to follow.

**5.5 Aging Well Small Grants 2017/18**

Report to follow.

**5.6 ESF Community Employment Programme - Organisations Based in Council Buildings**

Report to follow.

**5.7 GDSC Forward Plan**

Report to follow.

**6. SUB COMMITTEE REPORTS FOR CONSIDERATION**

**6.1 Forward Plan**

Verbal item.

**7. ANY OTHER BUSINESS THE CHAIR CONSIDERS TO BE URGENT**

**Next Meeting of the Committee:**

Thursday, 19 October 2017 at 6.30 p.m. to be held in the Town Hall, Mulberry Place, 5 Clove Crescent, London, E14 2BG

# Agenda Item 2

## **DECLARATIONS OF INTERESTS - NOTE FROM THE MONITORING OFFICER**

This note is for guidance only. For further details please consult the Members' Code of Conduct at Part 5.1 of the Council's Constitution.

Please note that the question of whether a Member has an interest in any matter, and whether or not that interest is a Disclosable Pecuniary Interest, is for that Member to decide. Advice is available from officers as listed below but they cannot make the decision for the Member. If in doubt as to the nature of an interest it is advisable to seek advice **prior** to attending a meeting.

### **Interests and Disclosable Pecuniary Interests (DPIs)**

You have an interest in any business of the authority where that business relates to or is likely to affect any of the persons, bodies or matters listed in section 4.1 (a) of the Code of Conduct; and might reasonably be regarded as affecting the well-being or financial position of yourself, a member of your family or a person with whom you have a close association, to a greater extent than the majority of other council tax payers, ratepayers or inhabitants of the ward affected.

You must notify the Monitoring Officer in writing of any such interest, for inclusion in the Register of Members' Interests which is available for public inspection and on the Council's Website.

Once you have recorded an interest in the Register, you are not then required to declare that interest at each meeting where the business is discussed, unless the interest is a Disclosable Pecuniary Interest (DPI).

A DPI is defined in Regulations as a pecuniary interest of any of the descriptions listed at **Appendix A** overleaf. Please note that a Member's DPIs include his/her own relevant interests and also those of his/her spouse or civil partner; or a person with whom the Member is living as husband and wife; or a person with whom the Member is living as if they were civil partners; if the Member is aware that that other person has the interest.

### **Effect of a Disclosable Pecuniary Interest on participation at meetings**

Where you have a DPI in any business of the Council you must, unless you have obtained a dispensation from the authority's Monitoring Officer following consideration by the Dispensations Sub-Committee of the Standards Advisory Committee:-

- not seek to improperly influence a decision about that business; and
- not exercise executive functions in relation to that business.

If you are present at a meeting where that business is discussed, you must:-

- Disclose to the meeting the existence and nature of the interest at the start of the meeting or when the interest becomes apparent, if later; and
- Leave the room (including any public viewing area) for the duration of consideration and decision on the item and not seek to influence the debate or decision

When declaring a DPI, Members should specify the nature of the interest and the agenda item to which the interest relates. This procedure is designed to assist the public's understanding of the meeting and to enable a full record to be made in the minutes of the meeting.

Where you have a DPI in any business of the authority which is not included in the Member's register of interests and you attend a meeting of the authority at which the business is considered, in addition to disclosing the interest to that meeting, you must also within 28 days notify the Monitoring Officer of the interest for inclusion in the Register.

**Further advice**

For further advice please contact:-

- Asmat Hussain, Corporate Director for Governance and Monitoring Officer,  
Tel: 0207 364 4800

## APPENDIX A: Definition of a Disclosable Pecuniary Interest

(Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, Reg 2 and Schedule)

Subject	Prescribed description
Employment, office, trade, profession or vacation	Any employment, office, trade, profession or vocation carried on for profit or gain.
Sponsorship	<p>Any payment or provision of any other financial benefit (other than from the relevant authority) made or provided within the relevant period in respect of any expenses incurred by the Member in carrying out duties as a member, or towards the election expenses of the Member.</p> <p>This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.</p>
Contracts	<p>Any contract which is made between the relevant person (or a body in which the relevant person has a beneficial interest) and the relevant authority—</p> <p>(a) under which goods or services are to be provided or works are to be executed; and</p> <p>(b) which has not been fully discharged.</p>
Land	Any beneficial interest in land which is within the area of the relevant authority.
Licences	Any licence (alone or jointly with others) to occupy land in the area of the relevant authority for a month or longer.
Corporate tenancies	<p>Any tenancy where (to the Member's knowledge)—</p> <p>(a) the landlord is the relevant authority; and</p> <p>(b) the tenant is a body in which the relevant person has a beneficial interest.</p>
Securities	<p>Any beneficial interest in securities of a body where—</p> <p>(a) that body (to the Member's knowledge) has a place of business or land in the area of the relevant authority; and</p> <p>(b) either—</p> <p>(i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or</p> <p>(ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the relevant person has a beneficial interest exceeds one hundredth of the total issued share capital of that class.</p>

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**LONDON BOROUGH OF TOWER HAMLETS**

**MINUTES OF THE GRANTS SCRUTINY SUB-COMMITTEE**

**HELD AT 6.30 P.M. ON MONDAY, 3 JULY 2017**

**MP702, 7TH FLOOR, TOWN HALL, MULBERRY PLACE, 5 CLOVE CRESCENT,  
LONDON E14 2BG.**

**Members Present:**

Councillor Andrew Wood (Chair)  
Councillor Ayas Miah (Member)  
Councillor Clare Harrisson (Member)  
Councillor Candida Ronald (Member)  
Margherita De Cristofano (Co-Optee)

**Others Present:**

Gemma Cossins TH CVS

**Officers Present:**

Mohammed Ahad	Community Programmes Officer, Third Sector Team
Mahbubul Anam	Interim Strategic Project Manager - Whitechapel Vision, Place
Zena Cooke	Corporate Director, Resources
Emily Fieran-Reed	Service Manager, Community Cohesion, Engagement and Commissioning, Strategy, Policy and Equality
Paul Greeno	Senior Corporate and Governance Lawyer, Legal Services
Muhibul Hoque	Strategy, Policy and Performance Officer
Beth Haley Jepson	Whitechapel Delivery Project Support Officer
Abdul J. Khan	Sustainable Development Manager, Strategy Innovation & Sustainability, Development and Renewal
Carrie Kilpatrick	Deputy Director for Mental Health and Joint Commissioning
Christine McInnes	Divisional Director, Education and Partnership, Children's

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Shafi Ahmed.

## **1.1 APPOINTMENT OF CHAIR FOR THIS MEETING**

Councillor Andrew Wood put himself forward as the Chair of this meeting and Councillor Candida Ronald and Councillor Clare Harrisson seconded the appointment.

The Grants Scrutiny Sub-Committee **AGREED** to appoint Councillor Andrew Wood as Chair for the meeting.

## **2. APPOINTMENT OF VICE-CHAIR**

Councillor Clare Harrisson put herself forward to be vice-chair of the sub-committee. Her nomination was seconded by Councillors Andrew Wood, Candida Ronald and Ayas Miah.

The Sub-Committee **AGREED** to appoint Councillor Clare Harrisson as vice-chair of the sub-committee.

## **3. DECLARATIONS OF INTEREST**

Councillor Clare Harrisson declared non-pecuniary interest in item 8.1 stating that Oxford House was situated in her ward and she was familiar with the organisation.

## **4. MINUTES OF THE PREVIOUS MEETING**

The minutes from the 23<sup>rd</sup> March and 3<sup>rd</sup> May 2017 were approved to be an accurate record of the meeting.

## **5. GRANTS SCRUTINY SUB COMMITTEE REPORTS FOR CONSIDERATION**

### **5.1 Terms Of Reference, Quorum, Membership And Dates Of Meetings**

Councillor Wood referred members of the Sub-Committee to the Terms of Reference, Quorum, Membership and dates of meetings report. He stated the report was for noting and said it was useful for Members to be reminded of the purpose and responsibilities of the Sub-Committee.

Members confirmed they were happy for future meetings to commence at 6:30 p.m.

The Grants Overview and Scrutiny Sub-Committee **NOTED** the report.

## 6. CONSIDERATION OF PUBLIC SUBMISSIONS

The Sub-Committee noted that no public submissions had been submitted to the Clerk by the deadline. (5pm the day before the meeting).

## 7. GRANTS DETERMINATION SUB-COMMITTEE MEETING REPORTS FOR CONSIDERATION

### 7.1 Exercise of Discretions / Individual Mayoral Decision

There were no Exercise of Discretions/Individual Mayoral Decisions to report back to the Sub-Committee.

### 7.2 Royal London Hospital Meanwhile Use Community Garden

Beth Harley-Jepson, Project Support Officer for Whitechapel Vision Delivery team presented her report relating to the release of £40,222 of section 106 resources to Core Landscapes to relocate and establish their community garden project in Whitechapel.

The project will bring an innovative community garden at Royal London Hospital where everything is container grown to withstand moves to new locations, an innovative showcase of meanwhile space for community benefit.

Members of the Grants Scrutiny Sub-Committee asked the following questions:

- Where is the charity presently located?
- Is the cost mentioned just the cost of moving?
- What is the duration of the lease at the new location?
- What types of communities will the charity target and reach out to?
- A map showing the size and scale of the garden would have been useful.
- Were other locations considered?
- Is Bart's Trust contributing financially to the project?
- Will the site be accessible for deliveries, given it sits on an intersection?
- Is there a caveat in the contract that says the project stays in Tower Hamlets?
- What links can be made with Queen Mary University's life-sciences project in terms of benefits to the university, research and patients?
- How is the project being evaluated?

The Sub-Committee **AGREED** to endorse the recommendation contained within the report and asked their comments be reported to the Grants Determination Sub-Committee.

### 7.3 **Mental Health User Led Grants Programme - review of allocations for 2017-2018**

Carrie Kilpatrick, Commissioning Manager, Health, Adults and Community Directorate informed members the 2016/17 Tower Hamlets User led Grants (ULG) programme was approved to fund 31 user led groups to provide social and therapeutic activities that promote social inclusion, well-being, and independence for people with mental health problems aged over 18. User led groups are at the heart of the Council's strategy to develop services that give more choice and control to service users.

She referred members to page 35 and the recommendation to provide an additional £16,672 for year 2017/18 to the groups listed in the table.

Members of the Grant's Scrutiny Sub-Committee asked the following questions:

- Referring to page 36, of the 31 groups 24 met the required conditions. What is being done to build capacity because the number of groups has reduced?
- Of the 7 groups which did not meet the criteria, was money paid to them? If so was any money returned?
- Is mentoring provided to the user led groups?
- In reference to Appendix A, page 53 more information about the groups is needed.
- Are the projects evaluated and if so are the outcomes based on health outcomes?

Members of the Sub-Committee **NOTED** the report and **AGREED** the recommendation contained within the report. Members asked their comments be reported to the Grants Determination Sub-Committee.

### 7.4 **Schools Energy Retrofit Programme**

Abdul Khan, Service Manager for Energy and Sustainability informed Members his team was seeking a budget of £240,000 in order to pilot a project to support schools across the Borough to reduce energy consumption and resulting carbon dioxide emissions. The funds would be section 106 fund from the Carbon Offset Fund.

Abdul stated the project would be looking to install energy efficient measures into schools that will reduce their energy consumption, carbon emission and costs. He said there would be an open application process for schools to apply for funding for retrofit projects.

Members of the Sub-Committee asked the following questions:

- This is a worthwhile initiative and will assist schools. Energy efficiency needs to part of the building process especially for those schools which have been newly built
- Can PFI built schools also apply for funding?
- Is support to be provided to schools after the initial process of applying for funding?
- How many schools are you looking to support in the first phase?
- Would £30,000 be sufficient for schools in older Victorian buildings? Is this amount enough to cover the cost of lighting upgrades, for example?
- How does this project link with the Mayor of London's Air Quality Initiative?
- Would some schools need encouragement to apply?
- How are you to achieve economies of scale if schools can use their own contractors to deliver the energy efficiencies?

The Grants Scrutiny Sub-Committee **NOTED** the report and **AGREED** to endorse the recommendations contained within the report and asked their comments be reported to the Grants Determination Sub-Committee.

#### **7.5 MSG Quarterly Performance Monitoring Report (Jan- Mar 2017)**

Zena Cooke, Corporate Director for Resources, presented the quarterly performance report relating to the Main Stream Grant (MSG) Project for September 2015 through to August 2018.

The programme is made up of 5 broad themes covering a range of activities and services:

Project performance for this period (January to March 2017) shows there are 5 Red rated projects and 1 Amber rated project.

Zena informed members the Council was in the process of procuring and testing a 'web based' software which would enable users to interactively engage and find out how much was awarded to each project and how organisations were performing.

Members of the Grants Scrutiny Sub-Committee asked the following questions:

- **Children's Education Group** – this organisation has been on its last warning for some time. What are the issues and when is the final cut-off date for warnings?  
*The Council has corresponded with the organisation and is waiting for them to sign the 'Head of Terms' before they can move from the Red rating. In the meantime no monies have been made available to the organisation.*

- **Cubitt Town Bangladeshi Cultural Association** - Can you explain what the significant variations are?  
*It is in relation to reducing targets. We have consulted Community Languages as to if they will be providing value for money, for the amount paid.*
- In reference to page 77, could you explain why the Grant Amount and Amount Paid vary?
- In reference to page 71, point 3.20 and 3.21 it states "Trustees are not permitted to share the building." What is the reason for this?
- With respect to page 77, first line it appears a large amount of money has been expended for 5 learners to enter exams. More context and information is required, in order to analyse the progress made by the organisations.

The Grants Scrutiny Sub-Committee **NOTED** the report and **AGREED** for the report to be discussed further by the Grant's Determination Sub-Committee at its meeting of 10<sup>th</sup> July 2017.

## 7.6 Community Benefit Rent Reduction Policy Review

Emily Fieran-Reed, Service Manager for Community Cohesion, Engagement and Commissioning informed Members the Council was seeking to undertake further work to identify its community buildings portfolio. The scope is to extend the review to also include building occupied by VCS organisations exclusively either on a tenancy basis or on peppercorn rent agreements.

Emily referred Members to point 3.1 of the report which set out the main points arising and point 3.4 which stated the initial review had included 74 buildings.

Members of the Sub-Committee made the following comments and questions:

- This is a positive piece of work. There also needs to be a review of commercial buildings to ensure agreements are audited and the right relationships are in place.
- Lessons need to be learnt from the initial tranche to ensure community groups on the premises are involved and our approach is adjusted accordingly.
- TRA's would need to be engaged especially as some TRA may believe their rent for their community space is being paid by the service charge paid by renters.

The Grants Scrutiny Sub-Committee **NOTED** the report and **AGREED** to endorse the recommendations contained within the report and asked their comments be reported to the Grants Determination Sub-Committee.

## 7.7 Grants Determination Sub-Committee Forward Plan

Cllr Wood asked Members to **NOTE** the forward plan for the Grant's Determination (Cabinet) Sub-Committee.

## 8. ANY OTHER BUSINESS THE CHAIR CONSIDERS TO BE URGENT

### 8.1 Grant Support to Oxford House (Bethnal Green)

Zena Cooke, Corporate Director for Resources explained the Heritage Lottery Fund had approved funding for the Oxford House project and the Council was to match fund £250K of Section 106 monies for the project. She referred Members to point 4.1 of the report which gave a breakdown of the total cost of the project.

Members of the Sub-Committee made the following comments and asked:

- Will the section 106 monies be in addition to the cost outlined at 4.1?
- What contingency plans were in place if the project was not delivered to budget and time?
- Which section 106 pot is the money coming from? Would be helpful to see the IDB report.

The Grants Scrutiny Sub-Committee **NOTED** the report and **AGREED** to endorse the recommendations contained within the report and asked their comments be reported to the Grants Determination Sub-Committee.

### 8.2 School Clothing Grants: 2017/18 Academic Year

Christine McInnes, Service Head for Education and Partnerships apologised for the lateness of the report. She explained the report was seeking a budget of 201K for the School Clothing Grant 2017/18. The grant would assist those families in need, in order to pay for school clothing.

Members of the Sub-Committee asked the following questions:

- Can the criteria, for who is entitled to the grant be made clear? Some constituents who receive 'working tax credit' have been refused the grant.
- How are you making families aware of the clothing Grant and have you informed parents this is available to them?


- What is the take up for the grant? Can analysis be provided showing the number of beneficiaries to families in receipt of Benefits?
- How has the sum of £110 (point 3.1) been reached? Is this arbitrary. Would be useful to know when this was last reviewed.

The Grants Scrutiny Sub-Committee **NOTED** the report and **AGREED** to endorse the recommendations contained within the report and asked their comments be reported to the Grants Determination Sub-Committee.

The meeting ended at 8.00 p.m.

Chair, Councillor Andrew Wood  
Grants Scrutiny Sub-Committee



<b>Grants Scrutiny Sub Committee</b>  6 <sup>th</sup> September 2017	
<b>Report of:</b> Corporate Director, Children's	<b>Classification:</b> [Unrestricted]
<b>Event Fund - Annual Report 2016-17</b>	

<b>Lead Member</b>	<b>Cabinet Member for Culture and Youth</b>
<b>Originating Officer(s)</b>	Alison Denning
<b>Wards affected</b>	(All Wards);
<b>Key Decision?</b>	No, no decision required
<b>Community Plan Theme</b>	<b>One Tower Hamlets</b>

### Executive Summary

The Event Fund is a small grant fund for community arts events which has been operating successfully for a number of years. It works on a rolling programme with financial year 1617 still operating on monthly deadlines. The Event Fund is designed to support small scale local events with arts content to encourage participation from the local community across the borough.

The fund is part of the Council's revenue budget and is intended to support the delivery of the Council's Community Plan priorities.

This report covers Event Fund applications and events which took place within quarter 4 (between January 1<sup>st</sup> and March 31<sup>st</sup> 2017), it also looks at the year as a whole from 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017

This report will cover all applications, details of which were and were not successful with a brief explanation and breakdown of the amount spent, the wards covered and the number of beneficiaries in Quarter 4, and an overview of the awards for the year as a whole.

### Strategic Alignment

The Tower Hamlets Community Plan provides the long-term vision for the borough, articulating local aspirations, needs and priorities.

It is the objective of the Event Fund to help support the Community Plans outcomes and contribute towards its four themes:

- A Great Place to Live**
- A Fair and Prosperous Community**
- A Safe and Cohesive Community**
- A Healthy and Supportive Community**

The Event Fund exists to provide small grants for high quality public events and festivals, which are accessible to, and of benefit to the community and to promote the One Tower

Hamlets principles across the borough, which are:

- Tackling Inequality
- Strengthening Community Cohesion and,
- Building Community Leadership

The projects are expected to demonstrate:

**Administration and management of events**

- An engaging programme of events through a combination of directly delivered events and events which are delivered in partnership with other groups or community organisations.

**A robust process for collaborating with community groups or organisations**

- Evidence they have a strong approach to partnership working with local organisations across the borough and robust partnership processes in place.

**A strong understanding of equality, including:**

- Understanding of the council's commitment to equality through the Community Plan and ideally, also some understanding of the council's commitment across the protected characteristics as detailed in the Single Equality Framework.
- A proposal that outlines what issues or topics will be addressed through the events, why these have been selected and how they help the council to achieve the One Tower Hamlets principles.

**Mayor's Priorities:**

The Event Fund contributes towards the following strands of the Mayor's key priorities:

- Creating Jobs and supporting the growth of the Local Economy;
- Young People and Schools;
- Older People and Health;
- Community Safety and Community Cohesion;
- Environment and Public Realm; and
- Arts, Heritage, Leisure and Culture.

**Monitoring & evaluation**

- Organisations will be expected to have a system in place to measure the outputs and outcomes by the protected characteristics as set out in the Public Sector Equality Duty where relevant and appropriate.
- We acknowledge that there is an imbalance between number of events taking place in each ward and therefore in the year 2016-17 we asked organisers to provide additional monitoring to look at the origin of the audience / participants. Organisations are expected to have a system in place to monitor the area of the borough that their participants and audience are from and were provided with a two types of template to gather this information. This information is broken down into the 5 postcodes: E1, E2, E3, E14, E1W (data is recorded on Appendix D).
- Delegated authority for awards to be authorised by the Service Head for Culture Learning & Leisure [now, Divisional Director, Sports, Leisure, Culture & Youth] was granted by the Commissioners on 9<sup>th</sup> September 2015.

## **Recommendations:**

Grants Scrutiny Sub Committee is recommended to consider and comment on the following recommendation to Grants Determination Sub Committee that:

1. There are no recommendations to the Mayor or Cabinet;

This is an annual report of Event Fund grant applications submitted for Quarter 4 and the year as a whole from April 1<sup>st</sup> 2016 to March 31<sup>st</sup> 2017, and awards approved by the Divisional Director, Sports, Leisure, Culture & Youth.

### **1. REASONS FOR THE DECISIONS**

- 1.1 No Decisions are required. This is for information only.

### **2. ALTERNATIVE OPTIONS**

- 2.1 There are no alternative options.

### **3. DETAILS OF REPORT**

*Event Fund Applications, Quarter 4 2016/17& Annual Report 2016/17*

- 3.1 Applications were assessed by three officers independently of each other. Applications were initially checked for eligibility. If not eligible they were rejected and not assessed. If eligible, applications were scored across a number of areas:

- Track record of delivery for the organisation;
- Event outline,
- Benefit (how it meets the EF Priorities, and objectives of One Tower Hamlets),
- Accessibility, Marketing,
- Partnerships & community involvement,
- Outcomes
- Value for money.

These areas form 7 sections on the assessment form for the Event Fund 2016-17 and each area attracts a maximum score of 5, with the overall application receiving a maximum score of 35 by each assessor. The three assessors' scores are then added together to give a maximum score of 105.

The minimum total score of 63 was set by the former Service Head, and the minimum of 3 out of 5 was set by the Commissioners, on the question of benefit to the local community in order to be considered for funding. The ultimate decision on successful awards and amounts was made by the Divisional Director, Sports, Leisure, Culture & Youth on a monthly basis once applications had been assessed and scored by officers. For full details of the Guidelines and Criteria, please see Appendix E.

- 3.2 A total of 5 Applications were received in Quarter 4  
A total of 3 Applications were awarded funding.  
A total of 2 applications were declined funding.

No applications were received for the January deadline, and three were received for the February 2017 deadline. The application for Adam Doughton, Our Road, Our Heritage was received at the beginning of the financial year with applications for April 2016 and was assessed and rejected at that point. One application was received for the March 2017 deadline and was awarded. A full list of the applications received for Quarters 1-4 can be seen in Appendix A.

- 3.3 The annual budget for the Event Fund is £52,500. The maximum grant award is £2,500 however most awards are in the region of £500 - £1,500.

A total of £7,100 was awarded in Quarter 4.

Awards	Month	Total Number of Applications	Total Number Awarded	Total Number Declined
£ 0	January	0	0	0
£ 4600	February	4	2	2
£ 2500	March	1	1	1

A total of £48,500 was awarded in grants over the year 2016-17.

awards	Month	total apps	awarded	declined	quarterly
£ 1,500.00	April	4	1	3	
£ 2,250.00	May	5	4	1	
£ 10,350.00	June	22	19	3	£ 14,100.00
£ 4,300.00	July	5	4	1	
£ 3,500.00	August	5	3	2	
£ 4,700.00	September	8	4	4	£ 12,500.00
£ 9,050.00	October	14	10	4	
£ 3,250.00	November	10	4	6	
£ 2,500.00	December	2	2	0	£ 14,800.00
£ -	January	0	0	0	
£ 4,600.00	February	4	2	2	
£ 2,500.00	March	1	1	0	£ 7,100.00
£ 48,500.00	Total awarded:	80	54	26	£ 48,500.00

The target for number of awards made from the Event Fund annually is 45, the total awards made for the period 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017 was 54.

- 3.4 With the old system of Monthly deadlines, it was necessary to keep money back for the entire year, and make quarterly and monthly predictions based on previous years as to the number of applications we would receive and allocate a proportion of the fund based on that prediction. We had a dip in the applications in 2016/17 and believe the introduction of the online form to be a contributing factor. We also had a

spike in June when we allocated small grants towards the Queen’s 90<sup>th</sup> Birthday celebrations.

The number of applications received in quarter 4 was much lower than anticipated, meaning that a total of £48,500 out of the available £52,500 was awarded leaving a £4000 underspend.

£1000 of the Underspend was spent on delivering community engagement workshops with a third sector organisation to conduct outreach to parts of the borough that have not been applying to the fund and capacity build organisations to apply more confidentially for funding. These have proved to be a great success and well attended, and we have now built these into our ongoing Event Fund programme.

A further £2500 of the underspend was spent on reviewing the Event Fund forms, processes and Guidelines and Criteria. This was done following feedback that the forms were complicated, long and repetitive, and a barrier to applying. A benchmarking exercise was carried out to compare the Event Fund with other boroughs similar funding programmes, and look at the paperwork involved. As a result the forms and guidelines have been greatly simplified and new forms for under £500 and £501 to £2500 have been devised in addition to a review of the paperwork used to administer the fund for the year 2017-18 onwards.

The total actual spend from the Event Fund Budget was therefore £52,000 in total.

The move to quarterly deadlines in 17/18 is designed to make the allocation of grants fairer, and to ensure that there is a more even spread across the year and avoid underspending.

- 3.5 The evidence considered in the monitoring (Appendix D) is based on 47 applications who have submitted monitoring data for the year from 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017.

The majority of evaluation forms tend to be completed based on estimates and some do not provide feedback for all categories. This should be considered when referring to Appendix D. In addition applicants have sent their data in a mix of percentages and numbers so it was not possible to collate the results.

- 3.6 A number of applications involved multiple events and multiple venues, which is reflected in the monitoring information.

Events in Quarter 4 took place in 15 wards.

The Table below illustrates the number of funded events in each ward during quarter 4 and compares to quarters 1, 2, 3 and 4.

As a response to the lack or low numbers of Event Fund applications from certain wards in the previous year and the previous quarters, there has been additional targeting and marketing to encourage applications through the Event Fund priorities, Our East End publication, our website, social media, and e-newsletters.

<b>WARD -</b>	Number of events in each Ward QTR1	Number of events in each Ward QTR2	Number of events in each Ward QTR 3	Number of events in each Ward QTR 4	TOTAL NUMBER OF EVENTS IN EACH WARD FOR YEAR

<b>WARD -</b>	Number of events in each Ward QTR1	Number of events in each Ward QTR2	Number of events in each Ward QTR 3	Number of events in each Ward QTR 4	TOTAL NUMBER OF EVENTS IN EACH WARD FOR YEAR
1. Bethnal Green	3	2	4	2	<b>11</b>
2. Blackwall and Cubitt Town	0	1	1	1	<b>3</b>
3. Bow East	0	2	2	1	<b>5</b>
4. Bow West	2	2	5	3	<b>12</b>
5. Bromley North	0	0	0	0	<b>0</b>
6. Bromley South	0	0	0	0	<b>0</b>
7. Canary Wharf	0	2	3	2	<b>7</b>
8. Island Gardens	0	1	1	0	<b>2</b>
9. Lansbury	1	2	1	2	<b>6</b>
10. Limehouse	0	1	2	0	<b>3</b>
11. Mile End	4	2	1	1	<b>8</b>
12. Poplar	1	2	5	1	<b>9</b>
13. Shadwell	3	2	6	2	<b>13</b>
14. Spitalfields and Banglatown	4	3	5	2	<b>14</b>
15. St Dunstan's	1	0	1	1	<b>3</b>
16. St Katharine's and Wapping	0	1	2	1	<b>4</b>
17. St Peter's	1	1	3	1	<b>6</b>
18. Stepney Green	3	0	0	0	<b>3</b>
19. Weavers	4	1	3	1	<b>9</b>
20. Whitechapel	1	1	3	1	<b>6</b>

3.7 The wards with the least number of events for the year were:

- Blackwall and Cubitt Town (3 events)
- Bow East (5 events)
- Bromley North (0 events)
- Bromley South (0 events)
- Island Gardens (2 events)
- Limehouse (3 events)
- St Dunstan's (3 events)
- St Katharine's and Wapping (4 events)
- Stepney Green (3 events)

These will be made priority wards for 2017/18 with an additional targeted push for events in the eastern side of the borough as a focus for this year.

Workshops have been set up in Shadwell and Island Gardens for the next round of the Event Fund 2017/18 to try and reach some of the less active communities.

80 applications were submitted in total for 2016-2017, with 54 awards and 26 applications declined either due to not being eligible, not scoring sufficiently or not providing sufficient evidence of benefit to the local community.

There were also a number of incomplete applications visible on the system which were not submitted. We believe that the introduction of the new shorter forms and simplified Guidelines and Criteria will make the fund more accessible to less experienced event organisers, and will help to increase the spread of funding across the borough along with the continued support through funding workshops in partnership with THCVS.

#### **4. COMMENTS OF THE CHIEF FINANCE OFFICER**

- 4.1 This report complies with the requirement to provide an annual report to the Grants Determination Sub Committee on payments awarded from the Events Fund. The total amount available for the community arts events fund in 2016/17 was £52,500. The grant award process was managed by the Arts, Parks and Events team.
- 4.2 Over the course of the year, the Event Fund allocated £48,500 of its budget to 54 events out of the 80 events applications received. £1,000 was spent on outreach whilst £2,500 was spent reviewing the Event Fund forms, processes and guidelines. In total, £52,000 was spent out of the £52,500 budget.
- 4.3 Awards of £500 or more received an initial payment of 80% of the grant reflecting the spend profile of events that typically require necessary infrastructure to be purchased in advance of events. The balance of 20% is retained until receipt of the completed evaluation form, final budget statement and all supporting documents as specified in the guidelines.

#### **5. LEGAL COMMENTS**

- 5.1 There are no legal implications from this report as it is for information only. However, it is noted that information is being collected that will inform and impact upon future decisions relating to this fund. The information should therefore be appropriately considered at a time when the decisions are at a formative stage in order to show that the Council's decisions are being made on a rational and reasonable basis..

#### **6. ONE TOWER HAMLETS CONSIDERATIONS**

- 6.1 The Event Fund is designed to support small local events that bring people together and help promote a sense of community. The Event Fund helps to support the diverse local community to celebrate this richness of cultures helping to promote cultural understanding, a sense of inclusion and tolerance and promoting conditions conducive to a sense of wellbeing, community and local pride. Many of the events promote diversity, equality and intergenerational work which support the Council's One Tower Hamlets theme, making a significant contribution to creating a cohesive community.
- 6.2 All applicants must demonstrate that they will comply with the Equality Act 2010 and will not discriminate on the grounds of any of the protected characteristics specified in the Act. All groups funded must fill in the monitoring forms supplied to them which include a template for recording the nine protected characteristics. This information may be used by the Council to assess the degree to which funded events are successfully serving people with protected characteristics. Further work has been done with the One Tower Hamlets team, and some of the protected characteristics will no longer be required in the monitoring of events, however, events cannot discriminate on grounds of any of the nine protected characteristics.

- 6.2 An equality analysis has been completed (Appendix B); the Equality Analysis Quality Checklist (Appendix C), and Event Participants' Equalities Data is also attached (Appendix D).
- 6.3 The monitoring data collated from each round of applications indicated in the quarterly report, provides an overview of the characteristics and wards which need to be targeted for future rounds and officers endeavour to pro-actively engage with the community to increase participation in these areas through social media, and other targeted means. However, with limited resources, we have limited success in increasing participation. The introduction of workshops in different locations around the borough before each application deadline seeks to address this and continue with raising awareness and encouraging participation and applications to the Event Fund.
- 6.4 At the Commissioners' Decision Making Meeting on 08/11/2016, and the Grants Sub Committee agreed that, subject to monitoring of implementation and effects, a variation of the interval for processing applications from one month to three months be approved, to begin 3rd January 2017.
- 6.5 We received feedback from the Commissioners and Grants Scrutiny Sub Committee when presenting the Quarter 1 Report on 8 November 2016 that the process is difficult for some organisations and that further work is needed to engage with the community across the borough. This has been addressed through the review of the application process and the introduction of workshops.

We successfully held 2 workshops in Bromley North and Blackwall and Cubitt Town in January 2017, we have also held additional workshops in April and July 2017 prior to application deadlines for Quarters 1, 2 and 3 1718, and will continue to hold them in partnership with THCVS before the new quarterly deadlines.

## **7. BEST VALUE (BV) IMPLICATIONS**

- 7.1 The conditions of the Event Fund state that it cannot be the sole source of funding, so it helps to lever in other funding and assistance in kind for community activity. It supports valuable community led activity supporting a range of key strategic objectives of the Council in a cost effective manner which would otherwise be unlikely to take place (annually it supports circa 40 – 50 community events). The Council therefore receives added value from the events supported through their additional funding received from other sources.

The exceptions to this are certain strategic priorities such as Black History Month and special one off events such as the Queen's Birthday where some of the applicants may have small events where there is no additional funding. For these, some of the criteria are relaxed, including the need for additional cash funding. This tends to just apply to the smaller requests for funding of amounts of £500 or less. With the introduction of the new application forms for 2017-18 following the review, there are now 2 versions and the one for under £500 has less stringent requirements for additional funding.

- 7.2 The current process of monthly application deadlines and the increasing pressure placed on the fund through increased numbers of applications and the additional layers of assessment mean that the fund is costly to maintain. A decision was made at the Commissioners meeting on Tuesday 8<sup>th</sup> November 2016 to move the deadlines to quarterly for 2017/18. This will ensure that each quarter is assessed



fairly and equal weight is given to all applications within that quarter and funding amounts can be more consistent.

- 7.3 Due to changes in the administration and assessment of the Event Fund in 2016/17 which now necessitates additional cross-departmental input, and sign off by the Divisional Director, an initial review has been carried out in January 2017 for the start of the new year's applications, and a further review in March 2017 to look at how the new process has performed, and agree the formal arrangements for the assessment and administration of the Event Fund awards using the quarterly process in 2017/18.

## **8. SUSTAINABLE ACTION FOR A GREENER ENVIRONMENT**

- 8.1 [N/A]

## **9. RISK MANAGEMENT IMPLICATIONS**

- 7.1 The Council retains a 20% proportion of the grant which is paid on receipt of satisfactory monitoring information post event. Any group not providing required information would lose their second payment and may not be eligible for future funding. The Grant process is audited as determined by corporate risk management arrangements.

## **10. CRIME AND DISORDER REDUCTION IMPLICATIONS**

- 10.1 Free community events help to promote community cohesion which in turn helps to reduce crime and disorder, particularly where young people are engaged in volunteering and supporting local events.
- 10.2 Priority is given to arts events which involve young people, encourage personal responsibility and making a positive contribution to the community.

## **11. SAFEGUARDING IMPLICATIONS**

- 11.1 [Authors should identify any safeguarding risks or benefits from the proposals detailed in the report.]

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## **Linked Reports, Appendices and Background Documents**

### **Linked Report**

- Event Fund - Report on Event Fund Awards 2016/17 – Quarter 1
- Event Fund - Report on Event Fund Awards 2016/17 – Quarter 2

### **Appendices**

- Appendix A Event Fund Quarters 1-4 Applications List
- Appendix B Equality Analysis (EA)
- Appendix C EA Checklist
- Appendix D Event Participants' Equalities Data
- Appendix E Event Fund Guidelines and Criteria
-

**Background Documents – Local Authorities (Executive Arrangements)(Access to Information)(England) Regulations 2012**

- State NONE if none.

**Officer contact details for documents:**

- Alison Denning, Festivals and Events Officer  
[alison.denning@towerhamlets.gov.uk](mailto:alison.denning@towerhamlets.gov.uk) 020 7364 7907

APPENDIX A: EVENT QUARTERS 1-4 APPLICATIONS LIST

Organisation name	Event Date	Event name	Project / theme	Venue	Ward	Amount awarded	NOTES
<b>APRIL</b>						<b>£ 1,500.00</b>	
Drake music	06-Apr	Soundbox	Disability	Brady	Spitalfields & Banglatown	£ 1,500.00	
Umorpor Union	10-Apr	Dinner Party celebrating achievement		Regent's Lake Banqueting venue	Bow West	£ -	Closed event. Asked for double max amount. Not eligible
Daedalus	02-Apr	East Stories - Childrens workshops		Brady	Spitalfields & Banglatown	£ -	Did not score sufficiently
Soytensen	14-Apr	Pohela Boishakh		Brady	Spitalfields & Banglatown	£ -	Not eligible
<b>MAY</b>						<b>£ 2,250.00</b>	
Rainbow FF	29 May - 5 June	Rainbow Film Festival		VARIOUS	Weavers, Spitalfields & Banglatown,	£ 1,250.00	
Other Asias	29-May	DIY Cultures		Rich Mix	Weavers	£ 750.00	
Brick Lane Circle	7th May	Stand up Comedy	cohesion	Rich Mix	Weavers	£ -	Did not score sufficiently
Creative Support	28-May	Queen's Birthday	Queen's Birthday	Sue Starkey House	Stepney Green	£ 250.00	
Athol Square RA	28-May	Queen's Birthday	Queen's Birthday	Athol Square Car Park	Lansbury	£ -	awarded £250 but event did not go ahead
<b>JUNE</b>						<b>£ 10,350.00</b>	
Lower Regents Coalition	26-Jun	East End Canal Festival		Art Pavilion	Mile End	£ 1,000.00	
Dash Arts	01-Jun	Dash Art Dacha		Rich Mix	Weavers	£ 1,750.00	
Swadhinata Trust	19 - 21 June	Immigrants of Spitalfields				£ -	Did not score sufficiently
Story Spinner	15 June - 6 July	story share		V & A Museum of Childhood, Ted Roberts Sheltered Accommodation	Bethnal Green	£ -	awarded £350 but withdrew application due to failure to secure additional funding
Deep:Black	1 June - 30 Sept	Birds Crossing Borders		28 Redchurch St, Rich Mix	Weavers	£ 475.00	
Irish Traveller Movement	26-Jun	Gypsy Traveller Summer Fair		Mile End Park	Mile End	£ 500.00	awarded £500 but no Acceptance form received.
SPLASH	1-6 June	The 4 C's Celebrate		Poplar Ward estates	Poplar	£ 800.00	
THCH	12-Jun	Queen's Birthday	Queen's Birthday	Cable St Club Room	Shadwell	£ 250.00	
Auto Italia South East	11 - 30 June	Learning Live		Auto Italia	St Peter's	£ 1,000.00	
BSK	04-Jun	Boi Lit		Oxford House	St Peter's	£ -	Did not score sufficiently
FOTHCP	04-Jun	Summer Fayre		TH Cemetery Park	Mile End	£ 825.00	
Muslim Womens Collective	25-Jun	Queen's Birthday	Queen's Birthday	Berner Estate	Shadwell	£ 250.00	
GUYO	12-22 June	Bengal Comes To Bethnal Green		Brady Centre, Rich Mix, TH Primary Schools	various	£ -	Did not score sufficiently
Friends of Ford & Sidney Square	12-Jun	Queen's Birthday	Queen's Birthday	Sidney Square, Ford Square	Stepney Green, Whitechapel	£ -	awarded £250 but never sent in acceptance form.
Gateway Housing	11-Jun	Queen's Birthday	Queen's Birthday	Huddleston Close	Bow West	£ 250.00	
Spitalfields Music	10-Jun	once around the sun		Spitalfields Market	Spitalfields & Banglatown	£ 1,500.00	
Stepney City Farm	12-Jun	Queen's Birthday	Queen's Birthday			£ 250.00	
National Centre for Circus Arts	16-26 June	Depart		TH Cemetery Park	Mile End	£ 500.00	
Mukul and the Ghetto Tigers	19June - 31 July	Abhijan				£ 500.00	
Queen's Head Supporters	12-Jun	Queen's Birthday	Queen's Birthday	York Square Gardens	St Dunstan's	£ 250.00	
Chisenhale Ladder Neighbourhood	19-Jun	Queen's Birthday	Queen's Birthday	Chisenhale Road	Bow West	£ -	awarded £250 but declined award due to amount of paperwork required
Cranbrook RA	12-Jun	Queen's Birthday	Queen's Birthday	Cranbrook Community Centre	Bethnal Green	£ 250.00	
<b>Quarter 1</b>						<b>£ 14,100.00</b>	
<b>JULY</b>						<b>£ 4,300.00</b>	
Hikapee	24-Jul	Home		Island Gardens	Island Gardens	£ 800.00	
FOMEF	03-Jul	Park Life		Mile End Park	Mile End	£ 1,500.00	
Green Candle Dance Co	13 - 14 July	Sagacity!	Age	Oxford House	St Peter's	£ 1,000.00	
Young and Talented	02-Jul	Tiny Stories Summer Event	Age	Oxford House	St Peter's	£ -	did not score sufficiently - high cost for low number of beneficiaries and lack of evidence of benefit to wider community.
Teviot Partnership	16-Jul	Langdon Park Festival		Langdon Park	Lansbury	£ 1,000.00	
<b>AUGUST</b>						<b>£ 3,500.00</b>	
Kazzum	22 - 26 Aug	Head Space		V & A Museum of Childhood	Bethnal Green	£ 2,000.00	
London Athletics	07-Aug	London Athletics Community Games		Mile End Park / Stadium	Mile End	£ -	Not eligible
SPLASH	1 - 26 Aug	Blackwall Road Show		5 estates in Lap 7	Poplar	£ 500.00	
Open Book Theatre	1 - 26 aug	Terrible Tails		Libraries and Idea Stores: Cubitt, Watney, Bow, Chrisp St, Whitechapel, Canary W	Blackwall & Cubitt Town, Shadwell, Bow West, Lansbury, Spitalfields & Banglatown, Canary Wharf	£ 1,000.00	
Early Years Network	03-Aug	Play Day		Victoria Park and Mile End Park	Mile End, Bow West	£ -	Did not demonstrate sufficient benefit to wider community
<b>SEPTEMBER</b>						<b>£ 4,700.00</b>	
Tamarind Theatre	11-30 Sept	Umrao Jaan - Circle of Light		Brady Arts Centre, George Green School	Spitalfields & Banglatown, Island Gardens	£ -	Did not demonstrate sufficient benefit to wider community
Saudha Society	25th Sept - 10th Dec	Bangla Music Festival		Kobi, Rich Mix, Rough Trade, River Poet, Town House, Idea Store Whitechapel, Brady	Weavers, Spitalfields & Banglatown,	£ 1,000.00	
Providence Row HA	01-Sep	Dellow Nights 2016		Providenc Row, E1 7SA	Spitalfields & Banglatown	£ -	Did not score sufficiently
Theatre Centre	21-Sep	Layla's Room	BHM	Mulberry School & Bigland Centre	Shadwell	£ -	Did not score sufficiently
Yard Theatre	17-Sep-16	Hub 67 Relaunch		Hub 67	Bow East	£ 700.00	
Up Projects	23-25 Sept 16	Swarming the Castle		Mile End Park	Mile End	£ 1,000.00	
Universal Brand	30 Sept - 29 Oct	TRIBE	BHM	The Republic Gallery, Brady Centre	Spitalfields & Banglatown, Poplar	£ -	Did not demonstrate sufficient benefit to wider community

APPENDIX A: EVENT QUARTERS 1-4 APPLICATIONS LIST

Organisation name	Event Date	Event name	Project / theme	Venue	Ward	Amount awarded	NOTES
Grand Union Music Theatre Ltd	23 Sept - 8 Oct	Remembering Cable Street	Cable Street	St John's Church, Brady Centre, St Leonard's Church	St Katherine's & Wapping, Bow East & West, Canary Wharf, Limehouse, Poplar, Shadwell, Whitechapel, Bethnal Green, Spitalfields & Banglatown	£ 2,000.00	
<b>Quarter 2</b>						<b>£ 12,500.00</b>	
<b>OCTOBER</b>						<b>£ 9,050.00</b>	
Half Moon	01-Oct	Fun Palaces		Half Moon Theatre	St Dunstan's	£ 750.00	
KAYD Somali Arts and Culture	21-30 Oct	Somali Week Festival	BHM	Oxford House	St Peter's	£ 2,000.00	
AYOKA	1-2 Oct	Theatre Focused African Culture Workshops	BHM	1 Lochnagar St	Poplar	£ 500.00	
Nomad Projects	1-31 Oct	Black History Oral Archive	BHM	various	various	£ 2,000.00	
Speak Nest	23-Oct	Speak Vocal Training	BHM	St Margaret's House	Bethnal Green	£ -	Did not score sufficiently
Ingeenium	15-Oct	East London Youth Gospel Workshop	BHM	Tredegar Community Centre	Bow West	£ 300.00	
Alternative Arts	1 Oct - 30 Nov	Photomonth	BHM	various	various	£ 1,000.00	
Thick as Thieves Theatre	2-20 Oct	The Tempest		Trussler Hall, Whitechapel Idea Store, Watney Market IS.	Poplar, Shadwell, Spitalfields & Banglatown	£ -	Cancelled
Young News	24 Oct - 4 Nov	Make and Celebrate		Montefiore Centre	Spitalfields & Banglatown	£ -	Did not demonstrate sufficient benefit to wider community
Udichi	15-16 Oct	Bangla Book Fair	BHM	Waterlily	Bethnal Green	£ 500.00	
THCH	19-Oct	BH Exhibition & Play	BHM	Tarling East Community Centre	Shadwell	£ 500.00	
Cornucopia Theatre	1-8 Oct	Before the Battle of Cable Street	Cable Street	St George's Gardens, Jamboree, Schools and Idea Stores	Shadwell,	£ 1,000.00	
Lon-Art	15-Oct	HERstoric Black Women	BHM	Idea Store Watney Market	Shadwell	£ 500.00	
Cinderella Rockerfella	28-31 Oct	Afro Irish Beats	BHM	Studio B6, Bow Business Centre	Bow East	£ -	Did not score sufficiently
<b>NOVEMBER</b>						<b>£ 3,250.00</b>	
Mukul and the Ghetto Tigers	11 - 12 Nov	Mishti Girls	SBD	Pinter Hall QMUL	Mile End	£ 1,000.00	
Mayflower Primary	01-Nov	Celebrating Significant People	BHM			£ -	Closed event. Not eligible
The Tagoreans	06-Nov	Bashikaran	SBD	Rich Mix	Weavers	£ -	Did not score sufficiently
Leicester Probashi	25-Nov	Drama - DK Bose er diary	SBD	Brady	Spitalfields & Banglatown	£ -	Did not score sufficiently
SOAS Indian Dance Society	13-Nov	An East Wind	SBD	Pinter Hall QMUL	Mile End	£ -	Did not score sufficiently
Akoban Awards	02-Nov	As Long as You're of African Heritage	BHM	Brady	Spitalfields & Banglatown	£ 500.00	
Urmi Cultural Organisation	18-Nov	Nobitun's New Year	SBD	Brady	Spitalfields & Banglatown	£ -	Did not score sufficiently
Poplar HARCA	7 Sep - 7 Dec	Box of Toys, Poplar Film		various	Poplar	£ 1,400.00	
Docklands Theatre of Performing Arts	19-Nov	Ekmotho Jonmovumi	SBD	Brady	Spitalfields & Banglatown	£ -	Did not score sufficiently
Jumble Abode Theatre	22-23 Nov	The Invention of Shoes	SBD	The Space	Canary Wharf	£ 350.00	
<b>DECEMBER</b>						<b>£ 2,500.00</b>	
Journey to Justice	10th Dec	Journey To Justice Opening Event		Rich Mix	Weavers	£ 1,000.00	
Open Book Theatre	16 - 22 Dec	A Christmas Carol		Idea Stores Bow, Canary Wharf, Chrisp Street, Watney Market, Whitechapel, Cubitt Town Library	Bow West, Canary Wharf, Lansbury, Shadwell, Spitalfields and Banglatown, Blackwall and Cubitt Town	£ 1,500.00	
<b>QUARTER 3</b>						<b>£ 14,800.00</b>	
<b>JANUARY</b>						<b>£ -</b>	
NO APPLICATIONS							
<b>FEBRUARY</b>						<b>£ 4,600.00</b>	
Adam Doughton Illustration	1 Feb - 8 April 16	Our Road, Our Heritage				£ -	Did not score sufficiently
St Andrew's Youth Development Trust	13-17 Feb 17	Half Term Sport and Art Camp	young people	Lawdale School	St Peter's	£ -	Did not demonstrate sufficient benefit to wider community
Thick as Thieves Theatre	11 - 19 Feb	The Ugly Duckling and Other Stories	families and young people. Non / new theatre going audiences	Idea Stores Bow, Canary Wharf, Chrisp Street, Bethnal Green, Watney Market, Whitechapel, Cubitt Town Library	Bow West, Canary Wharf, Lansbury, Shadwell, Spitalfields and Banglatown, Blackwall and Cubitt Town, Bethnal Green	£ 2,100.00	
Incloudu	1 - 19 Feb	Traditions	deaf and disabled, young, old,	Art Pavilion	Bow West.	£ 2,500.00	
<b>MARCH</b>						<b>£ 2,500.00</b>	
Alternative Arts	1 - 31 March	Women's History Month		various	various	£ 2,500.00	
<b>QUARTER 4</b>						<b>£ 7,100.00</b>	
<b>Month</b>	<b>total apps</b>	<b>awarded</b>	<b>declined</b>	<b>QUARTERLY</b>	<b>TOTAL GRANTS</b>	<b>£ 48,500.00</b>	
April	4	1	3		Event Fund workshops	£ 1,000.00	
May	5	4	1		Event Fund Review of forms and processes	£ 2,500.00	
June	22	19	3	£ 14,100.00	<b>TOTAL SPEND</b>	<b>£ 52,000.00</b>	
July	5	4	1				
August	5	3	2				
September	8	4	4	£ 12,500.00			
October	14	10	4				
November	10	4	6				
December	2	2	0	£ 14,800.00			
January	0	0	0				
February	4	2	2				
March	1	1	0	£ 7,100.00			
<b>Total awarded:</b>	<b>80</b>	<b>54</b>	<b>26</b>	<b>£ 48,500.00</b>			

# Equality Analysis (EA)

Financial Year  
**2016/17**

## Section 1 – General Information (Aims and Objectives)

Name of the report

### Event Fund – Annual Report 2016/17

This is to analyse the implementation of the Event Fund during the period of the financial year of 2016/17.

See Appendix  
**A**

Current decision  
rating



Service area:

Children's

Team name:

Culture, Learning and Leisure

Service manager:

Judith St. John, Acting Divisional Director for Sports, Leisure and Culture

Name and role of the officer completing the EA:

Alison Denning, Festival and Events Officer

## Section 2 – Evidence (Consideration of Data and Information)

What initial evidence do we have which may help us think about the impacts or likely impacts on service users or staff?

The service collects the following data:

1. Protected characteristics that the events intended to focus on. This information was collected by the evaluation form.
2. Equalities data of people who benefited from the project in percentage. This information is collected by the successful applicants and included in the event evaluation form. The form requires the event organisers to specify if the number is actual or estimate.

### 2. Equality data of people who benefited from the events

All event applications need to demonstrate that their events will be accessible to deaf and disabled people, this includes venues, content and with some of the applications they specifically mentioned disabled people benefiting.

47 out of 54 organisations have submitted the evaluation form including the equality data of people who benefited from the events to the service. The details of the returned data are as attached Appendix D: Event Participants Equalities Data. It should be noted that the majority of the data is based on estimates and some evaluation forms did not give data for all categories.

## Section 3 – Assessing the Impacts on the 9 Groups

Target Groups	Impact – Positive or Adverse	Reason(s)
	What impact will the proposal have on specific groups of service users or staff?	<ul style="list-style-type: none"> <li>• Please add a narrative to justify your claims around impacts and,</li> <li>• Please describe the analysis and interpretation of evidence to support your conclusion as this will inform decision making</li> </ul> Please also how the proposal will promote the three One Tower Hamlets objectives? <ul style="list-style-type: none"> <li>-Reducing inequalities</li> <li>-Ensuring strong community cohesion</li> <li>-Strengthening community leadership</li> </ul>
Race	Positive	The given data suggest that a range of communities of this group participated in the events.
Disability	Positive	The given data shows that this group participated in at least seven events during this period.
Gender	Positive	The given data suggest that both male and female participated in the events.
Gender Reassignment	Positive	The given data show some trans people participated in three events.
Sexual Orientation	Positive	There is data that this group participated in five funded events ( the majority answered not known)
Religion or Belief	Positive	It appears that various groups participated in at least eight funded events. ( the majority answered not known)
Age	Positive	The given data suggest that different age groups participated in the events.
Marriage and Civil Partnerships.	Positive	The data suggests the relationship status of the participants at six events.
Pregnancy and Maternity	Positive	The given data suggest that people of this group participated in two events.
Other Socio-economic Carers		

## Section 4 – Mitigating Impacts and Alternative Options

N/A

From the analysis and interpretation of evidence in section 2 and 3 - Is there any evidence or view that suggests that different equality or other protected groups (inc' staff) could be adversely and/or disproportionately impacted by the proposal?

Yes?

No?

If yes, please detail below how evidence influenced and formed the proposal? For example, why parts of the proposal were added / removed?

*(Please note – a key part of the EA process is to show that we have made reasonable and informed attempts to mitigate any negative impacts. An EA is a service improvement tool and as such you may wish to consider a number of alternative options or mitigation in terms of the proposal.)*

*Where you believe the proposal discriminates but not unlawfully, you must set out below your objective justification for continuing with the proposal, without mitigating action.*

## Section 5 – Quality Assurance and Monitoring

N/A

Have monitoring systems been put in place to check the implementation of the proposal and recommendations?

Yes?

No?

How will the monitoring systems further assess the impact on the equality target groups?

Does the policy/function comply with equalities legislation?

(Please consider the [OTH objectives](#) and [Public Sector Equality Duty](#) criteria)

Yes?

No?

If there are gaps in information or areas for further improvement, please list them below:

How will the results of this Equality Analysis feed into the performance planning process?

## Section 6 - Action Plan

As a result of these conclusions and recommendations what actions (if any) **will** be included in your business planning and wider review processes (team plan)? Please consider any gaps or areas needing further attention in the table below the example.

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Recommendation	Key activity	Progress milestones including target dates for either completion or progress	Officer responsible	Progress
<b>Example</b>				
1. Better collection of feedback, consultation and data sources	1. Create and use feedback forms. Consult other providers and experts	1. Forms ready for January 2010 Start consultations Jan 2010	1.NR & PB	
2. Non-discriminatory behaviour	2. Regular awareness at staff meetings. Train staff in specialist courses	2. Raise awareness at one staff meeting a month. At least 2 specialist courses to be run per year for staff.	2. NR	

Recommendation	Key activity	Progress milestones including target dates for either completion or progress	Officer responsible	Progress
1. Better outreach and geographical spread of the Event Fund across the borough	1. Set up 2 workshops prior to each quarterly application deadline in venues across the borough. Working with THCVS to deliver. To encourage more participation and to widen the spread of funding across the borough.	1. some workshops have already taken place, and they have been useful in connecting to the community and understanding their concerns re. applying for funds. They have also enabled us to express the priorities and purpose of the fund and target specific areas.	1 AD / EF-R	1. First workshops were done Jan 2017 (ongoing)



<p>2. More streamlined collection and collation of monitoring data and simplify.</p> <p>3. Simplified Application forms</p>	<p>2. Create new simplified monitoring and evaluation forms for 2017-18.</p> <p>3. Review of the application form and criteria to simplify process and increase involvement from less confident communities</p>	<p>2. One TH have revised the requirement for the Event Fund. Review of processes and evaluation forms to be put online for 1718. We will work towards implementing the online Evaluation form to enable us to gather more consistent monitoring statistics within quarter 3 of 1718.</p> <p>3. Overhaul of application process for 1718 with new application forms for £500 and under and £501 to £2500</p>	<p>AD / NSJ / EF-R</p> <p>AD / NSJ</p>	<p>2. Evaluation form to be online by end of August 2017 (In progress)</p> <p>New forms and guidelines and criteria online by Quarter 3 2017-18</p>
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## APPENDIX C: EQUALITY ANALYSIS QUALITY ASSURANCE CHECKLIST

<b>Name of 'proposal' and how has it been implemented</b> (proposal can be a policy, service, function, strategy, project, procedure, restructure/savings proposal)	<b>Annual Report for Event Fund Applications for Events taking place during quarters 1 - 4 financial year 2016/17</b>
<b>Directorate / Service</b>	<b>Children's / Culture, Learning and Leisure</b>
<b>Lead Officer</b>	<b>Steve Murray, Head of Arts, Parks and Events</b>
<b>Signed Off By (inc date)</b>	
<b>Summary – to be completed at the end of completing the QA (using Appendix A)</b> (Please provide a summary of the findings of the Quality Assurance checklist. What has happened as a result of the QA? For example, based on the QA a Full EA will be undertaken or, based on the QA a Full EA will not be undertaken as due regard to the nine protected groups is embedded in the proposal and the proposal has low relevance to equalities)	<div style="display: flex; align-items: center; margin-bottom: 10px;"> <div style="width: 20px; height: 20px; background-color: green; margin-right: 10px;"></div> <div><b>Proceed with implementation</b></div> </div> <p>An Equality Analysis is attached.</p>

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Stage	Checklist Area / Question	Yes / No / Unsure	Comment (If the answer is no/unsure, please ask the question to the SPP Service Manager or nominated equality lead to clarify)
<b>1</b>	<b>Overview of Proposal</b>		
a	Are the outcomes of the proposals clear?	Yes	Annual Report showing the awards made from the Event Fund for the period 1 <sup>st</sup> April 2016 to 31 <sup>st</sup> March 17.
b	Is it clear who will be or is likely to be affected by what is being proposed (inc service users and staff)?	Yes	An Equality Analysis (Appendix B) identifies the positive impact on the protected characteristics.

	Is there information about the equality profile of those affected?		Monitoring data included in the Evaluation Form provide an audience profile.  The evaluation highlights benefits for residents, including involving equalities groups (e.g. young people, older people, families, under-represented communities) and enhancing cross-cultural understanding and cohesion.
<b>2</b>	<b>Monitoring / Collecting Evidence / Data and Consultation</b>		
a	Is there reliable qualitative and quantitative data to support claims made about impacts?	Yes	Evaluation / monitoring forms reflect this data.
	Is there sufficient evidence of local/regional/national research that can inform the analysis?	Yes	The applicants provide necessary information by completing Events fund application
b	Has a reasonable attempt been made to ensure relevant knowledge and expertise (people, teams and partners) have been involved in the analysis?	Yes	The service have evaluated the data and information provided by the applicants and recommended events making high enough scores.
c	Is there clear evidence of consultation with stakeholders and users from groups affected by the proposal?	Yes	Covered in application process
<b>3</b>	<b>Assessing Impact and Analysis</b>		
a	Are there clear links between the sources of evidence (information, data etc) and the interpretation of impact amongst the nine protected characteristics?	Yes	The online Event Fund Application Form and guidelines and criteria include expected benefits and impact on the different protected characteristics. The assessment questions and score sheet provide interpretation of impact against different protected characteristics.
b	Is there a clear understanding of the way in which proposals applied in the same way can have unequal impact on different groups?	Yes	See above.
<b>4</b>	<b>Mitigation and Improvement Action Plan</b>		
a	Is there an agreed action plan?	Yes	The report is retrospective, however the Equalities Data (Appendix D) highlights areas to be included in an action plan for increasing outreach for the Equalities 9 protected Characteristics.

b	Have alternative options been explored	Yes	Applications which did not fully meet the criteria and priorities outlined in section 4 of the Event Fund 2016/17 Guidelines and Criteria were not successful.
<b>5</b>	<b>Quality Assurance and Monitoring</b>		
a	Are there arrangements in place to review or audit the implementation of the proposal?	Yes	The fund procedures are reviewed annually along with its criteria and how it is marketed. Additional reviews are ongoing to ensure that any areas not being addressed are targeted.
b	Is it clear how the progress will be monitored to track impact across the protected characteristics??	Yes	The successful applicants will be asked to provide a completed evaluation form.  The second payment of 20% will not be made until the Council receive required documents including a completed evaluation form and equalities monitoring.
<b>6</b>	<b>Reporting Outcomes and Action Plan</b>		
a	Does the executive summary contain sufficient information on the key findings arising from the assessment?	Yes	

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Organisation	Project	Benefit				
		Participants	audience	artists	managers /organisers	total attendance
Dash Arts	Dash Art Dacha	0	1500	40	4	1544
Hikapee	Home	0	400	10	3	413
FOMEPE	Park Life	800	1000	30	7	1837
Green Candle Dance Co	Sagacity!	89	126	70	4	289
Teviot Partnership	Langdon Park Festival	30	386	45	9	470
Kazzum	Head Space	1000	2000	3	3	3006
SPLASH	Blackwall Road Show	1000	1500	100	6	2606
Open Book Theatre	Terrible Tails	10	245		1	256
Saudha Society	Bangla Music Festival	70	1000+	26	7	103
Yard Theatre	Hub 67 Relaunch	130	211	16	6	363
Up Projects	Swarming the Castle	90	1294	19	4	1407
Grand Union Music Theatre Ltd	Remembering Cable Street	200	300	30	5	533
Open Book Theatre Ltd	A Christmas Carol		300	7	2	309
African Women's Welfare Association	Theatre Focussed African Culture Workshops	20	350	6	4	380
Akoban Awards	As Long As You're of African Heritage	6	78	5	3	92
Kayd Somali Arts & Culture	Somali Week Festival 2016	50	4000	70	10	4130
Half Moon Young People's Theatre	Fun Palaces	542	360	10	6	918
Ayoka	Theatre Focused African Culture Workshops	20	350	6	4	380
Nomad Projects	Black History Oral Archive	20	15055	3	2	15080
Ingenium	East London Youth Gospel Workshop	6	2		3	11
Alternative Arts	Photomonth	3500	15000	700	5	19205
THCH	BH Exhibition & Play		66	6	2	74
Cornucopia Theatre	Before the Battle of Cable Street	35	220	27	1	283
Mukul and the Ghetto Tigers	Mishti Girls	29	98	3	7	137
Poplar HARCA	Box of Toys, Poplar Film	34	242	34	4	314
Jumble Abode Theatre	The Invention of Shoes	7	124		2	133
Journey to Justice	Journey To Justice Opening Event	40	150	40	10	240
Alternative Arts	Women's History Month in Tower Hamlets	607	15750	500	125	16982
Thick as Thieves	The Ugly Ducking and Other Stories	0	353	5	2	360

Organisation	Project	Benefit				
		Participants	audience	artists	managers /organisers	total attendance
BENEFIT CONTINUED						
Auto Italia South East	Learning Live	140	1578	18	4	1740
Cranbrook Tenants and Residents Association	Queen's 90th Birthday Party	100	100	1	3	204
Creative Support	A Thoroughly Royal Afternoon	67		2	4	73
Deep:Black London	Birds Crossing Borders Exhibition	67	4350	7	3	4427
Drake Music	Soundbox	18	42	6	2	68
Friends of Tower Hamlets Cemetery Park	Summer Fayre	51	499	22	3	575
Gateway Housing Association	Huddleston Close 90th Anniversary Celebrations	80		2	7	89
Lower Regent's Coalition	East End Canal Festival	120	2000	57	2	2179
Mukul and the Ghetto Tigers	Abhijan (Traveller to a new destination)	12	730	7	8	757
Muslim Women's Collective	90 Glorious Years	14	73	2	1	90
National Centre for Circus Arts	Depart	213	4331	9	38	4591
Other Asias	DIY Cultures 2016	295	1500	283	3	2081
Queens Head Supporters	York Square - Queens 90th Birthday Street Party	80	0	0	6	86
Rainbow Film Society	17th Rainbow Film Festival	21	1038	19	14	1092
Spitalfields Music	Once Around the Sun	102	1,500	16	10	1628
SPLASH	The 4Cs Celebrate a Special Week	200	1000	20	12	1232
Stepney City Farm	The Big Lunch	20	40	8	12	80
Tower Hamlets Community Housing	Golden Pensioner's Queen's Birthday BBQ		29		2	31
<b>TOTALS</b>		<b>9935</b>	<b>80270</b>	<b>2290</b>	<b>385</b>	<b>92878</b>

Organisation	Project	Gender		
		Women	Men	Transgender
Dash Arts	Dash Art Dacha	55%	45%	
Hikapee	Home	50%	50%	
FOMEPE	Park Life	50%	50%	
Green Candle Dance Co	Sagacity!	80%	20%	
Teviot Partnership	Langdon Park Festival	65%	35%	



Organisation	Project	Gender (contd)		
		Women	Men	Transgender
Kazzum	Head Space	65%	35%	
SPLASH	Blackwall Road Show	70%	30%	
Open Book Theatre	Terrible Tails	60%	39%	1%
Saudha Society	Bangla Music Festival	500+	490+	
Yard Theatre	Hub 67 Relaunch	55%	45%	
Up Projects	Swarming the Castle	70%	30%	
Grand Union Music Theatre Ltd	Remembering Cable Street	54%	46%	
Open Book Theatre Ltd	A Christmas Carol	200	100	
African Women's Welfare Association	Theatre Focussed African Culture Workshops	60%	30%	10%
Akoban Awards	As Long As You're of African Heritage	48 (E)	30 (E)	
Kayd Somali Arts & Culture	Somali Week Festival 2016	65%	35%	
Half Moon Young People's Theatre	Fun Palaces	59%	41%	
Ayoka	Theatre Focused African Culture Workshops	60%	30%	10%
Nomad Projects	Black History Oral Archive			
Ingeenium	East London Youth Gospel Workshop	9	1	1
Alternative Arts	Photomonth	48%	52%	
THCH	BH Exhibition & Play	40% (Est)	60%	
Cornucopia Theatre	Before the Battle of Cable Street	60%	40%	1%
Mukul and the Ghetto Tigers	Mishti Girls	118	22	
Poplar HARCA	Box of Toys, Poplar Film	40%	60%	
Jumble Abode Theatre	The Invention of Shoes	71	53	
Journey to Justice	Journey To Justice Opening Event	42	30	
Alternative Arts Projects; Alternative Arts Limited Liability Partnership	Women's History Month in Tower Hamlets	75%	25%	
Thick as Thieves	The Ugly Duckling and Other Stories	65%	35%	
Auto Italia South East	Learning Live	43%	42%	5%
Cranbrook Tenants and Residents Association	Queen's 90th Birthday Party	70%	30%	
Creative Support	A Thoroughly Royal Afternoon	65%	35%	
Deep:Black London	Birds Crossing Borders Exhibition	70%	30%	

Organisation	Project	Gender (contd)		
		Women	Men	Transgender
Drake Music	Soundbox	55%	45%	
Friends of Tower Hamlets Cemetery Park	Summer Fayre	50%	50%	
Gateway Housing Association	Huddleston Close 90th Anniversary Celebrations	70%	30%	
Lower Regent's Coalition	East End Canal Festival	50%	50%	
Mukul and the Ghetto Tigers	Abhijan (Traveller to a new destination)	55%	45%	
Muslim Women's Collective	90 Glorious Years	98%	2%	
National Centre for Circus Arts	Depart	55%	43%	2%
Other Asias	DIY Cultures 2016	63%	36%	1%
Queens Head Supporters	York Square - Queens 90th Birthday Street Party	50%	50%	
Rainbow Film Society	17th Rainbow Film Festival	51%	49%	
Spitalfields Music	Once Around the Sun	59%	41%	
SPLASH	The 4Cs Celebrate a Special Week	75%	25%	
Stepney City Farm	The Big Lunch	50%	50%	
Tower Hamlets Community Housing	Golden Pensioner's Queen's Birthday BBQ	83%	17%	

Organisation	Project	Disability						
		Alzheimer's	Dementia	Deaf / Partially Deaf	Blind / Partially Sight	Physical Disability	Learning Disability	Not Known
Dash Arts	Dash Art Dacha	7% of audience consider themselves to have a disability						
Hikapee	Home							100%
FOMEPE	Park Life				1%	1%	1%	
Green Candle Dance Co	Sagacity!			5%		15%		
Teviot Partnership	Langdon Park Festival							100%
Kazzum	Head Space			1%	1%	1%	1%	
SPLASH	Blackwall Road Show					4%		
Open Book Theatre	Terrible Tails					2	4	
Saudha Society	Bangla Music Festival				3		5	
Yard Theatre	Hub 67 Relaunch					23%		
Up Projects	Swarming the Castle							6
Grand Union Music Theatre Ltd	Remembering Cable Street							

Organisation	Project	Disability (contd)						
		Alzheimer's	Dementia	Deaf / Partially Deaf	Blind / Partially Sight	Physical Disability	Learning Disability	Not Known
Open Book Theatre Ltd	A Christmas Carol					5 Est	10 Est	85%
African Women's Welfare Association	Theatre Focussed African Culture Workshops					5%		95%
Akobon Awards	As Long As You're of African Heritage							
Kayd Somali Arts & Culture	Somali Week Festival 2016			2%		1%		
Half Moon Young People's Theatre	Fun Palaces							
Ayoka	Theatre Focused African Culture Workshops					5%		95%
Nomad Projects	Black History Oral Archive							
Ingeenium	East London Youth Gospel Workshop							11
Alternative Arts	Photomonth							
THCH	BH Exhibition & Play					3%		
Cornucopia Theatre	Before the Battle of Cable Street					1%	2%	
Mukul and the Ghetto Tigers	Mishti Girls							
Poplar HARCA	Box of Toys, Poplar Film							100%
Jumble Abode Theatre	The Invention of Shoes							100%
Journey to Justice	Journey To Justice Opening Event			2	1	3	1	6
Alternative Arts Projects; Alternative Arts Limited Liability Partnership	Women's History Month in Tower Hamlets							100%
Thick as Thieves	The Ugly Ducking and Other Stories					5%	10%	85%
Auto Italia South East	Learning Live							100%
Cranbrook Tenants and Residents Association	Queen's 90th Birthday Party			1%		5%	3%	
Creative Support	A Thoroughly Royal Afternoon		10%			30%	25%	
Deep:Black London	Birds Crossing Borders Exhibition							100%
Drake Music	Soundbox				6%	12%	28%	
Friends of Tower Hamlets Cemetery Park	Summer Fayre					3%		
Gateway Housing Association	Huddleston Close 90th Anniversary Celebrations							100%

Organisation	Project	Disability (contd)						Not Known
		Alzheimer's	Dementia	Deaf / Partially Deaf	Blind / Partially Sighted	Physical Disability	Learning Disability	
Lower Regent's Coalition	East End Canal Festival							100%
Mukul and the Ghetto Tigers	Abhijan (Traveller to a new destination)							100%
Muslim Women's Collective	90 Glorious Years							100%
National Centre for Circus Arts	Depart							100%
Other Asias	DIY Cultures 2016			0.5%		1%		98.5%
Queens Head Supporters	York Square - Queens 90th Birthday Street Party					2%	2%	
Rainbow Film Society	17th Rainbow Film Festival							
Spitalfields Music	Once Around the Sun							100%
SPLASH	The 4Cs Celebrate a Special Week			8%		15%	2%	
Stepney City Farm	The Big Lunch							100%
Tower Hamlets Community Housing	Golden Pensioner's Queen's Birthday BBQ					2%		

Organisation	Project	Sexual Orientation				Not Known
		Heterosexual	Lesbian	Gay	Bisexual	
Dash Arts	Dash Art Dacha					100%
Hikapee	Home					100%
FOMEP	Park Life					100%
Green Candle Dance Co	Sagacity!					100%
Teviot Partnership	Langdon Park Festival					100%
Kazzum	Head Space					
SPLASH	Blackwall Road Show	80%	5%			15%
Open Book Theatre	Terrible Tails					
Saudha Society	Bangla Music Festival					
Yard Theatre	Hub 67 Relaunch					100%
Up Projects	Swarming the Castle	47%	7%	4%	12%	30%
Grand Union Music Theatre Ltd	Remembering Cable Street					
Open Book Theatre Ltd	A Christmas Carol					300
African Women's Welfare Association	Theatre Focussed African Culture Workshops					100%

Organisation	Project	Sexual Orientation (contd)				
		Heterosexual	Lesbian	Gay	Bisexual	Not Known
Akoban Awards	As Long As You're of African Heritage					
Kayd Somali Arts & Culture	Somali Week Festival 2016					
Half Moon Young People's Theatre	Fun Palaces					100%
Ayoka	Theatre Focused African Culture Workshops					100%
Nomad Projects	Black History Oral Archive					
Ingeenium	East London Youth Gospel Workshop	8		2		1
Alternative Arts	Photomonth					
THCH	BH Exhibition & Play					100%
Cornucopia Theatre	Before the Battle of Cable Street					100%
Mukul and the Ghetto Tigers	Mishti Girls					
Poplar HARCA	Box of Toys, Poplar Film					100%
Jumble Abode Theatre	The Invention of Shoes	52		8	3	61
Journey to Justice	Journey To Justice Opening Event	62	1		2	11
Alternative Arts Projects; Alternative Arts Limited Liability Partnership	Women's History Month in Tower Hamlets					100%
Thick as Thieves	The Ugly Ducking and Other Stories					100%
Auto Italia South East	Learning Live					100%
Cranbrook Tenants and Residents Association	Queen's 90th Birthday Party					100%
Creative Support	A Thoroughly Royal Afternoon					100%
Deep:Black London	Birds Crossing Borders Exhibition					100%
Drake Music	Soundbox					100%
Friends of Tower Hamlets Cemetery Park	Summer Fayre					
Gateway Housing Association	Huddleston Close 90th Anniversary Celebrations					100%
Lower Regent's Coalition	East End Canal Festival					100%
Mukul and the Ghetto Tigers	Abhijan (Traveller to a new destination)					100%
Muslim Women's Collective	90 Glorious Years					100%

Organisation	Project	Sexual Orientation (contd)				
		Heterosexual	Lesbian	Gay	Bisexual	Not Known
National Centre for Circus Arts	Depart					100%
Other Asias	DIY Cultures 2016	74%	12%	9%	5%	
Queens Head Supporters	York Square - Queens 90th Birthday Street Party	90%		10%		
Rainbow Film Society	17th Rainbow Film Festival					
Spitalfields Music	Once Around the Sun					100%
SPLASH	The 4Cs Celebrate a Special Week	55%				
Stepney City Farm	The Big Lunch					100%
Tower Hamlets Community Housing	Golden Pensioner's Queen's Birthday BBQ					100%

Organisation	Project	Pregnancy / Maternity		
		Pregnant	Breastfeeding	Not Known
Dash Arts	Dash Art Dacha			100%
Hikapee	Home			100%
FOMEPE	Park Life	1%		99%
Green Candle Dance Co	Sagacity!			100%
Teviot Partnership	Langdon Park Festival			100%
Kazzum	Head Space			
SPLASH	Blackwall Road Show			
Open Book Theatre	Terrible Tails			
Saudha Society	Bangla Music Festival	2		
Yard Theatre	Hub 67 Relaunch			100%
Up Projects	Swarming the Castle			100%
Grand Union Music Theatre Ltd	Remembering Cable Street			
Open Book Theatre Ltd	A Christmas Carol			300
African Women's Welfare Association	Theatre Focussed African Culture Workshops			100%
Akoban Awards	As Long As You're of African Heritage			
Kayd Somali Arts & Culture	Somali Week Festival 2016			
Half Moon Young People's Theatre	Fun Palaces			100%
Ayoka	Theatre Focused African Culture Workshops			100%
Nomad Projects	Black History Oral Archive			
Ingeenium	East London Youth Gospel Workshop			
Alternative Arts	Photomonth			

Organisation	Project	Pregnancy / Maternity (contd)		
		Pregnant	Breastfeeding	Not Known
THCH	BH Exhibition & Play			100%
Cornucopia Theatre	Before the Battle of Cable Street			
Mukul and the Ghetto Tigers	Mishti Girls			
Poplar HARCA	Box of Toys, Poplar Film			100%
Jumble Abode Theatre	The Invention of Shoes			100%
Journey to Justice	Journey To Justice Opening Event		1	3
Alternative Arts Projects; Alternative Arts Limited Liability Partnership	Women's History Month in Tower Hamlets			100%
Thick as Thieves	The Ugly Ducking and Other Stories			100%
Auto Italia South East	Learning Live			100%
Cranbrook Tenants and Residents Association	Queen's 90th Birthday Party			100%
Creative Support	A Thoroughly Royal Afternoon			100%
Deep:Black London	Birds Crossing Borders Exhibition			100%
Drake Music	Soundbox			100%
Friends of Tower Hamlets Cemetery Park	Summer Fayre			
Gateway Housing Association	Huddleston Close 90th Anniversary Celebrations			100%
Lower Regent's Coalition	East End Canal Festival			100%
Mukul and the Ghetto Tigers	Abhijan (Traveller to a new destination)			100%
Muslim Women's Collective	90 Glorious Years			100%
National Centre for Circus Arts	Depart			100%
Other Asias	DIY Cultures 2016		1%	
Queens Head Supporters	York Square - Queens 90th Birthday Street Party	2%		98%
Rainbow Film Society	17th Rainbow Film Festival		1%	99%
Spitalfields Music	Once Around the Sun			100%
SPLASH	The 4Cs Celebrate a Special Week			100%
Stepney City Farm	The Big Lunch	4%		96%
Tower Hamlets Community Housing	Golden Pensioner's Queen's Birthday BBQ			100%

Organisation	Project	Relationship Status						Not Known
		Civil Partnership	Married	Single	Co-habiting	Divorced		
Dash Arts	Dash Art Dacha						100%	
Hikapee	Home						100%	
FOMEPE	Park Life						100%	
Green Candle Dance Co	Sagacity!						100%	

Organisation	Project	Relationship Status (contd)						
		Partner ship	Civil	Married	Single	Co- habitin g	Divorce d	Not Known
Teviot Partnership	Langdon Park Festival							100%
Kazzum	Head Space							
SPLASH	Blackwall Road Show							
Open Book Theatre	Terrible Tails							
Saudha Society	Bangla Music Festival							
Yard Theatre	Hub 67 Relaunch							100%
Up Projects	Swarming the Castle							100%
Grand Union Music Theatre Ltd	Remembering Cable Street							
Open Book Theatre Ltd	A Christmas Carol							300
African Women's Welfare Association	Theatre Focussed African Culture Workshops							100%
Akoban Awards	As Long As You're of African Heritage							
Kayd Somali Arts & Culture	Somali Week Festival 2016							
Half Moon Young People's Theatre	Fun Palaces							100%
Ayoka	Theatre Focused African Culture Workshops							100%
Nomad Projects	Black History Oral Archive							
Ingeenium	East London Youth Gospel Workshop				9			2
Alternative Arts	Photomonth							
THCH	BH Exhibition & Play							100%
Cornucopia Theatre	Before the Battle of Cable Street							100%
Mukul and the Ghetto Tigers	Mishti Girls							
Poplar HARCA	Box of Toys, Poplar Film							100%
Jumble Abode Theatre	The Invention of Shoes			24	88	12		
Journey to Justice	Journey To Justice Opening Event			18	41	4		2
Alternative Arts Projects; Alternative Arts Limited Liability Partnership	Women's History Month in Tower Hamlets							100%
Thick as Thieves	The Ugly Ducking and Other Stories							100%
Auto Italia South East	Learning Live							100%
Cranbrook Tenants and Residents Association	Queen's 90th Birthday Party							100%
Creative Support	A Thoroughly Royal Afternoon							100%
Deep:Black London	Birds Crossing Borders Exhibition							100%
Drake Music	Soundbox							100%
Friends of Tower Hamlets Cemetery Park	Summer Fayre							
Gateway Housing Association	Huddleston Close 90th Anniversary Celebrations							100%
Lower Regent's Coalition	East End Canal Festival							100%



Organisation	Project	Relationship Status (contd)						
		Partner ship	Civil	Married	Single	Co- habiting	Divorced	Not Known
Mukul and the Ghetto Tigers	Abhijan (Traveller to a new destination)							100%
Muslim Women's Collective	90 Glorious Years			26	19			25
National Centre for Circus Arts	Depart							100%
Other Asias	DIY Cultures 2016	1%		6%	71%	22%		
Queens Head Supporters	York Square - Queens 90th Birthday Street Party							100%
Rainbow Film Society	17th Rainbow Film Festival			47%	8%	3%	3%	39%
Spitalfields Music	Once Around the Sun							100%
SPLASH	The 4Cs Celebrate a Special Week							
Stepney City Farm	The Big Lunch							100%
Tower Hamlets Community Housing	Golden Pensioner's Queen's Birthday BBQ							100%

Organisation	Project	Religion										
		Agnostic	No religion	Christian	Jewish	Muslim	Buddhist	Sikh	Hindu	Humanist	Another religion	Not Known
Dash Arts	Dash Art Dacha											100%
Hikapee	Home											100%
FOMEPE	Park Life											100%
Green Candle Dance Co	Sagacity!											100%
Teviot Partnership	Langdon Park Festival											100%
Kazzum	Head Space											
SPLASH	Blackwall Road Show			25%		70%						5%
Open Book Theatre	Terrible Tails											
Saudha Society	Bangla Music Festival											
Yard Theatre	Hub 67 Relaunch											100%
Up Projects	Swarming the Castle											100%
Grand Union Music Theatre Ltd	Remembering Cable Street											
Open Book Theatre Ltd	A Christmas Carol											300
African Women's Welfare Association	Theatre Focussed African Culture Workshops											100%
Akoban Awards	As Long As You're of African Heritage											
Kayd Somali Arts & Culture	Somali Week Festival 2016											

Organisation	Project	Religion (contd)										Not Known	
		Agnostic	No religion	Christian	Jewish	Muslim	Buddhist	Sikh	Hindu	Humanist	Another religion		
Half Moon Young People's Theatre	Fun Palaces												100 %
Ayoka	Theatre Focused African Culture Workshops												100 %
Nomad Projects	Black History Oral Archive												
Ingeenium	East London Youth Gospel Workshop												11
Alternative Arts	Photomonth												
THCH	BH Exhibition & Play												100 %
Cornucopia Theatre	Before the Battle of Cable Street												100 %
Mukul and the Ghetto Tigers	Mishti Girls												
Poplar HARCA	Box of Toys, Poplar Film												100 %
Jumble Abode Theatre	The Invention of Shoes		32	8	1	72			11				
Journey to Justice	Journey To Justice Opening Event	4	20	17	5	6		2		3			
Alternative Arts Projects; Alternative Arts Limited Liability Partnership	Women's History Month in Tower Hamlets												100 %
Thick as Thieves	The Ugly Ducking and Other Stories												100 %
Auto Italia South East	Learning Live												100 %
Cranbrook Tenants and Residents Association	Queen's 90th Birthday Party												100 %
Creative Support	A Thoroughly Royal Afternoon												100 %
Deep:Black London	Birds Crossing Borders Exhibition												100 %
Drake Music	Soundbox												100 %
Friends of Tower Hamlets Cemetery Park	Summer Fayre												
Gateway Housing Association	Huddleston Close 90th Anniversary Celebrations					40 %							60%
Lower Regent's Coalition	East End Canal Festival												100 %
Mukul and the Ghetto Tigers	Abhijan (Traveller to a new destination)												100 %
Muslim Women's Collective	90 Glorious Years					98 %							2%
National Centre for Circus Arts	Depart												100 %
Other Asias	DIY Cultures 2016					26 %							74%

Organisation	Project	Religion (contd)										
		Agnostic	No religion	Christian	Jewish	Muslim	Buddhist	Sikh	Hindu	Humanist	Another religion	Not Known
Queens Head Supporters	York Square - Queens 90th Birthday Street Party											100%
Rainbow Film Society	17th Rainbow Film Festival		8%	7%		65%	2%		11%	2%		5%
Spitalfields Music	Once Around the Sun											100%
SPLASH	The 4Cs Celebrate a Special Week			25%		65%						10%
Stepney City Farm	The Big Lunch											100%
Tower Hamlets Community Housing	Golden Pensioner's Queen's Birthday BBQ											100%

Organisation	Project	Postcode Areas					
		E1	E2	E3	E14	W	Oth
Dash Arts	Dash Art Dacha	9%	5%	3%	3%		
Hikapee	Home						
FOMEPE	Park Life	Lost the sheets					
Green Candle Dance Co	Sagacity!	6.3%	1.5%	17.0%	0.9%	0.0%	
Teviot Partnership	Langdon Park Festival	3%	3%	12%	82%		
Kazzum	Head Space	1%	3%	3%	2%	2%	
SPLASH	Blackwall Road Show				100%		
Open Book Theatre	Terrible Tails	Approx 54		Approx 55	Approx 56		
Saudha Society	Bangla Music Festival						
Yard Theatre	Hub 67 Relaunch	2%	8%	31%	2%	2%	
Up Projects	Swarming the Castle	7%	8%	12%	2%	2%	
Grand Union Music Theatre Ltd	Remembering Cable Street	5%	7%	1%	2%	1%	
Open Book Theatre Ltd	A Christmas Carol	106	54	26	93	21	
African Women's Welfare Association	Theatre Focussed African Culture Workshops	10%	10%	10%	60%	10%	
Akoban Awards	As Long As You're of African Heritage	8	4	3	3		
Kayd Somali Arts & Culture	Somali Week Festival 2016	20%	10%	20%	10%	5%	
Half Moon Young People's Theatre	Fun Palaces	168	92	32	201	22	
Ayoka	Theatre Focused African Culture Workshops	10%	10%	10%	60%	10%	
Nomad Projects	Black History Oral Archive						
Ingeenium	East London Youth Gospel Workshop		1	3	1		
Alternative Arts	Photomonth						

Organisation	Project	Postcode Areas (contd)					
		E1	E2	E3	E4	E5	Other
THCH	BH Exhibition & Play	36%	6%	6%	10%	9%	
Cornucopia Theatre	Before the Battle of Cable Street	25%	6%	8%	6%	65%	
Mukul and the Ghetto Tigers	Mishti Girls						
Poplar HARCA	Box of Toys, Poplar Film	5%	5%	15%	75%		
Jumble Abode Theatre	The Invention of Shoes	1	5	4	62	2	
Journey to Justice	Journey To Justice Opening Event	8	10	1	3	2	
Alternative Arts Projects; Alternative Arts Limited Liability Partnership	Women's History Month in Tower Hamlets						
Thick as Thieves	The Ugly Ducking and Other Stories	118	66	14	113	14	
Auto Italia South East	Learning Live	40%	40%	20%			
Cranbrook Tenants and Residents Association	Queen's 90th Birthday Party						
Creative Support	A Thoroughly Royal Afternoon	43	10	5	4		11
Deep:Black London	Birds Crossing Borders Exhibition	0%	6%	14%	2%		
Drake Music	Soundbox		10%		28%		
Friends of Tower Hamlets Cemetery Park	Summer Fayre	6%	10%	80%	4%		
Gateway Housing Association	Huddleston Close 90th Anniversary Celebrations	5%	90%		5%		
Lower Regent's Coalition	East End Canal Festival	8%	19%	36%	6%	1%	
Mukul and the Ghetto Tigers	Abhijan (Traveller to a new destination)						
Muslim Women's Collective	90 Glorious Years	32	7	7	8	3	14
National Centre for Circus Arts	Depart	5%	4%	10%	3%	1%	
Other Asias	DIY Cultures 2016	14%	8%	6%	5%	3%	
Queens Head Supporters	York Square - Queens 90th Birthday Street Party	20%	10%		60%	10%	
Rainbow Film Society	17th Rainbow Film Festival	27%	5%	8%	11%	7%	
Spitalfields Music	Once Around the Sun	25%	75%				
SPLASH	The 4Cs Celebrate a Special Week						
Stepney City Farm	The Big Lunch	40%	2%	7%	5%	3%	
Tower Hamlets Community Housing	Golden Pensioner's Queen's Birthday BBQ	10%		3%		83%	3%

Organisation	Project	Ethnicity - White								
		British	Irish	Traveller Irish	Turkish / Cypriot	Greek / Cypriot	Gypsy / Roma	European	Other	Not Known
Dash Arts	Dash Art Dacha	14%	6%					31%	17%	
Hikapee	Home	60%						20%		
FOMEPE	Park Life									50%
Green Candle Dance Co	Sagacity!	65%	5%					8%		
Teviot Partnership	Langdon Park Festival	30%			2%			1%	5%	
Kazzum	Head Space	40%					2%	25%		
SPLASH	Blackwall Road Show	20%	5%							
Open Book Theatre	Terrible Tails								88	
Saudha Society	Bangla Music Festival	100	3					50		
Yard Theatre	Hub 67 Relaunch	59%								
Up Projects	Swarming the Castle	52%	1%					6%	6%	
Grand Union Music Theatre Ltd	Remembering Cable Street	15%			%		5%	5%		
Open Book Theatre Ltd	A Christmas Carol	100 Est						80 Est		
African Women's Welfare Association	Theatre Focused African Culture Workshops	5%	2%		3%			2%		
Akoban Awards	As Long As You're of African Heritage	2 (A)								
Kayd Somali Arts & Culture	Somali Week Festival 2016	22%								
Half Moon Young People's Theatre	Fun Palaces	34% (Est)	1% (Est)					10% (Est)	2% (Est)	
Ayoka	Theatre Focused African Culture Workshops	5%	2%		3%			2%		
Nomad Projects	Black History Oral Archive									
Ingeenium	East London Youth Gospel Workshop	9								
Alternative Arts	Photomonth	50%						10%		
THCH	BH Exhibition & Play	50% (Est)							3% (Est)	
Cornucopia Theatre	Before the Battle of Cable Street	69% (Est)	1% (Est)		2% (Est)	2% (Est)		1% (Est)		
Mukul and the Ghetto Tigers	Mishti Girls	21						8		
Poplar HARCA	Box of Toys, Poplar Film	68%	1%			1%		5%		
Jumble Abode Theatre	The Invention of Shoes	30						2		
Journey to Justice	Journey To Justice Opening Event	42	5			3		8	3	

Organisation	Project	Ethnicity – White (contd)								
		British	Irish	Traveller Irish	Turkish / Cypriot	Greek / Cypriot	Gypsy / Roma	European	Other	Not Known
Alternative Arts Projects; Alternative Arts Limited Liability Partnership	Women's History Month in Tower Hamlets	50%								
Thick as Thieves	The Ugly Ducking and Other Stories	35%						25%		
Auto Italia South East	Learning Live	36%								
Cranbrook Tenants and Residents Association	Queen's 90th Birthday Party									
Creative Support	A Thoroughly Royal Afternoon									
Deep:Black London	Birds Crossing Borders Exhibition	55%							20%	
Drake Music	Soundbox	39%								
Friends of Tower Hamlets Cemetery Park	Summer Fayre									85%
Gateway Housing Association	Huddleston Close 90th Anniversary Celebrations	30%			10%					
Lower Regent's Coalition	East End Canal Festival	50%	1%		4%			10%		
Mukul and the Ghetto Tigers	Abhijan (Traveller to a new destination)	4%						4%		
Muslim Women's Collective	90 Glorious Years	2%								
National Centre for Circus Arts	Depart	45%	2%		2%	2%		10%		
Other Asias	DIY Cultures 2016	33%	3%					8%		
Queens Head Supporters	York Square - Queens 90th Birthday Street Party	45%						17%		
Rainbow Film Society	17th Rainbow Film Festival	4%			2%			6%		
Spitalfields Music	Once Around the Sun	40%								
SPLASH	The 4Cs Celebrate a Special Week	15%	5%					5%		
Stepney City Farm	The Big Lunch	32%						8%		
Tower Hamlets Community Housing	Golden Pensioner's Queen's Birthday BBQ	90%	3%							

Organisation	Project	Ethnicity - Asian								
		Asian British	Bangladeshi	Other	Indian	Pakistani	Mixed / Dual Heritage	Chinese	Vietnamese	Not Known
Dash Arts	Dash Art Dacha								3%	
Hikapee	Home	5%								
FOMEPE	Park Life			20%				5%	5%	
Green Candle Dance Co	Sagacity!	4%	8%		5%					
Teviot Partnership	Langdon Park Festival	25%	5%		2%	2%		3%	1%	
Kazzum	Head Space	15%					3%			
SPLASH	Blackwall Road Show		60%							
Open Book Theatre	Terrible Tails						91	6		
Saudha Society	Bangla Music Festival	100	200		80	20				
Yard Theatre	Hub 67 Relaunch	8%								
Up Projects	Swarming the Castle	8%	2%		1%	1%	1.5%	1.5%		
Grand Union Music Theatre Ltd	Remembering Cable Street	10%	10%				5%	10%		
Open Book Theatre Ltd	A Christmas Carol	100 Est								
African Women's Welfare Association	Theatre Focussed African Culture Workshops	10%	5%		5%	3%		2%	1%	
Akoban Awards	As Long As You're of African Heritage									
Kayd Somali Arts & Culture	Somali Week Festival 2016	3%								
Half Moon Young People's Theatre	Fun Palaces		15%	4%	1%		2%	4%		
Ayoka	Theatre Focused African Culture Workshops	10%	5%		5%	3%		2%	1%	
Nomad Projects	Black History Oral Archive									
Ingenium	East London Youth Gospel Workshop									
Alternative Arts	Photomonth		25%		3%	2%				
THCH	BH Exhibition & Play		9% (Est)							
Cornucopia Theatre	Before the Battle of Cable Street	8%	2%		2%		1%	1%		
Mukul and the Ghetto Tigers	Mishti Girls	67	26		9			2		
Poplar HARCA	Box of Toys, Poplar Film	10%								
Jumble Abode Theatre	The Invention of Shoes	80	4				3			
Journey to Justice	Journey To Justice Opening Event	16	3	1			2			
Alternative Arts Projects; Alternative Arts Limited Liability Partnership	Women's History Month in Tower Hamlets		25%		2%	3%				

Organisation	Project	Ethnicity - Asian (contd)								
		Asian British	Bangladeshi	Other	Indian	Pakistani	Mixed / Dual Heritage	Chinese	Vietnamese	Not Known
Thick as Thieves	The Ugly Ducking and Other Stories	30%								
Auto Italia South East	Learning Live	20%								
Cranbrook Tenants and Residents Association	Queen's 90th Birthday Party									
Creative Support	A Thoroughly Royal Afternoon									
Deep:Black London	Birds Crossing Borders Exhibition	15%								
Drake Music	Soundbox	22%								
Friends of Tower Hamlets Cemetery Park	Summer Fayre									10%
Gateway Housing Association	Huddleston Close 90th Anniversary Celebrations	40%								
Lower Regent's Coalition	East End Canal Festival	14%					2%	1%		
Mukul and the Ghetto Tigers	Abhijan (Traveller to a new destination)	52%	32%		6%					
Muslim Women's Collective	90 Glorious Years	1%	68%				1%			
National Centre for Circus Arts	Depart	8%	4%	3%	3%	3%				
Other Asias	DIY Cultures 2016	12%	11%		1%	7%		1%		
Queens Head Supporters	York Square - Queens 90th Birthday Street Party	8%	6%	1%	8%		1%			
Rainbow Film Society	17th Rainbow Film Festival	1%	78%		7%		1%			
Spitalfields Music	Once Around the Sun	25%	5%	10%			5%			
SPLASH	The 4Cs Celebrate a Special Week		55%							
Stepney City Farm	The Big Lunch	12%	6%				4%	4%	3%	
Tower Hamlets Community Housing	Golden Pensioner's Queen's Birthday BBQ									



Organisation	Project	Ethnicity - Black									
		Caribbean	African	Black British	Somali	Mixed / Dual Heritage	Other	American Latin	Other ethnic group	Not Known	Preferred not to say
Dash Arts	Dash Art Dacha		6%			14%	3%	6%			
Hikapee	Home	5%	5%	5%							
FOMEPE	Park Life						20%				
Green Candle Dance Co	Sagacity!	5%		6%					4%		
Teviot Partnership	Langdon Park Festival	1%	1%	15%	5%		2%				
Kazzum	Head Space			10%		5%					
SPLASH	Blackwall Road Show	10%			2%				3%		
Open Book Theatre	Terrible Tails						71				
Saudha Society	Bangla Music Festival	10									
Yard Theatre	Hub 67 Relaunch	8%				8%			13%		
Up Projects	Swarming the Castle		2%	9%	1%	8%					
Grand Union Music Theatre Ltd	Remembering Cable Street	5%	5%	10%	10%			5%			
Open Book Theatre Ltd	A Christmas Carol		20 Est								
African Women's Welfare Association	Theatre Focussed African Culture Workshops	5%	10%	40%	5%	2%					
Akobon Awards	As Long As You're of African Heritage	42 (E)	28 (E)		1 (A)	5 (E)					
Kayd Somali Arts & Culture	Somali Week Festival 2016		1%	1%	70%	1%	2%				
Half Moon Young People's Theatre	Fun Palaces	1%	6%			8%			8%		4%
Ayoka	Theatre Focused African Culture Workshops	5%	10%	40%	5%	2%					
Nomad Projects	Black History Oral Archive										
Ingeenium	East London Youth Gospel Workshop						2				
Alternative Arts	Photomonth	3%	5%		2%						
THCH	BH Exhibition & Play			38% (Est)							
Cornucopia Theatre	Before the Battle of Cable Street	2%	1%	5%	2%	1%					
Mukul and the Ghetto Tigers	Mishti Girls			6		1					
Poplar HARCA	Box of Toys, Poplar Film	3%	2%	15%							
Jumble Abode Theatre	The Invention of Shoes			5							

Organisation	Project	Ethnicity – Black (contd)									
		Caribbean	African	Black British	Somali	Mixed / Dual Heritage	Other	Latin American	Other ethnic group	Not Known	Preferred not to say
Journey to Justice	Journey To Justice Opening Event		20			2			2		
Alternative Arts Projects; Alternative Arts Limited Liability Partnership	Women's History Month in Tower Hamlets	3%	5%		2%						
Thick as Thieves	The Ugly Ducking and Other Stories		10%								
Auto Italia South East	Learning Live			12%				32%			
Cranbrook Tenants and Residents Association	Queen's 90th Birthday Party										
Creative Support	A Thoroughly Royal Afternoon										
Deep:Black London	Birds Crossing Borders Exhibition			5%		3%		2%			
Drake Music	Soundbox			28%		5%		6%			
Friends of Tower Hamlets Cemetery Park	Summer Fayre								5%		
Gateway Housing Association	Huddleston Close 90th Anniversary Celebrations				10%			10%			
Lower Regent's Coalition	East End Canal Festival			15%		3%					
Mukul and the Ghetto Tigers	Abhijan (Traveller to a new destination)			2%							
Muslim Women's Collective	90 Glorious Years				3%						
National Centre for Circus Arts	Depart	3%	3%	7%		4%		1%			
Other Asias	DIY Cultures 2016	1%	1%	10%	10%	1%		1%			
Queens Head Supporters	York Square - Queens 90th Birthday Street Party										
Rainbow Film Society	17th Rainbow Film Festival	1%									
Spitalfields Music	Once Around the Sun			5%		10%					
SPLASH	The 4Cs Celebrate a Special Week	5%	5%		10%						
Stepney City Farm	The Big Lunch						4%				
Tower Hamlets Community Housing	Golden Pensioner's Queen's Birthday BBQ	7%									

Organisation	Project	Age														Not Known
		0-4	5-9	10-14	15-19	20-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65+	
Dash Arts	Dash Art Dacha	14% Under 14			1%	2%	24%	29%	19%	10%	2%	1%	2%	1%	2%	
Hikapee	Home		15%	5%	5%	5%	10%	15%	10%	10%	5%	5%	5%	5%	5%	
FOMEP	Park Life	10%	15%	15%	10%	5%	5%	5%	5%	5%	5%	5%	5%	5%	5%	
Green Candle Dance Co	Sagacity!			2%		4%	2%	6%	5%	7%	7%	10%	19%	19%	19%	
Teviot Partnership	Langdon Park Festival	10%	12%	5%	8%	6%	10%	10%	9%	5%	5%	4%	6%	4%	6%	
Kazzum	Head Space	20%	20%	20%		1%	2%	7%	9%	6%	3%	3%	3%	1%	5%	
SPLASH	Blackwall Road Show	8%	8%	15%	15%		20%	20%			5%	4%			5%	
Open Book Theatre	Terrible Tails	35%	93%	42%	2%	12%	15%	15%	10%	10%	5%	5%	5%	2%	4%	
Saudha Society	Bangla Music Festival					50	80		400	250	50	50	100		20	
Yard Theatre	Hub 67 Relaunch		4%			23%	20%	10%	10%	10%	10%	1%	1%	1%	10%	
Up Projects	Swarming the Castle			3%	5%	15%	22%	23%	6%	8%	3%	4%	5%		6%	
Grand Union Music Theatre Ltd	Remembering Cable Street			1%	8%	5%	12%	10%	5%		5%	12%	14%	18%	65%+	
Open Book Theatre Ltd	A Christmas Carol	100 Est	100 Est				25 Est	25 Est	25 Est	25 Est						
African Women's Welfare Association	Theatre Focussed African Culture Workshops				5%	8%	10%	12%	15%	15%	10%	5%	5%	10%	5%	
Akoban Awards	As Long As You're of African Heritage	2	6	6		10 (E)	30 (E)	20 (E)						2	2	
Kayd Somali Arts & Culture	Somali Week Festival 2016		2%	3%	5%	15%	20%	12%	15%	5%	5%	5%	4%	3%	6%	
Half Moon Young People's Theatre	Fun Palaces	22%	22%	3%	2%	5%	13%	13%	6%	5%	3%	2%	2%	1%	1%	
Ayoka	Theatre Focused African Culture Workshops				5%	8%	10%	12%	15%	15%	10%	5%	5%	10%	5%	
Nomad Projects	Black History Oral Archive															
Organisation	Project	Age (contd)														

		0-4	5-9	10-14	15-19	20-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65+	Not Known
Ingeenium	East London Youth Gospel Workshop			1	1		5		3						1	
Alternative Arts	Photomonth				7%	12%	18%	15%	10%	9%	11%	8%	5%	3%	2%	
THCH	BH Exhibition & Play				18%	1%	5%	12%	15%	18%	15%	3%		5%	7%	
Cornucopia Theatre	Before the Battle of Cable Street		2%	4%	5%	10%	13%	14%	18%	12%	7%	6%	5%	3%	1%	
Mukul and the Ghetto Tigers	Mishti Girls				17	24	21	8	23	11	17	10	7	2		
Poplar HARCA	Box of Toys, Poplar Film					15%	15%	20%	10%	20%	10%	10%				
Jumble Abode Theatre	The Invention of Shoes															
Journey to Justice	Journey To Justice Opening Event	1		1	7	8	19	5	2	2	4	7	5	3	6	
Alternative Arts Projects; Alternative Arts Limited Liability Partnership	Women's History Month in Tower Hamlets				7%	10%	10%	14%	12%	9%	11%	8%	5%	5%	3%	
Thick as Thieves	The Ugly Ducking and Other Stories	30%	30%				10%	10%	10%	10%						
Auto Italia South East	Learning Live				20%	23%	23%	10%	14%	10%						
Cranbrook Tenants and Residents Association	Queen's 90th Birthday Party															
Creative Support	A Thoroughly Royal Afternoon					5%	10%								85%	
Deep:Black London	Birds Crossing Borders Exhibition	1%	1%	1%	2%	10%	20%	15%	15%	10%	6%	6%	6%	2%	5%	
Drake Music	Soundbox			15%	16%			23%	29%			17%				
Friends of Tower Hamlets Cemetery Park	Summer Fayre	3%	6%	6%	3%	15%	15%	15%	15%	10%	2%	2%	2%	2%	4%	
Organisation	Project	Age (contd)														

		0-4	5-9	10-14	15-19	20-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65+	Not Known
Gateway Housing Association	Huddleston Close 90th Anniversary Celebrations	5%	15%	35%		5%	5%	10%	5%	10%	5%	2%		1%	2%	
Lower Regent's Coalition	East End Canal Festival	6%	8%	6%	5%	10%	10%	6%	6%	6%	6%	6%	8%	8%	9%	
Mukul and the Ghetto Tigers	Abhijan (Traveller to a new destination)		60%	22%		2%		6%				2%		2%	4%	
Muslim Women's Collective	90 Glorious Years	4	8	6	8	8	5	11	5	6	4	2	4	1	1%	
National Centre for Circus Arts	Depart				1%	23%	18%	16%	16%	9%	8%	3%	2%	2%	2%	
Other Asias	DIY Cultures 2016	0.5%	2%		3%	24%	35%	22%	9%	3%	1%	0.5%				
Queens Head Supporters	York Square - Queens 90th Birthday Street Party	5%	5%	5%			5%	20%	15%	10%		10%	10%	10%	5%	
Rainbow Film Society	17th Rainbow Film Festival				1%	2%	3%	8%	12%	22%	7%	12%	7%	7%	14%	15%
Spitalfields Music	Once Around the Sun	2%	12%			2%	15%	30%	10%	10%	10%	5%	3%	1%		
SPLASH	The 4Cs Celebrate a Special Week		10%	15%	20%	30%					5%		7%	5%	8%	
Stepney City Farm	The Big Lunch	10%	8%	6%		10%	10%	10%	10%	5%	10%		5%	5%	10%	
Tower Hamlets Community Housing	Golden Pensioner's Queen's Birthday BBQ				1%										28%	

## 24 NEW ORGANISATIONS FUNDED IN 2016-17

Organisation name	Event name	Project / theme
Creative Support	Queen's Birthday	Queen's Birthday
Athol Square RA	Queen's Birthday	Queen's Birthday
Lower Regents Coalition	East End Canal Festival	
Dash Arts	Dash Art Dacha	
Deep:Black	Birds Crossing Borders	

Irish Traveller Movement	Gypsy Traveller Summer Fair	
Auto Italia South East	Learning Live	
Friends of Ford & Sidney Square	Queen's Birthday	Queen's Birthday
Gateway Housing	Queen's Birthday	Queen's Birthday
Stepney City Farm	Queen's Birthday	Queen's Birthday
National Centre for Circus Arts	Depart	
Queen's Head Supporters	Queen's Birthday	Queen's Birthday
Chisenhale Ladder Neighbourhood	Queen's Birthday	Queen's Birthday
Cranbrook RA	Queen's Birthday	Queen's Birthday
Hikapee	Home	
FOMEPE	Park Life	
Up Projects	Swarming the Castle	
AYOKA	Theatre Focused African Culture Workshops	BHM
Nomad Projects	Black History Oral Archive	BHM
Ingeenium	East London Youth Gospel Workshop	BHM
Akoban Awards	As Long as You're of African Heritage	BHM
Jumble Abode Theatre	The Invention of Shoes	SBD
Journey to Justice	Journey To Justice Opening Event	
Thick as Thieves Theatre	The Ugly Duckling and Other Stories	families and young people. Non / new theatre going audiences

45 NEW VENUES USED FOR EVENT FUND EVENTS IN 2016-17			
Organisation name	Event name	Project / theme	Venue
Creative Support	Queen's Birthday	Queen's Birthday	Sue Starkey House
Athol Square RA	Queen's Birthday	Queen's Birthday	Athol Square Car Park
Deep:Black	Birds Crossing Borders		28 Redchurch St,
Auto Italia South East	Learning Live		Auto Italia
Muslim Womens Collective	Queen's Birthday	Queen's Birthday	Berner Estate
Friends of Ford & Sidney Square	Queen's Birthday	Queen's Birthday	Sidney Square,
Friends of Ford & Sidney Square	Queen's Birthday	Queen's Birthday	Ford Square
Gateway Housing	Queen's Birthday	Queen's Birthday	Huddleston Close
Stepney City Farm	Queen's Birthday	Queen's Birthday	Stepney City Farm
Queen's Head Supporters	Queen's Birthday	Queen's Birthday	York Square Gardens
Chisenhale Ladder Neighbourhood	Queen's Birthday	Queen's Birthday	Chisenhale Road
Cranbrook RA	Queen's Birthday	Queen's Birthday	Cranbrook Community Centre
Hikapee	Home		Island Gardens
Teviot Partnership	Langdon Park Festival		Langdon Park
Saudha Society	Bangla Music Festival		Rough Trade
Saudha Society	Bangla Music Festival		River Poet
Saudha Society	Bangla Music Festival		Town House,
Yard Theatre	Hub 67 Relaunch		Hub 67
Grand Union Music Theatre Ltd	Remembering Cable Street	Cable Street	St John's Church, St Leonard's Church
AYOKA	Theatre Focused African Culture Workshops	BHM	1 Lochnagar St

Ingeenium	East London Youth Gospel Workshop	BHM	Tredegar Community Centre
Udichi	Bangla Book Fair	BHM	Waterlily
THCH	BH Exhibition & Play	BHM	Tarling East Community Centre
Cornucopia Theatre	Before the Battle of Cable Street	Cable Street	St George's Gardens
Cornucopia Theatre	Before the Battle of Cable Street	Cable Street	Jamboree,
Mukul and the Ghetto Tigers	Mishti Girls	SBD	Pinter Hall QMUL
Jumble Abode Theatre	The Invention of Shoes	SBD	The Space
<b>Alternative Arts</b>	Women's History Month	WHM	4COSE 7 Vyner Street E2 9DG
<b>Alternative Arts</b>	Women's History Month	WHM	ABERFELDY NEIGHBOURHOOD CENTRE E14 0NU
<b>Alternative Arts</b>	Photomonth	Photomonth	Bank Space Gallery/Cass Foyer
<b>Alternative Arts</b>	Women's History Month	WHM	BOW WHARF E3 5SN
<b>Alternative Arts</b>	Photomonth	Photomonth	Canvas Café
<b>Alternative Arts</b>	Photomonth	Photomonth	Ely's Yard
<b>Alternative Arts</b>	Women's History Month	WHM	ESPACIO GALLERY E2 7DG
<b>Alternative Arts</b>	Photomonth	Photomonth	Fifth Base
<b>Alternative Arts</b>	Photomonth	Photomonth	Lo and Behold
<b>Alternative Arts</b>	Women's History Month	WHM	MARYAM CENTRE, E1 1DJ
<b>Alternative Arts</b>	Photomonth	Photomonth	Old Truman Brewery
<b>Alternative Arts</b>	Photomonth	Photomonth	Republic Gallery
<b>Alternative Arts</b>	Photomonth	Photomonth	Shipton Gallery
<b>Alternative Arts</b>	Women's History Month	WHM	SOUTHERN GROVE COMMUNITY CENTRE
<b>Alternative Arts</b>	Photomonth	Photomonth	Spitalfields Studios Upper Gallery
<b>Alternative Arts</b>	Women's History Month	WHM	ST ANNE STREET CENTRE E14 7HG
<b>Alternative Arts</b>	Women's History Month	WHM	ST MARGARET'S HOUSE E2 9PL
<b>Alternative Arts</b>	Women's History Month	WHM	ST PETER'S NORTH COMMUNITY CENTRE E2 9AX





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Tower Hamlets Council recognises the unique position of local voluntary and community groups in supporting residents as well as providing services for them. The Council is committed to supporting the work and the future of the voluntary and community sector, coupled with the drive for the best use of resources.

The Event Fund is a distinct allocation from the Tower Hamlets Mainstream Grants budget and exists to provide small grants for high quality public events and festivals, which are accessible to, and of benefit to the community. Please pay careful attention to the following information and, to avoid disappointment, only apply if fully eligible.

**N.B. Prior to completing your application it is advisable that you create a separate draft word document with a word count in order to copy and paste onto the online form.**

**1. Timelines**

- a. The Event Fund operates on a rolling programme with monthly deadlines. All applications must be submitted on the correct application form.
- b. Applications should adhere to the timeframe below to be eligible for funding.
- c. Successful applicants must return the signed Terms and Conditions Acceptance Form within 4 weeks of the start date of their project or event
- d. We aim to assess applications within three weeks of the deadlines outlined below. However please take into consideration that it can take up to 2 months from application deadline to receipt of first 80% of funding.
- e. Late applications will not be considered and applications cannot be made retrospectively.
- f. Events requiring a Premises Licence (where one does not already exist) are advised to apply a minimum of 3 months before their event date.

**Applications must be received by the end of the deadline day (MIDNIGHT) .  
late submissions WILL NOT BE CONSIDERED**

Event Date	ROUND	Application Deadline	Event Date	ROUND	Application Deadline
<b>April 2016</b>	<b>1</b>	11 <sup>th</sup> Feb 2016	<b>Oct 2016</b>	<b>7</b>	28 <sup>th</sup> July 2016
<b>May 2016</b>	<b>2</b>	3 <sup>rd</sup> March 2016	<b>Nov2016</b>	<b>8</b>	1 <sup>st</sup> Sept 2016
<b>June 2016</b>	<b>3</b>	21 <sup>st</sup> April 2016	<b>Dec2016</b>	<b>9</b>	6 <sup>th</sup> Oct 2016
<b>July 2016</b>	<b>4</b>	28 <sup>th</sup> April 2016	<b>Jan 2017</b>	<b>10</b>	3 <sup>rd</sup> Nov 2016
<b>Aug 2016</b>	<b>5</b>	2 <sup>nd</sup> June 2016	<b>Feb 2017</b>	<b>11</b>	1 <sup>st</sup> Dec2016
<b>Sept 16</b>	<b>6</b>	30 <sup>th</sup> June 2016	<b>March 2017</b>	<b>12</b>	5 <sup>th</sup> Jan 2017

## 2. The Event Fund aims to:

- a. Improve access to arts based events.
- b. Encourage good practice.
- c. Provide arts activities where few exist.
- d. Improve the quality of festivals and events in Tower Hamlets.
- e. Extend the potential of events to develop audiences, encourage participation and increase community involvement.
- f. Allow for more adventurous or ambitious programming.
- g. Promote community cohesion and cross-cultural understanding

## 3. Eligibility

- a. Events and projects that are eligible must include \*arts based content and be accessible to the general public: examples include community arts events, creative and performing arts projects. \*(Events celebrating the Queen's 90<sup>th</sup> Birthday, may not necessarily have arts content and an exception will be made for the special grants for events in June up to £250 which celebrate the Queen's 90<sup>th</sup> Birthday)
- b. Events or projects should be led by an organisation which has a formal management structure and constitution. The organisation must be able to show that it is financially stable, has a company bank account, has suitable premises, and has expertise to carry out and manage the activities that it needs funding for. Applicants must demonstrate good management and organisational practice as well as the viability of the event / project and their ability to carry it out.
- c. All events must take place within the London Borough of Tower Hamlets between 1<sup>st</sup> April 2016 and 31<sup>st</sup> March 2017.
- d. Applications must meet the published timescales – deadlines are final and non-negotiable.
- e. Applicants will also need to demonstrate how their event contributes towards the following strands of the Mayor's key priorities:
  - 1) Regeneration and the creation of Sustainable Communities;
  - 2) Creating Jobs and supporting the growth of the Local Economy;
  - 3) Young People and Schools;
  - 4) Older People and Health;
  - 5) Community Safety and Community Cohesion;
  - 6) Environment and Public Realm;
  - 7) Arts, Heritage, Leisure and Culture. (mandatory)

**f. Queen's 90<sup>th</sup> Birthday Celebrations:** This year sees the Queen's 90<sup>th</sup> Birthday and the Council wishes to support and encourage community celebrations as an effective opportunity to promote community cohesion and celebrate local culture through residents street parties and community events. Small grants of up to £250 are available through the Event Fund to participate in the national celebrations on 12<sup>th</sup> June in line with the Patron's Lunch. The deadline for these grant applications is 21<sup>st</sup> April. The Council recognises that a temporary relaxation of the eligibility criteria to have arts content and a formal management structure is necessary to enable some of these events to happen.

#### 4. The Event Fund has the following mandatory criteria:

- a) Applications must be made on the correct version of the online Event Fund Form which must be completed in full.
- b) Events / projects must have a clear sense of purpose and demonstrate a commitment to equality of opportunity. The event / project should contribute to greater mutual understanding, respect and good relations between different groups in the community. Please give clear examples of how your event will achieve this.
- c) Events / projects must demonstrate support for the Council's vision to improve the quality of life for everyone living or working in the borough by ensuring they are compliant with the Equality Act 2010 and not discriminating on grounds of Age, Disability, Gender Reassignment, Pregnancy and Maternity, Race, Religion or belief (or lack of belief), Sex, Sexual Orientation, Marriage and Civil Partnership.
- d) Events / projects must be accessible to the general public (i.e. not be restricted to closed groups such as members of an organisation or an educational establishment). Please demonstrate how you will promote your event to and include the wider community.
- e) Where possible, events will take place in accessible venues & your organisation must demonstrate an understanding of your obligations with regard to the Equality Act 2010. For further guidance go to: [Equalities and Diversity](#)
- f) The activities must contribute directly to priorities in the Tower Hamlets Community Plan or Strategic Plan, mainly benefiting people who live in Tower Hamlets. For more information go to [Tower Hamlets Community Plan](#). The Community Plan prioritises equality, cohesion and community leadership through the theme of One Tower Hamlets.

**One Tower Hamlets:** Promoting Community Cohesion through a diverse programme of free community events which contribute to tackling inequality, strengthening community cohesion and building community leadership and personal responsibility.

- 1. **A Great Place to Live:** – promoting a wide range of free or affordable arts provision to residents of the borough, bringing together residents from different communities both as audience and participants to celebrate the richness, vibrancy and energy that our communities provide.
- 2. **A Fair and Prosperous Community:** – to have a Tower Hamlets in which everyone, regardless of their background and circumstances, has the aspiration and opportunity to achieve their full potential. At the heart of this theme is a focus on combating social exclusion, reducing poverty and improving the life

chances of all residents. Working in partnership with large and small businesses, delivering activities for older people, young people and children.

**3. A Safe and Cohesive Community:** –to have a safer Tower Hamlets: a place where everyone feels safe, gets on better together and difference is not seen as threat but a core strength of the borough.

**A Healthy and Supportive Community:** – to support residents to live healthier, more independent lives and reduce the risk of harm and neglect to vulnerable children and adults. Promoting healthy living and mental wellbeing through arts and events.

**g)** Applicants must demonstrate partnership funding and support. This should include agreed in-kind and cash support for this project.

**h)** Event Budget - Income and Expenditure totals should be the same (balance). All cash and in-kind amounts should be included, as well as any projected income from ticket sales if applicable.

**i)** Events or activities with a fee charged would need to demonstrate that the event remains accessible to the wider community. The number of tickets and ticket prices must be clearly specified in the application and budget forecast. Events or activities with a ticket price higher than £5 will not be eligible unless they can demonstrate adequate additional free content that is accessible to the wider community.

**j)** The activities must contribute directly to the Mayor's key priorities::

- 1 Regeneration and the creation of Sustainable Communities;
- 2 Creating Jobs and supporting the growth of the Local Economy;
- 3 Young People and Schools;
- 4 Older People and Health;
- 5 Community Safety and Community Cohesion;
- 6 Environment and Public Realm; and
- 7 Arts, Heritage, Leisure and Culture

**k)** Applicants must take out appropriate and adequate public liability insurance for the event. Events / projects must comply with statutory requirements for entertainment licensing, health and safety, safeguarding children and vulnerable adults, copyright etc. Organisers must obtain all necessary consents. For further guidance regarding licensing go to: [Licensing](#)

**l)** Any payments granted to organisations supplying false information on their application forms are to be repaid in full to the Council.

**m)** Events cancelled after receiving award will require organisations to repay the award in full.

**n)** Applications should demonstrate that they aim to reach a wide range of people throughout the events programme, providing information about anticipated attendance, including from people from a range of different backgrounds, and ages, across the 9 protected equality groups where appropriate

**o)** Applications should detail promotional materials and identify channels to use these events and activities to effectively promote messages which celebrate the rich diversity of all communities within Tower Hamlets, and give details of marketing and engagement plans to reach people in all

**5. Priority will be given to the following types of projects or events.**

- a. Community arts events which involve young people, encourage personal responsibility and making a positive contribution to the community.
- b. Community arts events aimed at and involving older people.
- c. Arts events or projects which take place in or demonstrate active engagement with communities from the following wards; Bromley North, Limehouse, Mile End, Poplar, St Dunstan's, Blackwall and Cubitt Town, Bow East, Bow West, Bromley South, Canary Wharf, Island Gardens, Lansbury, and St Katherine's and Wapping. To find your ward, please go to the map 2f on the application form.
- d. Arts events or arts projects which are able to make a real difference in terms of community provision, neighbourhood renewal and/or community development.
- e. Arts events or arts projects which celebrate cultural diversity and extend cross-cultural understanding in the borough and strengthen community cohesion.
- f. Arts events or arts projects which take a fresh, innovative approach, which are discernibly different from other events in the borough.
- g. Arts events or arts projects which aim to increase opportunities for deaf and disabled people to take part in the arts.
- h. Arts events or arts projects which demonstrate community involvement and active participation in delivering and managing the event/project and result in clear progression routes or skills for participants. e.g. through workshops, organising, performance etc with clear outcomes stated
- i. Arts events or community arts projects which are free to access to audience and participants.
- j. Events which improve the health and wellbeing of local residents.
- k. Cultural events or community arts projects which celebrate and contribute to the Black History Month programme in October 2016.

**6. The Events Fund will NOT:**

- a. Be the sole source of income – the organisation must be able to show that it is taking reasonable steps to obtain funding for its activities from sources other than the Council. Organisers are advised to seek funding and partnership support from a variety of sources. Other funding should not be solely "in-kind". Details of other funding schemes and support can be obtained from: (Please click on the links below.)

- Other [Funding](#) Streams
- Tower Hamlets [Open](#) 4 Community

- Fund core activities, i.e. main or essential activities of the company/organisation.
- Support events devoid of cultural or artistic content.
- Support profit making activities or events with a prohibitive charge for entry for local audiences.
- Support those who aim to raise money for charity, to promote religious or political beliefs or to promote the interests of an individual or organisation. The organisation must show that it does not want to promote or oppose any political party or cause or otherwise get involved in party political activity. We will not fund activities which promote the adoption of a particular faith or religion.
- Support any activity that leads to the long-term segregation of any particular group.
- Make grant payments to individuals. Organisations must have a bank account.
- Fund events that are not open to the general public e.g. within a school or solely for school community.
- It is a condition of the grant that the applicant cannot be in debt to the Council

## **7. Successful recipients of Events Fund grants MUST:**

- Ensure that the programme/content of the event does not differ substantially from how it is described in your application. Any substantial changes to the programme should be discussed with the Festivals & Events Officer prior to the event date, and we reserve the right to reconsider our funding commitment and to require repayment of any monies paid.
- Acknowledge the support of Tower Hamlets including use of logo and the following text inserted “Supported by Tower Hamlets Council”, in all event publicity and promotional material including digital platforms such as websites or social media, press releases and post-event reports. Please use the correct version of the logo as supplied to successful applicants within the acceptance pack.
- Electronic versions of publicity and promotional material must be submitted to the Information Officer before your event, and uploaded with your completed Evaluation Form post event. Details will be in your acceptance pack.
- Be aware that any illegal fly posting of posters or promotional material around a funded event will mean that there will be no future funding for the group involved.
- Submit details of the event directly onto the Tower Hamlets Arts website, including a photographic image to illustrate the event and register their organisation on our online Arts Directory at least 4 weeks before the event / project. [Click link to submit](#)



- f. Provide free access for Tower Hamlets Council representatives to the event/project for purposes of monitoring.
- g. Applicants must take out appropriate and adequate public liability insurance for the event. Events / projects must comply with statutory requirements for entertainment licensing, health and safety, safeguarding children and vulnerable adults, copyright etc. Organisers must obtain all necessary consents. For further guidance regarding licensing go to: [Licensing](#)
- h. Any payments granted to organisations supplying false information on their application forms are to be repaid in full to the Council.
- i. Events cancelled after receiving award will require organisations to repay the award in full.
- j. Monitoring & evaluation - Organisations will be expected to have a system in place to measure the outputs and outcomes by the protected characteristics as set out in the Evaluation Form where relevant and appropriate.

## 8. Assessing your Application:

- a) We will confirm receipt of your application.
- b) Your Application will be assessed against the stated criteria and priorities and will be scored. Assessment will take into account the track record of the organisation, event content, benefit (Mayor's priorities, Event Fund priorities and Community Plan priorities met), access, marketing, partnerships, community involvement, outcomes and value for money. If your application does not receive a high enough score, it will not be successful. In the majority of cases, successful applications will not be awarded the full amount requested.
- c) Following the monthly assessment of applications you will receive a letter indicating whether your application has been successful.

## 9 Award Amounts

- a. Awards will depend on the overall demand for grants, the level of priority attached to the event, the proposed use of the grant, and to what extent the stated criteria and priorities can be met.
- b. We are unlikely to fund the same organisation twice in the same financial year.
- c. Events funded in one financial year will not be guaranteed funding the following year.
- d. The maximum amount that can be applied for is £2,500. However, most awards will be in the region of £500 - £1,500.
- e. The level of funding offered will take into consideration the cost, subsidy per head, other cash funding agreed or pending, the amount of in-kind support, the audience or participants benefiting from the project and / or the overarching artistic value of the project and its benefits.

- f. Applicants applying for higher level awards will need to demonstrate a high quality offer and good value for money, with sufficient cash funding from other sources.
- g. Awards will depend on the overall demand for grants, the level of priority attached to the event, the proposed use of the grant, and to what extent the stated criteria can be met.

## 10. Payment Arrangements:

1. Organisations that are successful will enter into a Grant Agreement with the Council.
2. Organisations will need to complete and return an acceptance form at least 4 weeks before the event / project. Acceptance Forms must contain organisation bank account details, not those of personal current accounts. Payments are made by BACS transfer
3. The first payment of 80% will not be made until:
  - a. We have received the completed and signed Acceptance Form complete with BACS details by the specified deadline;
  - b. Details of the event have been added to the website;
  - c. Details of your organisation are registered onto the Arts Directory.
4. The Second payment of 20% will not be made until:
  - a. We have received your online Evaluation report, appropriate evidence including photographs of the event, publicity samples, equalities monitoring and final budget statement, no later than the stated deadline. It will be the responsibility of the successful applicant to upload these documents on time – we do not routinely send out reminders. Failure to submit an evaluation form and final budget statement within stated deadline as set out in your grant offer letter will result in the final instalment of grant being withheld and may jeopardise future application to the Events Fund

**Please note that, in accordance with council finance procedures, it may take a minimum of 28 days to process each payment instalment.**

5. The outstanding balance of your award will be paid on receipt of your Evaluation Form and supporting information providing that the programme or content of the event does not differ substantially from how it is described in your application. Any substantial changes to the programme or other income should be discussed with one of the Festivals and Events Officers prior to the event start date and we reserve the right to reconsider our funding commitment and to require repayment of any monies paid.

**For further details about the Events Fund please contact:**

**Festivals & Events Officer,**  
Arts, Parks & Events, Tower Hamlets Council, Brady Arts Centre, 192 -196 Hanbury Street,  
London, E1 5HU

**Tel.** 020 7364 7907 **Email:** [festivalsandevents@towerhamlets.gov.uk](mailto:festivalsandevents@towerhamlets.gov.uk)