

GRANTS SCRUTINY SUB-COMMITTEE

Monday, 4 June 2018 at 5.30 p.m.

Committee Room One - Town Hall Mulberry Place

This meeting is open to the public to attend.

Members:

Chair: Councillor Marc Francis

Vice-Chair:

Councillor Sufia Alam, Councillor Kahar Chowdhury, Councillor Ehtasham Haque,
Councillor Mohammed Pappu and Councillor Andrew Wood

Deputies:

Councillor Victoria Obaze, Councillor Kyrsten Perry, Councillor Helal Uddin and
Councillor Peter Golds

[The quorum for this body is 3 Members]

Contact for further enquiries:

Farhana Zia, Democratic Services
Town Hall, Mulberry Place, 5 Clove Crescent, London, E14 2BG
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Web: <http://www.towerhamlets.gov.uk>

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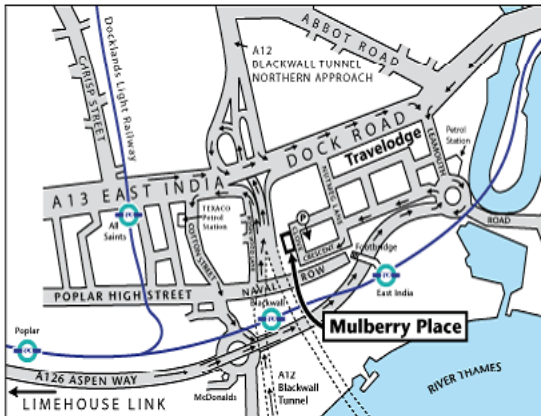
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1. APPOINTMENT OF VICE CHAIR

To receive nominations and appoint the Vice Chair for the duration of the municipal year.

2. APOLOGIES FOR ABSENCE

3. DECLARATIONS OF INTEREST

7 - 10

4. MINUTES OF THE PREVIOUS MEETING

11 - 18

To approve as a correct record of proceedings, the minutes of the meeting held on 8th March 2018.

5. 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]

6. SUB COMMITTEE REPORTS FOR CONSIDERATION

6 .1 Terms of Reference, Quorum, Membership and Dates of Meetings

19 - 30

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

- | | | |
|-------------|--|------------------|
| 7 .1 | Tower Hamlets Affordable Housing Grant Programme - Burdette Road (Mulberry Housing Society) (IO80309) | 31 - 38 |
| 7 .2 | TH Affordable Housing Grant - continuous market engagement (George Green's Almshouses) (IO80235) | 39 - 48 |
| 7 .3 | Event Fund Report Quarters 2 - 3, 2017-18 (IO79736) | 49 - 84 |
| 7 .4 | Historic Buildings Grant - Oxford House | 85 - 106 |
| 7 .5 | SME Energy Reduction Grants Programme | 107 - 112 |
| 7 .6 | MSG Quarterly Monitoring Update 2018-19 (IO80423)
To Follow | |
| 7 .7 | MSG Extension Report (IO80425)
To Follow | |
| 8. | ANY OTHER BUSINESS THE CHAIR CONSIDERS TO BE URGENT | |

Next Meeting of the Committee:

Monday, 30 July 2018 at 6.30 p.m. to be held in the Committee Room One - Town Hall Mulberry Place

Agenda Item 3

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 Husain, 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 THURSDAY, 8 MARCH 2018

C1, 1ST FLOOR, TOWN HALL, MULBERRY PLACE, 5 CLOVE CRESCENT,
LONDON, E14 2BG

Members Present:

Councillor Andrew Wood (Chair)

Councillor Ayas Miah (Member)

Councillor Candida Ronald (Member)

Councillor Rajib Ahmed

Substitute for Councillor Clare Harrison

Margherita De Cristofano (Co-Optee)

Ms

Officers Present:

Keith Burns

Programme Director Special Projects,
Commissioning & Health

Jonathan Fox

Legal Services

Stephen Hart

Buzzacotts

Steve Hill

Head of Benefits Services

Ludovica Orlando

Strategy, Policy and Performance Officer

Matthew Phelan

Public Health Programme Lead Healthy
Environments

Genny Renard

Transformation Specialist ICT

Ishara Tewary

Team Manager, Fostering Team

Farhana Zia

Senior Committee Officer

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Clare Harrison, Councillor Shafi Ahmed and Councillor Muhammad Ansar Mustaqim. Councillor Rajib Ahmed was deputising for Councillor Clare Harrison.

2. DECLARATIONS OF INTEREST

No declarations of disclosable pecuniary interest were declared by the Members.

3. MINUTES OF THE PREVIOUS MEETING

The minutes from the previous meeting 31st January 2018 were approved as a correct and accurate record of the meeting.

4. CONSIDERATION OF PUBLIC SUBMISSIONS

The Sub-Committee noted that no public submissions had been submitted to the Committee Officer by the deadline. (5:00 p.m. the day before the meeting.)

5. GRANTS DETERMINATION SUB-COMMITTEE MEETING REPORTS FOR CONSIDERATION

5.1 Goodman's Fields NHS Provision - Committee Grant

Matthew Phelan, Public Health Programme Lead for Healthy Environments, Public Health Team presented his report stating the report related to the release of up to £4,824,474 of section 106 and CIL recourses to NHS Tower Hamlets Clinical Commissioning Group (CCG) to deliver increased capacity, access and service provision via a number of premises improvements across primary care to enhance local GP services. The funding is divided into £3,494,990.79 of CIL and £1,329,483.21 of S106 monies.

He referred members to point 1.4 of the report and said the project would allow a greater level of service to patients with 24 clinical rooms in the South West locality, with a capacity for up to 25,000 registered patients (an increase of 8k new patients) which will also provide up to 50,400 new patient appointments.

He said the building is expected to be completed and handed over to the NHS in March 2019, with the fit out taking approximately 11 months. The health centre would become fully operational in October 2020.

Mr Phelan informed Members that the projected population growth meant that the Whitechapel and City Wellbeing GP practices would not be able to cope with the demand. Hence the Goodman's Field development.

Members of the Sub-Committee made the following comments and asked questions in relation to the report:

- Does TH CCG have enough Doctors for the proposed health centre?
- What quality of training is given to reception staff to make them more customer focussed?
- Where is the new health centre located?
- Will the adjoining borough – City of London also be made to contribute to the cost of the health centre?
- In reference to page 20, can you clarify elements which are VAT exempted and those which are not?
- Page 19, point 3.2 refers to 'community health services' – What does this mean and are services to be co-located in the health centre?
- Page 26 – remove reference to Island Medical Centre
- Can clarity be provided with regard to which CIL and S106 is contributing to the project.

- **ACTION:** Officer to provide Members with information on GP recruitment and workforce training and development plus how the new health centre will embrace new technology to reduce waiting times.

Members of the Sub-Committee **AGREED** to recommend to the Grant's Determination Sub-Committee to:

1. Approve the grant funding of £4,824,474 to NHS Tower Hamlets CCG to deliver increased capacity, access and service provision in primary care and maintain continuity of local GP services.

5.2 Ageing Well Small Grants - 2018/19

Keith Burns, Programme Director, Special Projects, Integrated Commissioning, Health, Adults and Community Services presented the report stating the Ageing Well Small Grants Fund 2018/19 was aiming to provide financial support to organisations and groups which help older people combat problems associated with social isolation and loneliness. He said the process for applying is similar to the process followed the previous year and the total grant fund was £1,850.

Mr Burns pointed out that although the Grants Determination Sub-Committee (GDSC) had delegated responsibility for agreeing awards to the Divisional Director, it was felt the four pending grants in relation to the 2017/18 should be referred back to the GDSC, as these organisations were in Council owned buildings without a formal lease in place. Mr Burns explained this linked back to the recommendations made by the Commissioners.

Members of the Sub-Committee made the following comments and asked questions in relation to the report:

- Raine House, in Wapping do an excellent job in supporting older people in isolation. Have other organisations been informed as to how to apply for the grant?
- Recommendation 4, page 32 should also state "or Corporate Director".

Members of the Sub-Committee **AGREED** to recommend to the Grants Determination Sub-Committee to:

1. Approve the process for inviting applications for the Ageing Well Small Grants fund 2018/19.
2. Note the availability of funding for the proposal.
3. Agree the process of awarding the grant funding, and subsequent monitoring arrangements.

4. Agree to delegate responsibility for approving the awards of grant to the Divisional Director for Integrated Commissioning [or the Corporate Director].
5. Agree to the award of four grants, totalling £1,850, from the 2017/18 Ageing Well Small Grants Fund.

5.3 Foster Carers Association - Committee Grant

Ishara Tewary, Fostering Development Team Manager, Children Services stated the Directorate had in the past made ex-gratia payments to the Tower Hamlets Foster Carers Association (THFCA) however was now seeking to award a grant of £6,000 as per the decision to by the Council to treat the payment as a grant.

She said the THFCA provided many benefits and was a voice for all foster carers and foster children. The Association provided advocating and mediation services and was an invaluable resource to the Fostering and Children's Services Directorate. They provided comment and support on the effective delivery of the fostering service and were vital partners when consulting on fostering policy and procedure either locally or nationally.

Ms Tewary said that grant funding would help them continue to provide support to foster carers and foster children alike.

Members of the Sub-Committee made the following comments and asked questions in relation to the report:

- Does the THFCA have a written constitution? They are doing an excellent job.
- Do they support all foster carers or just Tower Hamlet registered foster carers?
- This is another example where is it not easily identifiable as to whether this is a grant or a service which is commissioned.

Members of the Sub-Committee **AGREED** to recommend to the Grants Determination Sub-Committee to:

1. Award the Tower Hamlets Foster Carers Association Committee an annual grant of £6,000 in order to conduct their role and responsibilities in supporting and advocating for the foster carers and foster children.
2. Delegate to the Corporate Director: Children, authority to make future annual grant awards to Tower Hamlets Foster Carers Association (THFCA).
3. That it be noted that awards to THFCA will be reported to the Grants Determination Sub-Committee as part of the annual Grants Register report.

5.4 VCS Strategy update (Crowdfunding and Volunteering)

Steve Hill, Head of Benefits Services informed Members the report provided them with an update on the delivery of certain actions agreed within the Voluntary and Community Sector Strategy (VCS) 2016-19 Action Plan. He said in particular it detailed the progress made in relation to three pilot programmes relating to diversifying the resource base of VCS organisations.

The report looks at Crowdfunding, Procurement (Social Value) and volunteering.

Mr Hill referred Members to points 5.5, 5.6 and 5.7 in the report and said the pilot programmes relating to volunteer brokerage including help with volunteering roles and volunteers, an online brokerage service and an Advisor Appointment service. He also referred Members to the case study at the bottom of page 53 to page 54.

In reference to Crowdfunding, point 5.8 Mr Hill said the pilot was progressing well and there had been good innovative projects that had been supported by this method of funding. Points 5.12 and 5.13 gave further detail on the social value procurement pilot.

Members of the Sub-Committee made the following comments and asked questions in relation to the report:

- In reference to the maps, pages 55, 56 and 57, it would appear funding for projects in the Isle of Dogs, is miniscule.

The Grants Scrutiny Sub-Committee **AGREED** to recommend to the Grant's Determination Sub-Committee to:

- Note the progress in implementing actions within the VCS Strategy, with particular reference to diversifying the resource base of the VCS through crowdfunding, social value in procurement and promoting volunteering.

5.5 MSG Update Report

Steve Hill, Head of Benefits Service presented the report looking at the Main Stream Grant programme 2015/18. In particular the report provided an update in relation to the premises arrangements for Our Base and additional information in relation to the Pollyanna Training Theatre.

With regard to Our Base, the Council withheld funds until the organisation agreed to enter into a property agreement. The organisation has shown a willingness to enter into an agreement and therefore it was recommended the

withheld payments for the period March 2017 to June 2017 be released subject to satisfactory performance.

With regard to the Pollyanna Training Theatre, the issue related to a variation to reduce the number of BAME beneficiaries from 53% to 33% however the GDSC wanted additional information on what outreach work had been carried out. Mr Hill said this was detailed in the bullet points at 3.4 of the report.

He also referred Members to the recommendation at page 6 of the report which was seeking the significant variation be approved.

Members of the Sub-Committee made the following comments and asked questions in relation to the report:

- Pollyanna Training Theatre should consider holding performances at schools in order to get 'buy in' for students and parents alike.

The Sub-Committee **AGREED** to recommend to the Grants Determination Sub-Committee to:

1. Agree the recommendations relating to the releasing of payments to Our Base and the significant variation for the Pollyanna Training Theatre as set out in sections 3.3 and 3.6 of this report.

6. SUB COMMITTEE REPORTS FOR CONSIDERATION

6.1 Scrutiny Review- Recreational Activities for Children and Young People

The Chair, Councillor Andrew Wood introduced this report stating that the Scrutiny Review looking at 'Recreational Activities for Children and Young People in Tower Hamlets' was as a result of the Sub-Committee agreeing to examine this topic at its November 2017 meeting.

The purpose of the review was to investigate the different provisions offered by the Council for young people to stay active in the Borough. The review was underpinned by three core questions:

- What Council provisions are currently available for Young People to stay active?
- How does our Grants Programme support young people to be physically active? And
- What recreational facilities do we have in the Borough and what can we do to make them more accessible?

As a result two evidence sessions were held. One in January 2018 to look at evidence from the Council's Public Health Team, Youth and Community, Sports and Physical Activities sectors and another in February 2018 when evidence from the Grants, Arts, Parks and Events service as well as the

Sports, Leisure and Culture services was held together with input from Robert McLean, the relationship manager for London Sports.

Councillor Wood stated that the review was making a total of seven recommendations stated on pages 63-64 and welcomed the views of the Sub-Committee prior to the review being submitted to the parent Overview and Scrutiny Committee.

Members of the Sub-Committee made the following comments and asked questions in relation to the report:

- What is the Scrutiny Review into recreational services for children and young people trying to achieve? It is not clear how this relates to the remit of the Grants Scrutiny Sub-Committee.
- Think the scope of the review is too board. Is the aim of the Review to deliver more physical activity or to look at grant funding streams for sport related organisations / events?
- Recommendations 4 to 7 relate to planning matters and therefore are not relevant to the Review.
- The remit of the Grants Scrutiny Sub-Committee itself is narrow - it is mainly concerned with the process of recommending for approval a grant to the Grants Determination Sub-Committee. Therefore whilst the review makes valid points in relation to space and physical activity it does not provide the evidence of how the recommendations made will be supported or costed.

In response Councillor Wood agreed the review had delved too broadly into the subject area and with hindsight should have focussed more on the grant funding of organisations that provide sport and youth activities. The review looked at “space and access to space” and not the allocation of monies. He said that due to the lack of time, and the impending local elections, the review was reporting back to the Sub-Committee with its draft report. However the work of the review should continue, with the new Sub-Committee looking at how the issues identified can be executed and delivered.

Members of the Sub-Committee **AGREED** to recommend to the Overview and Scrutiny Committee that:

1. The recommendations identified as part of the Scrutiny Review into ‘Recreational Facilities for Children and Young People in Tower Hamlets’ should either be further developed by next year’s Grants Scrutiny Sub-Committee or that the issues identified should be broken down into smaller work streams for the parent Overview and Scrutiny Committee to consider further.

6.2 Demonstration of the GIFTS software system

Stephen Hart, from Bazzacotts demonstrated the GIFTS online system.

He said the GIFTS online system would allow the Council to extrapolate data on the number of grants the Council has approved plus provide information on where and to whom the grants had been awarded to, as well as how much has been awarded.

He said the system was hosted via an online cloud solution and was approved by Central Government as a safe means to hold data. He said the information could be accessed using a number of devices such as a PC, Laptop or smartphone and users would need to clear security checks via the log in process.

Mr Hart said the idea was to provide an end to end online Grants management system, which could be used with the minimal amount of training. Mr Hart demonstrated the types of data that could be provided via dashboards and the benefits of using the system to search for organisations and the amounts awarded. For example, the system would allow you to see the history of grants awarded to a particular organisation, the amount and who the Donor source was.

Members of the Sub-Committee made the following comments and asked questions in relation to the presentation:


- Can third party organisations view the data?
- Can the system allow you record committee decisions?
- The system looks interesting and would be great for transparency. Have the third sector been involved in its design and types of reports it can produce?
- Can people send messages via the software?
- Good to hear data will be shared with the 360° Giving organisation.
- What metadata can be run off the software?
- What are you looking for, from this committee?
- Is there additional maintenance cost for using GIFTS online system?

7. ANY OTHER BUSINESS THE CHAIR CONSIDERS TO BE URGENT

No other business was discussed at the meeting.

The meeting ended at 8.30 p.m.

Chair, Councillor Andrew Wood
Grants Scrutiny Sub-Committee

<p>Non-Executive Report of the:</p> <p>Grants Scrutiny Sub-Committee</p> <p>4th June 2018</p>	
<p>Report of: Asmat Hussain, Monitoring Officer and Corporate Director Governance</p>	<p>Classification: Unrestricted</p>
<p>Terms of Reference, Quorum, Membership and Dates of Meetings</p>	

Originating Officer(s)	Farhana Zia, Senior Committee Officer
Wards affected	All wards

Executive Summary

This report sets out the Terms of Reference, Quorum, Membership and Dates of Meetings of the Grants Scrutiny Sub-Committee for the Municipal Year 2018/19 for the information of members of the Sub-Committee.

Recommendations:

The Grants Scrutiny Sub-Committee is recommended to:

1. note and follow the Terms of Reference, Quorum, Membership and Dates of meetings for the Municipal Year 2018/19 as set out in Appendices 1, 2 and 3 to this report and as stated in the Council's Constitution.

1. REASONS FOR THE DECISIONS

- 1.1 This report is brought annually to assist new and returning Members by informing them of the framework of the sub-committee as set out in the Council's Constitution.

2. ALTERNATIVE OPTIONS

- 2.1 The report asks Members solely to confirm its constitutional arrangements and therefore they are not required to consider any alternative options.

3. DETAILS OF THE REPORT

- 3.1 Each year, following the establishment of the Sub-Committee by the Overview and Scrutiny Committee, who held an extraordinary meeting on the 23rd May 2018, to establish this sub-committee, it is customary that the newly established sub-committee considers its procedural arrangements.

Grants Scrutiny Sub-Committee Arrangements

- 3.2 At the Annual General Meeting of the full Council held on 23rd May 2018, the Authority approved the review of proportionality, establishment of the Committees and Panels of the Council and appointment of Members thereto.
- 3.3 At the extraordinary meeting of the Overview and Scrutiny Committee held 23rd May 2018 the Committee noted the proportionality and establishment of the Grants Scrutiny Sub-Committee.
- 3.4 It is traditional that following the Annual General Meeting of the Council at the start of the Municipal Year, at which various committees are established, that those committees note their Terms of Reference, Quorum and Membership for the forthcoming Municipal Year. These are set out in Appendix 1 and 2 to the report respectively.
- 3.5 The Committee's meetings for the remainder of the year, as agreed at the Annual General Meeting of the Council on 23rd May 2018, as set out in Appendix 3 to this report.
- 3.6 In accordance with the programme of meetings for principal meetings, meetings are scheduled to take place at 6.30pm, except where the meeting falls within the month of Ramadan which will be at 5.30 pm.

4. EQUALITIES IMPLICATIONS

- 4.1 When drawing up the schedule of dates, consideration was given to avoiding school holiday dates and known dates of religious holidays and other important dates where at all possible.

5. OTHER STATUTORY IMPLICATIONS

- 5.1 This section of the report is used to highlight further specific statutory implications that are either not covered in the main body of the report or are required to be highlighted to ensure decision makers give them proper consideration. Examples of other implications may be:
- Best Value Implications,
 - Consultations,
 - Environmental (including air quality),
 - Risk Management,
 - Crime Reduction,
 - Safeguarding.

5.2 In considering the above statutory implications, please note:

- There are no specific Best Value implications arising from this noting report.
- Members and Senior Officers were consulted in the drafting of the municipal calendar, as approved by Council at its meeting of 23rd May 2018.
- There are no specific sustainability implications arising from this noting report.
- There are no specific risk management implications arising from this noting report.
- There are no specific crime and disorder implications arising from this noting report.
- There are no specific safeguarding implications arising from this noting report.

6. COMMENTS OF THE CHIEF FINANCE OFFICER

6.1 Matters brought before the Committee under its terms of reference during the year will include comments on the financial implications of decisions provided by the Chief Finance Officer. There are no specific comments arising from the recommendations in this report.

7. COMMENTS OF LEGAL SERVICES

7.1 The terms of reference provided for the Sub-Committee to note are in line with Section 3.3.3 In Part 3 of the Council's Constitution.

Linked Reports, Appendices and Background Documents

Linked Report

NONE

Appendices

- Appendix 1 – Grants Scrutiny Sub-Committee Terms of Reference (Revised)
- Appendix 2 – Appointments to Committee
- Appendix 3 – Dates of meetings

Local Government Act, 1972 Section 100D (As amended)

List of "Background Papers" used in the preparation of this report

- NONE

Officer contact details for documents:

N/A

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Terms of Reference

1. Introduction and Aims

- 1.1 Member input is vital at the development and delivery stage of the grants process by ensuring that the overall objectives of the grant scheme are being met based on identified need, that a fair geographical distribution of funding is being proposed, and that the full range of community needs are being met.
- 1.2 The Grants Sub-Committee will support an objective, fair, transparent and co-ordinated approach to grant funding across the Council including but not restricted to the following.
 - (a) overseeing the process and arrangements for awarding and administering grants and related procurement processes to ensure a strategic approach;
 - (b) overseeing the processing arrangements for developing grants criteria and assessment methodology
 - (c) overseeing the monitoring, performance management and evaluation arrangements in relation to funded projects; and
 - (d) ensuring fairness and transparency in the grant awarding process.
- 1.3 The Grants Sub-Committee will be mindful of the Council's objective to create an environment for a thriving Third Sector. In this context, the following are key factors:
 - (a) improve partnership working between local organisations;
 - (b) provide longer-term funding to organisations;
 - (c) ensure that funding is aligned to the Strategic Plan and Community Plan;
 - (d) ensure that the Council achieves value for money from its grants; and
 - (e) ensure that funding supports appropriate services for the benefit of local residents.

2. Responsibilities

- 2.1 The Overview & Scrutiny Grants Sub-Committee will discharge the Council's statutory functions to undertake overview and scrutiny, insofar as these pertain to grants matters. This will include:
 - (a) Reviewing and/or scrutinise recommendations, decisions made or actions taken in connection with the discharge of the council's grants;
 - (b) Advising the Mayor, or Executive of key issues/questions arising in relation to grants reports due to be considered by the Mayor, or Executive; and
 - (c) Making reports and/or recommendations to the full Council and/or the Mayor, or Executive in connection with the discharge of grants functions
- 2.2 The Grants Sub-Committee will have a broad range of responsibilities. This will include scrutinising adherence to grant eligibility, appraisal, and monitoring arrangements.

- 2.3 Other areas of responsibility for the Grants Sub Committee include but are not restricted to the following:
- (a) monitoring and reviewing all grant programmes across the Council;
 - (b) maintaining an overview of performance and value for money for all London Borough of Tower Hamlets grant funding;
 - (c) support an appropriate, fair and transparent commissioning and appraisal process is followed when allocating any grant funding;
 - (d) ensure that the Service agreements used in relation to the various Council grant regimes are fit for purpose and that appropriate monitoring and assurance systems are implemented and in place; and
 - (e) receive grant programme performance, monitoring reports and agreeing appropriate action to be taken in respect of projects which are under-performing.

3. Membership

- 3.1 The membership of the Grants Sub-Committee will consist of the Scrutiny Lead Member for Resources (or his nominated Deputy) as Chair of the Grants Sub-Committee, with the composition consisting of six Members of the Council, in line with proportionality rules.

4. Actions and Responsibilities

- 4.1 Below are some of the specific actions and responsibilities required to ensure the effective operation of the Grants Sub-Committee.
- 4.2 **Servicing of meetings.** The servicing of meetings will be undertaken by the Council's Democratic Services Team and which work will include:
- (a) dispatch of reports;
 - (b) taking of minutes and recording of actions/decisions;
 - (c) dissemination of minutes and decisions; and
 - (d) audio recording of meetings.
- 4.3 **Meeting frequency.** The Grants Sub-Committee will meet as required in order to consider grant awards in a timely manner.
- 4.4 Officers preparing reports for consideration must liaise with Democratic Services in good time to ensure that meetings are able to be convened as required to consider reports.
- 4.5 **Preparation and presentation of Reports.** The Lead Manager/Officer of the appropriate grant/funding programme will be responsible for preparing and presenting reports to the Grants Sub-Committee. This will include:
- (a) preparing reports and recommendations;
 - (b) obtaining legal and financial clearance of reports;
 - (c) sending completed reports to Democratic Services for dispatch;
 - (d) presenting reports ; and

(e) implementing actions/decisions agreed.

- 4.6 **Record of attendance.** All members of the Sub-Committee present during the whole or part of a meeting must sign their names on the attendance sheet before the conclusion of every meeting to assist with the record of attendance.

5. Proceedings

- 5.1 The Grants Sub-Committee will generally meet in public and conduct its proceedings in accordance with the relevant rules of procedure contained in the Council's Constitution such as the:

- (a) Council Procedure Rules;
- (b) Access to Information Procedure Rules, and
- (c) The Overview and Scrutiny Procedure Rules.

- 5.2 For the purposes of the Grants Sub-Committee, Rule 19 of the Council Procedure Rules (Petitions) applies.

6. Declaration of Interests

- 6.1 In accordance with the Council's Code of Conduct for Members, Members are reminded that it is a requirement to declare disclosable pecuniary interests and any other interest that they may have within the published register of interests.

7. Public Engagement

- 7.1 The Sub-Committee will engage local people in the delivery of its work programme and strategic issues on grants within the Council whilst directing representations on individual issues to the Commissioners and the Executive.

Updated: 23rd May 2018

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LONDON BOROUGH OF TOWER HAMLETS

SCRUTINY COMMITTEE MEMBERSHIPS 2018-2019

NOMINATIONS SUBMITTED TO THE ANNUAL COUNCIL MEETING ON 23rd MAY 2018

GRANTS SCRUTINY SUB-COMMITTEE (Nominations for information - Panel to be appointed by Overview & Scrutiny Committee) (Six members of the Council)			
<i>Labour Group (5)</i>	<i>Conservative Group (1)</i>	<i>Ungrouped (0)</i>	<i>Co-opted Members</i>
Councillor Ehtasham Haque Councillor Kahar Chowdhury Councillor Marc Francis - Councillor Mohammed Pappu Councillor Sufia Alam Substitutes:- Councillor Helal Uddin Councillor Kyrsten Perry Councillor Victoria Obaze	Councillor Andrew Wood Substitutes:- Councillor Peter Golds	N/A	<i>To be appointed by the Overview and Scrutiny Committee as required</i>

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APPENDIX 3
SCHEDULE OF DATES 2018/2019
GRANTS SCRUTINY SUB-COMMITTEE

Notes

1. Following consultation with the Chair it is proposed that meetings take place at 7:00 pm on the following dates:

Monday 4th June 2018 at 5:30 pm (Ramadan)

Monday, 30th July 2018 at 6:30 pm

Monday, 10th September 2018 at 6:30 pm

Monday, 5th November 2018 at 6:30 pm


Monday, 18th December 2018 at 6:30 pm

Monday, 4th March 2019 at 6:30 pm

Monday, 29th April 2019 at 6:30 pm

2. It may be necessary to convene additional meetings of the Sub-Committee should urgent business arise. Officers will keep the position under review and consult with the Chair and other Members as appropriate.
3. The quorum is three Members.

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Grants Determination Sub Committee 6 June 2018	 TOWER HAMLETS
Report of: Ann Sutcliffe, Acting Corporate Director Place	Classification: Unrestricted
Affordable Housing Grant Programme – Mulberry Housing Society	

Lead Member	Councillor Rachel Blake, Cabinet Member for Strategic Development and Waste.
Originating Officer(s)	Alison Thomas
Wards affected	Limehouse Ward
Key Decision?	Yes
Forward Plan Notice Published	4th May 2018
Reason for Key Decision	To enable Mulberry Housing Society to purchase S106 units
Community Plan Theme	Great Place to live

Executive Summary

In February 2017, the Mayor in Cabinet approved £9M of retained RTB to be made available for Mulberry Housing Society in order to purchase affordable homes.

Recommendations:

The Grants Determination Sub Committee is recommended to:

1. Authorise the Corporate Director Place to award Right To Buy receipt grant funding of £2.3m to Mulberry Housing Society; in addition, allow 10% uplift to the agreed amounts to take account of potential increases in acquisition costs.

2. Authorise the Corporate Director Place to enter into a grant agreement and make decisions relating to any associated matter to give effect to the delegation referred to in paragraph 1 above.

3. To note the Equalities Impact Assessment / specific equalities considerations as set out in Paragraph 4

1. REASONS FOR THE DECISIONS

- 1.1 On 7th February 2017, Cabinet agreed to establish two housing delivery vehicles, in order to expand the range of options available to the Council to deliver new supply across tenures, both permanent and temporary homes, with the two vehicles designed to operate in tandem:
- A Wholly Owned Company (WOC) with a commercial purpose to provide homes for rent and sale, returning a dividend to the Council from long term profit-making activities; and
 - A Community Benefit Society (CBS) to provide homes for sub-market rent, subsidised by grant of land and retained Right to Buy receipts, made possible by governance arrangements within which the Council holds a minority position.
- 1.2 The WOC is called Seahorse Homes Limited and the CBS Mulberry Housing Society.
- 1.3 Cabinet also approved £9M of retained Right to Buy receipts to be made available for Mulberry Housing Society to purchase affordable homes.
- 1.4 An opportunity has arisen to purchase a S106 site in Burdett Road. The development comprises of 42 flats all at social target rents. The report recommends granting £2.3m in RTB receipts to facilitate this acquisition. (Grant requested will contribute 30% of scheme costs associated with the rented element).
- 1.5 Terms of the grant to Mulberry Housing Society will be covered by a grant agreement that will be a contract between the parties for each scheme to ensure compliance.

2. ALTERNATIVE OPTIONS

- 2.1 There is a wide range of housing delivery providers including private developers, Registered Providers (RPs)/housing associations and local authorities. Between them these providers deliver a range of new homes across tenures – social rents, ‘affordable’ rents, shared ownership, market rents and market sale.
- 2.2 Rather than award grant to Mulberry Housing Society, the Council could rely on other partners in the private developer and RP sectors to deliver new homes, providing land and financial resources (including retained RTB

receipts) to secure delivery and negotiate long term access arrangements to new homes for Council nominees.

- 2.3 However, despite considerable efforts over the past twelve months, the uptake of partnership offers to RPs has not attracted many applications. Moreover, the advantage of Council-sponsored vehicles is the closer alignment with strategic purpose, the greater level of security and certainty over access arrangements, and the scope for long term revenue and capital return to the Borough, with assets and return on investment more closely protected.
- 2.4 In particular, the acquisition and development of new housing through Mulberry Housing Society will enable the delivery of further social and intermediate rented homes making use of retained RTB receipts, without impacting on the HRA borrowing headroom.
- 2.5 In summary, this allocation to Mulberry Housing Society should be seen as complementary rather than an alternative or replacement for other delivery approaches.]

3. DETAILS OF THE REPORT

- 3.1 As previously mentioned an opportunity has arisen to purchase a S106 site in Burdett Road. The development comprises of 42 flats all at social target rents.

Applicant	Scheme	Total units in scheme	Total Inter-mediate	Total Market	Total Social Rents	Grant £
Mulberry Housing Society	Burdett Road	42	0	0	42	£2.3m

Grant requested: £2.3m to provide 42 new properties.
Grant per unit = £55k

Unit Mix =
4 x 1 bed
5 x 2 bed
27 x 3 bed
1 x 1 bed (wheelchair)
3 x 3 bed (wheelchair)

- 3.2 The development is a S106 off-site affordable housing contribution for the Canary Wharf Group Newfoundland development in the Canary Wharf area.

4. EQUALITIES IMPLICATIONS

- 4.1 The delivery of more affordable homes will help give households, particularly those from black, Asian, or other minority ethnic backgrounds on low incomes

(many of whom are benefit dependent) a secure home. This has the potential to create an environment for household members – particularly children – to improve their educational attainment which will in turn help them access sustainable employment in the future. The delivery of more housing that is wheelchair accessible and meets lifetime homes standards is a proven method to help reduce inequalities.

- 4.2 The provision of additional rented schemes can potentially impact on community cohesion and homelessness. The amount of affordable housing developed for rent has been limited in Tower Hamlets. Maximising the amount of affordable housing for rent wherever possible can contribute to community cohesion by reducing the number of households on the Common Housing Register waiting for a home at an affordable rent.
- 4.3 The grant to Mulberry Housing Society directly makes a significant contribution to the core Local Plan target of new affordable homes delivery. The programme also makes a wider contribution to Community Plan objectives, such as on increasing household recycling; reducing crime (through Secure By Design standards); and increasing skills and training opportunities. The proposal is a good 'strategic fit' with the Community Plan and will help Tower Hamlets deliver both the housing and sustainable communities priorities identified.

5. OTHER STATUTORY IMPLICATIONS

- 5.1 This section of the report is used to highlight further specific statutory implications that are either not covered in the main body of the report or are required to be highlighted to ensure decision makers give them proper consideration. Examples of other implications may be:
- Best Value Implications,
 - Consultations,
 - Environmental (including air quality),
 - Risk Management,
 - Crime Reduction,
 - Safeguarding.

5.2 Best Value Implications

This is a capital programme which proposes to make use of the Council resources in order to fund partners in the delivery of affordable homes rather than be required to pay interest to the government on unspent receipts.

The schemes will comply with the Council's requirements on the reduction of carbon emissions, energy consumption along with green and sustainable construction delivery.

5.3 Risk Management

A Grant Agreement will be drawn up by Solicitors Mulberry Housing Society will be members of the Common Housing Register and to sign up to the

Standard Nominations Agreement so the Council will benefit fully from the programme.

The scheme adopted an open book approach so the Council has been able to scrutinise the project finance.

The qualifying criteria has provided safeguards against organisations that would not have the capacity, expertise or financial stability to deliver the programme.

5.4 Crime and Disorder Reductions Implications

The schemes proposed will be designed to Secure By Design Standards. The conditions of the housing grant programme will include the need to meet the London Housing Design Guide and other standards of building including Secure by Design.

The impact on the local community and the local environment will be factors in assessing the quality of a scheme proposal. RPs will be encouraged to identify sites which if developed, would improve the safety and security of the local communities.

The role of design in “designing out crime “will be part of the solution for addressing community safety hot spots in the borough. In addition, the natural surveillance offered by the new developments is likely to improve safety in the respective areas.

5.5 Safeguarding Implications

Not applicable.

6. COMMENTS OF THE CHIEF FINANCE OFFICER

6.1 The Mayor in Cabinet on 7th February 2017 approved the establishment of Mulberry Housing Society, a charitable Community Benefit Society (CBS), to provide homes for sub-market rent. It was agreed that £30 million of resources would be made available to the CBS, including an allocation of retained Right to Buy receipts of up to £9 million, representing 30% of the total financing available. The funding was incorporated within the Council’s capital programme however as a grant to a third party any allocations also need to be approved by the Grants Determination sub-committee.

6.2 This report seeks approval to allocate the first funding of £2.3 million of the £9.0 million allocation to Mulberry Housing Society to part finance the acquisition of 42 properties in Burdett Road. These properties will be let at social target rents. The Authority’s contribution is limited to 30% of the cost of the eligible expenditure incurred on the acquisition, with Mulberry Housing Society being responsible for securing funding for the remaining 70% of the

cost. As approved within the Cabinet report that established the CBS, this element of funding will be provided via a loan from the Council.

- 6.3 Retained Right to Buy receipts cannot be used to provide funds to a body in which an authority holds a controlling interest. To ensure that it complies with the necessary requirements, the CBS has therefore been established with a 40% Council representation on its board which is made up of two Council and three independent members.
- 6.4 The Council retains responsibility for spending a sufficient amount on replacement social housing within the required timescales (three years from the date of receipt) to ensure that the use of retained Right to Buy receipts is maximised. In the event that any committed projects fail to spend in accordance with the deadlines set, there is a risk that unused receipts will be payable to the Government, with the Council being liable for a significant interest penalty. It is therefore crucial that the Authority continues to closely monitor the progress on all replacement social housing projects funded by retained receipts, whether the expenditure is incurred by third parties or forms part of the substantial programme of Council managed initiatives. In the case of this allocation, evidence of eligible expenditure must be submitted by the CBS to the Council to ensure that all Government regulations for the use of retained capital receipts are met.]

7. COMMENTS OF LEGAL SERVICES

- 7.1 The Council has the power to do anything an ordinary person may do unless this is prohibited by legislation under section 1 of the Localism Act 2011. There is nothing in legislation barring the Council from making this grant and therefore the Council has to legal power to do so.
- 7.2 Under the constitution the Grants Determination Sub-committee has the power delegated from the Mayor to make the delegation as requested in the first paragraphs 1 and 2
- 7.3 The Council will also need to enter into a grant agreement to control the use of the grant money. This will need to be monitored to ensure the grant is used to achieve the intended outcomes. This monitoring process allows the Council to demonstrate compliance with its Best Value legal duty.
- 7.4 The Council may wish to consider some form of security for example registering an interest with the Land Registry to ensure the proper use of the grant.
- 7.5 When making decisions, the Council must have due regard to the need to eliminate unlawful discrimination, the need to advance equality of opportunity and the need to foster good relations between persons who share a protected characteristic and those who do not (the public sector equality duty). The use of the funds for this grant does infer an equalities issue in itself. However, the Council should consider ways to ensure that the subsequent use of the properties should align with the Council's equality duties in the usual way.

Linked Reports, Appendices and Background Documents

Linked Report

- NONE

Appendices

- NONE

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

- NONE

Officer contact details for documents:

Jen Pepper x2528

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<p>Grant Determination Sub Committee</p> <p>6 June 2018</p>	 <p>TOWER HAMLETS</p>
<p>Report of: Mark Baigent, Interim Divisional Director Regeneration and Sustainability</p>	<p>Classification: Unrestricted</p>
<p>Affordable Housing Grant Programme – George Green’s Almshouses</p>	

Lead Member	Councillor Rachel Blake, Cabinet Member for Strategic Development and Waste
Originating Officer(s)	Alison Thomas
Wards affected	Poplar
Key Decision?	Yes
Forward Plan Notice Published	4 May 2018
Reason for Key Decision	Approval to award grant funding to George Green’s Almshouses to purchase properties using right to buy receipts.
Community Plan Theme	Great Place to Live

Executive Summary

In December 2015, The Commissioners agreed £7.06 million of retained RTB receipts could be used to set up a Local Housing Affordable Grant Programme for the period 2016 onwards for the provision of affordable housing in Tower Hamlets.

The initial grant ratified by Cabinet has since been successfully allocated In response to additional applications received from RPs, a further report was submitted and approved by Cabinet in January 2018 to endorse £5m of additional grant funding to continue the acquisition and development of schemes that provide affordable housing.

This report is intended to update the Sub Committee of another bid received as part of the continuous market engagement process.

Recommendations:

The Grants Determination Sub Committee is recommended to:

1. Authorise the Corporate Director Place to award Right to Buy grant funding for the amount listed in 1.7 of the report to George Green’s Almshouses, together

with a 10% uplift to take account of potential increases in build or acquisition costs.

2. Authorise the Corporate Director Place to enter into a grant agreement and make decisions relating to any associated matter to give effect to the delegation referred to in paragraph 1 above.

1. REASONS FOR THE DECISIONS

- 1.1 On 12th October 2015, the Mayor in Cabinet approved a capital programme to address the issues around the accumulated Right to Buy Receipts and the conditions for their expenditure. This included a range of measures, one of which was the provision of £7.06 million to Registered Providers towards the delivery of affordable housing units for rent for letting to housing applicants on the Council's Housing Waiting List. The Commissioners approved this on 2nd December 2015.
- 1.2 An advertisement and bidding pack inviting Registered Providers to submit applications as part of the continuous market engagement process was placed on the Council's website on the 15th February 2017. RPs were also formally advised individually.
- 1.3 To qualify to submit a bid, RPs were required to demonstrate their ability to satisfy the following criteria:-
 - Have knowledge of the Borough's housing needs.
 - Be a signed up member of the Common Housing Register or be able to sign up to it.
 - Have a management arm based in the Borough.
 - Be easily accessible to their new tenants.
 - Have extensive experience of affordable housing development.
 - Be included on the Homes and Communities Agency (HCA) published list of RPs.
 - Have the financial liquidity needed to successfully deliver a development programme over period of the grant scheme.
 - Consider the prerequisite that priority will be given to schemes with planning permission or in the planning process to enable them to meet the required deadline of December 2020 for completed schemes.
- 1.4 Approval Process
- 1.5 Points of clarification and any areas of concern with the bid has been discussed with George Green Almshouses.

1.6 Approval for grant funding was assessed on the basis that priority is given for schemes that meet the LBTH specific strategic criteria of:-

- Deliverability – This is of paramount importance. Milestones will be set and the grant may be repayable if they are not achieved.
- Affordability – preference is given to homes that are most affordable to local residents.
- Tenancies – preference is given to homes with longer tenancies as the RTB receipts fund permanent social/affordable rented accommodation.
- The grant element will represent a maximum of 30% of the scheme cost and can only be utilised for the replacement of Affordable Rented Units although this can be part of a larger mixed tenure development.
- Delivery of other strategic objectives of the Council and wider community benefits.
- Accessibility – Homes for residents with disabilities will be fully accessible and preference will be for wheelchair housing located on the ground floor. Preference will also be given to schemes that assist the rehousing of households with disabled members. No less than 10% of the rented stock in the scheme will be wheelchair units.
- Schemes that fit in with the Planning or supported Borough Housing Investment Strategy e.g. Whitechapel Master Plan area
- Schemes that exceed the minimum planning requirements for the provision of Affordable Housing.

1.7 The process outlined above culminated in Officers recommending that George Green’s Almshouses be awarded grant funding for the amounts detailed in table one below.

Table One

	Registered Provider	Scheme	Num Rent	Num Int.	Num Mar.	TH Living Rent	London Afford. Rent	Grant £
1	George Green’s Almshouses	Purchase 2 x 1B2P ex RTB Flats	2	0	0	0	2	£210k

(Grant requested will contribute 30% of scheme costs associated with the rented element).

- 1.8 Terms of the grant to RPs will be covered by a grant agreement that will be a contract between the parties for each scheme to ensure compliance

2. ALTERNATIVE OPTIONS

- 2.1 Doing nothing has been considered, However, this could result in the Council having to pay RTB receipts to central government with interest (compounded 4% above base rate), in line with the conditions of usage set down by the DCLG. Therefore, this programme could be considered to be an efficient use of the current available resources.
- 2.2 In considering whether to repay the RTB receipts to central government, the Council has the duty to consider not only the financial impact on the HRA but also the provision of affordable housing, the acute housing need in the borough, and service enhancements made possible through the use of the RTB Receipts.
- 2.3 Giving up the one-for-one RTB receipts would imply that the Council would not take the opportunity of exercising greater control over the provision of affordable housing. Instead, funding affordable housing delivery by the housing association sector allows the Council to target its own priorities, without the restraints of the conditions of GLA grant and the requirements of the HCA Capital Guide.

3. DETAILS OF THE REPORT

- 3.1 The Council's significant retained receipts from the disposal of properties under Right to Buy legislation must be used for the provision of new social housing in accordance with the terms of the agreements that the Council has entered into with the MHCLG. One-for-one RTB receipts can only be used to fund up to 30% of the cost of Social Rented or Affordable Rented units.
- 3.2 The Council launched the continuous market engagement process in February 2017 and has received a number of applications which are considered on submission and tabled for the Grants Determination Sub Committee to consider.
- 3.3 The current application from George Green's Almshouses seeks grant funding to purchase 2 yet to be identified, 1bed, 2 person ex right to buy flats from Poplar HARCA. The properties will be used to permanently house single homeless women in the borough.

3.4 Details of the bid are as follows:-

Grant requested: £210,000.00.

Grant per unit = £105,000.00.

Unit Mix = 2x1B2P @ £175.03pw = LAR (inc S/C of £25 p wk.)

4. EQUALITIES IMPLICATIONS

- 4.1 The delivery of more affordable homes will help give households, particularly those from black, Asian, or other minority ethnic backgrounds on low incomes, as well as single homeless people (many of whom are benefit dependent) a secure home. This has the potential to create an environment for household members to improve their life prospects and enhance opportunities to access sustainable employment in the future.
- 4.2 The provision of additional rented schemes can potentially impact on community cohesion. The amount of private housing developed for sale and private rent has been particularly high in Tower Hamlets. However, the large majority of this housing is inaccessible to residents due to high house prices. Therefore, maximising the amount of affordable housing for rent wherever possible can contribute to community cohesion. This can be achieved by reducing the number of households on the Common Housing Register waiting for a home, whilst also giving an opportunity for local applicants to access low cost home ownership opportunities.
- 4.3 The Local Affordable Housing Grant scheme directly makes a significant contribution to the core Local Plan target of new affordable homes delivery. The programme also makes a wider contribution to Community Plan objectives, such as on increasing household recycling; reducing crime (through Secure By Design standards); and increasing skills and training opportunities. The proposal is a good 'strategic fit' with the Community Plan and will help Tower Hamlets deliver both the housing and sustainable Communities priorities identified.

5. OTHER STATUTORY IMPLICATIONS

- 5.1 This is a capital programme which proposes to make use of the Council Resources in order to fund partners in the delivery of affordable homes rather than be required to pay interest to the government on unspent receipts. It places the responsibility for 70% of the costs of building replacement one for one homes on RPs, thereby protecting the borrowing margin of the Council and making possible the delivery of larger programme.
- 5.2 **ENVIRONMENTAL**

The schemes will comply with the Council's requirements on the reduction of carbon emissions, energy consumption along with green and sustainable

construction delivery.

5.3 RISK MANAGEMENT IMPLICATIONS

- 5.3.1 A Grant Agreement has been will be drawn up by Solicitors and issued with the bidding documents.
Bidders have provided proof of their ability to finance the scheme in the form of a funder's letter.
- 5.3.2 All bidders are expected to be Members of the Common Housing Register and to sign up to the Standard Nominations Agreement so the Council will benefit fully from the programme.
- 5.3.3 An audit of the programme is planned and provided for in the Legal Agreement.
- 5.3.4 The scheme adopted an open book approach so the Council has been able to scrutinise the project finance.
- 5.3.5 The qualifying criteria has provided safeguards against organisations that would not have the capacity, expertise or financial stability to deliver the programme.

5.4 CRIME AND DISORDER REDUCTION IMPLICATIONS

- 5.4.1 The schemes proposed will be designed to Secure By Design Standards. The conditions of the housing grant programme will include the need to meet the London Housing Design Guide and other standards of building including Secure by Design.
- 5.4.2 The impact on the local community and the local environment will be factors in assessing the quality of a scheme proposal. RPs will be encouraged to identify sites which if developed, would improve the safety and security of the local communities.
- 5.4.3 The role of design in "designing out crime" will be part of the solution for addressing community safety hot spots in the borough. In addition, the natural surveillance offered by the new developments is likely to improve safety in the respective areas.

6. COMMENTS OF THE CHIEF FINANCE OFFICER

- 6.1 The Mayor in Cabinet on 6th October 2015 approved a programme to utilise the significant levels of Right to Buy receipts that the Council has retained for the provision of replacement social housing. It was agreed that £7.065 million of the receipts would be allocated towards a Local Affordable Housing Grant scheme for Registered Providers of Social Housing (RPs). The success of this scheme led to the use of a further £5 million of retained receipts being

approved by the Mayor in Cabinet on 30th January 2018. The programme therefore now has a budget of £12.065 million.

- 6.2 The Authority's contribution is limited to 30% of the cost of the eligible expenditure incurred on replacement social housing, with the registered provider (RP) being responsible for funding the remaining 70% of the cost of the replacement social housing being built. Evidence of eligible expenditure must be submitted by the RP to the Council to ensure that all Government regulations for the use of retained capital receipts are met.
- 6.3 Following the completion of the application process for the programme and subsequent Commissioner or Grants Determination Sub-Committee approvals for the funding of various projects, together with subsequent amendments to the schemes, the table below shows the current approvals in place. These include a contingency of up to 10% of the grant sum to allow for a possible increase in build or acquisition costs. This contingency will only be available to the RP if officers are satisfied that the costs are unavoidable and if not required will be available for allocation to other schemes.

Revised Schemes – June 2018	Amount	Contingency	TOTAL
1 <u>Commissioners meeting: April 12th 2016</u>			
ARHAG (new build scheme)	£428,605	£42,861	£471,466
East End Homes (buybacks)	£870,000	£87,000	£957,000
2 <u>Commissioners meeting: July 5th 2016</u>			
Peabody (new-build scheme)	£1,940,732	£0	£1,940,732
Family Mosaic (new-build scheme)	£1,118,944	£40,000	£1,158,944
3 <u>Grants Determination Sub-Committee: December 5th 2017</u>			
East End Homes (new-build scheme)	*£375,000	*£37,500	£412,500
Swan (new-build scheme)	£2,439,760	*£243,976	£2,683,736
4 <u>New approvals sought in this report</u>			
George Green's Almshouses (acquisition)	210,000	21,000	231,000
	£7,383,041	£472,337	£7,855,378

- 6.4 The schemes marked with an asterisk were agreed in principle by the Grants Determination Sub-Committee in December 2017, pending the subsequent approval of funding as part of the 2018-19 budget process. A further £5 million of resources were allocated to the programme and the funding of these schemes (the full East End Homes new build scheme and the contingency element of the Swan new build scheme) is therefore now fully confirmed.
- 6.5 As the Council retains responsibility for spending a sufficient amount on replacement social housing within the required timescales, in the event that

RPs fail to spend enough there is a risk that the resources will be payable to the Government, with the authority being liable for a significant interest penalty. It is therefore crucial that the Authority continues to closely monitor the progress on all replacement social housing projects funded by retained receipts, whether the expenditure is incurred by third parties or forms part of the substantial Council managed initiatives.

7. COMMENTS OF LEGAL SERVICES

- 7.1 This grant has been subject to an application procedure which is fair open and transparent. The application has been evaluated against predetermined pre-published criteria which demonstrates that a decision to award the grant would be both rational for the purposes of administration law and compliant with the Council's other legal duties.
- 7.2 The Council has the legal power to make a grant of this nature under section 1 of the Localism Act 2011 and under the constitution the Grants Determination Sub-committee has the power delegated from the Mayor to make the delegation as requested in the first paragraphs 1 and 2
- 7.3 The Council will also need to enter into a grant agreement to control the use of the grant money. This will need to be monitored to ensure the grant is used to achieve the intended outcomes. This monitoring process allows the Council to demonstrate compliance with its Best Value legal duty.
- 7.4 When making decisions, the Council must have due regard to the need to eliminate unlawful discrimination, the need to advance equality of opportunity and the need to foster good relations between persons who share a protected characteristic and those who do not (the public sector equality duty). The use of the funds for this grant does infer an equalities issue in itself and in this instance. However, in any event an Equality Assessment should be carried out and the position revisited when further decisions are made as to the future use of the properties once in the Council's possession

Linked Reports, Appendices and Background Documents

Linked Report

- NONE

Appendices

- Appendix A: Summary of Affordable Housing Grant Bid

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

- NONE

Officer contact details for documents:

Jen Pepper Ex 2528

SUMMARY OF LBTH AFFORDABLE HOUSING GRANT BIDS - 2ND ROUND

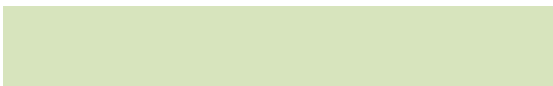
George Green's Almshouses	
Grant Required £	£210K
Overall Scheme cost per unit	£350K
Grant amount sought per unit	£105k =30%
Total Scheme Cost	£700,000.00
Total Scheme Cost of rented units	£210,000.00
Scheme outline	Purchase of 2X1B2P ex right to buy flats yet to
Total Number of units	2
Num of affordable units grant req to fund	2
Wheelchair Units?	No
W/C parking?	No
Space standards Met?	Not yet known
Planning S Status	No application required
Intended Planning submission date ?	N/A
Date Board Approved obtained?	N/A
RP Owned land?	N/A
GLA approved funding requested?	No
Additional funding arrangements	GGA's reserves of £213K per unit plus loan of
Affordable mix/Rent details	2x1B2P @ £175.03pw = LAR inc £25 pw S/C
Grant drawdown proposed	Q2 (2018) £210k
Scheme break even point	Year 1
London Plan design standards met?	No
Internal design & ER requirements met?	No
Proposed Start on site	N/A
Proposed Practical Completion/Purchase	Sep-18


COMMENTS CME MARCH 2017



to be identified

£32K per unit



<p>Grants Determination (Cabinet)</p> <p>Sub-Committee</p> <p>Wednesday 6th June 2018</p>	
<p>Report of: Debbie Jones, Corporate Director, Children's Services.</p>	<p>Classification: Unrestricted</p>
<p>Event Fund Report for Applications Received Quarters 2 – 3 and Jo Cox Great Get Together, 2017-18</p>	

Lead Member	Cabinet Member for Culture and Youth
Originating Officer(s)	Alison Denning
Wards affected	All Wards
Key Decision?	No, no decision required
Forward Plan Notice Published	[Insert date notice was published]
Reason for Key Decision	[Financial Threshold / Impact on Wards]
Community Plan Theme	One Tower Hamlets

Executive Summary

This report provides an overview of Event Fund applications for events taking place within quarters 2 -3 (between July 1st and December 31st 2017), and the Jo Cox / Big Lunch Great Get Together events. It will cover all applications, details of which were and were not successful and amounts awarded to successful applicants.

This Report follows on from previous report - Event Fund Report for Applications Received Quarters 1-3, 2017-18 presented at GDSC on 5th December 2017, and includes with the monitoring information from applications from quarters 2 & 3 and the Jo Cox Great Get Together events

The Event Fund is a small grant fund for community arts events which has been operating successfully for a number of years. The fund works on a rolling programme and previously operated to a monthly grants deadline. With the introduction of reporting to the Grants Determination Sub Committee and Commissioners the monthly deadlines became unworkable and it has been operating to quarterly deadlines since 1st April 2017.

The Event Fund is designed to encourage participation from the local community across the borough. to support small scale local events, high quality public events and festivals which have arts content. The events should demonstrate that they are accessible to, and of benefit to the community and promote the One Tower Hamlets principles across the borough, which are:

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

The fund is part of the Council's revenue budget and is intended to support the delivery of the Council's Community Plan priorities and contribute to its four themes:

A Great Place to Live

A Fair and Prosperous Community

A Safe and Cohesive Community

A Healthy and Supportive Community

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.
- 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 9th September 2015.

This report provides an overview of Event Fund applications for events taking place

within quarters 2 -3 (between July 1st and December 31st 2017). and the Jo Cox / Big Lunch Great Get Together events. It will cover all applications, details of which were and were not successful, amounts awarded to successful applicants,, the wards covered and the beneficiaries in quarters 2 – 3 and for the Jo Cox Great Get Together events.

The application forms used for the Event Fund Grant ask people to show how they will meet the Council's Community Plan themes and Mayor's priorities. The level of detail depends on the size of the event and the size of the grant. Special small grants of £250 were offered for people to come together and organise street parties and community gatherings to commemorate the life and contribution of Jo Cox as part of the Big Lunch / Great Get Together. For these small grants the emphasis is less on arts, and more on demonstrating community cohesion and accessibility.

Recommendations:

The Grants Determination Cabinet Sub-Committee is recommended to:

1. Note the report.

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 THE REPORT

Event Fund Report for Applications Received Quarters 2 – 3 and Jo Cox Great Get Together, 2017-18.

- 3.1 This Report follows on from previous report - Event Fund Report for Applications Received Quarters 1-3, 2017-18 presented at GDSC on 5th December 2017, and includes with the monitoring information from applications from quarters 2 & 3 and the Jo Cox Great Get Together events.
- 3.2 The total budget available for the Event Fund is £52,500 per year. The Financial year 2017-18 is the first year that the deadlines have moved from monthly to quarterly. The decision to move to quarterly was taken to ensure that there is a more even spread of funding across the year as quarterly decisions will be made in one go.
- 3.3 An Eligibility Quiz was introduced in 2017-18 which applicants are required to complete before they start on their application form. Some applications may

have passed the quiz, but may still have been ineligible either through not reading the questions or the Guidelines and Criteria. These would then have been rejected as part of the assessment process.

3.4 Applications were all 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:

1. Track record of delivery of the organisation;
2. Event details,
3. Benefit (how it will involve the community, skills development etc),
4. Partnerships
5. Innovation (their approach to planning, programming and whether they are bringing new audiences to the arts
6. Accessibility & marketing,
7. How they are meeting one or more of the community plan themes
8. Value for money.

These areas form 8 sections on the assessment form for the Event Fund 2017-18 and each area attracts a maximum score of 5 where score 1= very poor and score 5 = Excellent, with the overall application receiving a maximum score of 40 by each assessor. The three assessors' scores are then added together to give a maximum score of 120. Applications not scoring sufficiently during the assessment process were declined. The minimum score of 3 out of 5 for each section, was recommended by the Commissioners with an absolute minimum of 3 for the question of benefit, 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 quarterly basis once applications had been assessed and scored by officers. For full details of the Guidelines and Criteria, please see Appendix A.

3.5 Quarter 2 - £15,000 was awarded.
A total of 17 applications were received.
A total of 11 applications were awarded funding.
A total of 6 applications were declined funding.

Jo Cox - £2750 was awarded
A total of 11 applications were received
A total of 11 applications were awarded funding
A total of 0 applications were declined funding

Quarter 3 - £18,300 was awarded
A total of 22 applications were received
A total of 17 applications were awarded funding
A total of 5 applications were declined funding.

Quarter	Total Award	Number of applications	Number awarded	Number declined
2	£15,000	17	11	6
Jo Cox	£2750	11	11	0
3	£18,300	22	17	5
Total	£36,050	50	39	11

A full list of the applications received for Quarters 2-3 and the Jo Cox Great Get Together / Big Lunch can be seen in Appendix B.

- 3.6 With the new quarterly deadlines, there is a new timeline for receiving evaluation post event. It is therefore only possible to provide the monitoring information for Quarters 2 & 3. Evaluation Reports / monitoring information were received for 33 out of 39 organisations granted awards. For Monitoring information please see Appendix C. Please note, that the majority of the monitoring information provided is based on estimates. 174 events took place in all wards in 61 venues. For the full list of venues and wards see Appendix D.

4. EQUALITIES IMPLICATIONS

Monitoring & evaluation

- 4.1 Organisations are 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.
- 4.2 33 out of 39 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 C: Monitoring Information. It should be noted that the majority of the data is based on estimates and evaluation forms now only require a breakdown of ethnicity, age range and disability.

5. OTHER STATUTORY IMPLICATIONS

- 5.1 This section of the report is used to highlight further specific statutory implications that are either not covered in the main body of the report or are required to be highlighted to ensure decision makers give them proper consideration. Examples of other implications may be:
- Best Value Implications,
 - Consultations,
 - Environmental (including air quality),
 - Risk Management,
 - Crime Reduction,
 - Safeguarding.
- 5.2 None of the above implications are relevant to this report.

6. COMMENTS OF THE CHIEF FINANCE OFFICER

- 6.1 This report complies with the requirement to provide updates to the Grants Determination Sub-committee on payments awarded from the Events Fund. The total amount available for the community arts events in 2017/18 is £52,000
- 6.2 A total of £36,025 has been awarded for quarters 2 to 3 in 2017/18 and there was no overspend on the total 2017/18 budget allocation.

7. COMMENTS OF LEGAL SERVICES

- 7.1 This report is for noting only which does not give rise to any specific legal obligations.
- 7.2 However, the Council is under a continuing legal duty to ensure that the money spent achieves Best Value having regard to economy efficiency and effectiveness. The Council will continue to meet this duty by ensuring that the money is distributed in accordance with the predetermined assessment criteria which are then applied to applications in a fair and open way. The Council also needs to continue to monitor the use of the funds to ensure that the grant conditions are being met.

Linked Reports, Appendices and Background Documents

Linked Report

- Event Fund Report for Quarters 1 – 3, 2017-18

Appendices

- Appendix A: Guidelines And Criteria
- Appendix B: Applications Received For Quarters 2-3 & Jo Cox Great Get Together
- Appendix C:
- Monitoring Information Appendix D: Venues And Wards
- Appendix E: Equalities Analysis
- Appendix F: Equalities Checklist

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

- NONE.

Officer contact details for documents:

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Tower Hamlets Event Fund Guidelines and Criteria

The Event Fund exists to provide small grants for high quality arts-based public events and festivals, which are accessible to, and of benefit to the community. Please pay careful attention to the following information and only apply if fully eligible.

It is administered by Tower Hamlets Council Arts, Parks & Events team, and has been operating for a number of years. It supports approximately 40 - 50 festivals or events taking place in the borough each year. The maximum amount that can be applied for is £2500 however most awards are in the range £250 - £1000.

The Fund aims to support organisations to improve access to arts based events and the quality of festivals and events in Tower Hamlets, encourage participation and increase community involvement.

Applicants will need to demonstrate how the event meets the criteria listed below and how the event will address of at least one of the Community Plan priorities.

1. Eligibility

- Events must include arts based content and be accessible to the general public.
- 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
- All events must take place within the London Borough of Tower Hamlets between 1st April 2017 and 31st March 2018.

2. Deadlines/timetable

Your event **MUST** take place in the quarter for which the application is submitted

Event Date	Quarter	Application Deadline	Evaluation Deadline
April-June 2017	1	12 noon 2 February 2017	30 September 2017
July-September 2017	2	12 noon 27 April 2017	31 December 2017
October-December 2017	3	12 noon 20 July 2017	31 March 2018
January-March 2018	4	12 noon 2 November 2017	30 June 2018

Applications must be received by MIDDAY of the deadline day (12:00). Late submissions WILL NOT BE CONSIDERED

3. Process

- Applicants will need to confirm that they are eligible prior to starting their application form by completing an eligibility quiz,
- You should answer the questions in your own words, giving evidence and examples where appropriate.
- It is recommended that you draft your answers in Word and copy and paste them into the online form, however please be aware that bullet points, tables, monetary symbols and unusual characters may cause a problem. Please use text only.
- Please ensure that you complete and submit a separate budget statement the template for which can be downloaded from our website (see 10. Finance below).
- We aim to assess applications as quickly as possible after the deadlines. However, please take into consideration that it can take up to a month for a decision to be made and a further month for you to receive the first 80% of funding.
- Applications will be assessed on how well the proposed event will meet the criteria and priorities listed below.
- Grants will be paid in two installments. 80% will be paid on acceptance of the offer of funding along with any required supporting documents. The final 20% will be paid on receipt of the event evaluation report. You must be aware that there will be time required for the Council to process your payment once documentation has been submitted.

4. Criteria

Applicants will need to demonstrate how the event meets **each** of the criteria listed below and how the event will address **at least one** of the Community Plan priorities. Be specific, use examples. Each answer should be no more than 100 words unless otherwise specified.

- **Benefit for the Community of Tower Hamlets** – how will local people benefit from this event or activity? Who will benefit and how will you know if the benefits you intend are achieved? How will you ensure that communities across the borough will be involved? We are particularly interested in whether your event will benefit young people, older people, particular sections of the community and events which take place in the eastern and southern parts of the borough.
- **Partnership working** – are you working with local organisations or communities? How are they involved and how will your partnership(s) work?
- **Innovation** - is your organisation taking an unusual or adventurous approach to planning or programming? Are you bringing new audiences to the arts?

AND

The activities must contribute directly to at least one of the priorities in the Tower Hamlets Community Plan and must mainly benefit people who live in Tower Hamlets. The Community Plan prioritises equality, cohesion and community leadership. For more information go to:

http://www.towerhamlets.gov.uk/lgnl/community_and_living/community_plan/community_plan.aspx

- **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.

- **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.
- **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 a 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.

5. Things we won't fund

- Events with no art or cultural content.
- Core activities, i.e. rent/utilities/salaries/usual activities (unless directly related to the event).
- Profit making activities.
- Raising funds for a charity, religion or politics or to promote the interests of an individual.
- Events promoting a particular faith or religion.
- Events not open to the general public (e.g. within a school solely for the school community).
- Organisations in debt to the Council.
- Events where Tower Hamlets is the sole source of income for applications over £500. LBTH will expect to see an appropriate proportion of the total budget raised in cash from other sources including sponsorship, tickets sales and other funding.
- Events or activities which have already taken place.
- Individuals or personal bank accounts

6. Priorities

Priority will be given to events that:

- Are free to the public
- Offer opportunities for participation to the communities of Tower Hamlets
- Increase the geographic spread of events. For 2018-19 we wish to particularly encourage applications for events taking place in the south and east of Tower Hamlets.

7. Publicity and Promotion

Those organisations receiving an award must submit details of the event directly onto the Tower Hamlets Arts website and acknowledge the support of Tower Hamlets Council (including using the Tower Hamlets logo) in all digital and other publicity and promotional material. Details will be in your acceptance pack.

8. Evaluation

- Evaluation – You will be required to submit an evaluation of the event/s. This must be returned by the end of the quarter after the event or activity has taken place.
- You will need to think about how you will evaluate your event BEFORE the event or activity takes place. Think beyond how many people turn up (and who they are), to consider how you know the event has been successful.
- We will expect you to use the information you have put on your application form to help you evaluate your event.
- We will expect you to ask participants to complete a 'Self-Monitoring Form' and to prepare a summary of the returned forms as part of your evaluation.
- If you do not complete your evaluation form in the time required, you will lose your second instalment, and it may have an effect on future funding bids.

9. Accessibility

- Events / activities must be open to the general public (i.e. not be restricted to closed groups such as members of an organisation or an educational establishment). Make sure you demonstrate how you will promote your event and how you will include the wider community. Give specific examples of promotional materials and methods you will use.
- Events / activities should take place in accessible venues and 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. For further guidance go to: [Equalities and Diversity](#)
- Events / activities charging a fee 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 in the budget. Events or activities with a ticket price may not be eligible unless they can demonstrate adequate additional free content that is accessible to the wider community.

10. Finance

- You must complete the separate Event Fund Budget Spreadsheet template before you finish your application form. You will need to include the totals in your application. The budget spreadsheet must be uploaded when you submit your application. It can be downloaded from [here](#).
- The budgets you put into your application should be as realistic as possible. They are estimates, but you will need to tell us how much you actually spent in your evaluation report.
- You should show income in cash and *in kind* – this means things you get for free that would normally cost money, so a venue or equipment loaned for free and volunteer time. You should put a value on this kind of support and include it as income. Make sure you include the *in kind* items as part of your expenditure as well as income.
- All cash and in kind amounts should be included, as well as any projected income from ticket sales, if applicable.
- Events seeking more than £500 funding will be asked to demonstrate sufficient secured cash partnership funding or support.
- **Check your addition, make sure it all adds up and that income and expenditure are**

the same.

11. Permissions and Insurances

- Applicants must take out appropriate and adequate public liability insurance for the event. Events / activities 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](#). Evidence of compliance with regulations may be required as part of the grant offer.
- Organisations who are occupying Council facilities and applying for grants need to have entered into an appropriate property agreement for their use and occupation of land and buildings, which cover the entire period of grant award.
- Applicants must ensure that the appropriate permissions have been given before they promote an event in a venue or space.

12. False Information

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

13. Cancellation or Change of Plans

- Events / activities cancelled after receiving an award will require organisations to repay the award in full.
- Any substantial changes to the programme or timetable 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.

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Jo Cox Great Get Together

Organisation	EVENT NAME	EVENT Start Date	EVENT End Date	VENUE	VENUE WARD	Award Amount	Project Description	Number of Events
Approach Gardens	The Great Get Together - Approach Garden	#####	24.4.17	Approach Community Gardens	ST PETERS	£ 250.00	garden party for local residents to enjoy community garden, allotments, wildlife garden, pond, bug hotel etc. folk music, food and drink to share	1
St Andrew's Health Centre part of the Bromley By Bow Health Partnership (BBBHP)	The Great St Andrews Village Get Together,	#####	##### #	St Andrews Village (moved to Victoria Park)	BROMLEY SOUTH (moved to Bow West)	£ 250.00	street party for neighbours honouring British values and celebrating diversity. Bunting making, sing a long, school performances, interactive map showing community of TH.	1
Columbia School / Friends of Columbia / in support of the formation of Friends of Ion Square	The Big Ion Square Clean up Part 1 &2	#####	##### #	Ion Square Gardens	WEAVERS	£ 250.00	graffiti cleaning, litter picking, prepare wall and shared refreshments day one, paint wall, clean up and more refreshments day 2	1
Columbia Tenants and Residents Association	East End Summer Gathering (As part of Great Get	#####	##### #	Ravenscroft Park	WEAVERS	£ 250.00	community bring and share picnic, to build community relations and kick start future clean up and gardening schemes. Fun day for family with games, activities and music and dance	1
Globe Community Food Garden	Globe Community Food Garden's Jo Cox Get Together	18/06/2017 DATES CHANGE	27.4.17	Globe Community Garden	BETHNAL GREEN	£ 250.00	open garden, food to share, childrens games. Seed sowing, plant and preserves sale. Mindfulness and well-being workshops, band, magician.	1
Leaders in Community (LIC)	Share in Sunday	#####	27.4.17	St Paul's Way Centre	MILE END	£ 250.00	celebration of cultural diversity in the area, food, conversation, art, intergenerational event,celebrating cultural diversity	1
Mohila Ongon Association	Street Party	#####	26.4.17	Dence House, Turin Street	WEAVERS	£ 250.00	street party for neighbours in Turin Street. Activities for kids, face painting, art and craft	1
St Hilda's East	Our Tower Hamlets	8.7.17	27.4.17	St Hilda's East & Cookham House Courtyard	WEAVERS	£ 250.00	tea party, craft stalls, face painting, mural and showing flm by yound disabled group Surjamuki	1
The Young Foundation	The Big Lunch with the Young	#####	##### #	Young Foundation	BETHNAL GREEN	£ 250.00	lunch party	1
West Indian Over 50's Social Club	Great Get Together Event	#####	##### #	Bow	BOW EAST	£ 250.00	Music, Sound system, dancing, bouncy castle, face painting and afro-caribbean food.	1
Working Well Trust and Pritchards Day Centre and Baking Well Social Enterprise	Pritchards Centre Picnic	#####	27.4.17	Pritchard Centre	ST PETERS	£ 250.00	cup cake decorating & get together with neighbouring organisations	1
						£ 2,750.00		

Quarter 2 applications

Organisation	EVENT NAME	EVENT Start Date	EVENT End Date	VENUE	VENUE WARD	Award Amount	Brief Project Description	Number of Events
Friends of Tower Hamlets Cemetery Park	Summer Fair - celebrating steam	#####	#####	Tower Hamlets Cemetery Park	Mile End	£ 2,000.00	Free. celebrating the wonder of Steam.	1
Neighbours In Poplar	Blackwall Road Show	#####	#####	5 Estate in Lap 7 - Poplar High Street E14	Poplar and Blackwall and Cubitt	£ 1,000.00	6 Estate based FunDays in Poplar during August. - tea parties and a Poplar's got talent "competition" at the end of the month, and a programme of sport events in the Workhouse Leisure Centre.	5
Green Candle Dance Company	Sagacity!	#####	#####	Oxford House	St Peter's	£ 1,000.00	Sagacity! - London's annual celebration of older people's dance: 3rd, 4th July at Oxford House in Bethnal Green,	2
Cornucopia Theatre Company	Pericles	#####	#####	Glamis adventure playground	Shadwell	£ 1,500.00	PERICLES by William Shakespeare. Director Mark Duncan Composer James Hesford Designer Andie Scott Singer/narrator Na jma Akhtar Performance Dates: July 7,8,9/14,15,16/21,22, 23/28,29,30 (2017)	12
Limehouse Community Forum	LIMEFest	#####	#####	Ropermakers Fields	Limehouse	£ 1,500.00	A fun packed day for all the family . Dog show, come and try e.g. bell ringing. Live Bands, fitness and children's areas, food court, market stalls and much much more,	1
Friends of Mile End Park	Park Life - Mile End Park Community Fair & Dog Show 2017	#####	#####	Event Field, Haverfield Road, Mile End Park	Bow West	£ 2,000.00	Park Life - Mile End Park Community Fair & Dog Show is a free event for people of all ages and includes face painting, t-shirt printing, Stixx sculpting and juggling workshops, Mr Bubbles, fair rides, a belly-dancing troupe, food stalls, Dog Agility training and DOG SHOW	1
arebyte Gallery	Crowd Control	#####	#####	arebyte Gallery + public spaces and other venues across Tower Hamlets	Bow East	£ -	During three days of happenings across Tower Hamlets, Crowd Control invites youth groups, elderly populations and the wider community in Tower Hamlets to take part in creative experiments exploring collective behaviour. ◦ Crowd Control is a collaboration between arebyte Gallery with artist Heather Barnett, and behavioural scientist Dr Andrew King. Did not sufficiently demonstrate engagement or participation from local residents or wider community.	not funded

Sweet 'Art	Femfest	#####	##### #	Off Quay (E14)	Poplar	£	-	A week long event showcasing the work of 40 visual artists exploring themes of feminist issues in the workplace and the reclaiming of traditionally masculine spaces. There will be an exciting programme of associated performances, talks and workshops for visitors to get involved in throughout the event. Did not have any partners beyond venue, outcomes not clear, high costs for number of beneficiaries.	not funded
Kazzum Arts Project	MerryMaker Summer Tour	#####	##### #	tour of different public locations each day -Housing	Bethnal Green	£	2,000.00	MerryMaker is a fun and enjoyable and interactive walkabout performance for families, presented by a performer using a mobile trike, who entertains and interacts with people, regaling them with a	6
OffthePage	Offthe_page present - AmianActor	#####	##### #	Chisenhale dance space OR Oxford House	Bow West	£	-	Little or No experience, Dancing, Acting, Singing 25-99+ any age, London. Workshops. Did not sufficiently demonstrate benefit, partners not clear, outcomes not clear, budget not clear.	not funded
ArtCity Nights	Art Night 2017	#####	##### #	The Cass, , Whitechapel Gallery, St Katharine's Dock, London Dock White Chapel Building Middlesex Street Estate and Petticoat Lane	Whitechapel, Spitalfields and Banglatown, St Katharine's Wapping, & City and Hackney	£	1,000.00	Art Night is a free annual contemporary arts festival that transforms London for one unforgettable night, presenting acclaimed international art in unusual locations across the city, this year in the East End, in collaboration with the Whitechapel Gallery and curated by independent curator and writer FatoÅÿ Åæstek.	45
Certain Blacks	Arts Ensemble - Harlem	#####	##### #	Rich Mix	Weavers	£	-	The Harlem Renaissance describes a period in 1920's Harlem area of new york when Black theatre, literature, music and arts found its own unique voice within American culture. The festival will be based around an R n D staging of Invisible Man by Ralph Ellison. Did not demonstrate sufficient engagement or benefit to local residents. High ticket prices.	not funded
Saudha Society Of Poetry and Indian Music	Bangla Music Festival	#####	##### #	Rich Mix, Kobi Nazrul Centre, Idea Store, Poplar	Weavers, Spitalfields and	£	1,000.00	Showcasing the splendour of Bangla Music and its spectacular latitude through mind blowing performances	6
Surbandhan Society	Raaga Factory's Mughal to Modern - A Celebration of	#####	##### #	Brady Arts centre	Spitalfields and Banglatown	£	-	A Classical Music journey through the Mughal times with Raaga Factories Mughal to Modern. Did not score highly enough, did not demonstrate how would involve local people, very scant	not funded
Yard Theatre Ltd	Summer Celebration	#####	##### #	Hub67, The Yard Theatre	Bow East	£	1,000.00	Free performances and workshops for all ages, including spoken word, rangoli art, dance and live music, the Makers Market, food, drink and a chance to meet your neighbours.	1

Zoe Gospel Promotions	FRI: DEM	#####	##### #	Bethnal Green Hall and Bow Road Methodist church halls	Bethnal Green	£ -	FRIË Ì DÆ ÌM is a 5 week participatory project that will support 60 young people from 6 different schools or communities in East London as they learn how to sing as a group and work towards showcasing their art in 5 community venues across East and south London. Not clear how much of the project would be in Newham, info sketchy and did not sufficiently demonstrate engagement with wider community in TH.	not funded
V&A Museum of Childhood	Museum of Childhood Summer Festival	#####	##### #	V&A Museum of Childhood	Bethnal Green	£ 1,000.00	The Museum's annual Summer Festival with a colourful mix of live entertainment. The Museum grounds will come alive with a buzzing programme of live music, dance, designer stalls, food, face paints, rickshaw rides, games and lots for kids to make and do.	1
						£ 15,000.00		81

Quarter 3 applications.

Organisation	EVENT NAME	EVENT Start Date	EVENT End Date	VENUE	VENUE WARD	Award Amount	Project Description	Number of Events
Bygrave Primary School	Black History Week	#####	##### #	Within school	LANSBURY	£ -	focus on one person from history who inspires us in different ways, examples being Martin Luther King, Rosa Parks etc. workshops in areas such as steel pans and tribal masks NOT ELIGIBLE AS WITHIN A SCHOOL	not funded
Kayd Somali Arts & Culture	Somali Week Festival 2017	#####	##### #	Oxford House, British Library Southbank Centre University College London	ST PETER'S AND OUT OF BOROUGH	£ 1,750.00	SWF 2017 will take place over 10 days, offering 15 events, performances, panel discussions, workshops, family events, featuring 70 artists. Over 50% of the events will take place in Somali and English. Theme is Home and Displacement, placing the festival at the centre of current debates about migration and belonging.	15
Bangladeshi Mental Health Forum	BMHF- World Mental Health Day 2017	#####	##### #	London Muslim Centre,	Whitechapel	£ 500.00	A mental health awareness day which will take place on World Mental Health Day (10th October) to raise awareness of mental health, challenge stigma and improve knowledge of local mental health services and support mechanisms. Live interactive play, film screening, presentations on local mental health services, stalls, creative ways of collecting service user/carer feedback, service users / carers telling their personal experiences.	1
Genesis Entertainemtn Ltd	Black History Month: The Amazing James Baldwin - Course and Free Screenings	#####	##### #	Genesis Cinema	Bethnal Green	£ 500.00	Five part course on the work of the iconic James Baldwin accompanied by a series of free screenings of related films - I Am Not Your Negro, Get Out, Hidden Figures and Moonlight. free spaces to Tower Hamlets residents	9

Half Moon Young People's Theatre	What Once Was Ours	#####	##### #	Half Moon, 43 White Horse Road E1 0ND	St Dunstons	£ 800.00	A new show for teenagers about identity and belonging. 'What Once Was Ours' explores the relationship between half-siblings Katie and Callum: their different heritage, different cities, different opportunities. Created against the background of Brexit, developed in consultation with young people. Teenagers to participate in pre-show workshop and to share their thoughts on identity and difference	1
Sohaya Visions	Silent Sisters-Brothers Unhinged	#####	##### #	Workshops / rehearsals /open playreading and rehearsal to invited audience at Brady Arts Performances at Rich Mix	Spitalfields and Banglatown & Weavers	£ 500.00	Silent Sisters-Brothers Unhinged is a powerful new drama based on British Asian memories of partition in 1947.The play aims to challenge the collective amnesia around this subject and to get people to talk about this as a way of healing across religious, racial and ethnic divides. It focuses on both the eastern (Bangladesh) and western sides of partition, the former not having received much attention in theatre.	5
Purple Moon Drama	Side Effects	#####	##### #	Poplar Union, Christian Street Centre, Brady Arts Centre,	LANSBURY, Whitechapel, Spitalfields and Banglatown	£ 2,000.00	Side Effects is a play written by young writer Iman Qureshi. The cast has 11 local young people. The play centres around issues to do with race, heritage and science. The theme in the play are to do with race and heritage with a diverse cast. The project will also provide work for local artists in terms of technical and photographic assistance.	3
Bishwa Shahittya Kendra Limited	Represents multiculturalism	#####	##### #	Brady Arts Centre	Spitalfields and Banglatown	£ -	application withdrawn as 2 submitted	not funded
Udipi Shilpi Gosthi	Cultural Festival and Children's song Contest	#####	##### #	Rich Mix	Weavers	£ -	The programme includes multicultural poetry session, children's song contest , photographic, painting exhibition and display of publication from the local writers and poets. INSUFFICIENT DETAIL ON FORM TO BE CONSIDERED FOR FUNDING.	not funded
Surbandhan Society	From Mughal to Modern: Raga Factory	#####	16/12/2017 performance date changed to 29 Dec	Oxford House changed to Ecology Pavilion	St Peter's changed to Bow West	£ 1,250.00	Exploring, learning and appreciating raga music including the history of arts of the Mughal era, consisting of: 6 intensive workshops, performance and Audio & vide capture of reflective moments & performances	7
The Rokeya Project	'SOLD' presented by The Rokeya Project for A Season Of Bangla Drama	#####	##### #	Crossrail Place Roof Gardens The Space Theatre	Canary Wharf & Island Gardens	£ 500.00	'SOLD' is a highly visual Dance Theatre Production with strong elements of story telling, Poetry and Narration, which focuses on raising awareness on the global issue of Sex Trafficking. The performance will have elements of strong Contemporary Dance, Hip Hop and South Asian Classical and Creative Dance.	4

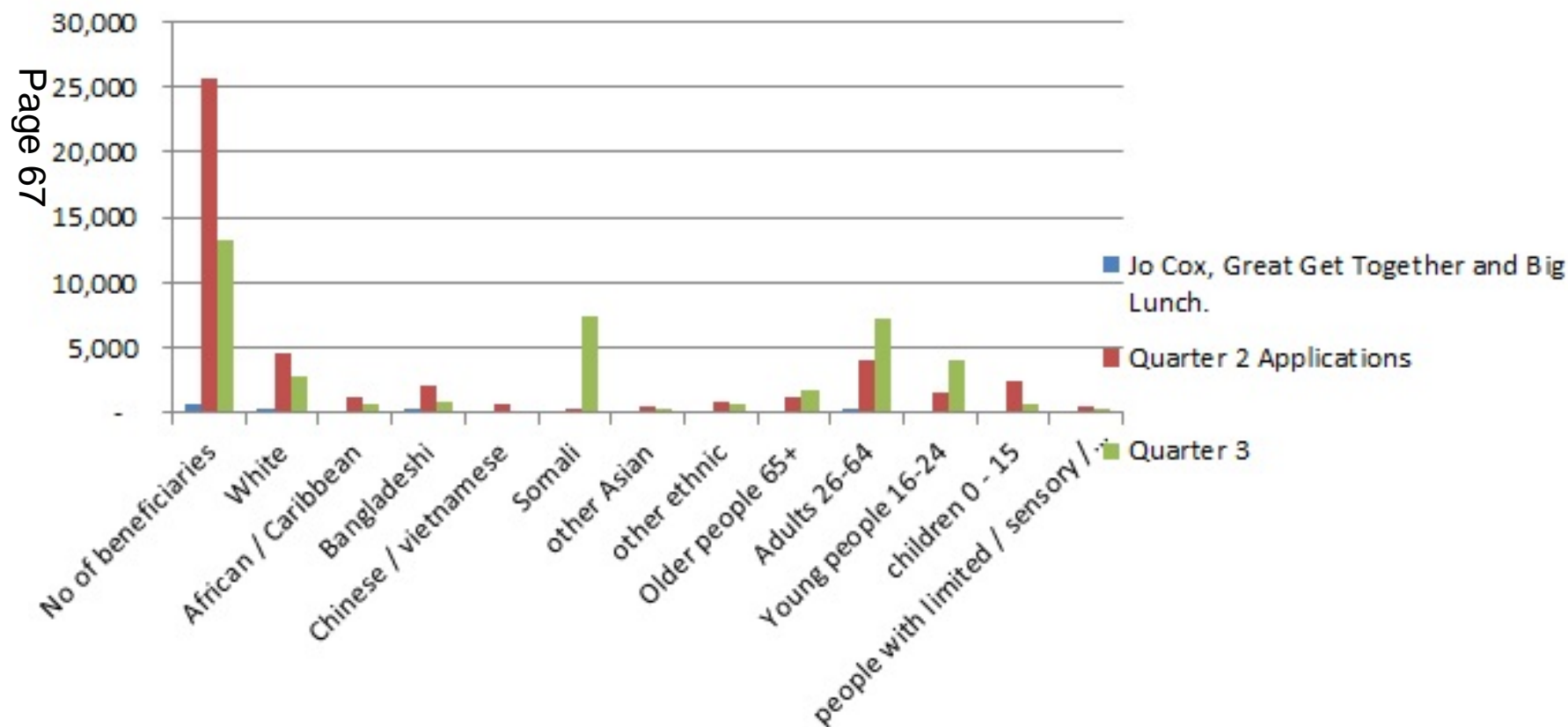
Cause2Create	Beyond the Problem: Celebrating and supporting equality through creativity	#####	##### #	EXP Cantina - Stour Space Gallery Formans Smokehouse, White Post Cafe - The Atrium Das Kino Pop Up Cinema	7 x Bow East, Grow Hackney out of Borough.	£ 1,500.00	An annual celebration of Creativity for Good. This year's theme is Beyond the Problem: delving into the root issues of many of the issues we see in society today. We reach into four theme areas of: Equality, Division, Perception and Home, through a range of creative mediums including: Art, Design, & Illustration, Photography, Talks, Film Screenings, Music, Food, Creative Workshops and Performance.	8
ice&fire Theatre Company	Asylum Monologues	#####	##### #	Idea Store - Whitechapel	Spitalfields and Banglatown	£ 1,000.00	Centering around AFHR's flagship script Asylum Monologues, a first-hand account of the UK asylum system in the words of people who have experienced it, performed by actors. This powerful, stripped-back reading will be followed by a short, complementary creative performance from an artist sourced by our Actors in Residence. The evening culminates in a short Q&A with a representative from a local refugee action charity	1
Teatro Vivo Page 64	TWISTOV	#####	##### #	multiple venues still in negotiation, but will include: Nomadic Community garden, Rich Mix, 3	Spitalfields and Banglatown, Weavers & out of borough	£ 1,500.00	TWISTOV, inspired by Charles Dickens' Oliver Twist, will be immersive theatre taking audiences into the world of immigrant life in contemporary London. The script for TWISTOV has been developed through a process of research and workshops with migrants and refugees coordinated by Teatro Vivo. working with UK based migrant artists to produce the final script, and the project will culminate in 18 promenade performances delivered on the streets of East London. the audiences will follow as silent witnesses.	18
Spitalfields City Farm	Catalyst 10 - Roots and Wings	#####	##### #	Spitalfields City Farm Buxton street London E1 5AR	Spitalfields and Banglatown	£ 1,500.00	The event is a free all-day Arts event located at Spitalfields City Farm in Tower Hamlets open to all members of the community featuring talks about wellbeing, a children's theatre-workshop, a drumming-workshop, an exhibition of visual arts; film, photography and installation, supported by live music by female solo artists, finishing up with some poetry readings. The event will take place on Saturday 7th October 2017 and will serve to open a one month long exhibition of art with the purpose of bringing more visitors to the farm and benefitting the community in a sustainable way.	1
Half Moon Young People's Theatre	Fun Palaces 2017	#####	##### #	Half Moon Theatre	St Dunstons	£ 1,500.00	Third Fun Palaces day for families in Tower Hamlets focused on the theme of space and astrology.	1
Arts Initiative Limited	Beheld	#####	##### #	Pennington Street Warehouse, Pennington Street, London E1W 2AD	St Katharine's and Wapping	£ -	This is a presentation of Graeme Miller's ongoing installation project Beheld at the Pennington Street Warehouse in Wapping, East London in conjunction with Bow Arts. Application withdrawn due to venue pulling out.	not funded

African Women's Welfare Association (Ayoka Project)	Theatre Focused Black History Workshops	#####	##### #	St. Margaret's House, & 1 Lochnagar St.,	ST PETER'S AND Lansbury	£ 500.00	This is a 2-days FREE event, featuring 3-presentations/sessions each day. Each session begins with a 30 minute speech delivered by External Speaker who interfaces with a narrator and subject matter	2
NARRATIVE EYE	YOUNG OTHELLO	#####	##### #	THEATRE AND A COMMUNITY SPACES/SCHOOLS - not confirmed	TBC	£ 500.00	Young Othello is a play based on the life of Shakespeare's Othello and explores the early years of a character that is shrouded in mystery. Set within a prosperous ancient African kingdom untouched by slavery or colonialism, the event will bring Othello to life through presentations and small sketches from the play. Targeted at a wide range of people including the Black community and those isolated from the arts to experience, this project will enable people to experience Shakespeare in a context that they can understand while providing volunteers the opportunity to access theatre programmes and a new career path.	3
Cardboard Citizens	Music Lab Sharing	#####	##### #	Cardboard Citizens, 77a Greenfield Road, London, E1 1EJ	Whitechapel	£ 2,000.00	End of term sharing event of Music Lab, a term of workshops for young people aged 16-25 affected by homelessness. The young people will produce brand new music to share at the event, and will support the event's planning. The event will be open to homeless/vulnerable people from across the community, as well as social sector staff and Cardboard Citizens' partners.	1
Bishwo Shahitto Kendro London	The Cafe	#####	##### #	The Brady Arts Centre 192-196 Hanbury Street London E1 9HZ	Spitalfields and Banglatown	£ 500.00	The Cafe - a new play by Bulbul Hasan based on the post Brexit socioeconomic events that will affect the residents of East London. The Café depicts the mismatched life of Bengali Londoners stuck in their own dilemma trapped in between British mainstream and traditional Bengali culture.	2
						£ 18,300.00		

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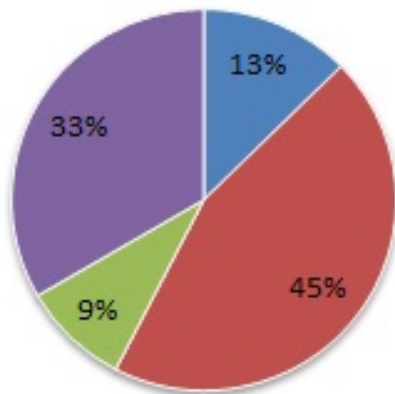
Appendix C. Monitoring info

GRANT PERIOD	NUMBER OF APPLICATIONS / GRANTS	No. of beneficiaries in application	No. of beneficiaries in evaluation	White	African / Caribbean	Bangladeshi	Chinese / vietnamese	Somali	other Asian	other ethnic	Older people 65+	Adults 26-64	Young people 16-24	children 0 - 15	people with limited / sensory / learning disabilities	Award Amount
Jo Cox, Great Get Together and Big Lunch.	11 grants awarded	1132	739	338	97	322	10	13	16	28	69	244	49	181	95	£ 2,750.00
Quarter 2 Applications	17 applications, 11 grants awarded	25630	25701	4493	1235	2074	697	251	561	842	1147	3995	1477	2385	574	£15,000.00
Quarter 3	21 applications, 17 awards	42385	13179	2761	588	886	142	7345	397	684	1783	7180	4061	620	343	£18,300.00
	TOTAL	69147	39619	7592	1920	3282	849	7609	974	1554	2999	11419	5587	3186	1012	36,050.00



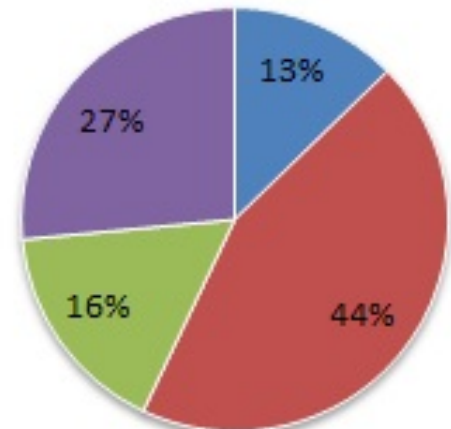
Jo Cox Great Get Together 2017 Age Breakdown

■ Older people 65+ ■ Adults 26-64
■ Young people 16-24 ■ children 0 - 15



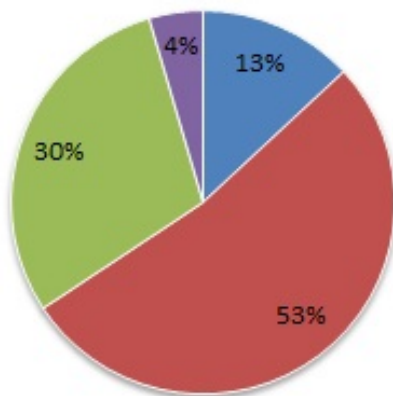
Quarter 2, 2017-18 Age Breakdown

■ Older people 65+ ■ Adults 26-64
■ Young people 16-24 ■ children 0 - 15



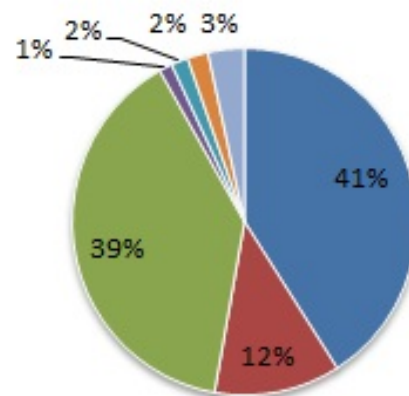
Quarter 3, 2017-18 Age Breakdown

■ Older people 65+ ■ Adults 26-64
■ Young people 16-24 ■ children 0 - 15



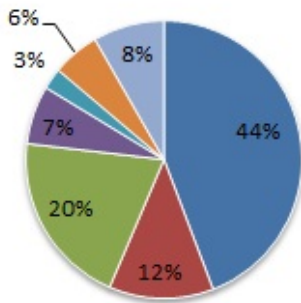
Jo Cox Great Get Together 2017 Ethnic Breakdown

■ White ■ African / Caribbean ■ Bangladeshi
■ Chinese / vietnamese ■ Somali ■ other Asian
■ other ethnic



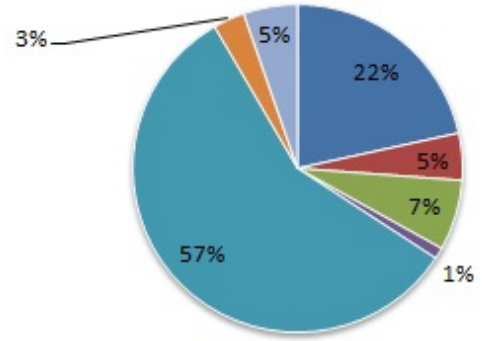
Quarter 2, 2017-18 Ethnic Breakdown

- White
- African / Caribbean
- Bangladeshi
- Chinese / vietnamese
- Somali
- other Asian
- other ethnic

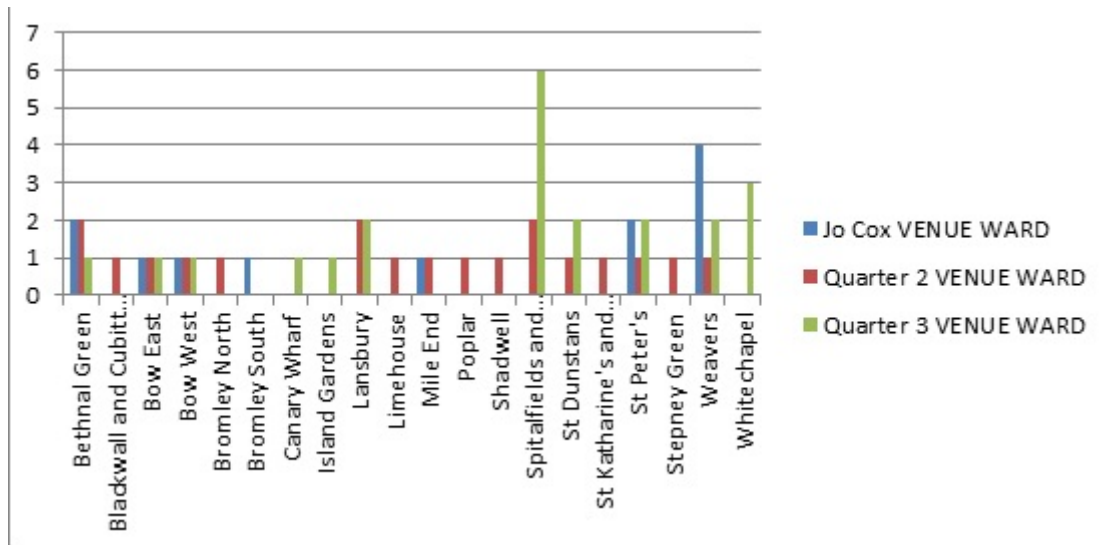


Quarter 3, 2017-18 Ethnic Breakdown

- White
- African / Caribbean
- Bangladeshi
- Chinese / vietnamese
- Somali
- other Asian
- other ethnic



Ward Breakdown.



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Venues	Wards
5 Estates in Lap 7, Poplar High St	Poplar / Blackwall and Cubitt Town
Approach Community Gardens	St Peter's
Brady Arts Centre	Spitalfields and Banglatown
Bromlye By Bow Centre	Bromley North
Cardboard Citizens	Whitechapel
Centurion Road, Bow (changed)	Bow East (Changed)
Christian Street Centre	Whitechapel
Cookham House Courtyard	Weavers
Crossrail Place Roof Gardens	Canary Wharf
Das Kino Pop Up Cinema	Bow East
Dence House, Turin Street	Weavers
Ecology Pavilion, Mile End Park	Bow West
EXP Cantina	Bow East
Formans Smokehouse	Bow East
Genesis Cinema	Bethnal Green
Glamis Adventure Playground	Shadwell & St Katharine's and Wapping
Globe Community Garden	Bethnal Green
Half Moon Theatre	St Dunstan's
Hub 67	Bow East
Idea Store Whitechapel	Spitalfields and Banglatown
Ion Square Gardens	Weavers
Kobi Nazrul Centre	Spitalfields and Banglatown
Linc Centre	Bromley South.
London Dock	St Katharine's and Wapping
London Muslim Centre	Whitechapel
Middlesex Street Estate	Spitalfields and Banglatown
Mile End Park, Event Field	Mile End
Mile End Park, Haverfield Road	Bow West
Mudchute Farm	Island Gardens
Mudchute Park	Island Gardens
Nomadic Community Garden	Spitalfields and Banglatown
Oxford House	St Peter's
Petticoat Lane	Spitalfields and Banglatown
Poplar Union	LANSBURY
Pritchard Centre	St Peter's
Ravenscroft Park	Weavers
Rich Mix	Weavers
Ropemakers Fields	Limehouse
Spitalfields City Farm	Spitalfields and Banglatown
St Hilda's East	Weavers
St Katherine's Dock	St Katherine's and Wapping
St Paul's Way Centre	Mile End
St. Margaret's House	ST PETER'S
Stepney City Farm	Stepney Green
Stour Space Gallery	Bow East
TH Cemetery Park	Mile End
The Atrium	Bow East
The Cass	Whitechapel
The Space Theatre	Island Gardens
The Yard Theatre	Bow East
V & A Museum of Childhood	Bethnal Green
Victoria Park	Bow East / Bow West
Weavers Adventure Playground	St Peter's
White Chapel Building	Whitechapel
White Post Café	Bow East
Whitechapel Gallery	Spitalfields and Banglatown
Young Foundation	Bethnal Green

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Equality Analysis (EA)

Financial Year
2017/18

Section 1 – General Information (Aims and Objectives)


EVENT FUND REPORT FOR APPLICATIONS RECEIVED QUARTERS 2-3
and the Jo Cox, Great Get Together, 2017-18

This is to analyse the implementation of the Event Fund during the
period of quarters 2-3 and the Jo Cox Great Get Together
of the financial year of 2017-18.

Service area:
Children's

Team name:
Culture, Learning and Leisure

Service manager:
Judith St. John, Divisional Director for Sports, Leisure and Culture
Name and role of the officer completing the EA:
Alison Denning, Festival and Events Officer

**See Appendix
A**
Current decision
rating


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

The data is based on the 33 events in Quarters 2 & 3 and Jo Cox Great Get Together, in which a total of 39,619 people benefited.

Data provided is based on a mix of information provided through online surveys, face to face, feedback forms and observations at the event.

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.

33 out of 39 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 C: Monitoring Information. It should be noted that the majority of the data is based on estimates and evaluation forms now only require a breakdown of ethnicity, age range and disability.

Section 3 – Assessing the Impacts on the 9 Groups

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Target Groups	Impact – Positive or Adverse	Reason(s)
Race	Positive	The given data suggest that a range of communities of this group participated in the events. Particularly the events which were part of Black History Month and the Season of Bangla Drama.
Disability	Positive	The given data shows that this group participated in events during this period. Working Well and the Pritchards Centre, Sohaya Visions and the Bangladeshi Mental Health Forum focused on disability and Mental Health.
Gender	Positive	The given data suggest that both male and female participated in the events. Some events such as the Rokeya Project looked at women’s issues.
Gender Reassignment	Neutral	The given data does not show any Trans people attended

Sexual Orientation	Neutral	This is not specified in the monitoring.
Religion or Belief	Positive	It appears that various groups participated in funded events. Sohaya Visions looked at the Religious divides created with partition.
Age	Positive	The given data suggest that different age groups participated in the events. Some of the Jo Cox events focused on older people, as did the Sagacity dance project with Green Candle. Kazzum, Cornucopia, Neighbours in Poplar, Genesis, Half Moon Theatre, Purple Moon, among others were aimed at young people.
Marriage and Civil Partnerships.	Neutral	The data suggests the relationship status of the participants at one event. It is no longer a requirement in the monitoring for Event Fund events.
Pregnancy and Maternity	neutral	It is no longer a requirement in the monitoring for Event Fund events.
Other Socio-economic Carers	Positive	Although we do not specifically request this information, Neighbours in Poplar works with the local communities in Poplar and tries to provide links with Canary Wharf, Ice and Fire presented “the Asylum Monologues” and Cardboard Citizens work with homeless people.

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.

Recommendation	Key activity	Progress milestones including target dates for either completion or progress	Officer responsible	Progress
Example				
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	

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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 H: EQUALITIES CHECKLIST

Name of 'proposal' and how has it been implemented (proposal can be a policy, service, function, strategy, project, procedure, restructure/savings proposal)	Event Fund Report for Applications Received Quarters 2-3 and Jo Cox, Great Get Together 2017-18
Directorate / Service	Children's / Culture, Learning and Leisure
Lead Officer	Steve Murray, Head of Arts, Parks and Events
Signed Off By (inc date)	
Summary – to be completed at the end of completing the QA (using Appendix A) (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>Proceed with implementation</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)
1	Overview of Proposal		
a	Are the outcomes of the proposals clear?	Yes	Report showing the awards made from the Event Fund for the period 1 st July 2017 to 31 December 2017.
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 E) 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.
2	Monitoring / Collecting Evidence / Data and Consultation		
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
3	Assessing Impact and Analysis		
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.
4	Mitigation and Improvement Action Plan		
a	Is there an agreed action plan?	Yes	The report is retrospective, however the Monitoring information (Appendix C) 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 the Event Fund Guidelines and Criteria 2017/18 were not successful.
5	Quality Assurance and Monitoring		
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 are 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.
6	Reporting Outcomes and Action Plan		
a	Does the executive summary contain sufficient information on the key findings arising from the assessment?	Yes	

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<p>Grants Determination (Cabinet) Sub-Committee report</p> <p>6 June 2018</p>	
<p>Report of: Ann Sutcliffe, Interim Corporate Director of Place</p>	<p>Classification: Unrestricted</p>
<p>Formal offer of Historic Buildings Grant to Oxford House in Bethnal Green</p>	

Lead Member	Councillor Rachel Blake, Deputy Mayor for Regeneration and Air Quality
Originating Officer(s)	Sripriya Sudhakar – Place Shaping Team Leader
Wards affected	St. Peter’s
Key Decision?	Yes
Forward Plan Notice Published	04 th May 2018
Reason for Key Decision	Impact on Wards
Community Plan Theme	A Great Place to Live

Executive Summary

This report relates to the awarding of a London Borough of Tower Hamlets Historic Buildings Grant of £95,901.20 to Oxford House, Derbyshire Street, Bethnal Green E2 6HG, for vital repair works to the roof and high level windows. The Grade II Listed Building is currently on Historic England’s Heritage at Risk register. The works form part of an overall Heritage Lottery Fund (HLF) financed scheme called *‘From Victorian ‘Gap Year’ to Community Hub; heritage and community at Oxford House’*.

Oxford House have been informally offered Historic Building Grant funds to contribute to repair work on two previous occasions, and money has been held by the council pending receipt of additional information to satisfy the conditions of the Historic Building Grant scheme. The necessary information has now been received and the council is now able to make a formal offer of grant to Oxford House.

Works are due to start on site in June 2018. The LBTH grant contributes to match funding for a larger HLF grant; without the LBTH grant, the charity will have a shortfall in funds which could threaten the project.

Recommendations:

The Grants Determination Sub-Committee is recommended to:

1. Authorise the Corporate Director Place to issue a formal offer of grant to The Oxford House in Bethnal Green to a maximum value of £95,902.00 for repair works to the roof and high level windows.
2. Authorise the Corporate Director Place to enter into the grant agreement and any such other agreements required to affect the grant and the use of the grant as detailed in paragraph 1.

1. REASONS FOR THE DECISIONS

- 1.1 Oxford House in Bethnal Green is a prominent Grade II Listed Building located to the north of Weaver's Fields and south of Bethnal Green Road. The building, which is owned and operated by a registered charity, is an arts and community centre, providing community classes, activities and events, as well as affordable office and meeting space. Volunteering plays a large part in the centre.
- 1.2 The condition of the building has been deteriorating for some time with water ingress from leaking roof causing internal damage, resulting in it being placed on Heritage at Risk register in 2015. The award of a Historic Building Grant of £95,901.20 will make an important contribution toward the overall cost of roof repairs and high level window repairs. The restoration project meets the council's Historic Buildings Grant criteria, and all of the necessary information has been supplied. The project offers significant benefits for the borough as a whole when complete.

2. ALTERNATIVE OPTIONS

- 2.1 The Historic Building Grant forms an essential contribution towards the cost of the roof repair works and sympathetic repair to the windows. It allows for the release of grants from other funders, such as the Heritage Lottery Fund. Without the grant Oxford House would have a shortfall in funding for the project which would therefore be at risk of not going ahead. Without repair works the external appearance of the Grade II Listed Building would continue to deteriorate and internal areas remain unusable by the local community. Historic England would also continue to retain the listed building on its Heritage at Risk register.

3. DETAILS OF THE REPORT

- 3.1 The council operates a Historic Buildings Grant scheme to assist owners and occupiers of listed buildings and buildings in conservation areas, in meeting their responsibilities for the care and maintenance of the irreplaceable cultural asset, which these buildings represent. The provision of this type of grant is in accordance with the National Planning Policy Framework (NPPF) and section 57 of the Planning (Listed Buildings and Conservation Areas) Act 1990.
- 3.2 With over 50 conservation areas and approximately 2000 listed buildings (with 30 buildings on the Heritage at Risk register), demand in the Borough for grant-aided assistance in meeting the costs of buildings repair is high.
- 3.3 Oxford House in Bethnal Green is a prominent Grade II Listed Building located to the north of Weaver's Fields and south of Bethnal Green Road (Figure 1). It was constructed in 1892, to the designs of Arthur Blomfield, and further extended in 2001 to its northern elevation, to create an accessible entrance. Externally, it is a handsome three storey (plus basement and attic) building in the collegiate style typical of such institutions. Internally, it has been subject to change, but the original plan form largely survives along with important original features, most notably the top floor chapel; one of Tower Hamlets' finest historic interiors.

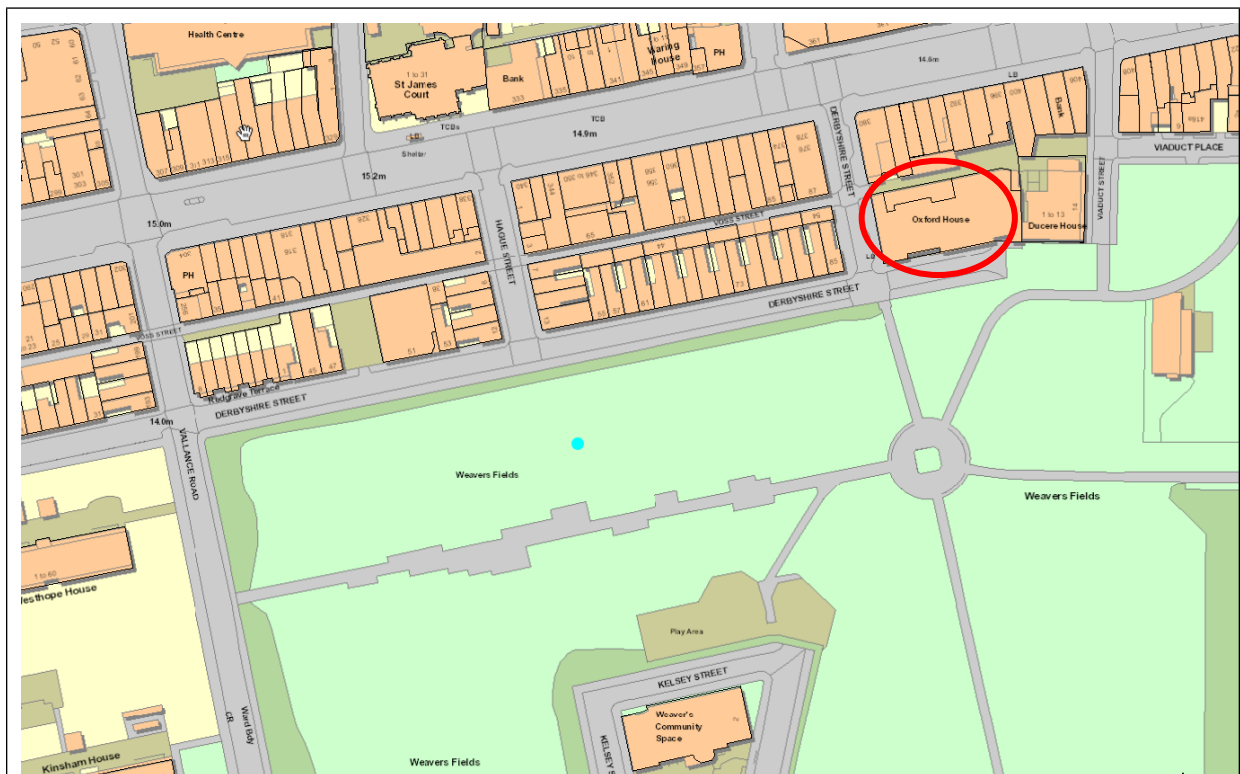


Figure 1: Location of Oxford House in Bethnal Green

- 3.4 Historic England placed the building on the statutory list in 2011 (Grade II) due to:
- (i) its historic interest as a building ‘redolent of the moral fervour and paternalism that characterised Victorian ideas about the causes and remedies of poverty’;
 - (ii) its architectural interest; ‘the traditionally-styled Tudor Revival building, although austere, testifies to the settlement movement’s aspirations to the ‘squires of East London’; and
 - (iii) its art and craftsmanship; ‘the attic chapel contains a painting of the crucifixion by Alfred Snood, set into a brightly-painted Gothic tracery reredos, and a fine Neo-Jacobean oak screen.’
- 3.5 The building is on Historic England’s ‘Heritage at Risk’ register, and has been given a condition rating of ‘fair’ and a vulnerability rating of ‘medium’ (Appendix 1).
- 3.6 Oxford House, which is owned and operated by a registered charity, is a highly-valued community asset, providing community classes, activities and events, as well as affordable office and meeting space. Volunteering plays a large part in the centre. Oxford House has had a continuous use of supporting community life in the East End since it was established in 1884 as a university ‘settlement’, as a home for graduates, tutors and those intending to enter the church, so they could learn, at first hand, about the problems of disadvantaged areas and provide practical support to the local community.
- 3.7 This report to the Grants Sub-Committee has been prepared in order to obtain the permission to issue a formal offer of grant to Oxford House in Bethnal Green. The project meets the criteria laid down by the council for assistance, and offers significant benefits for the Borough as a whole when complete.
- 3.8 The grant allocated will contribute to the cost of various roofing and high level window repairs, which all impact on the integrity of the building, especially the chapel and are imperative to the future of the building. These works will also allow a new balustrade, following historic precedent, to be installed, there by reinstating a roof terrace, historically known as the ‘witches walk’. The works include:
- Repairs to structure, boarding and surfacing of flat roof area
 - Refurbishment of tiled pitched roofs, dormer windows and chimneys
 - Refurbishment of cupola tower
- 3.9 The works will ensure that the building permanently wind and water tight and enabling removal of the building from the Heritage at Risk register. It will also

improve the external appearance of the building and allow greater community access to the building.

- 3.10 The works funded through Historic Building Grant scheme will be part of a larger refurbishment project. The total cost of the refurbishment project will be £2.977m, which will be funded through:
- £95.9k Historic Building Grant (the subject of this report)
 - £1.394m HLF grant
 - £250k bank loan
 - £328k private donations
 - £210k fundraising and other opportunities
 - £450k loan from the local authority
 - £250k s106 grant from the local authority
- 3.11 The first informal Historic Buildings Grant was offered by LBTH in 2013 after officers from the council met John Ryan, Chief Executive Officer, at Oxford House and discussed ways to tackle water ingress and the general deterioration of the historic fabric. A letter (Appendix 3) was sent to John Ryan at Oxford House on 19 March 2013 stating the Council's agreement in principle to the making of an offer of a grant of £44,650 towards the cost of roof repairs and restoration of the windows.
- 3.12 The discussion indicated that there were wider issues, including improving access, potential café improvements, etc., which would be beneficial to the building and the wider community and would make Oxford House more sustainable in the future. As a result, officers recommended that Oxford House approach the Heritage Lottery Fund (HLF) with a view to funding a wider scheme, using the LBTH Historic Buildings Grant as partial match funding for the roof repair and window restoration aspect of the scheme.
- 3.13 The first application to the HLF in 2013 was unsuccessful. Due to the extent of the roof works and shortfall required to meet match funding obligations, LBTH increased their grant offer in 2014 (Appendix 3). A second application to the HLF was made in September 2014 which was successful, from which there was a two year development phase.
- 3.14 A Historic Buildings Grant application to fund restoration works Oxford House was made to the London Borough of Tower Hamlets on 22 June 2016.
- 3.15 Permission to start the delivery phase was granted in July 2017. The lengthy HLF application process has resulted in the rolling over of the LBTH Historic Building Grant offer to Oxford House each year until 2018/19. Following the development phase, council officers requested that Oxford House complete a

new grant application form so that it would reflect more accurately the roof repairs set out in the architect's specification. This was received on 22 March 2018 (Appendix 2).

- 3.16 All necessary additional information as required by the conditions of the grant, including three tender documents, was received from Oxford House by 26 April 2018. They were subsequently checked by the Heritage at Risk Project Officer and found to be in order.
- 3.17 Works are expected to commence in June 2018. Whilst the works are being carried out, a sign will be displayed on-site to indicate that the works are being funded by the council's Historic Building Grant scheme.
- 3.18 The roof repair work is expected to be complete before the end of the overall project; therefore it is likely that Oxford House will draw down the grant before then. Once works are complete and assessed to be carried out to a satisfactory standard, the Heritage at Risk Projects Officer will prepare a further report to the Grants Sub-Committee for permission to release the allocated funds.

4. EQUALITIES IMPLICATIONS

- 4.1 The proposed works would contribute to the conservation and enhancement of a highly-valued and well-used community asset, contributing to the setting of Weavers Fields.
- 4.2 The building is currently provides community classes, activities and events, as well as affordable office and meeting space. Through the project, the intention is to extend local community use and engagement and to use the building for community purposes. The work will see the building become a greater focal point for a larger number of local residents, as well as visitors to the Borough.
- 4.3 The project thus contributes to the theme 'A Great Place to Live' in the Community Plan to build One Tower Hamlets.

5. OTHER STATUTORY IMPLICATIONS

- 5.1 This section of the report is used to highlight further specific statutory implications that are either not covered in the main body of the report or are required to be highlighted to ensure decision makers give them proper consideration. Examples of other implications may be:
 - Best Value Implications,
 - Consultations,

- Environmental (including air quality),
- Risk Management,
- Crime Reduction,
- Safeguarding.

5.2 **Best Value implications**

The delivery of this project ensures the Council meets its commitment set out in the Council's Conservation Strategy. The partial match funding would contribute to securing a Heritage Lottery Fund grant. The restoration of this listed cultural asset part funded through the grant will benefit the whole community and is considered to offer excellent value for money. The grant will be conditional on the building participating in London Open House for five years to ensure the best possible value for the council.

5.3 **Environmental**

In line with other beneficiaries of grants from the Council, Oxford House in Bethnal Green will be encouraged to consider taking appropriate steps to minimise negative impact on the environment when taking up the opportunities offered within the programme and on an ongoing basis.

5.4 **Risk management**

If a formal grant offer is made, it will be ensured that no funds will be released until the repair works have been completed and inspections have verified that they have been carried out to an appropriate standard. There is a risk that, if a formal offer of grant funding is not made, the repair work may not proceed and the benefits described in this report would not be delivered.

5.5 **Crime reduction**

Beyond the roof repair works, the overall scheme should help to promote positive neighbourhood engagement by encouraging visitors and users to Oxford House and its interface with Weavers Fields.

5.6 **Safeguarding**

There are no safeguarding implications.

6. COMMENTS OF THE CHIEF FINANCE OFFICER

- 6.1 The Chief Executive of Oxford House in Bethnal Green has been in discussions with the Council over a number of years in relation to the funding of repair and restoration works to the building. The Council has previously

agreed in principle to the award of two Historic Buildings Grants totalling £95,900 towards the costs of repair works to the roof and the restoration of windows - £44,650 on 19th March 2013 and £51,250 on 19th June 2014.

- 6.2 These works now form part of a major refurbishment project costing £2.977 million. As set out in paragraph 3.10, in addition to the proposed Historic Buildings Grant, additional funding has been secured from the Heritage Lottery Fund and a Section 106 grant from the Council. Loan funding has been provided by the Council and a bank, with the residual element being financed from private donations and fundraising activities.
- 6.3 Resources have previously been set aside to fully finance the Historic Buildings Grant to Oxford House. In order to confirm the grant allocation, the formal approval of the Grants Determination Sub- Committee is required. No funding will be released until all necessary grant conditions have been met.

7. COMMENTS OF LEGAL SERVICES

- 7.1 The Council has the legal power to provide a grant for the purposes stated in the report.
- 7.2 The other main legal duty is for the Council to ensure that the grant represents Best Value under the Local Government Act 1999. Oxford House sought three tenders in order to find the most competitive price which considerably demonstrates that the grant is to be spent in a manner consistent with this legal duty. However, the Council must also have in place suitable monitoring arrangements to ensure that the grant is spent only on the items for which it is given and otherwise in line with the grant agreement.
- 7.3 The grant is borne out of the Council's generally available application procedure for these sorts of grants with predetermined and published eligibility criteria. Therefore, it may be expected that there will not be any significant issues for the Council under the Equality Act 2010. However, in any event the Council should undertake an appropriate assessment to ensure that the works as well as the grant comply with the Council's Equality Act duties.

Linked Reports, Appendices and Background Documents

Linked Report

- None

Appendices

- Appendix 1: Extract from the Heritage at Risk Register
- Appendix 2: Historic Buildings Grant application form
- Appendix 3: Informal grant offer letters (2)

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

- None

Officer contact details for documents:

Anna Zucchelli (Heritage at Risk Projects Officer)

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Oxford House, Derbyshire Street, Bethnal Green E2

A three storey building built in 1892 to the designs of Arthur Blomfield in Tudor Revival style in red brick with a tiled roof. The attic chapel contains a painting by Alfred Soord, set into a brightly painted Gothic reredos. A temporary roof cover was erected in summer 2016, with funding from Historic England. Planning Permission and Listed Building Consent applications were approved in August 2016 for repairs, restoration to the chapel and a larger communal space. The Heritage Lottery Fund awarded a Round 2 grant in March 2017 to help secure the full repair of the building.



©Historic England

Location (primary):	Tower Hamlets, Greater London, London, E2 0DY
LPA:	Tower Hamlets
Parliamentary Constituency:	Bethnal Green and Bow
Designation:	Listed Building grade II
List Entry Number:	1396458
Heritage category:	Listed Building
Risk methodology:	Building or structure
Risk assessment:	At risk
On HAR Register?	Yes
Condition:	Fair
Occupancy/use:	Occupied/in use
Vulnerability:	Medium
Trend:	Stable
Management action:	Action/strategy agreed but not yet implemented
Priority category:	B - Immediate risk of further rapid deterioration or loss of fabric; solution agreed but not yet implemented
Previous priority category:	A - Immediate risk of further rapid deterioration or loss of fabric; no solution agreed
New entry on Register?:	No
Owner type:	Charity (non-heritage)
Contact:	Andrew Hargreaves (LPA) 020 7364 5576

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LONDON BOROUGH OF TOWER HAMLETS
HISTORIC BUILDINGS GRANTS

Development, Design & Conservation
Mulberry Place (AH)
P O Box 55739, 5 Clove Crescent
Poplar, London E14 2BY

APPLICATION FOR A GRANT UNDER THE PROVISION
OF THE PLANNING (LISTED BUILDINGS AND
CONSERVATION AREAS)
ACT 1990

Please read the guidance notes carefully. These set out the criteria against which applications are assessed and may prevent unnecessary work.

The grant forms should be completed and returned to the address above. Please answer all questions; an incomplete form cannot be assessed.

The form must be accompanied by two estimates broken down into the elements of the work and full details of work proposed and photographs of the building.
(See Guidance notes at the back)

1.a Full postal address of the building or site for which grant is sought.

Oxford House, Derbyshire Street, London E2 6HG

1.b Is the building a statutorily Listed Building under Section 1 of the Planning (Listed Buildings & Conservation Areas) Act 1990?

Yes

If so, is it Grade I, II, II*

List entry Number 1396458 Grade II

1.c Is the building within a Conservation Area?

No

1.d Is the building a "Locally Listed" building?

No

2. Name, address and day time telephone number of applicant.

John Ryan Chief Executive
Oxford House in Bethnal Green, Oxford House, Derbyshire Street, London E2 6HG

3. Is the applicant the freehold owner of the building or land concerned, and totally responsible for its upkeep and repair?

Yes

If No, please explain (use a separate sheet if required), the applicant's legal interest in the property, and/or who is responsible for upkeep and repair.

4.a What is the present use of the building or site?

Community & arts centre

4.b What is the proposed use after repair? (If different from 4a)

The works will enable full access to the Chapel which has restricted access because of water penetration. A range of community activities will take place in the chapel and adjacent Settlement Room once repairs are complete.

5.a Description of proposed works (a copy of the detailed specification and, if alterations are proposed, drawings of the buildings as existing and as proposed, must be enclosed).

The proposed works are to various roofing repairs to the flat roof, dormer windows and pitched roof which all impact on the integrity of the building and especially the chapel.

The building was placed on the At Risk Register by Historic England and the works will enable Oxford House to be removed from the list.

At present there is serious water ingress from the roof into the top floor area of the building. The impact of this water ingress is to make over 50% of the third floor area unsuitable for community use.

The proposed roofing works covers the existing flat and tiled areas. The works will enable appropriate improvements to current building regulations.

I have attached drawings and sections from the overall project specification that covers the roof and window items in more detail.

6. Two quotations for the works must be supplied based on the detailed specification prepared for Question 5 above. Estimated total cost should be provided in each case with the figure for VAT shown separately. Each estimate should include a breakdown showing the cost of individual items such as work on the roof, walls, joinery, etc. The estimates must be directly comparable. Copies of builder's tenders, if already obtained, should be enclosed; and percentage(s) to be charged detailed. If tenders are not yet available, estimates should be submitted.

**Contract Price Roof Construction
Works to the roof**

0005/1

North Elevation - works of repair £ 76,597.80

0005/4

Dormers and Pitched Roofs -
works of repair £ 27,167.94

East Elevation - works of repair £ 4,907.38

0005/5

South Elevation - works of repair £ 23,009.38

West Elevation - works of repair £ 15,056.82

0005/6

Cupola £ 14,032.69

First Floor Flat Roof Repair £ 11,713.00

Total £172,485.01

7. When do you expect work to start?

Contractor to start installation of scaffolding April/May 2018

PLEASE NOTE: THIS APPLICATION WILL BE DISQUALIFIED FROM CONSIDERATION FOR A GRANT IF WORK STARTS BEFORE AN OFFER OF GRANT HAS BEEN MADE, OR WITHOUT THE COUNCIL'S EXPLICIT PRIOR APPROVAL IN WRITING.

8. Have you applied, or do you intend to apply for a grant from any other source?

Yes

If yes, please give details

Heritage Lottery Fund will contribute 49% of the project costs.

9. Can you reclaim VAT on eligible work?

Yes

10. Do you wish to include professional fees? (The resources available for grant aid will not normally permit grant aid towards fees).

No

And percentage(s) to be charged

11. Any additional information you wish to be taken into account when the applications being considered.

Oxford House is a significant heritage organisation that has provided community support in Bethnal Green and the borough since 1884. This grant will ensure the heritage project can be completed and OH can continue to support all areas of the Council's Community Plan. Oxford House supports over 70000 visitors each year and 45 organisation that provide much need support to the local community. OH is currently also working with The High Street team to support the development of partnership for business and community in Bethnal Green as part of this.

It is essential therefore that the fabric is repaired so OH can continue to be a much needed community resource and be removed from the Buildings at Risk register.

I declare that I have read the guidance notes on Tower Hamlets Historic Buildings Grants and that the information given above is true and accurate to the best of my knowledge and belief.



Signature

Print Name John Ryan

Address Oxford House in Bethnal Green, Oxford House, Derbyshire Street,
London E2 6HG

Date 22 March 2018

This application form with the supporting information should be sent to:

**London Borough of Tower Hamlets
Development, Design & Conservation
Mulberry Place (AH), P O Box 55739,
5 Clove Crescent, Poplar
London E14 2BY**

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Mr John Ryan
Chief Executive
Oxford House in Bethnal Green
Derbyshire Street
LONDON
E2 6HG

Development & Renewal

Andrew Hargreaves
Development & Renewal
Borough Conservation Officer
Tower Hamlets Town Hall
Mulberry Place, 5 Clove Crescent,
London E14 2BY

Tel 020 7364 5576
Fax 020 7364 5412
Email andrew.hargreaves@towerhamlets.gov.uk

LETTER OF OFFER

HISTORIC BUILDINGS GRANT SCHEME 2013

Date: 19 March 2013

Dear Mr Ryan,

RE: Oxford House at Bethnal Green

Thank you for your grant request seeking assistance towards the cost of repairs works to the roof and restoration of the windows at the above address.

This matter has been considered carefully by LBTH, and I am pleased that, in light of the available budget, we are able to offer Oxford House a maximum grant of **£44,650.00** (subject to contract) – up to a maximum of 60% of the overall cost of the relevant repair works.

We look forward to hearing from you in relation to the progress of the parallel Heritage Lottery Fund bid – and details of your final quotations for the cost of the works (at least two competitive quotations should be supplied).

The Council's grant will be subject to general conditions, contained within a contract document - which will be sent following final confirmation of the price of the works. You will then be invited to the Town Hall to sign the contract.

Please do not hesitate to contact me, Andrew Hargreaves, on 0207 364 5576 or E mail me at the above address should you wish to discuss any aspect of the LBTH grant at any stage. I look forward to hearing from you in due course.

Yours sincerely



Andrew Hargreaves
Borough Conservation Officer

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Mr John Ryan
Chief Executive
Oxford House in Bethnal Green
Derbyshire Street
LONDON
E2 6HG

Development & Renewal

Andrew Hargreaves
Development & Renewal
Borough Conservation Officer
Mulberry Place, 5 Clove Crescent,
London E14 2BY

LETTER OF OFFER

Tel 020 7364 5576
Fax 020 7364 5412
Email andrew.hargreaves@towerhamlets.gov.uk

HISTORIC BUILDINGS GRANT SCHEME 2014

Date: 19 June 2014

Dear Mr Ryan,

RE: Oxford House at Bethnal Green

Thank you for your grant request seeking further assistance towards the cost of repair works to the roof and restoration of the windows at the above address.

In our letter of 19th March 2013 we made an offer of £44,650.00 (subject to contract) – up to a maximum of 60% of the overall cost of the relevant repair works.

At our recent meeting at Oxford House, you set out progress with regard to the current Heritage Lottery Fund bid and highlighted the need for additional match funding towards the cost of repair works to the roof and restoration of the windows.

This matter has been considered carefully by LBTH, and I am pleased that, in light of the available budget, we are able to offer Oxford House a further grant of a maximum **£51,250** (subject to contract) – up to a maximum of 60% of the overall cost of the relevant repair works. The previous separate grant offer made in our letter of 19th March 2013 remains valid and the two grants will run conjointly.

Please keep us informed of progress with regard to the Heritage Lottery Fund bid. The Council's grants will remain valid until March 2015. If you are not able to commence works before that date please contact us to discuss extending the grant period.

The Council's grant will be subject to general conditions, contained within the contract document which will be sent out in due course. You will then be invited to the Town Hall to sign the contract.

Please do not hesitate to contact me, Andrew Hargreaves, on 0207 364 5576 or E mail me at the above address should you wish to discuss any aspect of the LBTH grant at any stage. I look forward to hearing from you in due course.

Yours sincerely



Andrew Hargreaves
Borough Conservation Officer

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Grants Determination Sub Committee 6th June 2018	 TOWER HAMLETS
Report of: Ann Sutcliffe, Acting Corporate Director, Place	Classification: Unrestricted
SME Energy Reduction Programme	

Lead Member	Councillor Rachel Blake, Deputy Mayor for Regeneration and Air Quality
Originating Officer(s)	David Esdaile, Environmental Sustainability Officer
Wards affected	All wards
Key Decision?	No
Forward Plan Notice Published	8 th May 2018
Reason for Key Decision	Grant
Community Plan Theme	A Great Place to Live

Executive Summary

This programme will provide SMEs across the Borough with grants from S106 funds from the Carbon Fund to improve the energy efficiency of their premises. This will result in lower energy costs, consumption and related carbon emissions. There will be an open application process for SMEs to apply for funding that will include a window for applications to ensure SMEs across the Borough all have an equal opportunity to apply.

The budget for the programme is £220,000. The grant available will be for 50% of the project costs up to a maximum of £5,000 which will ensure at least 40 SMEs are supported.

Recommendations:

The Grants Determination Sub Committee is recommended to:

1. Approve the grant funding of £220,000 to deliver the SME Energy Reduction Programme
2. Authorise the Corporate Director Place to enter into grant agreements and make any associated decisions in order to distribute the funding

1. REASONS FOR THE DECISIONS

- 1.1 The programme will provide grants of 50% of the project costs up to £5,000 to SMEs in Tower Hamlets to complete energy reduction projects that will not only reduce energy consumption but also the associated carbon emissions. It will result in cost reductions and an increased comfort in the working environment for the SMEs. There will be an open application process for the grants, but there will be a window in which applications can be submitted to ensure all SMEs have an equal opportunity to apply.
- 1.2 A lot of SMEs do not have enough budget available to carry out energy efficiency projects due to other costs that continue to rise. Therefore by providing 50% grants it will enable SMEs to complete projects whilst ensuring they still have ownership over the project to ensure the best solutions and technologies are installed.
- 1.3 Tower Hamlets produces the third highest level of carbon dioxide emissions of the 33 Local Authorities in Greater London. There are drivers to reduce these emissions including the Borough's target of delivering a 60% reduction in emissions on 1990 levels by 2025 and the 80% reduction required under the 2008 Climate Change Act by 2050. This programme will engage with SMEs that collectively with the rest of the industrial and commercial sector are responsible for 62% of the Borough's emissions.
- 1.4 S106 money from the Carbon Fund needs to spend funds on programmes that will reduce carbon emissions in the Borough. This is a key programme that will reduce carbon emissions across the Borough.

2. ALTERNATIVE OPTIONS

- 2.1 The only other funding available are grants from the Carbon Trust's Green Business Fund. However this fund only provides grants of up to 15% of project costs and you have to use a supplier approved by the Carbon Trust. This means SMEs are not able to use local suppliers and may not be able to get best value for money as they are restricted by which suppliers they can use. This is why we are creating a programme that provides better support and gives SMEs the opportunity to procure the products that are right for them and achieves best value for the SME.

3. DETAILS OF THE REPORT

- 3.1 The programme will provide funding to SMEs in Tower Hamlets to complete energy reduction retrofit projects that will not only reduce energy consumption but also the associated carbon emissions and costs. There will be an open application process for SMEs to apply for a grant and applications will be accepted in a window of six weeks to ensure SMEs have the same opportunity to apply for a grant.

- 3.2 The budget being applied for this programme is £220,000. £200,000 of this is for the delivery of grants which will support at least 40 SMEs.
- 3.3 The limit for a grant is for 50% of the project costs up to £5,000. This is to ensure that we provide grants to as many SMEs as possible. It will also mean that SMEs will still have ownership over the project by having to provide 50% of the costs and will ensure that the most suitable technologies and the best value for money is sought for each project.
- 3.4 Grants are available to any SME in the Borough that meet the following criteria
- No more than 250 employees;
 - Annual turnover not in excess of £25m;
 - And are not more than 25% owned by an entity which does not meet the criteria.
 - The premises where the measures will be installed must be in Tower Hamlets.
- 3.5 To ensure fairness to all SMEs there will be a window for applications to be submitted. This window will be open for 6 weeks. Once this window has closed the applications will be assessed to ensure they will achieve the objectives of reducing carbon emissions and achieve good value for money. If there are more applications for grants than available those projects that will achieve the highest percentage carbon saving based on the emissions of the technology being replaced, their value for money for the carbon saving and the return on investment of the project will be given preference. This ensures the programme achieves the maximum carbon reduction possible whilst also making it fair for all SMEs that want to submit an application.
- 3.6 The following projects will be eligible for funding from the programme;
- Energy reduction projects such as lighting and heating upgrades, insulation and more efficient machinery.
 - Renewable technologies.
 - Any other project which will result in significant energy reduction will be considered.
- 3.7 It will be ensured by the Sustainable Development Team that no funding will be released for any project until sufficient evidence that the agreed project has been completed and the SME has received an invoice for the works.
- 3.8 The projects are to be delivered by a supplier that the SME will procure. This ensures that each SME will be able to procure the supplier that meets the criteria of their project as each project will be unique to that SME.
- 3.9 Until applications are submitted it is difficult to estimate what the total carbon savings of the programme will be. However as a guide lighting upgrades can achieve savings of up to 60% whereas heating improvements will achieve savings of around 20%.

- 3.10 The decisions on awarding funding to SMEs will follow the process set out in the Carbon Offsetting Solutions Study that was adopted by Cabinet in January 2016. This will be made at minuted selection panel meeting which will assess and decide on each application on the criteria set above and below. This panel will decide which projects to allocate funding to. The 3 key criteria for the allocation of funds will be:
1. CARBON: carbon savings and their associated cost efficiency;
 2. ADDITIONALITY: it is essential that carbon savings are truly additional and would not happen without funding.
 3. COMMUNITY BENEFITS: other benefits for the community beyond carbon (e.g. fuel poverty, job creation, improved community facilities, etc.) will be seen as a plus by the Council.
- 3.11 All projects that are delivered through the award of funding from this programme will be the responsibility of the SME. Should any maintenance or costs be incurred at a later date on the technologies installed then that cost will be the responsibility of the SME.
- 3.12 The proposals are in accordance with the Carbon Offsetting Solutions Study approved at Cabinet in January 2016 which was developed to ensure clarity on how funds secured through S106 carbon offsetting finances will be allocated, and to provide transparency in the identification of projects to be delivered.

4. EQUALITIES IMPLICATIONS

- 4.1 An Equality Analysis Quality Assurance checklist has been completed for the programme to address equality implications arising from the proposal.
- 4.2 As a result of performing the checklist the programme does not appear to have any adverse effects on people who share Protected Characteristics and no further actions are recommended.

5. OTHER STATUTORY IMPLICATIONS

- 5.1 This section of the report is used to highlight further specific statutory implications that are either not covered in the main body of the report or are required to be highlighted to ensure decision makers give them proper consideration. Examples of other implications may be:
- Best Value Implications,
 - Consultations,
 - Environmental (including air quality),
 - Risk Management,
 - Crime Reduction,
 - Safeguarding.

6. COMMENTS OF THE CHIEF FINANCE OFFICER

- 6.1 At its meeting on 6th March 2018, the Infrastructure Delivery Board (IDB) approved the allocation of £220,000 of Section 106 resources from the Carbon Offset Fund to finance an Energy Reduction Programme for SMEs within the borough. The programme incorporates a total grant provision of £200,000 with an additional 10% (£20,000) allocated to finance programme management costs.
- 6.2 Under the terms of two specific Section 106 agreements (PA/14/00944 – South Quay Plaza, 183-189 Marsh Wall and PA/16/010260 – 1 Greenwich View Place) the Council will receive staged Carbon Offsetting contributions totalling £591,750. To date £456,300 of payments have been received of which the IDB has approved the allocation of £220,000 to finance this programme.
- 6.3 As the proposal relates to the establishment of a grant scheme to fund external bodies it requires the approval of the Grants Determination Sub-Committee in accordance with the Council's decision making framework.
- 6.4 All qualifying SMEs within the borough (see paragraph 3.4) will be able to bid for a maximum amount of £5,000 of grant funding to finance 50% of project costs, meaning that at least 40 SMEs will be involved in this scheme. Projects undertaken using this funding will reduce energy consumption and carbon emissions and should lead to reduced energy costs for the SME involved.
- 6.5 As outlined in paragraph 3.10, decisions about awarding funding from the programme will follow the process set out in the Carbon Offsetting Solutions Study adopted by the Mayor in Cabinet on 5th January 2016, based on (1) carbon savings, (2) additionality and (3) community benefits.
- 6.6 All projects that are delivered through funding from this programme will be the responsibility of the SME receiving the grant funding, as will any maintenance costs that may arise at a later date (paragraph 3.11).
- 6.7 This is a capital project and as such it must be incorporated into the capital programme. Approval for the adoption of the necessary capital estimate will be provided via Corporate Director's delegated authority.

7. COMMENTS OF LEGAL SERVICES

- 7.1 The Council has the legal power to make grants of this sort. However, in doing so the Council must ensure that funds are distributed fairly and also represent Best Value in accordance with the law.
- 7.2 The panel when meeting should have a predetermined methodology which it uses to apply the criteria stated in the report to each application. The methodology must not intrinsically favour any particular person or organisation. The criteria themselves are in the public domain which allows

for a transparent process although this should be restated as part of the application pack.

- 7.3 The delivery of each grant agreement needs to be monitored in order to ensure that the money is used in the way for which it is given. This will assist the demonstration of Best Value achievement.
- 7.4 Each application should also be assessed on the basis of equality impact. It is unlikely that any application would require consultation in order for the Council to fully understand the impact of each scheme. However, the Council should ensure that it complies with its Equality Duty under the law in making each grant.
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Linked Reports, Appendices and Background Documents

Linked Report

- NONE

Appendices

- NONE

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

- NONE

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