

GRANTS DETERMINATION (CABINET) SUB- COMMITTEE

MEMBERS

Chair:

Councillor Candida Ronald

(Cabinet Member for Resources and the Voluntary Sector)

Mayor John Biggs

(Executive Mayor)

Councillor Asma Begum

(Deputy Mayor and Cabinet Member for Community Safety and Equalities)

Councillor Sirajul Islam

(Statutory Deputy Mayor and Cabinet Member for Housing)

DEPUTIES:

Councillor Amina Ali

(Cabinet Member for Adults, Health and Wellbeing)

Councillor Rachel Blake

(Deputy Mayor and Cabinet Member for Planning, Air Quality and Tackling Poverty)

Councillor David Edgar

(Cabinet Member for Environment)

Councillor Danny Hassell

(Cabinet Member for Children, Schools and Young People)

Councillor Motin Uz-Zaman

(Cabinet Member for Work and Economic Growth)

Councillor Sabina Akhtar

(Cabinet Member for Culture, Arts and Brexit)

[The quorum for the meeting is 3 Members]

MEETING DETAILS

**Wednesday, 4 March 2020 at 5.30 p.m.
Committee Room One - Town Hall Mulberry Place**

The public are welcome to attend meetings of the Grants Determination Sub-Committee.

Contact for further enquiries:

Zoe Folley, Committee Services Officer,

Town Hall, Mulberry Place, 5 Clove Crescent, London, E14 2BG

Tel: 020 7364 4877 E-mail: Zoe.Folley@towerhamlets.gov.uk

Web: <http://www.towerhamlets.gov.uk/committee>

Public Information

Attendance at meetings.

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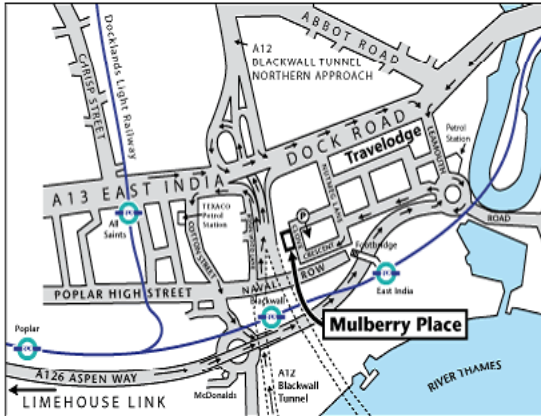
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1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTERESTS

7 - 10

3. UNRESTRICTED MINUTES

11 - 16

To confirm as a correct record of the proceedings the unrestricted minutes of the meeting held on 16th January 2020.

4. CONSIDERATION OF PUBLIC SUBMISSIONS

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

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

5. EXERCISE OF MAYORAL DISCRETIONS

To note for information individual decisions relating to the award of grants that have been taken by the Mayor the last meeting.

6. REPORTS FOR CONSIDERATION

6 .1 Apprenticeship Levy Transfer

17 - 22

All Wards

6 .2 Establishing a Service Level Agreement with Friends of Tower Hamlets Cemetery Park to develop a new woodland walk at Fairfoot Road

23 - 30

Bow West

6 .3 Event Fund - Final Report 2019-20

31 - 56

All Wards

6 .4 VCS Funding Awarded Under Delegated Authority

57 - 66

All Wards

**7. ANY OTHER UNRESTRICTED BUSINESS
CONSIDERED TO BE URGENT**

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DECLARATIONS OF INTERESTS - NOTE FROM THE MONITORING OFFICER

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

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

Interests and Disclosable Pecuniary Interests (DPIs)

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

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

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

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

Effect of a Disclosable Pecuniary Interest on participation at meetings

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

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

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

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

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

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

Further advice

For further advice please contact:-

Asmat Hussain, Corporate Director, Governance and Monitoring Officer.

Tel 020 7364 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 DETERMINATION (CABINET) SUB-COMMITTEE

HELD AT 1.00 P.M. ON THURSDAY, 16 JANUARY 2020

C2 - TOWN HALL MULBERRY PLACE

Members Present:

Councillor Candida Ronald (Chair)	(Cabinet Member for Resources and the Voluntary Sector)
Mayor John Biggs	(Executive Mayor)
Councillor Asma Begum	(Deputy Mayor and Cabinet Member for Community Safety and Equalities)
Councillor Sirajul Islam	(Statutory Deputy Mayor and Cabinet Member for Housing)

Other Councillors Present:

Councillor Tarik Khan	(Scrutiny Lead Resources)
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Officers Present:

David Freeman	(Voluntary and Community Sector (VCS) Strategy Manager)
Katy McGinity	(Strategy and Policy Officer, Corporate Strategy & Policy Team)
Rachel Mckoy	Head of Commercial & Contracts, Legal Services
Robert Mee	(Interim Voluntary & Community Sector Team Manager)
Afazul Hoque	(Head of Corporate Strategy & Policy)
David Tolley	(Head of Environmental Health and Trading Standards)
Zoe Folley	(Committee Officer, Governance)

1. APOLOGIES FOR ABSENCE

None

2. DECLARATIONS OF INTERESTS

There were no declarations of interest.

3. UNRESTRICTED MINUTES

DECISION:

The minutes of the meeting held on 6th November 2019 were presented and approved as a correct record of proceedings.

4. CONSIDERATION OF PUBLIC SUBMISSIONS

There were none

5. EXERCISE OF MAYORAL DISCRETIONS

There were none

6. REPORTS FOR CONSIDERATION

There were none.

6.1 Zero Emissions Network Project Phase Three

David Tolley, (Head of Environmental Health & Trading Standards) presented the report, seeking approval to delegate granting funding for the continuation of the Zero Emissions Network Project (ZEN), for phase 3. He confirmed that this was a partnership project (involving LBTH, Hackney and Islington) to fund local air quality initiatives, particularly to smaller groups. The funding criteria was set out in the report. The Sub – Committee also noted a number of other ZEN projects to help lower emissions.

Councillor Tarik Khan (Scrutiny Lead, Resources) advised of the Overview and Scrutiny's questions on this report regarding the incentives in place encouraging businesses to participate in the scheme. A written response had been provided and would be circulated.

In response to questions from the Sub –Committee – the following points were noted:

- That Council had an anti - vehicle idling plans, set out in its Air Quality Strategy that should help address such issues as taxi idling. The ZEN officers carried out outreach work to change behaviour in this regard.
- Other measures to tackle vehicle idling, included: exploring the possible of installing new electric charging points in parks, the delivery of the new School Streets initiative.
- The Sub – Committee stressed the need for engagement with taxi business/drivers to ensure they played an active role in anti - idling initiatives
- It was requested that the target for the switching households to EV's (Objective 4.2.1, Appendix 1) should be reviewed to ensure they were realistic.

- That the Council would continue to work with other Boroughs to identify good practices.

DECISION:

1. That the contents of this report be noted and agree the grant process.
2. To delegate the granting on monies by the process outlined in the report
3. To note the Equalities Impact Assessment/specific equalities considerations as set out in Paragraph 4.

6.2 MSG Project Performance Report - Extension Period 04 (July to September 2019)

Robert Mee, (Interim Voluntary & Community Sector Team Manager), presented the report.

The report covered red and amber performance rated projects for the extension period July to September 2019.

In relation to Our Base Ltd – One Stop Youth Service, (red rated project), it was confirmed that Officers were working with the project to obtain the outstanding monitoring returns. It was also noted that the latest update on activities indicated that activities did take place during the period. Asset Management were also working with the group to resolve premises agreement issues.

Regarding the Toynbee Hall – Wellbeing in TH project (amber rated). The MSG project finished September 2019. Officers had worked with this group to improve performance for their revised programme of activities over the extension period but the project couldn't get to a green rating before the end of the project. The organisation had been informed of the decision to hold back payment due to underperformance against the agreed targets.

The report also contained an overview of the Toynbee Hall Local Community Fund project which included elements of the work of the MSG project. The lessons learned from the MSG Extension activity were incorporated into the successful LCF bid.

St Giles Trust (Gamechangers). Councillor Tarik Khan (Scrutiny Lead, Resources) advised of the Overview and Scrutiny's questions regarding the project following the Council's request to be reimbursed. Clarity was sought on the timeframe around the payment and if the payment is not received, what action can the council take.

It was reported that the organisation had informed the Council of their request to finish the activities early, due to a number of factors. They included staffing issues and that the activities had run their course. The Council had taken action to retrieve the grant funding from the group. They had been informed about the decision and accepted this. Details of the recovery action was

noted and would be circulated in the written response. Going forward, Officers would bring a closure reports to the Grants Determination Sub - Committee, covering such issues as the reimbursement of funding and what this could mean in terms of future eligibility for funding from the Council.

RESOLVED:

1. Note the performance of the Mainstream Grants (MSG) programme as set out in 3.3 – 3.6 and the premises update 3.7 – 3.9.

6.3 VCS Funding Awarded Under Delegated Authority

David Freeman, (VCS Strategy Manager) presented the report, providing a summary of the grants awarded to voluntary and community sector organisations under delegated authority since the last meeting of the Sub-Committee. It also sought approval for the inclusion of a new theme in the Small Grants Programme for projects to combat loneliness from 1 April 2020.

In response to the report, the Sub – Committee discussed the following issues:

- The publicity arrangements for the funding programmes to ensure organisations were aware of the funding opportunities.
- It was noted that the publicity activities included: regular bulletins to groups, engaging with networks for smaller groups, through for example, the CVS and Tower Hamlets Homes to publicise the funding programme. There was also link on the Council's website to the East End Community Foundation's website, showing the deadlines.
- The Sub – Committee requested that information is circulated to Members to provide details of the funding programmes, (such as the pots of money available and the deadlines). It was agreed that an item would be prepared for the Members' Bulletin.
- It was also requested that Officers provide a list showing which organisations received support and from which funding programme. It was noted that the annual report to Cabinet report could be formatted in such a way to provide this information.
- The budget for the services for older people in the Lunch clubs strand of MSG is very similar to the new small grants theme - around £100k, but the threshold for individual projects will be £15,000 per annum..
- The work to ensure that the themes had the same timeframes – although it was noted that the MSG extension projects would have a different timeframe.
- The Community Benefit Rent Reduction Scheme. A report on the O&S challenge session on community use of council buildings will be presented to the Overview and Scrutiny Committee in February. In parallel with this, officers are conducting a review of the CBRR scheme and the implementation of the 2016 review of the community use of council owned buildings.

- The Community Language Service. Officers were working to identify how projects could engage in the new initiative agreed by the Cabinet to mitigate the move from MSG.

RESOLVED:

1. Note the update on funding awarded to voluntary and community sector (VCS) organisations under delegated authority since their last meeting,
2. Agree that a new theme be included in the Small Grants Programme for projects to combat loneliness.


7. ANY OTHER UNRESTRICTED BUSINESS CONSIDERED TO BE URGENT

There were none

The meeting ended at 1.50 p.m.

Chair, Councillor Candida Ronald
Grants Determination (Cabinet) Sub-Committee

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<p align="center">Grants Determination Sub Committee 4th March 2020</p>	 TOWER HAMLETS
Report of: Wendy Dobbin (Senior Practitioner LOCD) and Ripon Miah (Apprenticeship Levy Manager)	Classification: Unrestricted
Apprenticeship Levy Transfer	

Lead Member	Cabinet Member for Work and Economic Growth (Councillor Motin Uz-Zaman)
Originating Officer(s)	Wendy Dobbin (Learning, Organisational and Cultural Development Senior Practitioner, Resources Directorate)
Wards affected	All wards
Key Decision	No
Forward Plan Notice Published	03/02/2020
Reason for Key Decision	N/A
Community Plan Theme	People are aspirational, independent and have equal access to opportunities

1. Executive Summary

- 1.1. This report sets out a proposed approach to transfer apprenticeship levy funds to other employers as outlined by the Education & Skills Funding Agency (ESFA).

2. Recommendations

- 2.1. Grants Determination Sub-Committee is recommended to:
 - 2.1.1. Approve the proposed process for determining who the employers are that levy funds can be transferred to (see Paragraph 5)
 - 2.1.2. Support the pilot project in conjunction with Workpath (see paragraph 5)
 - 2.1.3. Delegate to the Corporate Director Resources the ability to approve the transfer of levy to such organisations as successfully complete the application process in accordance with this report and
 - 2.1.4. Delegate to the Corporate Director Resources the ability to authorise the execution of all necessary documentation to give effect to any decision under recommendation 2.1.1

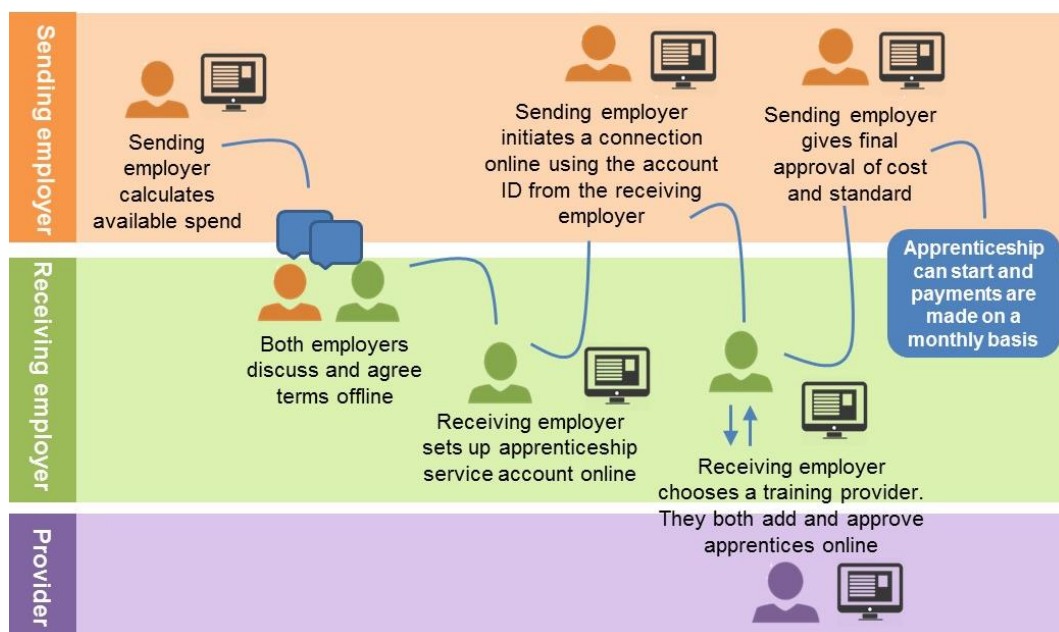
3. Background

- 3.1. LBTH currently has an annual apprenticeship levy of approximately £1.3m which is used to fund the cost of training and assessment associated with an apprenticeship. The figure is an approximation due to the Levy being charged at 0.5% of our annual pay bill and can fluctuate. Employers have 24 months from the date funds are deposited into their account to spend it. Funds expire after the 24 months and are retained by the government.
- 3.2. From April 2019, levy-paying employers are able to transfer a maximum of 25% of their annual funds, for LBTH this equates to approximately £325 000 per year. The organisation can transfer from its apprenticeship account to as many employers as they choose.
- 3.3. In order to better utilise the levy it is recommended that the organisation transfer the funds permitted by the government, to support the following employers/stakeholders:
 - Partner organisations
 - Businesses in our supply chain
 - Local businesses/Small to Medium Enterprises
 - Local Community & Third Sector Voluntary organisations
- 3.4. The council already works with many stakeholders and organisations within the community who are not levy employers. Many of these are small/medium size businesses, voluntary and charity organisations providing vital services to residents of Tower Hamlets. By transferring our levy funds it will support these organisations to recruit and upskill their existing workforce and build stronger relationships with the local authority. For example businesses who recruit an apprentice living in the borough can be supported via the transfer of levy funds to pay for the training & assessment cost of the apprenticeship. Any salary costs would need to be met by the business as the levy fund can't be used to meet this cost.
- 3.5. Colleagues in Workpath engage with many businesses and have different programmes to help long term unemployed residents back into work. They have successfully placed clients within nurseries and other organisations in the borough and have formed good working relationships. Subsequently a number of these organisations have requested a transfer of levy funds from us to upskill their staff and create further apprenticeship opportunities. This will also help reach the Mayoral target for new apprenticeship starts in the community.
- 3.6. Currently LBTH uses the Apprenticeship levy to upskill existing staff and to create new apprenticeship opportunities. However, there is a long way to go before the organisation is able to use all of the levy. Working with other employers would be a good opportunity to ensure that the levy LBTH is not able to utilise can be put to good use. If we do not explore the option of levy transfers we risk losing on average £57k a month due to expired/unused

funds.

4. The Process for Transferring funds

- 4.1. The government provides extensive guidance on the rules around transferring funds and these have been used to formulate the proposed approach.
- 4.2. Employers who pay the apprenticeship levy and have unused apprenticeship funds can work with others who want to receive a transfer and this can be in the following way:
 - work with employers you currently work with
 - get in touch with other employers in your industry
 - get in touch with an Apprenticeship Training Agency (ATA)
 - work with regional partners
- 4.3. Transferred funds can only be used to pay for the training and assessment cost of the apprenticeships agreed with the receiving employer, not for salaries or other costs.
- 4.4. Sending and receiving employers need to be aware that:
 - funds are paid monthly for the duration of the apprenticeship
 - only levy-paying employers can make a transfer
 - any employer can receive and use transferred funds
 - sending and receiving employers have to be registered on the apprenticeship service
 - transfers can only be used for new starts, except where the apprentice is changing employer and an agreement to continue their apprenticeship with their new employer is through a transfer of levy funds
- 4.5. The sending employer and the receiving employer need to agree the details of the transfer of funds; for example, which apprenticeship standard, how many apprentices and the cost. Once both employers are registered on the apprenticeship service the following must be undertaken to make a transfer complete in their accounts:
 - connect the two digital accounts of the receiving and transferring employer
 - receiving employer adds the apprentice details to their digital account
 - transferring employer confirms and approves the transfer
- 4.6. Below is a diagram that outlines the transfer process and the roles of those involved:



5. Selecting Employers To Receive the Levy Transfer

- 5.1. In order to be open and transparent it is proposed to create a tiered priority approach to determine who we support. The proposed tiered approach is linked to the organisation's strategic priorities and would be:

- Priority 1 – Organisations that work directly with children, young people and vulnerable adults
- Priority 2 – Organisations that support community work e.g. Housing, Welfare, VCS
- Priority 3 – Supports business growth to local businesses/Small to Medium size Enterprises
- Priority 4 – All other organisations.

- 5.2. Organisations submit an application to the LOCD team, completing detailed information around how the received funds will benefit their organisation and in turn the borough. The LOCD team will check:

- who the receiving employer is,
- which service within the council they engage with and
- how much funds are being requested

- 5.3. Once an organisation is awarded Levy funds a service level agreement will be put in place outlining the terms and usages of the transfer as instructed by ESFA. Misuse of funds is minimal as the transfer levy goes into the receiving employer's digital account and funding is drawn by the provider each month following ILR submission to ESFA. The receiving employer cannot use the funds for any other purposes or withdraw the amount from their account. The service level agreement will also detail when the receiving organisation is expected to provide Tower Hamlets with performance and progress updates.

- 5.4. It is proposed that a pilot be run initially with the organisations who have approached Workpath before inviting other organisations to apply. This will

enable a fuller understanding of the transfer process to be achieved.

- 5.5. LOCD will monitor the requests coming in, the organisations which we agree to support and the numbers of learners on the various programmes. At the end of the programme the supported organisation will be required to provide feedback on the learning and how it has impacted the individual and business outcomes.

6. COMMENTS OF THE CHIEF FINANCE OFFICER

- 6.1 This report sets out a proposed approach to transfer apprenticeship levy funds to other employers as outlined by the Education & Skills Funding Agency (ESFA).
- 6.2 The council currently has an annual apprenticeship levy of approximately £1.3m. Since April 2019 the council is able to transfer up to 25% to other employers which equates to approximately £325 000 per year.
- 6.3 The proposed approach to transfer apprenticeship levy funds to other employers will ensure maximum usage of the levy where there is a risk of losing on average £57k a month due to expired/unused funds.

7 COMMENTS OF LEGAL SERVICES

- 7.1 The Council has the ability to draw down on the funds in its apprenticeship account. However, the Council is giving up that right in favour of other nominated organisations. This has the effect that the Council is giving its right to receive funds to another organisation and this is why this constitutes a grant. Under the Constitution Grants Determination Sub-Committee is the appropriate decision making body in these circumstances.
- 7.2 An organisation that receives a grant may gain an advantage in the market place within which they operate over similar organisations who do not receive such a grant. Therefore, the transfer of levy could constitute state aid. However, this is only an issue where the total amount of levy utilised by an organisation amounts to over 200,000 euros in any continuous 3 year period which is unlikely. In the event that one organisation exceeds this threshold there are further exemptions relating to the provision of training dependent upon the type of apprenticeship and therefore it is highly unlikely that the Council could be subject to challenge under the state aid rules by operating this scheme.
- 7.3 The Council has the legal duty to ensure that any grant achieves Best Value. In this scheme this will be achieved by supporting the grant with an appropriate agreement which gives the Council rights to see information for the purposes of monitoring. However, in any event the

scheme itself is monitored by central government with payments being physically made between central government and the organisation who has registered with them.

- 7.4 The Council has determined application criteria for this grant based upon the central government criteria. However, the Council will also produce prepublished assessment criteria in order to evaluate whether and how far an organisation complies with the general priorities shown at paragraph 5
 - 7.5 As part of the criteria referred to in paragraph 7.4 the Council will also include an equalities assessment and take appropriate action to ensure that the Council applies with the Equality Act 2010
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<p style="text-align: center;">Grants Determination Sub</p> <p style="text-align: center;">March 4th, 2020</p>	
<p>Report of: Debbie Jones, Corporate Director Children's Services</p>	<p>Classification: Unrestricted</p>
<p>Establishing a Service Level Agreement with Friends of Tower Hamlets Cemetery Park to develop a new woodland walk at Fairfoot Road</p>	

Lead Member	Cllr Sabina Aktar
Originating Officer(s)	Alice Bigelow
Wards affected	Bow West
Key Decision	Approval of a three year programme of work with volunteers and residents to establish a new woodland walk
Forward Plan Notice Published	03/02/2020
Reason for Key Decision	Friends of Tower Hamlets Cemetery Park have worked in partnership with Tower Hamlets Parks and the Council's Biodiversity Officer to develop a project to reclaim currently derelict land and transform it over three years into a woodland walk. This will cost £100,000 over three years and is distinct from the current Service Level Agreement in place between the Council and the Friends of Tower Hamlets Cemetery Park for the maintenance and management of the cemetery open space.
Community Plan Theme	A great place to live, A healthy and supportive community

Executive Summary

At the meeting of the Grants Determination sub Committee on 6th February 2018, the decision was made to award a three year Service Level Agreement to the Friends of Tower Hamlets Cemetery Park for the purpose of managing and maintaining the site. As a result of this relationship, Procurement colleagues have advised that the request for funding for the Fairfoot Road project should also be considered by GDSC.

The Fairfoot Road project has been developed as a partnership between Tower Hamlets Parks, Tower Hamlets Biodiversity Officer and the Friends of Tower Hamlets Cemetery Park. The aim of the project is to bring a currently unused section of open space into use as public realm.

The Friends of the Tower Hamlets Cemetery Park work closely with the Council in managing the Cemetery Park as well as in delivering programmes of community

engagement through the borough's Community Cohesion programme in Swedenborg Gardens and Shandy Park. The Friends have won multiple awards for the Cemetery Park, including two gold awards from London in Bloom for 'Best Cemetery' and for 'biodiversity'. Tower Hamlets Parks has worked in partnership with the borough's Biodiversity Officer and the Friends of Tower Hamlets Cemetery Park to develop a plan to bring new life to a piece of open space. The delivery of the plan relies on the Friends' methodology of creating woodland walks using crushed concrete, and working with volunteers and residents. This site will become a haven for wildlife and improve the biodiversity qualities on offer to members of the community

The scheme will be delivered over a three year period as part of the Parks 'Community Gardening, Biodiversity and Horticulture' capital project (PID approved by Cabinet in September 2019, PID attached). The scheme will cost £100,000, and be delivered by grant funding to the Friends of the Tower Hamlets Cemetery Park.

The purpose of this report is to seek approval for £100,000 to be paid over three years to the Tower Hamlets Cemetery Park from the already approved capital programme.

Recommendations:

The Grants Determination Sub Committee is recommended to:

1. Authorise the Corporate Director Children and Culture to make a grant to the maximum value of £100,000 to fund the Friends of the Tower Hamlets Cemetery Park in the delivery of the project under appropriate terms as are agreed with the organisation in consultation with Legal Services.
2. Authorise the Corporate Director Place to direct the execution of any necessary documentation to give affect to the grant referred to in paragraph 1.

1. REASONS FOR THE DECISIONS

- 1.1 The Friends of the Tower Hamlets Cemetery Park are experienced in running and developing an important open space. They have a uniquely suitable range of skills and knowledge around biodiversity, gardening and community engagement that will enable them to develop the currently derelict site adjacent to Fairfoot Road along the railway line, and to do so involving volunteers and local residents.
- 1.2 The scheme will create a new open space in an area where open space is at a premium.
- 1.3 The scheme will offer opportunities for community engagement and participation in shaping the environment.

2. ALTERNATIVE OPTIONS

- 2.1 **Do nothing** – in which case an opportunity to create a new area of open space, rich in biodiversity will be lost.
- 2.2 **Invite competitive quotes for delivery of the project** – with this option, the scheme would be delivered, but without acknowledging the partnership through which the scheme was developed, and, in all likelihood, without the level of community engagement that will be achieved through the delivery by the Friends of the Tower Hamlets Cemetery Park.

3. DETAILS OF THE REPORT

3.1 In September 2019, PIDS for a number of capital programmes were approved by cabinet for Parks and Open Spaces. One of these is Biodiversity, Community Gardening and Horticulture to a value of £200,000. The central project under this programme (estimated at 50% of the total value) is to bring a now unusable area of open space into public use at Fairfoot Road. The site is split between housing land, council land and network rail. A project was developed by the Friends of Tower Hamlets Cemetery Park and the borough's Biodiversity officer to reanimate this land: removing the extensive quantity of Japanese knotweed; create paths and gates to enter the site, install benches and bins and create a woodland walkway. The budget for this project is spread over three years and is £100,000. The intention for delivery is for the Cemetery Park to work with corporate volunteers and local residents to carry out the improvements to the site over the coming three years.

3.2 The Council has a Service Level Agreement with Tower Hamlets Cemetery Park for them to manage the Cemetery Park site which is owned by the Council. It was renewed for three years at Grants Determination Committee in February 2018.

3.3 Some months ago, Parks approached colleagues in Procurement to see if there was a way to contract for this work with the Cemetery Park without securing competitive quotes as it is a partnership project and not really appropriate for a competitive process. The recommendation was that the scheme should be routed it through the Grants determination Sub Committee as an addendum to the existing SLA, although the work they will do under this programme, unlike their existing SLA, consists of a set of capital improvements to the site, and they are not undertaking any commitment to maintain the site once the improvements are in place.

3.4 The project will be managed by a project board consisting of representatives from Parks, the borough's Biodiversity Officer, Poplar HARCA, and Tower Hamlets Homes, both of which have property adjacent to, and forming part of the proposed woodland walk. The project will operate under the Council's Capital Programme

procedures and will report through the Capital Programme Board for Sports, Leisure and Culture.

The overall scope of the works have been approved by the Parks Biodiversity and Community Gardening Project Board, and it is proposed that annual work programmes will be agreed by the project board, and once agreed, that payments will be made to the Friends of Tower Hamlets Cemetery Park for that year's work. The work will be monitored by the Parks Infrastructure Officer who will report on progress to the Project Board.

4. EQUALITIES IMPLICATIONS

4.1 This project will allow engagement with hard to reach groups as well as offer the experience of horticulture activities & bulb planting for all members of the community.

4.2 The Friends of Tower Hamlets Cemetery Park provide activity for 22,000 children each year, and can demonstrate experience in the form of community engagement that will be central to this project.

4.3 These service level agreements actively promote the involvement of local residents in managing open space. It creates opportunities for people from different communities to work together around a shared enthusiasm for open space, wildlife, animals, ecology and so on. Research has demonstrated that communities with a greater 'stake' in their areas are more likely to feel a sense of engagement and participation. Enabling local community groups, run by local people, to manage open space is an important tool to helping individual and group empowerment.

4.4 Tower Hamlets is a borough with high levels of deprivation and high population density. Although the ward in which this open space is located is not the most deprived in the borough, the borough is a patchwork of areas of high and low deprivation, so access to green space is relevant across the whole of the local authority. Moreover, the population of Tower Hamlets is set to grow exponentially and in this context open space is essential. Not only does it offer a green 'lung' for the area and help mitigate pollution, but it offers residents an opportunity to come together in a time when children can no longer play in the street and the absence of a traditional town centre deprives communities of shared space.

5. OTHER STATUTORY IMPLICATIONS

5.1 **Best Value** - The Friends of Tower Hamlets Cemetery Park offer excellent value for money. With low overheads and effective mechanisms to lever external funding, they are able to deliver a much more extensive and effective service than if the Council were providing it direct, and certainly better value than any commercial landscaping company.

5.2 **Risk Management** - The Friends of Tower Hamlets Cemetery Park are a long standing organisation, with a positive track record of delivery and management of their open space.

5.3 The service level agreements require the Friends of Tower Hamlets Cemetery Park to provide annual management/ work plans against which performance is regularly monitored. During the lifetime of this project, work at Fairfoot Road will be monitored alongside other aspects of the work plan, including the option for termination should they fail to deliver what has been agreed in the annual plan.

5.4 **Environment** - Open spaces, particularly those with a significant level of wildlife, are important resources for the environment. These spaces provide sites for biodiversity (the Cemetery Park is designated Local Nature Reserve, a Site of Metropolitan Importance for Nature Conservation, and a Conservation area) as well as offering green lungs to the area. The Fairfoot Road project will focus on biodiversity and provide information and habitats for wildlife.

5.5. **Crime Reduction** - Parks and open spaces are often seen as magnets for Anti Social Behaviour. Young people with no place else to go may hang out in parks, making other users feel threatened (often inadvertently). People seeking quiet corners to take drugs or drink can find these secluded areas in parks. It is recognised that one of the ways of combatting Anti Social Behaviour in parks is to increase the presence of activity. One of the consequences of an extended, local, volunteer driven programme is that it is more likely to attract regular local users, making a less hospitable environment for Anti Social Behaviour.

5.6 **Safeguarding** - The service level agreement requires the organisation to require staff to have DBS checks, and to comply with best practice in safeguarding and other applicable legislation.

5.7 **Consultation** – One of the aspects of this scheme is to engage local residents and volunteers. The site is adjacent to housing managed by Poplar HARCA and Tower Hamlets Homes, and both organisations play an active role in the Project Board. As the project develops to the point where the site is cleared, consultation and engagement activity will be organised to ensure local residents have a voice in the development.

5.8 [Report authors should identify any other specific issues relevant to consideration of this report. Including, but not limited to, the issues noted above. This section of the report can also be used to re-emphasise particular issues that Members must have considered before taking the decision (for example issues that may come up if an objection was taken to court). Note – Paragraph 5.1 MUST NOT be deleted.]

6. COMMENTS OF THE CHIEF FINANCE OFFICER

6.1 In the provisional capital programme for the period 2020-21 to 2022-23 which has been approved by Cabinet there is £200,000 of budget allocated to this scheme for the financial years 2019-20 to 2022-23 funded by section 106 contributions. As with any other scheme included in the provisional capital programme this is subject to the review of the whole of the programme over the next three months.

7. COMMENTS OF LEGAL SERVICES

- 7.1 The Council has the legal power to make this grant although it is not legally obligated to provide parks and open spaces.
- 7.2 The Council has the legal duty to ensure that any grant achieves Best Value. In this scheme this will be achieved by:
- 7.2.1 Ensuring that projected expenditure of the grant is verified by the Council in advance
 - 7.2.2 Ensuring that expenditure by the organisation with third parties is supported by obtaining the relevant number of quotes stated under the procurement procedures
 - 7.2.3 supporting the grant with an appropriate agreement which gives the Council rights to see information for the purposes of monitoring.
 - 7.2.4 ensuring that payment is only made upon achieving the relevant deliverables
- 7.3 This grant does not constitute state aid
- 7.4 There is the clear legal duty to ensure that the final green space is accessible to all for the purposes of the Equality Act 2010. However, this will be assessed and managed as part of the scheme design. The giving of this grant does not in itself have any significant Equality Act implications

Linked Reports, Appendices and Background Documents

Linked Report

- Grants Determination Sub Committee 06.02.18 Service Level Agreements with Mudchute Farm and Friends of Tower Hamlets Cemetery Park
[Link](#)
- PID for Parks Capital Programme Biodiversity, Community Gardens and Horticulture

Appendices

- Scope of Work to Fairfoot Road Woodland project

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

- None

Officer contact details for documents:

N/A

SCOPE OF WORKS

FAIRFOOT ROAD WOODLAND WALK

1. Objectives

The purpose of the work is to:

- 1.2 Clear the site adjacent to the railway line adjacent to Fairfoot Road
- 1.2 Create a woodland walk along the railway line adjacent to Fairfoot Road with entrances, pathways, benches, bins, etc.
- 1.3. Engage with volunteers and local residents to create opportunities for local participation.
- 1.4 Improve the planting scheme to improve biodiversity on site and to contribute towards the Council's overall Local Biodiversity Action Plan.
- 1.5 Create an area to support the Living Healthy and Staying Fit by providing a place of respite, jogging/exercise.
- 1.6 Providing a local space for dog walkers to enjoy
- 1.7 To provide an education space for local schools to learn about wildlife, ecology and biodiversity.

2. Key Tasks

- 2.1 Site clearance (all work to avoid bird nesting season)
 - Remove all fly tip material from site
 - Reduce / remove all overgrown vegetation, weed and bramble from site
 - Remove all Japanese Knotweed from site (this has become very intrusive over the years and now covers the vast majority of the site)
 - Make safe / remove any existing infrastructure, such as old brick steps, fencing etc.
- 2.2 Create a woodland walk
 - Create two entrance points leading directly into the adjacent housing estate car park – This would allow access for people wishing to visit the site
 - Create loop or singular high level woodland walkway – to be carried out by firstly laying a membrane that is then covered with crushed concrete to allow good access throughout the site whilst suppressing weed growth
 - Plant variety of plant species and bulbs, via community engagement and school activities.

3. Enhance the Site for Visitors

- 3.1 Installation of litter bins at the entrances and along the footpath

3.2 Installation of timber benches

3.3 Installation of biodiversity interpretation panels


3.4 Installation of bird and bat boxes

3.5 Installation of Welcome signs

4. Community Engagement

Plan and deliver community engagement activities and events throughout the development of the site, working alongside Tower Hamlets Homes and Poplar HARCA. This will involve the development of an annual programme of engagement activity including:

- Consultation with local residents
- Activity for local schools
- Catering for hard to reach sections of the community.
- Planning and delivering nature walks, bulb planting activity, ground flora planting, coppicing and whip planting
- Community bulb planting / gardening activities

<p align="center">Grants Determination (Cabinet) Sub-Committee</p> <p align="center">Wednesday 4th March 2020</p>	 TOWER HAMLETS
<p>Report of: Debbie Jones, Corporate Director, Children's and Culture.</p>	<p>Classification: Unrestricted</p>
<p>Event Fund Annual Report - 2019-2020</p>	

Lead Member	Cabinet Member for Culture and Youth
Originating Officer(s)	Alison Denning, Festivals and Events Officer
Wards affected	All Wards
Key Decision?	No, no decision required
Forward Plan Notice Published	04/02/2020
Reason for Key Decision	N/A
Strategic Plan Priority / Outcome	One Tower Hamlets

Executive Summary

This report provides an overview of Event Fund applications received and awards made for the first two quarters of the financial year 2019-20.

This report details the applications received and the awards made for activities from April 2019 to and including September 2019. It also includes an overview of the wards that were covered and the beneficiaries reached. This report also includes the monitoring and evaluation information received post event.

This is the final Event Fund Report as it has now been discontinued. The remaining budget was transferred to the East End Community Foundation to form part of the new Small Grants Fund operational from October 2019, however this fund has no commitment to supporting the arts or culture so there is now no funding available to support the arts or cultural events in Tower Hamlets.

Background

The Event Fund was a unique small grant fund specifically to support community arts events which has been operating successfully since 1998. It was the only funding allocation specifically for arts and cultural activities offered by the Council and was very highly subscribed to. Over the years the fund has supported hundreds of arts projects and events.

The Event Fund formed part of the Council's revenue budget and was 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 fund operated on a rolling programme, initially working to monthly deadlines and was administered by the Arts, Parks and Events team. The fund became quarterly from 1st April 2017 following the intervention by the Commissioners and the additional levels of approval and scrutiny required.

There are numerous articles and research papers which highlight the importance of the Arts and how they influence society. Research has shown that the arts such as painting, sculpture, music, literature and the other arts are often the way that we build a picture of society in a historical context.

To quote the Arts Council: *“When we talk about the value of arts and culture to society, we always start with its intrinsic value: how arts and culture can illuminate our inner lives and enrich our emotional world. This is what we cherish.*

However, we also understand that arts and culture has a wider, more measurable impact on our economy, health and wellbeing, society and education.

It’s important we also recognise this impact to help people think of our arts and culture for what they are: a strategic national resource.

The value of arts and culture to people and society outlines the existing evidence on the impact of arts and culture on our economy, health and wellbeing, society and education.”

The Arts Council also produced a report entitled “The Value of Arts and Culture to People and Society” in which they highlight the amount of money that the arts bring to the economy and the benefit to society through improving health and wellbeing and improving literacy, participation, improving employability, contributing to community cohesion, reducing social exclusion to name a few.

The Event Fund has contributed to and provided progression routes into careers in the arts, and developed skills and confidence for many participants over the years.

Process

As part of the application process, the applicants had to demonstrate that the events and activities were accessible to, and of benefit to the community and promoted the values of the Tower Hamlets Plan across the borough, which are:

- Better health and well being
- Good jobs and employment
- A better deal for Children and Young People
- Strong, resilient and safe communities.

The projects were also 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:

- 1) Understanding of the council's commitment to equality through the Tower Hamlets Plan and ideally some understanding of the council's commitment across the protected characteristics as detailed in the Single Equality Framework.
- 2) 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 and how they would meet the TH Plan themes.

The level of detail required depended on the size of the event and the size of the grant request. 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 was 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 Annual Report - 2019-20.

- 3.1 This report gives an overview of all of the applications received for quarters one and two of the financial year 2019-20.

A total of 34 applications were received and 29 were awarded funding although one withdrawn as it was not able to open to the public so 28 actual awards were made. A total annual budget of £52,500 was available, of which £30895.80 was awarded in grants, and £1000 used for workshops. The balance of £20,604.20 was transferred to the EECF for the Small Grants Fund to be allocated for activities from October 2019 to March 2020 inclusive.

3.2 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 – applicants needed to demonstrate past events and previous grants awarded and general level of activity in the borough and previous experience of delivering similar events and activities.
2. Event details – the Event Fund only supported events which have arts content, however for the grants of £500 or less, the overall community benefit was taken into consideration.
3. Benefit – we assessed how it would involve the community including but not only the following: skills development for local people; progression routes as a result of participating; is it taking place in areas where there is little arts activity; are they organisations not previously engaged in the Event Fund process; will the project tackling social isolation; is there a particular section of the community who will benefit e.g. elderly, young people, people with disabilities, mental health, women etc.
4. Partnerships – organisations were required show that they had support either financially or in-kind through being actively engaged with delivery partners who could be a mixture of volunteers, community organisations, local businesses etc. This was not mandatory for grants under £500.
5. Innovation – applicants were asked to demonstrate a level of innovation through their approach to planning, programming and how they planned to bring new audiences to the arts. This is not mandatory for under £500.
6. Accessibility & marketing – applicants were required to demonstrate how they would reach the community across the borough, how they would actively endeavour to engage with communities and new audiences, how they would promote their activities and any barriers to participation such as entry fees or inaccessible venues.
7. Applicants were asked to provide information on how they are meeting one or more of the Tower Hamlets Plan themes
8. Value for money. We took into consideration the total cash budget, number of beneficiaries, overall project costs and any in-kind support.

These areas formed 8 sections on the assessment form for grants from £501 - £2500 and 6 sections on the assessment form for grants up to £500.

Each section attracts a maximum score of 5 where 1= very poor and 5 = Excellent, with the overall application receiving a maximum score of 40 by each assessor for grants of £501 - £2500 and 30 for grants up to £500. 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 not recommended to receive funding. (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.

Applications not receiving funding were unsuccessful for a number of reasons such as:

1. Closed event – e.g. Taking place in a school or not open to the general public
2. Lack of match funding (support in kind or cash)
3. High costs for number of beneficiaries
4. High ticket prices (on some occasions applications were awarded funding with ticket prices, but they usually had free content for people who found the ticket price a barrier to participation)
5. Benefit to TH residents not sufficiently demonstrated,
6. Lack of plan demonstrating how wider community will be targeted.
7. Insufficient information on the application form or not completed correctly
8. Late applications post deadline.

3.3 Quarter 1 - £11,000 was awarded.

A total of 14 applications were received.

A total of 11 applications were awarded funding.

A total of 3 applications were declined (including one which was offered an award if it could include the wider community however it was unable to open up to the public as it was a schools event) funding.

Big Lunch / Royal Wedding / Great Get Together - £1,250 was awarded.

A total of 5 applications were received

A total of 5 applications were awarded funding

A total of 0 applications were declined funding

Quarter 2 - £18,645.80 was awarded

A total of 15 applications were received

A total of 12 applications were awarded funding

A total of 3 applications were declined funding.

£1000 was allocated from the budget for workshops for each quarterly deadline.

Quarter	Total Award	Number of applications	Number awarded	Number declined
1	£11,000	14	11	3
Big Lunch	£ 1,250	5	5	0
2	£18,645.80	15	12	3
Workshops	£ 1,000			
Total	£31,895.80	34	28	6

A full list of the applications received can be seen in Appendix B.

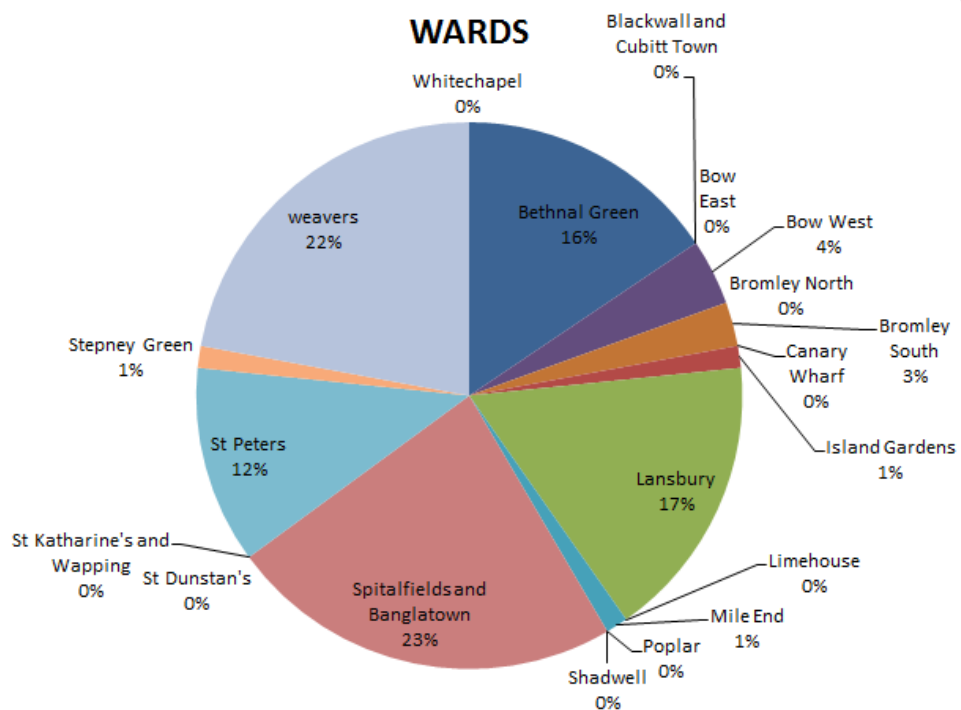
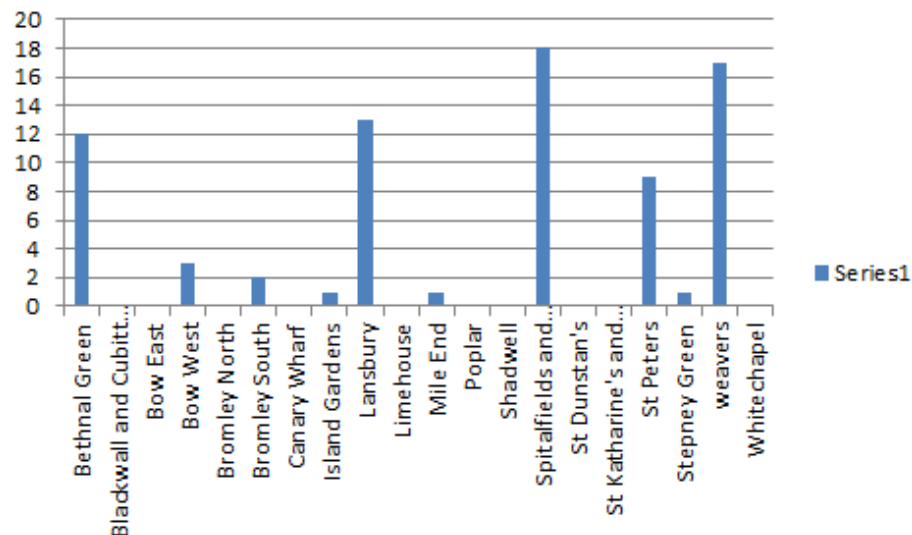
- 3.4 Although there were 28 grant awards, a total of 77 events were scheduled to happen in 30 different venues and open spaces, 5 of which were new venues that had not been supported previously.
- 3.5 Outreach - We encouraged applications for events and activities to be organised in under-represented wards in the borough and specifically encouraged applications for events in the eastern and southern wards of the borough.

Applications were received for events and activities in 10 wards: Bethnal Green, Bow West, Bromley South, Island Gardens, Lansbury, Mile End, Spitalfields and Banglatown, St Peters, Stepney Green and Weavers.

No applications were received for events in Blackwall and Cubitt Town, Bow East, Bromley North, Canary Wharf, Limehouse, Poplar, Shadwell, St Dunstons, St Katharine's and Wapping or Whitechapel Wards this year.

Due to the funding only covering Quarters 1 and 2, we did not have the usual multi event, multi venue applications for Photomonth or Womens History Month which normally have a number of events which cover a lot of the borough.

The majority of events happen in wards where there are existing venues such as Lansbury, Spitalfields and Banglatown, Weavers, St Peter's and Bethnal Green.



For the full list of venues and wards see Appendix C.

3.6 Transition to the Small Grants Fund:

Outreach was carried out to aid with the transition from the Event Fund to the Small Grants Fund. Council Officers contacted arts organisations and community groups who have received funding over the past 4 years to inform them to apply to the Small Grants Fund. Officers signposted organisations who had previously received funding through the Event Fund to the EECF as we were unable to provide details of the priorities and guidelines for funding. Emails were sent out to organisations in addition to a campaign via the Arts Forum online newsletter and Tower Hamlets social media outlets.


The Arts, Parks and Events team invited representatives from the EECF (East End Community Foundation) who are administering the Small Grants Fund to

come to speak at the Council's Black History Month networking event in 2019. Advice on applying was also offered at a number of workshops to the community prior to the process going live.

3.7 Overview of projects:

The Event Fund supported a wide range of events, activities and projects in 2019 – 2020. These included a broad range of themes including: LGBT; May Day (complete with maypole dancing); international film festival; Bengali arts; intercultural events fusing eastern and western music styles, rural arts and crafts; community wellness for older people; glass blowing; celebrating the Women's Hall; intergenerational music projects; disability arts; the Big Lunch; Fashion; volunteering opportunities; performing and volunteering opportunities.

Examples of projects and feedback:

<p>May Day Festival, Stepney City Farm</p> <p><i>"We all had a great time at the farm. It was well attended by both families and children and the atmosphere was very positive with lots of excitement and interest shown in all the special events like the Maypole, art and pottery. It was really good to have the sheep shearing so that children could see the whole process of wool production. We thought the questions we were asked (in so many languages) were of a high quality and showed a real interest in what we were doing as spinners. The tea, coffee, ice lollies and fruit were also most welcome😊"</i></p>	
<p>The Women's Hall Garden Party, Victoria Park, Alternative Arts</p> <p><i>"The Women's Hall Garden Party celebrated and commemorated the brave women of the East London Federation of Suffragettes who fought for the right of ordinary women to have the vote. It was attended by members of the local community and visitors from across the borough."</i></p> <p><i>".....Helen Pankhurst came to open the event and was thrilled to be standing where her grandmother Sylvia Pankhurst had stood when addressing rallies in the Park over 100 years ago."</i></p>	
<p>Unorganised Response, Auto Italia South East.</p> <p>Unorganised Response brought together leading digital artists, creative communities and local residents from across LBTH in a series of events and artistic commissions.</p> <p>The project addressed important conversations for the artists and residents of LBTH around migrancy, belonging, and social inclusion using the exhibition as a catalyst as well as through workshops and ongoing conversations with the community.</p> <p>Specific workshops were carried out with young people and older</p>	

residents of the borough. The community event was designed as a safe meeting point off the streets and space to talk about the challenges many people in their direct community face in our current political climate and brought together people from different parts of the community to hear one another's voices.



Deep Sea Sting Rave, Backyard Comedy Club, Bubble Club.

This event was a one off deep sea themed nightclub experience at Backyard Comedy Club made specifically welcoming and accessible to people with learning disabilities, it did however also include people without learning disabilities. This integration was also for the benefit of people with learning disabilities. The entertainment included *Drag Syndrome*, a downs syndrome drag act.



Glassblowing and Glassmaking workshops at the Tommy Flowers, Fitzrovia Noir

"We managed to combine the heritage of 19th Century glassmaking around the West bank of the lower River Lea with contemporary practice, giving the community of Tower Hamlets a rare opportunity to actually make their own glass, supervised by three professionals. Some had watched the process before but not have ever done it themselves."

"By being able to keep the piece that they made, for display at home or work, these act as ambassadors for promoting creative practice in the borough"

"By siting our activities from the pub backyard out onto our Lansbury Gardens parking spaces, spilling over to our next door unit, we attracted much attention during Friday afternoon prayers at the neighbouring mosque, when setting up the furnace and kiln. So many passers-by on their way to the mosque inquired about our activities, they would never enter the pub from the front..."



Poplar Fashion Week - Poplar HARCA
(previously People's Fashion Festival)

"Poplar Fashion Week was a first for Poplar, allowing local people in the neighbourhood to access top quality arts education. It helped to build a local network of like-minded people, who live close to each other which will build towards a good sense of community"

"Poplar Fashion Week offered free training and enterprise panels as part of the programme. One of our target groups was local designers & budding entrepreneurs, and sessions such as the Introduction to Intellectual Property and the Practical Intro to digital Embroidery offered participants a chance to develop skills"

"...This opened up the workshops to people that usually would not be able to attend, and led to some lovely unexpected meetings of neighbours that would not have happened otherwise. For example, at the pattern cutting workshop on the last day, there was a local young woman that recently graduated from fashion college, a Bengali mother, and a city worker from Canary Wharf learning together..."

Partners included London College of Fashion & Bow Sewing Centre



Creating History: All Together! St Hilda's East Community Centre
(Anniversary event and street party)

"A large aspect of our street party was celebrating the fantastic achievements of our centre and the people that make it. But it also celebrated the area; the exhibition commemorated the achievements of the Addison Act and the importance of the Boundary Estate, as well as the position of St Hilda's within the local community. This celebration, both in our centre and on Rochelle Street, successfully championed the locale"

"We offered 25 volunteer placements on the day of the street party, including for unemployed volunteers - which included planning the event in the weeks coming up to it, and on the day through marshals, serving food etc. Our volunteer coordinator forged excellent working relationships with the volunteers, and those who live locally or have come to help us through the Welcome to Tower Hamlets programme will be invited to volunteer in future events and even our services, for example the food co-op or Boundary Women's Project..."



Bangla Music Festival, Rich Mix, Saudha

"The festival has turned to be an ideal example of community cohesion e.g. South Asian audience with core Western art loving audience., young meet older, socially excluded women group meet working women, middle-class art loving audience meets fresh new audience from working class background. Audience from different parts of Borough meets in different venues. Our dedicated marketing targets those areas while we publicise the event. Feedback in the comment book."

*"Local young people had the chance to learn number of new skills through participation, and volunteering. ...
-The festival gave the chance of networking with different artists, art groups, marketing groups etc
- Local talent had the opportunity to learn different form of music from renowned musicians through free workshops
- Through collaboration with black musicians e.g. jazz trumpet player and a wonderful African instrument Kora, a new horizon of opportunity has been created for Bengali musicians in fusing Bengali music with other global music"*



4. EQUALITIES IMPLICATIONS

Monitoring & evaluation

- 4.1 Organisations are expected to have a system in place to measure the outputs and outcomes through the protected characteristics as set out in the Public Sector Equality Duty where relevant and appropriate. They are also required to submit numbers of participants, audience, organisers and performers..
- 4.2 Monitoring and Evaluation information has to be submitted post event in order to receive their second grant payment. Each successful applicant is given a monitoring and evaluation form to complete post event and a sample monitoring sheet to use to gather the information.
- 4.3 Of the 28 events that went ahead, 2 awardees had not submitted their evaluation and monitoring by the time this report was written. The monitoring and evaluation information is therefore based on a total of 26 funded events (74 individual events) and 20,518 beneficiaries.

Full monitoring information can be found on Appendix D Equalities Data.

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.
- Data Protection / Privacy Impact Assessment.

6. COMMENTS OF THE CHIEF FINANCE OFFICER

- 6.1 This report provides an update to the Grants Determination Sub Committee on payments made for the first two quarters of the financial year 2019/20. There is a total budget of £52,500 for 2019/20 of which £31,895.80 has been spent.
- 6.2 The Event Fund has been discontinued and the remaining budget transferred to East End Community Foundation to form part of the new Small Grants Fund from October 2019.

7. COMMENTS OF LEGAL SERVICES

- 7.1 There are no direct legal implications arising from this report

Linked Reports, Appendices and Background Documents

Linked Report

None

Appendices

- Appendix A: Guidelines And Criteria
- Appendix B: Event Fund Applications and Awards 2019-2020
- Appendix C: Venues and Wards
- Appendix D: Equalities Data

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

None

Officer contact details for documents:

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APPENDIX A

Tower Hamlets Event Fund Guidelines and Criteria 2019-2020

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. 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.

Please pay careful attention to the following information and only apply if fully eligible.

The Event 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 connects to at least one of the Tower Hamlets Plan priorities.

PLEASE NOTE: The Event fund has only 2 more quarterly rounds of funding, for April to June 2019 and July to September 2019 inclusive in its current format and process. Following the Grant Review carried out in 2018, the fund will be administered by a third party org on behalf of the council. For further information and to be kept up to date, please check the following web page. [https://www.towerhamlets.gov.uk/lqn/community and living/community grants/community grant s.aspx](https://www.towerhamlets.gov.uk/lqn/community%20and%20living/community%20grants/community%20grant%20s.aspx)

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 2019 and 30th September 2019.
- Events must be open to the general public in Tower Hamlets

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 2019	1	12 noon 7 th February 2019	30 th September 2019
Royal Wedding / Big Lunch	1	4 th April 2019	30 th September 2019

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? How does your event differ from other events in the borough?

AND

The activities must make a connection to at least one of the priorities in the **Tower Hamlets Plan: Our borough, our plan 2018 - 2023** and must mainly benefit people who live in Tower Hamlets. The Tower Hamlets Plan prioritises equality, cohesion and community leadership. For more information go to:

https://www.towerhamlets.gov.uk/ignl/community_and_living/community_plan/tower_hamlets_plan.aspx

The Key objectives for this plan are: **tackling inequality by building a strong, inclusive and fair borough** and the four themes that we will focus on are:

A BETTER DEAL FOR CHILDREN AND YOUNG PEOPLE: ASPIRATION, EDUCATION AND SKILLS

- People feel valued and everyone has the opportunity to succeed
- People are encouraged to participate in positive activities such as sports, arts and volunteering
- People access high quality education and training

GOOD JOBS AND EMPLOYMENT

- People are provided with help to find good quality jobs
- People and businesses are supported to be innovative and enterprising
- People have access to lifelong learning, employment and opportunity

STRONG, RESILIENT AND SAFE COMMUNITIES

- People feel safe and live in a cohesive community
- People are proud of and want to live, work, study and stay in the borough
- People live in a friendly and welcoming borough with strong community spirit

BETTER HEALTH AND WELLBEING

- People have a good level of happiness and well-being
- People live in a borough that is clean and green
- People are supported to achieve independent, healthy, safe and fulfilling lives

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.

GDPR

It is necessary for us to process your personal data (name, address, contact details), under the GDPR (General Data Protection Regulation 2016) for compliance with a legal obligation. You can view the Privacy Notice here: [Event Fund Privacy Notice](https://www.towerhamlets.gov.uk/content_pages/legal_notices/legal_notices.aspx)
https://www.towerhamlets.gov.uk/content_pages/legal_notices/legal_notices.aspx

We process your data in accordance with the General Data Protection Regulation (GDPR) and if you have any concerns the Council's Data Protection Officer can be contacted on DPO@towerhamlets.gov.uk

How long do we keep your information?

We will only hold your information for as long as is required by law and to provide you with the necessary services. This is likely to be for 7 years after the case is closed. For further details, you can view our [Retention Schedule](#).

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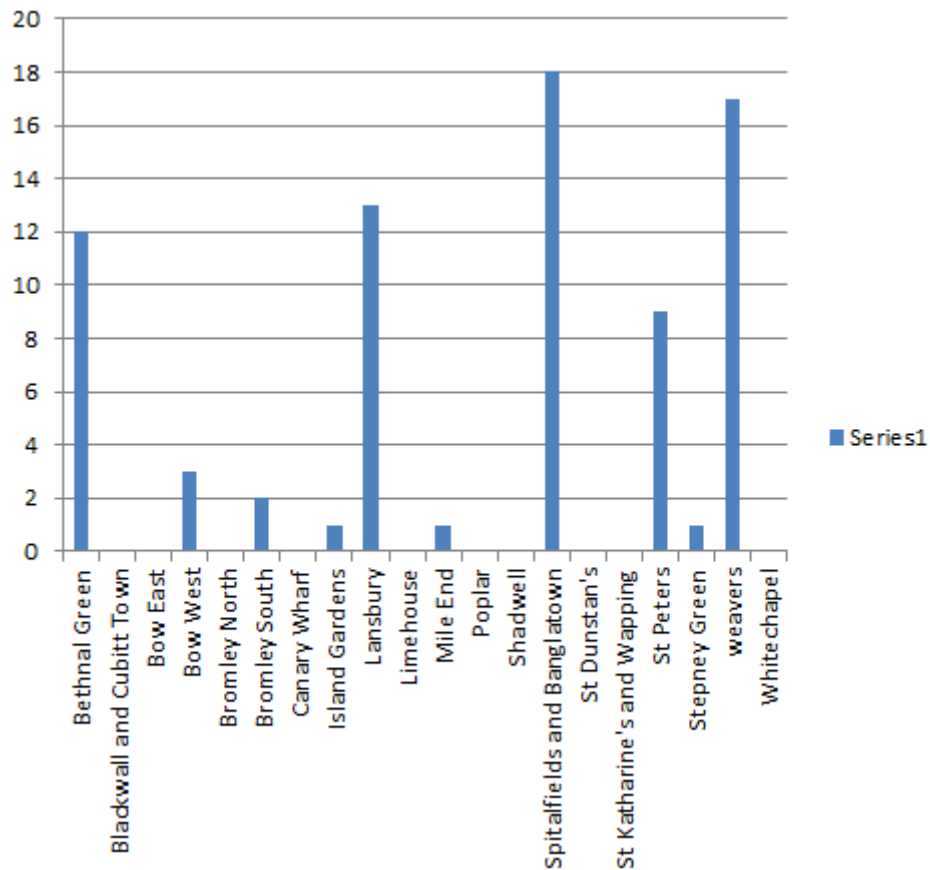
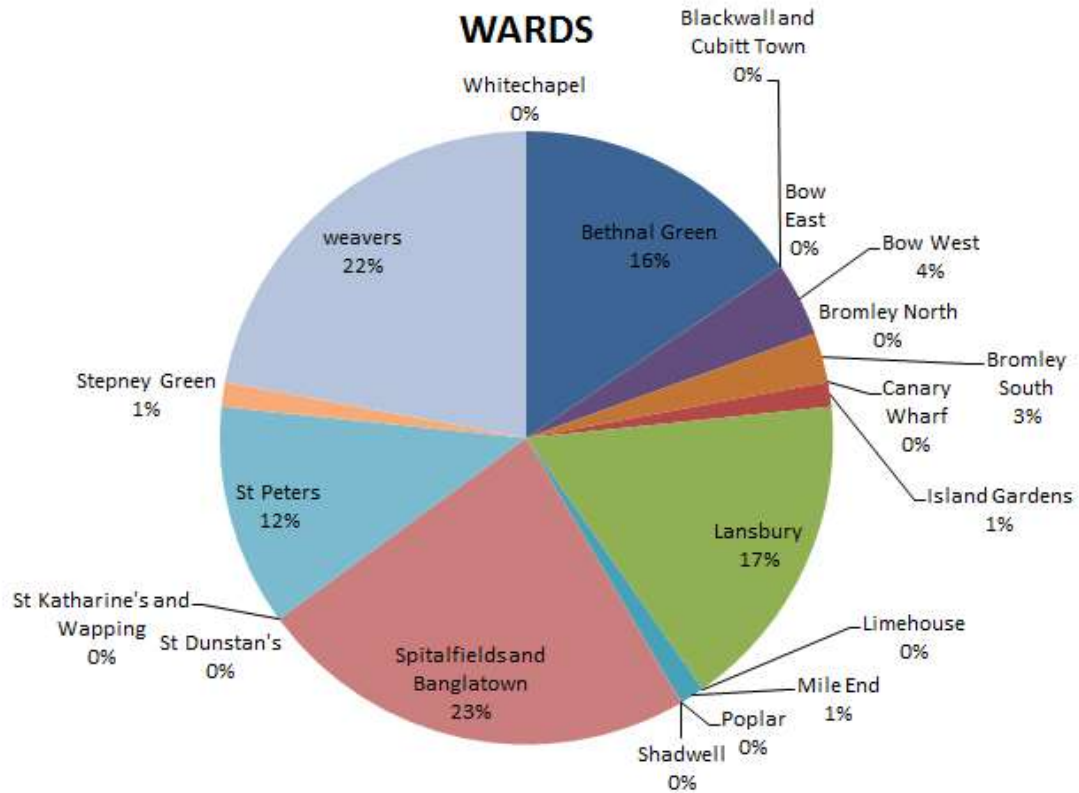
APPENDIX B: APPLICATIONS AND AWARDS

Organisation	Project Title	Project Start	Project End	Event Fund
QUARTER 1				
Arts Feminism Queer	EcoFutures	01/04/2019	16/04/2019	£ 2,000.00
Stepney City Farm	May Day Festival 2019	06/05/2019	06/05/2019	£ 1,500.00
Kazzum Arts Project	Pathways: Refugee Week	01/06/2019	30/06/2019	£ -
Udichi Shilpi Gosthi	Bengali New Year Celebration	14/04/2019	14/04/2019	£ 500.00
St. Margaret's House	Margaret's Family Theatre!	29/06/2019	29/06/2019	£ 500.00
Mudchute Association	Rural Arts and Crafts at Mudchute	08/06/2019	09/06/2019	£ 1,500.00
Artsadmin	Monuments of Tower Hamlets	03/06/2019	09/06/2019	£ 500.00
Spitalfields City Farm	Plant and Animal Art for Fascination of Plants Day (May 19th) and Sheep & Wool Fayre (June 9th)	19/05/2019	09/06/2019	£ 1,500.00
London Bangla Town Drama School	East London Film Festival	23/06/2019	23/06/2019	£ -
RadhaRaman Society	Baul and Vaishnav Music Festival	24/05/2019	26/05/2019	£ 500.00
Bangla Noboborsho Udjapon Parishod, London	The Celebration of Bengali New Year	11/04/2019	14/04/2019	£ 500.00
Oxford House in Bethnal Green	Celebrate Oxford House	22/06/2019	23/06/2019	£ -
Saudha Society Of Poetry and Indian Music	The Two-day Celebration of International Dance Day	27/04/2019	29/04/2019	£ 500.00
Age UK East London	Community Wellness Day	09/05/2019	09/05/2019	£ 1,500.00
QUARTER 2				
Mukul and Ghetto Tigers	KADAM	06/07/2019	06/07/2019	£ 1,500.00
Fitzrovia Noir Community Interest Company	Glassblowing and glassmaking workshops at The Tommy Flowers	24/08/2019	22/09/2019	£ 2,000.00
Alternative Arts Projects; Alternative Arts Limited Liability Partnership	The Women's Hall Garden Party	14/07/2019	14/07/2019	£ 2,000.00
Limehouse Community	LIMEfest 19	07/07/2019	07/07/2019	£ 1,500.00
Rainbow Film Society	20th Rainbow Film Festival	21/07/2019	28/07/2019	£ 2,000.00
Grand Union Music Theatre Ltd	Sounding Bethnal Green Summer Gala	01/07/2019	30/08/2019	£ 1,500.00
AND Association	Hello to our businesses and residents	07/08/2019	24/08/2019	£ -
St. Margaret's House	Junk Orchestra	20/07/2019	20/07/2019	£ 298.80
Auto Italia South East	Unorganised Response	06/07/2019	08/09/2019	£ 2,000.00
Saudha Society Of Poetry and Indian Music	Bangla Music Festival	07/09/2019	29/09/2019	£ 900.00
Bubble Club CIC	Deep Sea Sting Rave	28/08/2019	28/08/2019	£ 947.00
Rich Mix Cultural Foundation	Everyone a Maker - Moulding Home (Great Get Together)	23/06/2019	23/06/2019	£ 250.00
Working Well Trust and Pritchards Day Centre and Baking Well Social	THE BIG LUNCH	01/06/2019	01/06/2019	£ 250.00
St Hilda's East Community Centre	Creating History: All Together!	27/07/2019	27/07/2019	£ 2,000.00
AND Association	Pinchin Street SINC - monitoring the inner city	01/08/2019	31/08/2019	£ -

Poplar Housing and Regeneration Community Association Ltd	The People's Fashion Festival	20/07/2019	21/07/2019	£ 2,000.00
Udichi Shilpi Gosthi	Celebrating Nazrul and Tagores birth anniversary with music, dance, poetry performance	13/07/2019	13/07/2019	£ 250.00
Pcc of All Hallows Bromley-by-Bow	Fern Street Big Lunch	09/06/2019	09/06/2019	£ 250.00
OperaUpClose	Peace At Last Opera	13/07/2019	13/07/2019	£ -
Approach Gardens	Approach gardens great get together	23/06/2019	23/06/2019	£ 250.00
THCVS	workshops	1.4.19	31.3.20	£ 1,000.00
				£ 31,895.80

APPENDIX C: VENUES AND WARDS

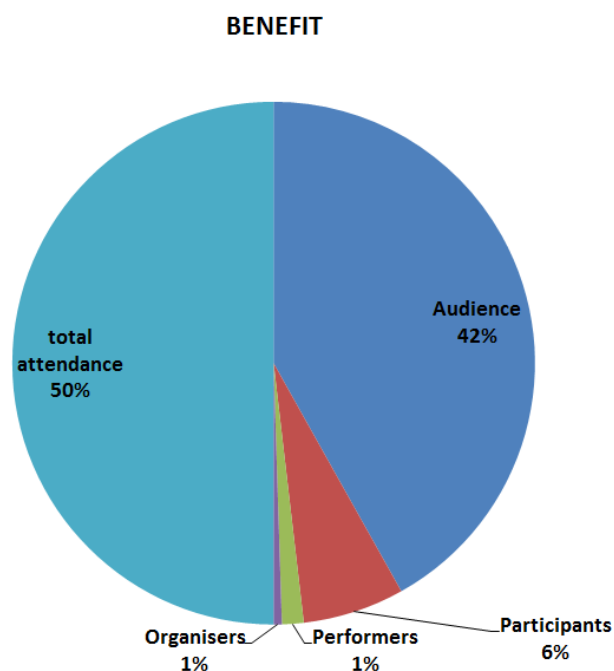
Approach community gardens, E2	1							1	St Peter's		
Auto Italia South East, E2 9JS	1							1	St Peter's		
Brady Arts Centre E1 5HU	1	1	10					12	Spitalfields and Banglatown		
Backyard Bar E2 0EL	1							1	St Peter's		
Bow Sewing Centre	1							1	Bromley South		
Caxton Hall Community Centre E3 2EE	1							1	Bow West		
Crisp St Exchange	1							1	Lansbury		
Fern St Settlement E3 3PS	1							1	Bromley South		
Genesis Cinema, E1 4UJ	10							10	Bethnal Green		
Kobi Nazrul centre, E1 6QR	1	1	1					3	Spitalfields and Banglatown		
Linc Centre	1							1	Bromley South		
Live Art Development Agency E2 6LX	1							1	St Peter's		
Locksley Community Centre E14 7TP	1							1	Mile End		
Mudchute Farm and Park E14 3HP	1							1	Island Gardens		
Poplar Union E14 6TL	1	1	2	1				5	Lansbury		
Pritchards Road Day Centre	1							1	St Peter's		
QMUL E1 4NS	1							1	Bethnal Green		
Rich Mix E1 6LA	1	1	1	1	1	10	1	16	Weavers		
Ropemakers Fields, E14 8BX	1							1	Lansbury		
Spitalfields City Farm E1 5AR	2							2	Spitalfields and Banglatown		
Spotlight Youth Centre, E14 6GN	1							1	Lansbury		
St Hilda's East	1							1	Weavers		
St John on Bethnal Green, E2 9PA	1							1	Bethnal Green		
St Margarets House E2 9PL	1	1	1	1				4	St Peter's		
Stepney City Farm, E1 3DG	1							1	Stepney Green		
Teviot Centre	1							1	Lansbury		
The Art Pavilion, Mile End Park E3 4QY	1							1	Bow West		
The Tommy Flowers E14 0NU.	2	1						3	Lansbury		
Toynbee Studios	1							1	Spitalfields and Banglatown		
Victoria Park Bandstand	1							1	Bow West		
								77			



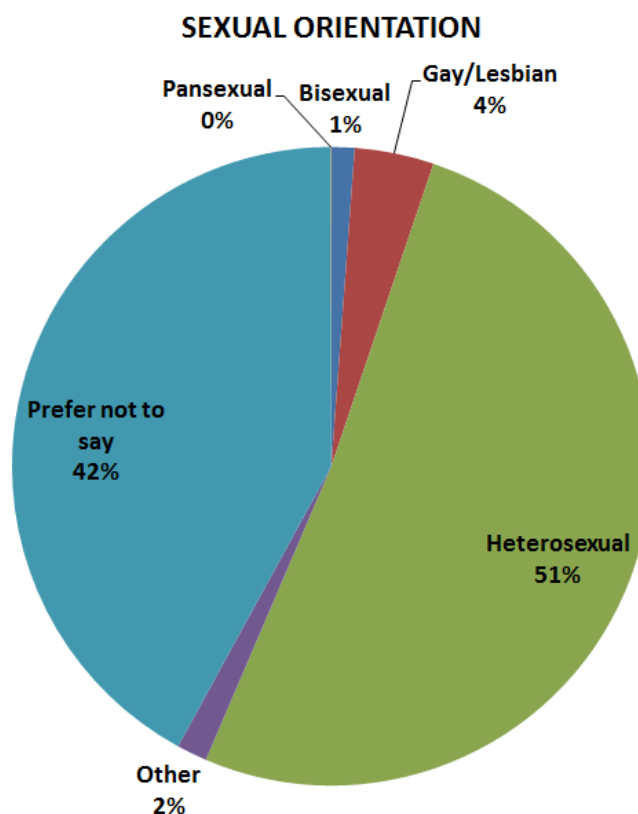
APPENDIX D: EQUALITIES DATA

THIS INFORMATION IS BASED ON INFORMATION RECEIVED FROM EVALUATIONS FROM A TOTAL OF 20,518 PEOPLE, AND 26 OUT OF 28 AWARDS.

Organisation	Benefit				
	Audience	Participants	Performers	Organisers	total attendance
Total	17184	2578	549	207	20518
Age UK East London	0	86	5	6	97
Artsadmin		31	1	3	35
Arts Feminism Queer	1797	45	96	22	1960
Bangla Noboborsho Udjapon Parishod	770	25	32	5	832
Mudchute Association	2880	52	56	12	3000
RadhaRaman	718	36	33	7	794
Saudha, Society of Poetry and Indian Music	460	80	26		566
Spitalfields City Farm	200	700	25	2	927
St Margaret's House	48		6	2	56
Stepney City Farm	3000	30	1	1	3032
Udichi Shilpi Gosthi	600	100	50	10	760
Alternative Arts	500	57	21	2	580
Auto Italia South East	416	58	12	5	491
Bubble Club	186	12	11	2	211
Fitzrovia Noir CIC	87	75	3	3	168
Grand Union Music Theatre Ltd	645	368	27	10	1050
Limehouse Community Forum	2370		30	10	2410
Mukul and Ghetto Tigers	84	36	20	6	146
Fern Street Settlement	0	180	0	4	184
Poplar HARCA		160		3	163
Rainbow Film Society	1,254		9	28	1291
Rich Mix		26	2	8	36
Saudha, Society Of Poetry and Indian Music	715	61	43	5	824
St Hilda's East Community Centre	127	320	9	39	495
St Margaret's House	27		1	2	30
Udichi Shilpi Gosthi	300	40	30	10	380

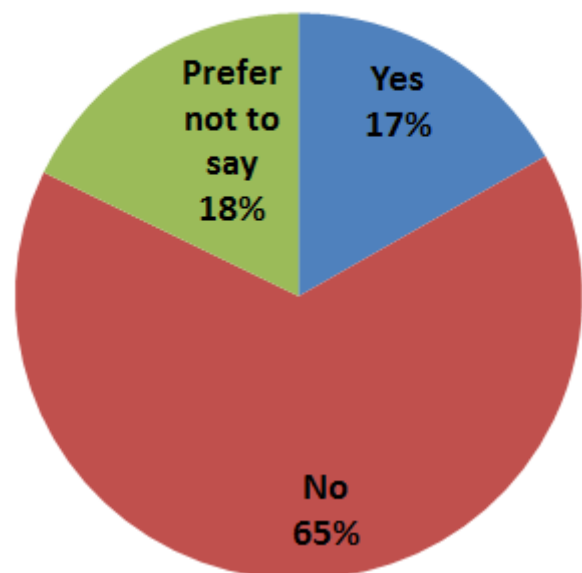


Organisation	Sexual Orientation					
	Bisexual	Gay/Lesbian	Heterosexual	Other	Prefer not to say	Pansexual
Total	63	216	2757	83	2259	2
Age UK East London						
Artsadmin						
Arts Feminism Queer	12	14	27	11	10	2
Bangla Noboborsho Udjapon Parishod		4				
Mudchute Association						
RadhaRaman		40	650		20	
Saudha, Society of Poetry and Indian Music		25				
Spitalfields City Farm	5	20	50		375	
St Margaret's House		1	1		54	
Stepney City Farm	1	1	28			
Udichi Shilpi Gosthi			400	50	150	
Alternative Arts						
Auto Italia South East	22	77	101	22	75	
Bubble Club					211	
Fitzrovia Noir CIC			3		17	
Grand Union Music Theatre Ltd					1050	
Limehouse Community Forum	3		5		2	
Mukul and Ghetto Tigers						
Fern Street Settlement			4		11	
Poplar HARCA						
Rainbow Film Society	17		1010		227	
Rich Mix	3	3	8		22	
Saudha, Society Of Poetry and Indian Music		30				
St Hilda's East Community Centre			275		25	
St Margaret's House		1	5			
Udichi Shilpi Gosthi			190		10	

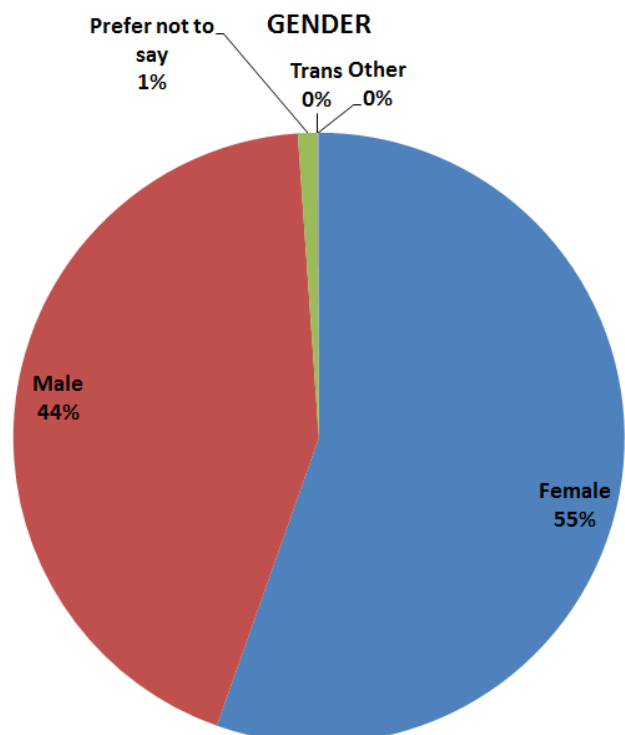


DISABILITY				
Organisation	Yes	No	Prefer not to say	
Total	656	2559	696	
Age UK East London	8	48	15	
Artsadmin	2			
Arts Feminism Queer	10	58	8	
Bangla Noboborsho Udjapon Parishod	12		220	
Mudchute Association	200			
RadhaRaman	22			
Saudha, Society of Poetry and Indian Music	32			
Spitalfields City Farm	10	350	90	
St Margaret's House	56			
Stepney City Farm	3	27		
Udichi Shilpi Gosthi	10	500	90	
Alternative Arts	3			
Auto Italia South East	49	100	150	
Bubble Club	160			
Fitzrovia Noir CIC	2	17	1	
Grand Union Music Theatre Ltd				
Limehouse Community Forum	2			
Mukul and Ghetto Tigers				
Fern Street Settlement	2	13		
Poplar HARCA				
Rainbow Film Society	35	1115	104	
Rich Mix	3	15	18	
Saudha, Society Of Poetry and Indian Music	20			
St Hilda's East Community Centre	15	285		
St Margaret's House		31		
Udichi Shilpi Gosthi	5	175	20	

DISABILITY

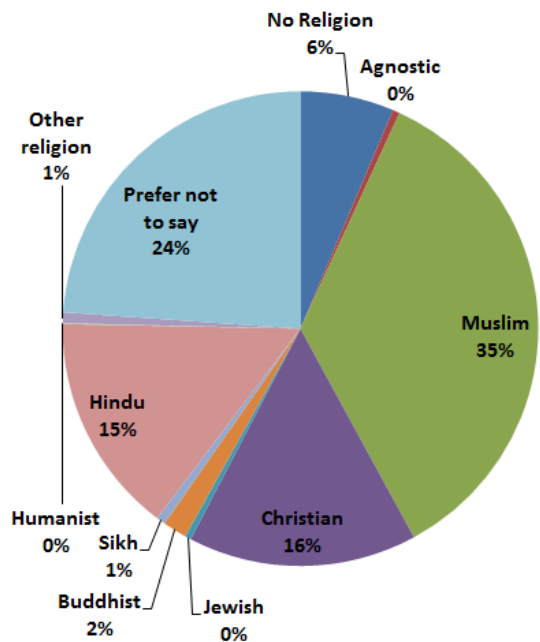


Gender						
Organisation	Female	Male	Prefer not to say	Trans	Other	
Total	6077	4767	113	5	3	
Age UK East London	60	30	7			
Artsadmin	13	18				
Arts Feminism Queer	42	15	11	5	3	
Bangla Noboborsho Udjapon Parishod	510	290				
Mudchute Association	1700	1300				
RadhaRaman	335	380				
Saudha, Society of Poetry and Indian Music	290	180				
Spitalfields City Farm	350	150				
St Margaret's House	26	29				
Stepney City Farm	22	7	1			
Udichi Shilpi Gosthi	300	250	50			
Alternative Arts	400	100				
Auto Italia South East	127	108	14			
Bubble Club	20	14				
Fitzrovia Noir CIC	14	6				
Grand Union Music Theatre Ltd	450	600				
Limehouse Community Forum	6	4				
Mukul and Ghetto Tigers	44	37				
Fern Street Settlement	9	6				
Poplar HARCA	130	30				
Rainbow Film Society	649	605				
Rich Mix	14	3				
Saudha, Society Of Poetry and Indian Music	340	380				
St Hilda's East Community Centre	130	120				
St Margaret's House	16	15				
Udichi Shilpi Gosthi	80	90	30			



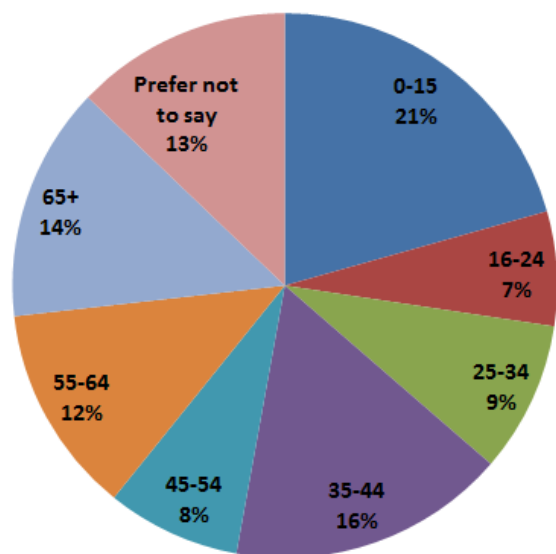
Organisation	Religion										Prefer not to say
	No Religion	Agnostic	Muslim	Christian	Jewish	Buddhist	Sikh	Hindu	Humanist	Other religion	
Total	546	41	3022	1335	35	141	51	1289	5	63	2049
Age UK East London	4		15	32		1					20
Artsadmin			29								2
Arts Feminism Queer	38	3	7	6	0	2	0	1	1	6	12
Bangla Noboborsho Udjapon Parishod			310					220			
Mudchute Association			500	1000	20		10				
RadhaRaman	25	5	280				30	440			
Saudha, Society of Poetry and Indian Music	40	2	120					165			
Spitalfields City Farm											450
St Margaret's House			32	6						1	17
Stepney City Farm	11	2	2	8						3	4
Udichi Shilpi Gosthi	50		300	100				100		50	
Alternative Arts											
Auto Italia South East	112	27	40	20	4	7	1	11		3	72
Bubble Club											211
Fitzrovia Noir CIC	1		3	2	1				1		12
Grand Union Music Theatre Ltd											1050
Limehouse Community Forum	3	2	4								1
Mukul and Ghetto Tigers											
Fern Street Settlement	2	0	6	5	0	2	0	0	0	0	0
Poplar HARCA											
Rainbow Film Society	131		906			109		17			91
Rich Mix	3		8	4							12
Saudha, Society Of Poetry and Indian Music	80		210	30	10	20	10	290			50
St Hilda's East Community Centre	25		150	80							30
St Margaret's House	11			12					3		
Udichi Shilpi Gosthi	10		100	30				45			15

RELIGION OR BELIEF

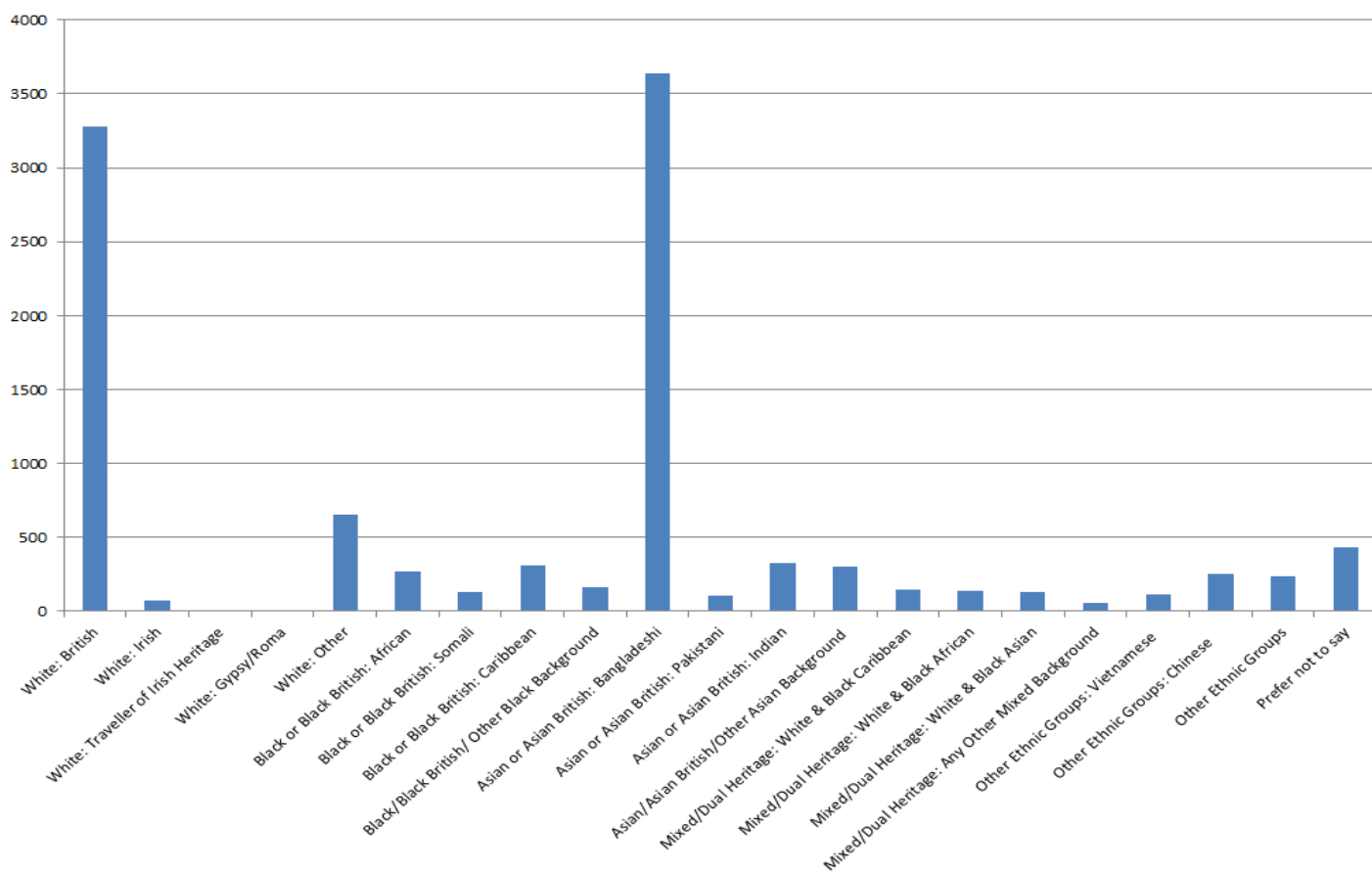



ORGANISATION	Age							Prefer not to say
	0-15	16-24	25-34	35-44	45-54	55-64	65+	
TOTAL	2263	746	985	1811	872	1362	1531	1413
Age UK East London	4	5	2		5	20	50	
Artsadmin	31							
Arts Feminism Queer	2	12	29	21	9	2	1	
Bangla Noboborsho Udjapon Parishod		40		180		400	110	
Mudchute Association	1500	200	150	225	90	135	700	
RadhaRaman							80	630
Saudha, Society of Poetry and Indian Music				120		85	40	
Spitalfields City Farm	200	40	50	50	50	20	20	20
St Margaret's House	39	2	13	2	2			
Stepney City Farm	3	4	5	8	2	6	2	
Udichi Shilpi Gosthi	150	100	100	50	50	60	40	50
Alternative Arts	22	100		353			25	
Auto Italia South East	9	2	93	40	25	12	46	
Bubble Club		30	151				30	
Fitzrovia Noir CIC	2	4	3	6	2	1	2	
Grand Union Music Theatre Ltd	10	60	70	300	250	300	60	
Limehouse Community Forum	2		4	2			2	
Mukul and Ghetto Tigers	3	19	14	9	6	9	10	11
PCC All Hallows	70	10	24	24	21	26	5	
Poplar HARCA		30	60	40	20	10		
Rainbow Film Society	104	32	152	288	252	208	196	22
Rich Mix	10	1		5	2	3	2	
Saudha, Society Of Poetry and Indian							40	680
St Hilda's East Community Centre	40	25	30	50	45	50	60	
St Margaret's House	12			13	6			
Udichi Shilpi Gosthi	50	30	35	25	35	15	10	

AGE



Organisation	Ethnicity																		
	White: British	White: Irish	White: Traveller of Irish Heritage	White: Gypsy/Roma	White: Other	Black or Black British: African	Black or Black British: Somali	Black or Black British: Caribbean	Black or Black British: Other Black Background	Black/Black British/ Other Black Background	Asian or Asian British: Pakistani	Asian or Asian British: Indian	Asian or Asian British: Other Asian Background	Asian/Asian British/Other Asian Background	Mixed/Dual Heritage: White & Black Caribbean	Mixed/Dual Heritage: White & Black African	Mixed/Dual Heritage: White & Black Asian	Mixed/Dual Heritage: Any Other Mixed Background	Mixed/Dual Heritage: Vietnamese
TOTAL	3280	69	9	5	652	267	##	306	159	3641	106	324	298	146	135	130	59	115	256
Age UK East London	41				12	5	2	3		15									8
Artsadmin					2					29									
Arts Feminism Queer	20	2	0	0	21	3	1	1	2	5	1	3	2	0	0	1	6	0	0
Bangla Noboborsho Udjapon Parishod	290									440	20	60							
Mudchute Association	1300	30			400	100	50	150		470	50	60		40	30	20		100	200
RadhaRaman	130	6			4	10	6			502	5	55							
Saudha, Society of Poetrŏy and Indian Music	110				10		20			300		40							
Spitalfields City Farm	50				2														398
St Margaret's House	13				6	5				32									
Stepney City Farm	14	1			3	2		2	1	1	1					3		1	1
Udichi Shilpi Gosthi	60							40		400			100						
Alternative Arts	427								20	30			8						15
Auto Italia South East	139	26			11	5		3	19	24	12	8	27					8	9
Bubble Club	97						35	35		20			5					5	10
Fitzrovia Noir CIC	3	1			2	3	2	1		2	2		1	1			1		1
Grand Union Music Theatre Ltd	100			5	100	50	10	50	100	50		25	60	100	100	80	30		40
Limehouse Community Forum	4									4									2
Mukul and Ghetto Tigers	8	2				2				42	3	22	1					1	
PCC All Hallows	4					2		1		5	1								2
Poplar HARCA	60					60				10			20						10
Rainbow Film Society	104	1	8							1016	11	38	4			29			17
Rich Mix	7	1			2				2	4							4		3
Saudha, Society Of Poetry and Indian	220				20	10			15				50						
St Hilda's East Community Centre	40				25	10	3	15		100		10	10	5	5		15		
St Margaret's House	14				12							3							
Udichi Shilpi Gosthi	25				20			5		140			10						



<p align="center">Grants Determination Cabinet Sub-Committee</p> <p align="center">4th March 2020</p>	 <p align="center">TOWER HAMLETS</p>
<p>Report of: Sharon Godman, Divisional Director Strategy, Policy and Performance</p>	<p>Classification: Unrestricted</p>
<p>VCS Funding Awarded Under Delegated Authority</p>	

Lead Member	John Biggs, the Mayor Councillor Candida Ronald, Cabinet Member for Resources
Originating Officer(s)	David Freeman, VCS Strategy Manager Awo Ahmed, Programme Assessment & Monitoring Officer & Brenda Doku, Programme Assessment & Monitoring Officer
Wards affected	All wards
Key Decision?	No
Forward Plan Notice Published	
Reason for Key Decision	N/A
Strategic Plan Priority / Outcome	All

Executive Summary

This report provides an update on funding awarded to voluntary and community sector organisations under delegated authority since the last meeting of the Sub-Committee.

Since the last meeting of the Sub-Committee awards have been made from the Contingency Fund. These are set out in the appendix to this report.

No awards have been made in the other funding streams but the current position for each is set out under separate headings in the report.

Recommendations:

The Sub-Committee is recommended to:

1. Note the update on funding awarded to voluntary and community sector (VCS) organisations under delegated authority since their last meeting.

1 REASONS FOR THE DECISIONS

- 1.1 There are a number of council funding programmes to support voluntary and community sector organisations where decisions are made under delegated authority either by officers or, in the case of the Small Grants Programme, the East End Community Foundation. These decisions are presented to the Sub-Committee for noting.

2 ALTERNATIVE OPTIONS

- 2.1 The council could decide not to provide funding to VCS organisations through its various programmes. However, to do this would be contrary to the agreed policy to support VCS activities in the borough set out in the VCS Strategy 2016-19.

3 DETAILS OF THE REPORT

Small Grants Programme

- 3.1 No new awards have been made in the Small Grants Programme since the last meeting of the Sub-Committee.
- 3.2 The Small Grants Programme was established to ensure that local people and community groups will continue to be able to get funding from the council to support community initiatives – people getting together to get things done. The programme is intended to make funds available to support grass roots activity in local communities that will help make life better in Tower Hamlets and achieve the changes set out in the Tower Hamlets Plan and the council's Strategic Plan. By establishing a single grants programme with different themes or activities to be funded, the council is trying to make sure local groups seeking funds will have a one stop shop to get to the funds best suited to their needs.
- 3.3 The programme has seven themes. Five have been open for projects commencing from 1st October 2019 and two are for projects commencing from 1st April 2020.

Initial themes

1. **Innovation** - to encourage innovation or pilot something new, especially where there is a gap;
2. **Prevention** - to promote grass roots activity to reduce the need for statutory services;
3. **Neighbourhood action** - to promote local neighbourhood initiatives
4. **Community cohesion** - to develop community resilience, promote cultural opportunities and reduce social isolation, and
5. **Partnership working** - making the sector more effective through closer partnership working within the sector and across sectors.

New Themes

6. **Community Support Services for Older People** – to combat social isolation of older people through the provision of community based support services.
7. **Access and Participation** – to establishing access and participation schemes to provide referral gateways for people from BAME communities.
8. **Loneliness** - reducing the Impact of loneliness and isolation

3.4 The Small Grants programme is administered for the council by the East End Community Foundation.

3.5 The budget and expenditure across all the themes to date is set out below.

Theme	2019/20 budget £,000s	2019/20 expenditure £,000s	2020/21 budget £,000s
Innovation Prevention Neighbourhood action Community Cohesion Partnership working	90	90	180
Community Support Services for Older People	0	0	100
Access and Participation	0	0	50
Loneliness	0	0	50
Totals	90	90	380

Innovation Fund

3.6 No new pledges of funding have been made from the Innovation Fund since the last meeting of the Sub-Committee.

- 3.7 The council is keen to encourage and support innovation in the sector and acknowledged that this would require some funding to enable the sector to pilot new initiatives and approaches to service delivery and support.
- 3.8 The Innovation Fund supports VCS organisations to "test and learn" new ways of working, new initiatives and new delivery models that if successful could be scaled up and commissioned more formally.
- 3.9 VCS organisations that crowdfund through the Our Tower Hamlets page of the Spacehive portal will have an opportunity to pitch for up to £10,000 (or a maximum of 50 per cent of an organisations crowdfunding target) in match funding for their projects.
- 3.10 Further details can be found on the [Space Hive Tower Hamlets](#) and the [Innovation Fund](#) pages with more information available in the [factsheet](#).
- 3.11 Decisions are made by the Divisional Director, Strategy, Policy and Performance in consultation with the Chair of this Sub-Committee based on recommendations of an advisory panel which consists of the Chief Executive of the East End Community Foundation, the Head of Corporate Strategy and Policy and officers from the VCS Team.

3.12 Budget summary

Original Budget	£120,000.00
Pledged to organisations that met target	<u>£77,292.50</u>
Remaining Balance	£42,707.50
Released to date	£46,961.50

Contingency Fund

- 3.13 The Contingency Fund was set up by the Sub-Committee to extend the existing Emergency Fund from being purely a fund to support organisations facing 'life and limb' emergencies to a fund that may also support organisations facing the impact of a significant loss of council funding.
- 3.14 VCS organisations that meet criteria set out in the Contingency Fund agreed by the Sub Committee at its meeting on 6th November 2019 may apply to the council for funding to meet 'life and limb' emergencies, normally significant financial liabilities that might not have been reasonably foreseen.
- 3.15 Where an organisation has recently lost significant funding from the council the Contingency Fund may also be used to support an ongoing service if an organisation can demonstrate that there is a reasonable chance of alternative funding being secured, normally within six months of the end of council funding.

- 3.16 Awards are made from the Contingency Fund by the Divisional Director, Strategy, Policy and Performance in consultation with the Chair of this Sub-Committee. Details of awards made by officers under delegated authority from the Contingency Fund since the last meeting of the Sub-Committee are set out at Appendix A

Community Benefit Rent Reduction

- 3.17 No decisions to award CBRR have been made since the last meeting of the Sub-Committee.
- 3.18 The Community Benefit Rent Reduction (CBRR) scheme was set up by the council to acknowledge the value of the work carried out by voluntary and community organisations leasing its premises through a reduction in the rent payable. The council charges an appropriate 'market' level rent for its premises and organisations can apply for up to 80% of this as a rent reduction.
- 3.19 CBRR is only available for short leases of three to five years. To qualify, organisations need to meet a number of criteria relating to governance, management and quality standards. Full details of the scheme are set out on the council's website at [CBRR page](#).
- 3.20 Decisions are made by the Divisional Director, Strategy, Policy and Performance in consultation with the Chair of the Sub-Committee based on recommendations of an advisory panel which consists of the Head of Revenues (Chair), Head of Corporate Strategy and Policy and the Chief Executive of Tower Hamlets Council for Voluntary Service.
- 3.21 Summary of CBRR Awarded

Total lease value per annum	CBRR (80%) Grant per annum	Organisation contribution per annum
£249,292	£207,034	£51,758

4 EQUALITIES IMPLICATIONS

- 4.1 The new Small Grants Programme themes set out in this report have been developed in response to the Equality Analysis of the report to Cabinet on 31st July 2019 'Local Community Fund'. All grants awarded will need to demonstrate how they meet the need of our diverse communities and support the council's Public Sector Equality Duty.

5 OTHER STATUTORY IMPLICATIONS

5.1 Best Value

Recent legislation, particularly the Localism Act 2010, has emphasised the role of communities working in partnership with local authorities to help achieve more effective and less costly services to local people. The process of co-production of services delivered by local voluntary and community organisations is a tool now widely recognised as a means to achieving this outcome.

5.2 Risk Management

- a. There is a risk that, by not publishing details of funding awarded to VCS organisations, the council could leave itself open to challenge that it is not fulfilling previous commitments to openness and transparency. This report is one of a series that will provide updates on funding decisions made under delegated authority and the VCS Annual Report will provide more detailed analysis.

5.3 Crime Reduction

There are no specific crime reduction considerations arising from this report.

5.4 Safeguarding

There are no specific safeguarding implications arising from this report. However, ensuring appropriate consideration is given to safeguarding will be addressed in the development of the Small Grants Programme, both through governance requirements and in the capacity building programme for the sector proposed.

6. COMMENTS OF THE CHIEF FINANCE OFFICER

- 6.1 This report notes the update on funding awarded to voluntary and community (VCS) organisations under delegated authority. Additional grants of £43,381 have been awarded from the Contingency Fund which brings the total awarded to date to £235,495 from an available budget of £250,000.

7. COMMENTS OF LEGAL SERVICES

- 7.1 *There are no legal implications directly arising out of this report.*

Linked Reports, Appendices and Background Documents

Linked Report

NONE

Appendices

Appendix A Contingency Fund

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

- NONE

Officer contact details for documents:

David Freeman, VCS Strategy Manager
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COMMUNITY BENEFIT RENT REDUCTION

Emergency Awards

EMERGENCY FUNDING BUDGET FINANCIAL SUMMARY				
Original Budget £250,000				
No	Grant Phase	Previous awards:	Amount Awarded (£)	Amount Not accepted (£)
1	1	Tower Hamlets Law Centre	20,000	
2	1	Volunteer Centre Tower Hamlets	19,936	
3	1	Senrab FC	5,330	
4	2	Jagonari	20,000	
5	2	Triratna Arts	15,000	
6	2	Weavers Adventure Playground	8,800	
7	2	Account3	19,400	
8	3	Bethnal Green Sharks Swimming Club	4,325	
9	3	Black Women's Health and Family Support		2,733
10	3	East London Asian Family Counselling	12,250	
11	3	Grand Union Music (Loan)		1,600
12	3	Women's Health and Family Service	9,782	
13	4	Rainbow Pre-School (Loan) - organisation deemed no longer eligible		12,600
14	5	Island Advice	12,000	
15	5	Brick Lane Women's and Girls Project	4,200	
16	5	SSBA Community Trust - Heba Women's Project	3,000	
17	6	Praxis Community Projects		3,120
18	7	Women's Environmental Network (Loan)		12,358
19	8	The Rooted Forum	6,130.01	

COMMUNITY BENEFIT RENT REDUCTION

EMERGENCY FUNDING BUDGET FINANCIAL SUMMARY				
Original Budget £250,000				
No	Grant Phase	Previous awards:	Amount Awarded (£)	Amount Not accepted (£)
20	12	Betar Bangla	10,000.00	
21	13	Home Start Tower Hamlets	13,658.60	
22	19	Beside Community Mental Health Project	2,060.00	
23	22	Black Women's Health & Family Support	6,241.89	
		Awarded to date	192,113.50	32,411

Transitional Awards

No.	Organisation Name	Summary of Request	Comments	Amount awarded
1	Green Candle Dance Company	Bridge funding for organisation's core costs needed to support projects and fundraising		7,725.00
2	Rooted Forum	Bridge funding for MSG projects		19,096.45
3	Udichi Shilpi Gosthi	Bridge funding for MSG projects		3,750.00
4	Vallance	Bridge funding for MSG projects		12,810.00
			TOTAL	43,381.45

In addition, three proposals have been declined as they do not meet the Contingency Fund criteria.

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