

Grants Determination (Cabinet) Sub-Committee Wednesday 7 th November 2018	 TOWER HAMLETS
Report of: Debbie Jones, Corporate Director, Children's Services.	Classification: [Unrestricted]
Event Fund - Quarter 4 & Annual Report 2017/18	

Lead Member	Councillor Amina Ali, Cabinet Member Culture, Arts and Brexit
Originating Officer(s)	Alison Denning
Wards affected	All Wards
Key Decision?	No, no decision required
Forward Plan Notice Published	05/10/18
Reason for Key Decision	No Decision required
Strategic Plan Priority / Outcome	All

Executive Summary

This report provides an overview of Event Fund applications for events taking place within the financial year 2017-18 (between April 1st 2017 and March 31st 2018), 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. Reports have already been submitted for Quarters 1 – 3 presented on 5th December 2017 and 6th June 2018.

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.

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

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 **Event Fund Report for Applications Received Quarters 2 – 3 and Jo Cox Great Get Together, 2017-18** presented on 6 June 2018 and includes expected data and application details for quarter 4 (1st January to 31st March 2018) however monitoring was not due until 30th June 2018. Full list of applications Appendix A.

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 in part to ensure that there is a more even spread of funding across the year as quarterly decisions will be made in one go. A proportion (£1000 in 2017-18) was spent on workshops and outreach to the local community.

3.3 An Eligibility Quiz was introduced in 2017-18 which applicants are required to complete before they start on their application form. Some applicants 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:

- Track record of delivery of the organisation;
- Event details,
- Benefit (how it will involve the community, skills development etc),
- Partnerships
- Innovation (their approach to planning, programming and whether they are bringing new audiences to the arts
- Accessibility & marketing,
- How they are meeting one or more of the community plan themes
- 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 for applications of £501 - £2500. There are 6 sections on the assessment form for applications of up to £500 so the maximum score is 30. The three assessors' scores are then added together to give a maximum score of 120 or 90 respectively. 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, although some applications may score highly in other areas, they must score an absolute minimum of 3 for the question on benefit, in order to be considered for funding. Where a group or organisation are catering for a particular geographic, cultural or ethnic community, they are asked to demonstrate that they have measures in place to encourage participation from the wider community.

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 B.

3.5 Quarter 1 - £7,870 was awarded.

A total of 6 applications were received.

A total of 5 applications were awarded funding.

A total of 1 applications was declined funding.

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 - £17,800 was awarded

A total of 21 applications were received

A total of 17 applications were awarded funding

A total of 4 applications were declined funding.

Quarter 4 - £7850 was awarded

A total of 12 applications were received

A total of 6 applications were awarded funding

A total of 6 applications were declined funding.

A total of £51,270 was awarded in the year 2017-18

67 Applications were received

50 grants were awarded.

17 were unsuccessful.

- 3.6 Events took place in all 81 venues in 20 wards across the borough (see Appendix C for full details).

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 44 out of 50 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 A: Event Fund Applications and Monitoring Information for year 2017-2018. 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. The feedback from applicants is not due until 3 months after their event concludes, meaning that events in Q4 were required to submit their evaluations by 30th June 2018.
- 4.3 A small sample of feedback from organisers and participants:
- Ice and Fire – the Asylum Monologues: “Deep, emotive and they were real” “It’s not enough to just sit there and say you want to make a change, you need to actively come to these events and realise what they are going through”
 - Teatro Vivo – Twistov: “opportunity to go out of my comfort zone. Participate in community based event. Learn from professional actors and creatives. Have fun!” “The company and camaraderie of the team. The teamwork with the Birds. The challenge of adapting to different audiences, weather conditions, variations in timings etc.”
 - Fitzrovia Noir CiC – Mural celebrating Tommy Flowers: “many people came past during the installation to say it’s about time Tommy was properly recognised and how happy they were to see the mural being made.” “How can the likes of Bruce Forsyth get a Knighthood, when Tommy Flowers only got an MBE?”
 - LARG – Women in Focus Festival; “The interdisciplinary nature of the programme included workshops, talks, performances and open collaborations invited audience participation and resonated specifically with the people of Tower Hamletss across different ages, genders and ethnicities.”

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 The community arts event fund is part of the Council's revenue budget and had an annual budget allocation of £52,500 in 2017/18.

6.2 Over the course of 2017/18 financial year, the Event Fund allocated £51,270 of its budget to 50 events out of the 67 events applications received whilst £1,000 was spent on workshops and outreach.

6.3 The Event Fund allocation in 2017/18 remained within its budget limit.

7. COMMENTS OF LEGAL SERVICES

7.1. The grant agreements should include a clear monitoring process against defined parameters in order for the Council to demonstrate either: that delivery is in line with the application and, therefore, the grant achieved its purpose; or provide clear delineation where outcomes were not achieved and the reasons for such failure are apparent. Monitoring should therefore include measuring performance against the expected outcomes.

7.2. When making the grants, the Council must ensure that no part of the funds issued represents a profit element to any of the recipients, as this would be a procurement.

7.3. The proposed grants appear to fall under the *de minimis* threshold for the purposes of European restrictions on State aid.

7.4. When making grants decisions, the Council must have due regard to the need to eliminate unlawful conduct under the Equality Act 2010, 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). A proportionate level of equality analysis is required to discharge the duty and information relevant to this is contained in the One Tower Hamlets section of the report.

Linked Reports, Appendices and Background Documents

Linked Report

- Event Fund Report for Quarters 1 – 3, 2017-18
- Event Fund Report for Quarters 2-3 & Jo Cox Great Get Together

Appendices

- Appendix A: Event Fund Applications And Monitoring Information For year 2017-2018
- Appendix B: Event Fund Guidelines And Criteria
- Appendix C: Venues and Wards

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

- None

Officer contact details for documents:

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