


COMMISSIONERS' INDIVIDUAL DECISION MAKING

Thursday, 16 July 2015

Commissioners' Decision Log No. 17

1. **POSITIVE ACTIVITIES FOR YOUNG PEOPLE (PAYP) (Pages 1 - 48)**

If you require any further information relating to this meeting, would like to request a large print, Braille or audio version of this document, or would like to discuss access arrangements or any other special requirements, please contact: Matthew Mannion, Democratic Services
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<p>Individual Commissioner Decision Proforma</p> <p>Decision Log No: 017</p>	 <p>TOWER HAMLETS</p>
<p>Report of: Steve Halsey: Head of Paid Service & Director-Communities, Localities and Culture</p>	<p>Classification: Unrestricted</p>
<p>Positive Activities for Young People</p>	

Is this a Key Decision?	Yes
Decision Notice Publication Date:	6 July 2015
General Exception or Urgency Notice published?	Yes
Restrictions:	None

EXECUTIVE SUMMARY

- 1.1 Positive Activities for Young People (PAYP) is a holiday programme which aims to engage and enhance the development of young people. It targets young people aged 8-19 (with priority given to 13-19 year olds) and to support activities for those up to 25 years old for those with Special Educational Needs (SEN) and Learning Difficulties and/or Disabilities (LDD). The programme allows young people to take part in diversionary activities through a variety of projects delivered by key partners throughout the holiday periods. This supports families during holiday time where there may be issues with childcare costs, limited or no family resources to provide holiday activities, overcrowding at home or other engagement issues. It also helps to support work to reduce antisocial behaviour during the school summer holiday period.
- 1.2 The Commissioners agreed for this programme to be advertised for summer period and overseen by the PAYP board made up of LBTH officers from different team and VCS representative. This report sets out the recommendations for grant awards as determined by the Independent PAYP Board. A Commissioner Decision is required as this is a grant related decision and all grant related authority is currently vested with Commissioners appointed by the DCLG following Secretary of State directions. Given the time specific nature of this grant programme it has not been possible to dove-tail the assessment process (including the creation of the independent board) with the forward plan of Commissioners Public Decision Making Meetings. In order to ensure the timely delivery of a summer programme for young people in the Borough The Commissioners have agreed to consider the

grant awards under emergency provisions and will report the detail of these decisions at their next public meeting to ensure transparency.

Full details of the decision sought, including setting out the reasons for the recommendations and/or all the options put forward; other options considered; background information; the comments of the Chief Finance Officer; the concurrent report of the Head of Legal Services; implications for One Tower Hamlets; Risk Assessment; Background Documents; and other relevant matters are set out in the attached report.

DECISION

The Commissioners are recommended to:

- Agree the recommendation of the PAYP Commissioning Board to allocate grants up to a maximum £5,000 to the 21 organisations which have been assessed by LBTH Officers and approved by the independent PAYP Commissioning Board. *Agreed B.*
- Agree to fund a further 8 organisation which are highlighted in AMBER subject to required clarification as set out by the Board and referenced in Appendix 1 being submitted to Council officers and subsequently being found satisfactory by the S151 officer or an officer appointed by him. In the event of this not being so the provisional grant approval being void. *Agreed 0719 subject to OBS check B*
- Agree that new adverts may be placed in East End Life for the remainder of the holiday periods (October 15, December 15 and February 16). *Agreed B.*

Only 1 Amber supported, 7 rejected. B

APPROVALS

1. (If applicable) Corporate Director proposing the decision or his/her deputy

I approve the attached report and proposed decision above for submission to the Mayor.

Signed *Bamber* Date *13/7/15*

2. Chief Finance Officer or his/her deputy

I have been consulted on the content of the attached report which includes my comments.

Signed *C. Le* Date *15/07/15*

3. Monitoring Officer or his/her deputy

I have been consulted on the content of the attached report which includes my comments.

I confirm that this decision:-

~~(a) has been published in advance on the Council's Forward Plan OR~~
(b) is urgent and subject to the 'General Exception' or 'Special Urgency' provision at paragraph 18 or 19 respectively of the Access to Information Procedure Rules.

Signed *[Signature]* Date *15/07/2015*

4. Commissioner

I agree the decision proposed in paragraph above for the reasons set out in paragraph 3.1 in the attached report.

Name *MAX CAMERON* Signed *[Signature]*
Date *15/7/15*

Name
Signed
Date

ALL INFORMATION BEYOND THE HEADINGS ABOVE SHOULD BE INCLUDED IN A REGULAR CABINET STYLE REPORT THAT SHOULD BE APPENDED TO THE PROFORMA.


A – NOTES ON COMPLETING THIS FORM

- **Delete this page onwards before submitting your decision.**
- This form is only to be used where the signature of the Head of Paid Services (HoPS) is not required. Should his signature be required please use the other form.
- Please delete any guidance notes in square brackets [] before submitting your form for signature.
- The decision log number will be hand written onto the form on completion by Democratic Services so you do not need to find this out early on.

B – NOTES ON EXECUTIVE DECISION MAKING

1. Key Decisions – where a Key Decision is to be taken it must be published in the Forward Plan. Please ensure that this has happened, or fill in the FP1/FP3 form as necessary.
2. All Commissioner decisions shall be:-
 - (i) Recorded in a log held by the Service Head, Democratic Services and available for public inspection; and
 - (ii) Published on the Council's website

save that no information that in the opinion of the Head of Legal Services is 'exempt' or 'confidential' as defined in the Council's Access to Information Procedure Rules shall be published, included in the decision notice or available for public inspection.

Commissioner Decision Report 8 th July 2015	 TOWER HAMLETS
Report of: Andy Bamber – Head of Safer Communities	Classification: Unrestricted
Positive Activities for Young People	

Originating Officer(s)	Dinar Hossain
Wards affected	All wards
Key Decision	Yes
Community Plan Theme	All

1. Executive Summary

- 1.1 Positive Activities for Young People (PAYP) is a holiday programme which aims to engage and enhance the development of young people. It targets young people aged 8-19 (with priority given to 13-19 year olds) and to support activities for those up to 25 years old for those with Special Educational Needs (SEN) and Learning Difficulties and/or Disabilities (LDD). The programme allows young people to take part in diversionary activities through a variety of projects delivered by key partners throughout the holiday periods. This supports families during holiday time where there may be issues with childcare costs, limited or no family resources to provide holiday activities, overcrowding at home or other engagement issues. It also helps to support work to reduce antisocial behaviour during the school summer holiday period.
- 1.2 The Commissioners agreed for this programme to be advertised for summer period and overseen by the PAYP board made up of LBTH officers from different team and VCS representative. This report sets out the recommendations for grant awards as determined by the Independent PAYP Board. A Commissioner Decision is required as this is a grant related decision and all grant related authority is currently vested with Commissioners appointed by the DCLG following Secretary of State directions. Given the time specific nature of this grant programme it has not been possible to dove-tail the assessment process (including the creation of the independent board) with the forward plan of Commissioners Public Decision Making Meetings. In order to ensure the timely delivery of a summer programme for young people in the Borough The Commissioners have agreed to consider the grant awards under emergency provisions and will report the detail of these decisions at their next public meeting to ensure transparency.

2. Recommendations

The Commissioners are recommended to:

- Agree the recommendation of the PAYP Commissioning Board to allocate grants up to a maximum £5,000 to the 21 organisations which have been assessed by LBTH Officers and approved by the independent PAYP Commissioning Board.
- Agree to fund a further 8 organisation which are highlighted in AMBER subject to required clarification as set out by the Board and referenced in Appendix 1 being submitted to Council officers and subsequently being found satisfactory by the S151 officer or an officer appointed by him. In the event of this not being so the provisional grant approval being void.
- Agree that new adverts may be placed in East End Life for the remainder of the holiday periods (October 15, December 15 and February 16).

3. REASONS FOR THE DECISIONS

- 3.1 The decisions are required in order that the Council is able to deliver a successful holiday programme to keep young people engaged in positive activities during holiday period.

4. ALTERNATIVE OPTIONS

- 4.1 Don't run a summer programme. This would have adverse consequences for poorer families, those with young people with special needs and potentially impact negatively on ASB over the summer period.
- 4.2 Approve a different profile of grant awards based on an alternative assessment. However as the summer programme is time limited there is insufficient time to re assess the applications received. Such a profile of awards could not be generated in time for the summer break.

5. DETAILS OF REPORT

- 5.1 The Commissioners approved the establishment of an independent PAYP/Youth Opportunity Fund programme board to oversee the PAYP and YOF grant. Following recruitment to the Board the First meeting of the independent PAYP Board, chaired by MPS Chief Inspector Mark Long, took place on Wednesday 6th May to agree terms of reference and confirm membership.
- 5.2 The current round of the PAYP programme was advertised on 11th May 2015 in the East End Life. Applicants were required to submit an application in the form attached at appendix 2. All applications were assessed against the pre-

defined criteria. This involved, first, an assessment of whether applications met an eligibility threshold and then a red, amber, green (RAG) rating (See 5.5 below). The initial assessment of the applications was carried out by officers of the Council.

- 5.3 The second meeting of the PAYP programme board took place on Monday 15th June 2015. The board moderated the assessments made by council officers and confirmed grant recommendations for consideration by the Commissioners.
- 5.4 45 applications were submitted. 33 applications scored above the 75% eligibility threshold agreed by the board. Of the 33 applications considered eligible by the PAYP board:
- 21 applications were rated GREEN and recommended for approval by the Board;
 - 8 applications were rated AMBER; and
 - 4 applications were rated RED and recommended for rejection.
- 5.5 The 8 organisations which are highlighted in AMBER were considered suitable for funding based on their evaluation scores but only subject to required clarification of aspects of their bid. The aspects requiring clarification are specified in appendix 1. The AMBER-rated applications are commended to the Commissioners on the basis that such clarification is received and found to be satisfactory by the S151 officer or by an officer delegated by the S151 officer to undertake this task. In the event of this not being so any provisional grant approval made by the Commissioners would be void. The four applications rejected by the Board were considered to be poor value for money.
- 5.5 Of the 29 applications approved 34% include a SEN or LDD element. This is considered a good level of targeting given that there is limited capacity within the third sector in this area.
- 5.6 Geographically response to the grant programme was patchy reflecting a concentration of 3rd Sector organisations physically located in the centre and West of the Borough. The service is, therefore, compensating in the short term with a stepped up programme of direct provision of summer activities in areas where there are a significant proportion of the target cohort but no eligible grant awards or no applications received. This will take account of other provision in these areas provided by charities, schools and third sector organisations who have not targeted these awards for funding but are providing diversionary activities for the target cohort. Areas where such a stepped up programme of direct delivery may be required comprise Bow East, Bromley North and South, Lansbury, Mile End, St Peters and Stepney Green.
- 5.7 In the medium term targeted marketing and a review of the weighting associated with these grants will be undertaken to encourage third sector applications under this scheme to align even more closely to the geographical disposition of the target cohort and need. The application form and evaluation

criteria are also to be reviewed before the next round is advertised and reported to the Commissioners as part of the commitment to best value continuous improvement.

- 5.8 The grant is paid 40% in advance with a 60% retention based on evidenced review of delivery. Corporate arrangements for recovery of grant monies are used in the event of default or failure to evidence delivery. Each recipient organisation will be inspected during the period of delivery. End of delivery review requires the production of receipts and evidence of outputs achieved which is the subject of review and checks before the final payments are released.

6. COMMENTS OF THE CHIEF FINANCE OFFICER

- 6.1 The report sets out the decisions of the Independent PAYP Board for consideration by the Commissioners to approve the recommendations including the advertising of the holiday programme for the remainder of the financial year within East End Life.
- 6.2 The report seeks the Commissioners agreement to allocate grants of up to £5,000. A total of 45 applications were submitted requesting grants totalling £206,509. The Independent PAYP Board approved 21 organisations for grant awards that total £97,114 for the summer programme.
- 6.3 There are 8 organisations that have been highlighted as AMBER. It is recommended that subject to the required clarification being provided by the organisations to officers within a timely period, the grants that total up to £36,675 can then be approved by the S151 officer.
- 6.4 It is proposed that the payments will be made in instalments to each of the organisations awarded a grant. It is recommended that an advanced grant payment of 40% be made. The 60% retention will be released on evidence of delivery. There is budgetary provision within the Youth Service budget to meet the costs of the Holiday programme.

7. LEGAL COMMENTS

- 7.1 The power of the commissioners to make decisions in relation to grants arises from directions made by the Secretary of State on 17 December 2014 pursuant to powers under sections 15(5) and 15(6) of the Local Government Act 1999 (the Directions). Paragraph 4(ii) and Annex B of the Directions together provide that, until 31 March 2017, the Council's functions in relation to grants will be exercised by appointed Commissioners, acting jointly or severally. This is subject to an exception in relation to grants made under section 24 of the Housing Grants, Construction and Regeneration Act 1996, for the purposes of section 23 of that Act (disabled facilities grant).

- 7.2 To the extent that the Commissioners are exercising powers which would otherwise have been the Council's, there is a need to ensure the Council has power to make the grants in question.
- 7.3 Section 507A of the Education Act 1996 provides that a local authority must secure adequate facilities for recreation and social and physical training for children under 13 years of age. The Council is empowered by section 507A to organise games, expeditions and other activities for children under 13. The Council may also defray, or contribute towards, the expenses of such games, expeditions and other activities. When making arrangements for the provision of facilities or the organisation of activities, the Council is required to have regard to the expediency of co-operating with any voluntary societies or bodies whose objects include the provision of facilities or the organisation of activities of a similar character.
- 7.4 Section 507B of the Education Act 1996 places a duty on local authorities to promote the well-being of young people aged 13-19 (and persons up to 25 years with learning difficulties or disabilities) by securing access for them to sufficient educational and recreational leisure time activities and facilities, so far as reasonably practicable. The Council can fulfil the duty by providing activities and facilities, assisting others to do so, or by making other arrangements to facilitate access, which can include the provision of transport, financial assistance or information.
- 7.5 Before taking any action in relation to activities and facilities for young people aged 13 – 19 (and up to 25 for young people with learning difficulties), the Council must consider whether it is expedient for the action to be taken by another person. The Council must consult for the purposes of determining this question. If it is so expedient, then the Council must take all reasonable steps to enter into an agreement or make arrangements with such a person for that purpose. The conduct of a grants scheme in relation to relevant activities, supported by grant agreements, may be consistent with these obligations.
- 7.6 When exercising its functions under section 507B of the Education Act 1996, the Council must take steps to ascertain the views of qualifying young persons in Tower Hamlets (i.e young people aged 13 – 19 or up to 25 in the case of young people with learning difficulties). The Council must have regard to statutory guidance issued under the section which, the current version is the Statutory Guidance for Local Authorities on Services and Activities to Improve Young People's Well-being. The guidance confirms that Local authorities should use planning and commissioning processes to identify the most appropriate providers and utilise the strengths of organisations within the voluntary and private sectors.
- 7.7 The proposed scheme may additionally be supported by others of the Council's statutory powers, such as its general power of competence. Section 1 of the Localism Act 2011 gives the Council a general power of competence to do anything that individuals generally may do, subject to specified restrictions and limitations imposed by other statutes. This general power of

competence may support the giving of grants to community groups, provided there is a good reason to do so. There may be a good reason for giving a grant if it is likely to further the Council's sustainable community strategy under section 4 of the Local Government Act 2000, which is contained within the Tower Hamlets Community Plan.

- 7.8 The Council has a duty under the Local Government Act 1999 to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness. This is referred to as the Council's best value duty and the following matters are relevant to discharge of the duty –
- The scheme is advertised and, to this extent, the grants are exposed to a degree of competition.
 - Applications are assessed against pre-defined criteria designed to ensure benefits are delivered in Tower Hamlets, including by reference to the Tower Hamlets Community Plan. Based on this, the Council should be able to demonstrate a direct benefit accrued from the money spent under each grant.
- 7.9 There should be a grant agreement for each grant and provision made to ensure delivery of the projects in line with the application and approval and in the event of non-delivery to protect the Council's position. Robust monitoring requirements need to be in place and appropriate performance related payment mechanisms introduced into the terms of any grant award.
- 7.10 When making grants decisions, the Council must have due regard to the need to eliminate unlawful conduct under the Equality Act 2010, the need to advance equality of opportunity and the need to foster good relations between persons who share a protected characteristic and those who do not (the public sector equality duty). A proportionate level of equality analysis is required to discharge the duty and information relevant to this is contained in the One Tower Hamlets section of the report.
- 7.11 With regard to equalities it is appreciated that the spread of grant awards is not even across the borough due to the geographical base of the applicants. This has the potential to lead to individuals who are not geographically able to access these schemes being disadvantaged. However, regard has been had to this and the proposal is to redress any imbalance by the Council offering additional services to ensure that similar schemes and projects are available borough wide.
- 7.12 When implementing the schemes, the Council must ensure that no part of the funds issued represents a profit element to any of the recipients. The inclusion of profit or the opportunity of making a profit from the grant or third parties indicates that the grant is really procurement activity and would otherwise be subject to the Council's Procurement Procedures and other appropriate domestic and European law. This would mean therefore, that the Council would have failed to abide by the appropriate internal procedures and external law applicable to such purchases.

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

8. ONE TOWER HAMLETS CONSIDERATIONS

8.1 The programme encourages applications for grants to demonstrate they contribute to the board aims of One Tower Hamlets i.e. tackle inequality, strengthen cohesion and build community cohesion.

8.2 The award recommendations have been subject to an equalities assessment accompanying this report. Those aspects of this programme for which there is a shortfall in applications or eligible applications capable of securing a recommendation for award will be the subject of compensatory provision delivered directly by the Council from its network of youth centres where there is limited alternative provision.

9. BEST VALUE (BV) IMPLICATIONS

9.1 An itemised costs breakdown of the programme is required to ensure the panel can assess value for money. The breakdown can cover costs such as tutors, premises, insurance, transport, offsite activities, residential and outdoor activities. Equipment is not eligible for funding and applicants are required to match fund by 30%.

10. SUSTAINABLE ACTION FOR A GREENER ENVIRONMENT

10.1 Provision of local activities for residents within walking distance of their homes can contribute to fewer car journeys.

11. RISK MANAGEMENT IMPLICATIONS

11.1 To ensure that the risks are minimised, each project/organisation allocated grant under the scheme has been required to meet an initial eligibility threshold. Recipient organisations will be required to comply with standard grant agreement terms established corporately. Appropriate performance targets will be set and an evidenced evaluation of delivery and compliance will be carried out at the end of the delivery period. 60% of the grant allocation is retained until delivery is successfully evidenced to the satisfaction of the Council to reduce exposure to any delivery failure or loss of funds.

13. CRIME AND DISORDER REDUCTION IMPLICATIONS

13.1 PAYP holiday programme helps to engage a sizable youth population who otherwise may be involved in ASB and petty crimes.

14. SAFEGUARDING IMPLICATIONS

- 14.1 All successful organisations are required to submit DBS checks of all their staff working on the programmes and these are checked against the prevent data base to ensure that all safety precautions have been taken to avoid any safeguarding breaches.
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Linked Reports, Appendices and Background Documents

Linked Report

- State NONE if none.

Appendices

- **Appendix 1 – PAYP Assessment sheet**
- **Appendix 2 – PAYP Application Form**
- **Appendix 3 – Equality Impact Assessment**
- **Appendix 4 – Equality Analysis Quality Assurance Checklist**

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

- None.

Officer contact details for documents:

Dinar Hossain, Head of Service, Integrated Youth & Community Services, 5th Floor, Mulberry Place, 5 Clove Crescent E14 2BG email: dinar.hossain@towerhamlets.gov.uk

Ref No.	Organisation	Lap Area	Ward	Amount requested	Total Delivery weeks	Section 1 score	Section 2 score	Section 3 score	Total Score	Assessors names	IYCS registration scheme	Comment from PAYP Board
0701	Bangladesh Football Association (UK)	3	Whitechapel	£5,000.00	6	10	34.5	18	62.5	Martha Barden & Raju Miah	Yes	<ul style="list-style-type: none"> Recommended for funding The project will deliver a football camp for 40 or more children and young people over the summer Holidays. The football camp will run in the morning, afternoon and some evening sessions. 14 young people will also complete FA Level One Football Coaching course. The young people and volunteers from the project will to organise a football tournament throughout the summer and this will engage further 100 children. Will offer accreditation in FA Football Coaching Level 1 Will engage around 140 young people
0702	East Girls project c/o The Rooted Forum	4	Shadwell	£5,000.00	5.5	10	34	18	62	Fiona Stokes & Fazlur Rahman	Yes	<ul style="list-style-type: none"> Recommended for funding The project will offer young people to engage in various activities including volunteering, charity work, organising community fun day and visiting elderly care home. Also young people will engage in workshops and recreational activities. The project will offer ASDAN accreditation in Leadership short course Will engage 30 young people
0703	Osmani Trust - Aasha project	2	Spitalfields and Banglatown	£5,000.00	6	10	34	17	61	Daniel Murray & Delwar Hussain	Yes	<ul style="list-style-type: none"> Recommended for funding The project is around fitness & health and Sports Leadership Accreditation offered in Sport Leadership and Fitness & Health The project will offer various workshops, recreational activities and a residential. Will engage around 45 young people
0704	Osmani Trust - Amaal girls project	2	Spitalfields and Banglatown	£5,050.00	6	10	36	15	61	Hasan Faruq & Nasim Uddin	Yes	<ul style="list-style-type: none"> Recommended for funding The project will engage young people into various trips, workshops and a residential around the healthy theme. ASDAN accreditation will be offered to young people The programme will engage around 45 young people
0705	Vallance Community Sports Association - Boys	1	Weavers	£5,000.00	5	10	33	18	61	Hasan Faruq & Alex Nelson	Yes	<ul style="list-style-type: none"> Recommended for funding The aim of the 'LIVE STRONG' Project is to engage disadvantaged young people with a variety of positive activities in a structured programme that allows them learn new skills and develop on existing talent. The programme will incorporate a rich blend of fun-filled activities with clear learning outcomes, as well as sports coaching, excursions, workshops and training elements to both stimulate and develop the capacity of the young people. Will offer accreditation in First Aid, Sports Leaders Award and Basic Online IT. Will engage 40 around young people

Ref No.	Organisation	Lap Area	Ward	Amount requested	Total Delivery weeks	Section 1 score	Section 2 score	Section 3 score	Total Score	Assessors names	IYCS registration scheme	Comment from PAYP Board
0706	Island House Community Centre	8	Blackwall and Cubit Town	£5,000.00	5	10	33.5	16.5	60	Martha Barden & Raju Miah	Yes	<ul style="list-style-type: none"> • Activity specific risk assessments required • The project will offer young people street dance sessions, sports volunteering and football coaching sessions. • The project will offer accreditation in Sports Leaders UK • Will engage around 50 young people <p><u>SUBMIT REVISED TIMETABLE - submitted</u></p>
0707	Newark Youth London	2	Bethnal Green	£5,000.00	6	9	35	16	60	Daniel Murray & Delwar Hussain	Yes	<ul style="list-style-type: none"> • <u>Updated activity specific risk assessment needed - submitted</u> • Staff and management costs need to be reduced to 25% - new costings submitted • The project will deliver 3 accreditation, ASDAN in PHSE, Football & Volunteering • The idea of the project is to bring together different areas of Tower Hamlets through various indoor & outdoor activities. • The project will also offer various recreational and educational trips and visits. Will engage around 52 young people
0708	Vallance Community Sports Association - Girls	1	Weavers	£3,900.00	4	10	32	18	60	Hasan Faruq & Alex Nelson	Yes	<ul style="list-style-type: none"> • Recommended for funding • The project will give young girls the opportunity for personal development through quality recreational activities that stimulate and motivate them into an active and healthy life style • Will offer accreditation in Health & Nutrition and Basic Online IT • The project will engage around 20 young girls
0709	Streets of Growth	8	Canary Wharf	£2,000.00	2	10	31.5	18	59.5	Reha Begum & Savina Chinasamy-King	Yes	<ul style="list-style-type: none"> • Recommended for funding • Project aims to engage, inspire and progress high risk, vulnerable young people through focused enterprise challenges and team activities. The project will deliver accredited work/enterprise training and life skills/personal leadership development to support young people to develop essential life skills. • The project will offer 2 different levels of accreditation. • The project would work with 20 young people

Ref No.	Organisation	Lap Area	Ward	Amount requested	Total Delivery weeks	Section 1 score	Section 2 score	Section 3 score	Total Score	Assessors names	IYCS registration scheme	Comment from PAYP Board
0710	Al-Isharah	3	Whitechapel	£5,000.00	5	10	31	18	59	Hasan Faruq & Abzal Ali	Yes	<ul style="list-style-type: none"> Panel recommended for funding, but will need to provide a risk assessment - submitted This Al Isharah DEAF 'LEARN LONDON' SUMMER YOUTH PROJECT will aim to engage young participants with broad range of abilities from the diverse community within Tower Hamlets by placing and providing experiences in public spaces with non-hearing people around London. The young people participating will be in a safe environment, making a positive contribution, learning new skills, meeting new people, achieving and enjoying the variety of workshops, being active and thereby also keeping healthy. Will offer accreditation in First Aid, Leadership & Customer Service Will engage 14 young people
0711	Attlee Centre	2	Spitalfields and Banglatown	£4,466.10	4.5	9	32	18	59	Daniel Murray & Delwar Hussain	Yes	<ul style="list-style-type: none"> Recommended for funding - Activity specific risk assessments required - submitted High risk activity cannot be funded, provider will need to look at alternative activity. The project will offer a programme around Sports & Recreational and Get into Shape. will offer various workshops and recreational trips. Will offer accreditation on CSLA and Health & Safety Will engage 70 young people <p>REVISE TIMETABLE AND TAKE OUT HIGH RISK ACTIVITY</p>
0712	Society Links	4	Whitechapel	£5,000.00	5	10	32	16	58	Daniel Murray & Delwar Hussain	Yes	<ul style="list-style-type: none"> Recommended for funding, Staffing & admin cost exceeds 25% - submitted This five-week programme for young people during the summer break will focus on the participants exploring their interests, and thinking through their strengths and how they might direct themselves into future careers through various workshops and recreational activities. Will offer accreditation in Health & Beauty Will engage around 66 young people
0713	Young & Talented	2	Spitalfields and Banglatown	£4,998.00	5	9	33	16	58	Savina Chinasamy-King & Shamim Rahman	Yes	<ul style="list-style-type: none"> Recommended for funding - Revise risk assessment The Acting training, technical theatre and event management programme is for young people who wish to develop skills in acting and producing theatre events. The acting training includes the very best drama techniques from the contemporary industry, working with professional artists and a live performance showcase. The technical training includes stage management, lighting, sound, set and costume design. The event management includes box office, ticketing, ushering and event organising. Will offer accreditation in Arts Award Will engage 12 young people

Ref No.	Organisation	Lap Area	Ward	Amount requested	Total Delivery weeks	Section 1 score	Section 2 score	Section 3 score	Total Score	Assessors names	IYCS registration scheme	Comment from PAYP Board
0714	Weavers Community Forum	1	Weavers	£5,000.00	5	9.5	31.5	16	57	Abdul Malik & Colin Hewitt	Yes	<ul style="list-style-type: none"> • Recommended for funding subject to adjusting Management & volunteer cost - submitted revised costings • The project entails delivering a range of activities to alleviate some of the youth conflict issues which are prevalent within the community. Hoping to host a conflict management course whereby if attendance and participation is successful, the young people will attain an (CIEH) accredited qualification. In addition, the project also endeavour to deliver other activities which they feel can help remedy some of the issues. These activities include hosting a free community Fun day BBQ organised by the YP. • Will offer accreditation in Conflict Management, Event Management and Henna Body Art • Will engage around 34 young people.
0715	Shadwell Youth Club c/o The Rooted Forum	4	Shadwell	£5,000.00	5	10	28.5	18	56.5	Reha Begum & Savina Chinasamy-King	Yes	<ul style="list-style-type: none"> • Risk assessment for tree top climbing needed • Insurance expires after 1st week of delivery - need checking • Need to submit risk assessment for all activities • The Leaders of Tomorrow (LOT) project has been designed by young people and its core aim are to provide guidance, give direction and empower the youth to be engaging and productive members of mainstream wider society- active citizens and the leaders of the future. • The project will offer accreditation in Leadership and Conflict Resolution • Will engage 35 young people
0716	2nd East London Scout Group	8	Blackwall and Cubit Town	£5,000.00	4	9	31.5	15.5	56	Martha Barden & Raju Miah	Yes	<ul style="list-style-type: none"> • Activities on the timetable to be revised as certain activities cannot be funded by PAYP • Enhanced risk assessment required for residential • Each of the first 4 weeks of the Summer holiday period, we will organise a different Personal Development Challenge through camps, residentials and away days. For young people 8-18yr olds. • Will offer accreditation in Active Citizen Award, Gold Silver Chief Scouts Awards, Activity Challenge badges • Will engage around 50 young people • REVISED ENHANCED RISK ASSESSEMENT REQUIRED
0717	Shadwell Basin Outdoor Activity Centre	4	St Katherine's and Wapping	£1,800.00	4	10	30	16	56	Abdul Malik & Colin Hewitt	Yes	<ul style="list-style-type: none"> • Recommended for funding. • Summer Adventure Activities for young people will include the water sports and outdoor activities of canoeing, kayaking, sailing, climbing, high level ropes course, mountain biking, bell boating and rowing. • Will offer accreditation on Canoeing, Kayaking, Sailing • Will engage around 200 young people

Ref No.	Organisation	Lap Area	Ward	Amount requested	Total Delivery weeks	Section 1 score	Section 2 score	Section 3 score	Total Score	Assessors names	IYCS registration scheme	Comment from PAYP Board
0718	Step Forward (Tower Hamlets)	1	Weavers	£3,675.00	4	10	32	14	56	Emily Fieran-Reed & Foyaz Uddin	Yes	<ul style="list-style-type: none"> • No uniqueness to project • Project summary not detailed enough • Our programme cultivates participant's personal and social development and looks at ways to develop a healthier lifestyle through 1-2-1 and group sessions including a wide range of fun, creative, interactive and challenging activities. Participants cooperatively choose a trip or activity at the end of each week. We've an inclusive open door policy and welcome young people from all backgrounds. Participants build confidence, skills and knowledge which stretch their horizons and raise aspirations. • Will offer accreditation in Emotional Awareness and Teamwork • Will engage around 22 young people • MORE DETIALS ON OUTCOMES
0719	The Arbour Youth Centre	3	St Dunstan's	£3,000.00	3	9	32	15	56	Daniel Murray & Delwar Hussain	Yes	<ul style="list-style-type: none"> • DBS details needed for more staff - CONDITIONAL BASED ON DBS INFORMATION • The project will deliver accredited volunteering sessions for young people. Will assist in gaining employability and life skills. Young people will also take part in other various workshops and trips. • Will offer accreditation in First Aid & Community Volunteering Qualification • Will engage around 40 young people
0720	St Hilda's East Community Centre	1	Weavers	£4,900.00	5	10	33	12	55	Hasan Faruq & Nasim Uddin	Yes	<ul style="list-style-type: none"> • Recommended for funding - met funding criteria • This project aims to engage young people to create food by cooking fresh from raw ingredients, and make a dish that they will be able to enjoy making and recreate the dish in the summer food festival in the community. Young people will take part in 5 days of culinary activities and producing 5 dishes from around the world one dish will be created each week of the programme. • The project will also offer other various activities and trips • Will offer accreditation in Citizenship • Will engage around 70 young people
0721	Wise Youth Trust	1	Bethnal Green	£5,000.00	6	10	26.5	18	54.5	Reha Begum & Savina Chinasamy-King	Yes	<ul style="list-style-type: none"> • Activity specific risk assessments required • Need to identify risk categories • Six weeks of fun and educational summer activities incorporating: sports –, Holiday football camp, cricket, football, Ice skating, Personal development workshops, cinema, football tournament, bowling and healthy eating • The project will offer an ASDAN short course in Sports & Fitness • The project will work with 45 young people including SEN/LDD

Ref No.	Organisation	Lap Area	Ward	Amount requested	Total Delivery weeks	Section 1 score	Section 2 score	Section 3 score	Total Score	Assessors names	IYCS registration scheme	Comment from PAYP Board
0722	Boundary Community School	1	Weavers	£5,000.00	4	10	28	16	54	Alex Nelson & Hasan Faruq	Yes	<ul style="list-style-type: none"> • Not Recommended for funding - NOT VALUE FOR MONEY only 20 young people attracted. • The project will provide activities such as IT training, cinema trip, bowling, ice skating and workshops (on Confidence Building etc.). The aim of the project is to achieve positive outcomes. These activities are designed to target young people for the Summer holiday period by engaging and encouraging them to fulfil their aspiration by developing their skills, so that the young people will be able to participate fully in society as independent, mature and responsible individuals. • Will offer basic online IT accreditation
0723	Stifford Centre	3	St Dunstan's	£4,340.00	4	10	27	17	54	Daniel Murray & Delwar Hussain	Yes	<ul style="list-style-type: none"> • Not Recommended for funding - NOT VALUE FOR MONEY only 15 young people attracted. • Review risk assessment - not activity specific • More staff details required • This project will be working with and engaging young people in sports and recreational activities which will encourage young people to stay safe, healthy and remain in a positive mind set to make them responsible individuals and team players. • The project will offer 1 accreditation.
0724	Mudchute Association	8	Island Gardens	£5,000.00	5	9	30	13	52	Abdul Malik & Emily Fieran-Reed	Yes	<ul style="list-style-type: none"> • Recommended for funding • Match funding needs to be increased • Risk categories to be identified • The project is unique and will offer taster sessions such as Animal Care, Horticulture, Design and Build and Horse care. • 3 types of accreditation will be offered in Environmental Issues, Horse Care, Participating in a Group Work Programme • The programme will engage 58 young people
0725	Ocean Youth Connexions - Girls & Women's project	3	St Dunstan's	£5,000.00	4	7	27	18	52	Martha Barden & Raju Miah	Yes	<ul style="list-style-type: none"> • Recommended for funding • More details needed for management structure & accountability • The programme will engage local young girls and women to actively participate in a safe and secure environment by engaging in organised activities. The project will deliver a customer service course where young people can look forward to pursuing a career in the retail industry. • The project will deliver a Accreditation in customer service. • The project will aim to engage 38 young people. <p>PROVIDE MORE DETAILS AROUND MANAGEMENT STRUCTURE</p>

Ref No.	Organisation	Lap Area	Ward	Amount requested	Total Delivery weeks	Section 1 score	Section 2 score	Section 3 score	Total Score	Assessors names	IYCS registration scheme	Comment from PAYP Board
0726	Ocean Youth Connexions - Open Access	3	St Dunstan's	£5,000.00	5	9	28.5	14.5	52	Abdul Malik & Emily Fieran-Reed	Yes	<ul style="list-style-type: none"> • Management, admin & salary costs exceed 25% - submitted revised costings • Risk categories needs to be specified • The Summer programme 2015 will engage local young people to actively participate in a safe and secure environment by engaging in organised activities. We aim to deliver a First Aid course where young people can look forward to achieving a labour industry recognised certificate. • Will offer accreditation on First Aid • Will engage around 50 young people • PROVIDE MORE DETAILS AROUND MANAGEMENT STRUCTURE
0727	Sports Network Council	3	Whitechapel	£5,000.00	5	6.5	33	12	51.5	Emily Fieran-Reed & Foyaz Uddin	Yes	<ul style="list-style-type: none"> • Overall a good project • Application needs to be worked on more details required • DBS check needed for more staff/volunteers • Staff cost needs to be reduced to 25% of maximum funding • The project aims to deliver multi sports activities, day trips and workshops around career management and CV building. • The project will offer ASDAN accreditation in CV writing, interviewing skills • Aiming to engage 32 young people • PROJECT NEEDS TO BE INCLUSIVE.
0728	Somali Integration Team	2	Bethnal Green	£5,000.00	5	10	24.5	16	50.5	Fiona Stokes & Fazlur Rahman	Yes	<ul style="list-style-type: none"> • Activity timetable needed • Clarity on number of y/p to be engaged • Activities risk assessment needs to be provided • Summer programme will focus on the following five themes: <ul style="list-style-type: none"> - Awareness programmes/workshops - Physical activities - Health eating and cooking - Trips and outings - Education/Career development • The project will offer 1 Accreditation • The project will work with 40 young girls <p>SUBJECT TO CONSULTATION WITH CS</p>
0729	Brick Lane Women and Girls project	2	Spitalfields and Banglatown	£5,000.00	5	9	26	15	50	Martha Barden & Raju Miah	Yes	<ul style="list-style-type: none"> • Timetable to be provided • No accreditation offered • Concerns about project delivery as 1 coordinator delivering project with volunteers. • Staff cost too high. • Project intends to reach local young girls who are at risk of involvement with native environment during the holiday period in Whitechapel area. <p>Through the provision of advice & guidance, personal development and mentoring activities will enable develop young people's awareness on community's issues that lead to isolation.</p> <ul style="list-style-type: none"> • Will engage around 30 young people.

Ref No.	Organisation	Lap Area	Ward	Amount requested	Total Delivery weeks	Section 1 score	Section 2 score	Section 3 score	Total Score	Assessors names	IYCS registration scheme	Comment from PAYP Board
0730	JMC Youth Lounge (Girls Group)	3	Whitechapel	£5,000.00	2	7	32	11	50	Daniel Murray & Delwar Hussain	Yes	<ul style="list-style-type: none"> No breakdown of costs for PAYP funding Cost too high for 2 week programme More information on management structure and accountability A 2 weeks programme to engage young girls into various trip, workshops and educational activities to. Young people will be involved in short role plays to get fully involved in the activities. Will offer accreditation on Health& Beauty, Creative Arts, Peer Pressure and Drugs & Alcohol Misuse Will engage around 30 young people NOT VALUE FOR MONEY
0731	Milestone	7	Lansbury	£5,000.00	5	10	22	18	50	Hasan Faruq & Nasim Uddin	Yes	<ul style="list-style-type: none"> Need to submit risk assessment for activities Insurance expires on 13th August 2015 The project will provide opportunity for Young People to take part in physical activities, to improve physical and mental health. The project is also to break down barriers between young people from different backgrounds as well as age groups promoting harmony. The project will include; Boxing, Healthy Cooking Sessions, Off Site trips & Workshops. Will offer accreditation on First Aid Will engage around 42 young people
0732	Shadow Youth Alliance	1	Bethnal Green	£5,000.00	5	10	26	14	50	Daniel Murray & Delwar Hussain	Yes	<ul style="list-style-type: none"> Activity risk assessment required All staff DBS details required Add times on programme Unit cost required SYA will offer variety of programs for young people that promote wellness and enhance abilities. SYA will deliver An ASDAN course on football which will enable young people to learn more about how to warm up before the game, and teach them skills which will benefit them throughout the game. Will also offer other various workshops, trips and recreational activities. Will offer accreditation on Cooking Course, Health & Safety and Football. Will engage 38 young people
0733	Malmesbury Community Project	5	Bow West	£5,000.00	5	10	22	16	48	Hasan Faruq & Nasim Uddin	Yes	<ul style="list-style-type: none"> New timetable needs to be provided New Risk Assessment to be provided which the organisation own 2 out of 4 staff DBS supplied not up to date The project will offer sports, educational and recreational programme to support young people with positive steps away from anti-social behaviour. The project will offer 3 types of Accreditation in Self defence & Arts, Cycle training and Young Leaders award The project will aim to engage 80 young people <p>CHECK WITH ANDY'S LIST</p>
PROJECTS BELOW DO NOT MEET THE 75% THRESHOLD - 75% OF 64 IS 48 POINTS												

Ref No.	Organisation	Lap Area	Ward	Amount requested	Total Delivery weeks	Section 1 score	Section 2 score	Section 3 score	Total Score	Assessors names	IYCS registration scheme	Comment from PAYP Board
0734	JMC Youth Lounge (Boys Group)	3	Whitechapel	£5,000.00	2	8	28	11	47	Colin Hewitt & Abdul Malik	Yes	<ul style="list-style-type: none"> • Cost too high for 2 week programme • Staffing and volunteer ratio needs looking at • Need to clearly mark out programme with times that match the application form • Match funding and PAYP funding needs to be separated on the application form
0735	Splash Play	7	Blackwall and Cubit Town	£5,000.00	5	9	21	17	47	Abdul Malik & Emily Fieran-Reed	Yes	<ul style="list-style-type: none"> • No timetable submitted • Need to submit activity risk assessments • Very limited activities provided
0736	Max Music Studios	6	Bow East	£4,000.00	6	9	22.5	15	46.5	Fiona Stokes & Fazlur Rahman	Yes	<ul style="list-style-type: none"> • Evidence of consultation needed • Incomplete application • Needs support with safeguarding procedures <p>Note: Board to consider</p>
0737	Ourbase Ltd	3	Spitalfields and Banglatown	£4,500.00	5 (No weekday delivery)	9.5	26	11	46.5	Emily Fieran-Reed & Foyaz Uddin	Yes	<ul style="list-style-type: none"> • No recommended for funding • No detailed explanation of activities • Application does not meet PAYP criteria in regards to delivery days and hours • Risk assessment does not meet PAYP criteria
0738	Cannon Support Link	4	Whitechapel	£5,000.00	5	8	22	15	45	Daniel Murray & Nasim Uddin	Yes	<ul style="list-style-type: none"> • Staff cost, management and admin account for more than 50% of requested £5000 • Hours of programme do not meet minimum of 25 hours per week or the 100 hours in total stated in application • Risk categories not stated • No project theme or title on application • Awaiting Insurance certificate
0739	Mile End Community project	6	Mile End	£5,000.00	5	10	20	15	45	Hasan Faruq & Nasim Uddin	Yes	<ul style="list-style-type: none"> • DBS checks needed for more staff • Update risk assessment • Application does not meet minimum required hours • No creativity in programme
0740	Bangladesh Youth Movement – Women Centre of excellence	3	Whitechapel	£2,780.00	4	10	15	15	40	Daniel Murray & D	Yes	<ul style="list-style-type: none"> • Programme not detailed enough • No DBS information provided • No Risk Assessment
0741	ActionDog CIC	4	St Katherine's and Wapping	£5,000.00	2	6	25	8	39	Emily Fieran-Reed & Abdul Malik	Yes	<ul style="list-style-type: none"> • Budget needs more clarity • Staff and Admin cost too high • Project not value for money (£5000 for 2 weeks) SEN programme • HCAM section incomplete
0742	African Women's Welfare Association (Ayoka) Project	2	St Peter's	£5,000.00	1	9	20	8	37	Hasan Faruq & Abzal Ali	No	<ul style="list-style-type: none"> • Timetable does not specify 6 week delivery • Poor application - no match funding • Panel did not recommend application for funding
0743	Acorn FC	6	Mile End	£2,100.00	6	7	16	9	32	Martha Barden & Raju Miah	Yes	<ul style="list-style-type: none"> • Poor application • No Timetable provided • Check insurance details

Ref No.	Organisation	Lap Area	Ward	Amount requested	Total Delivery weeks	Section 1 score	Section 2 score	Section 3 score	Total Score	Assessors names	IYCS registration scheme	Comment from PAYP Board
0744	Ocean Somali Community Association	6	Mile End	£5,000.00	6	8	12	11	31	Reha Begum & Savina Chinasamy-King	Yes	<ul style="list-style-type: none"> • Project timetable is unclear • DBS detail of more staff needed • Evidence of consultation needed • Risk assessments need to be submitted
0745	Frontline Productions	3	Whitechapel	£5,000.00	5	8	19	1	28	Alex Nelson & Hasan Faruq	Yes	<ul style="list-style-type: none"> • Not recommended for funding as application does not meet PAYP criteria • No match funding • No confidence around safeguarding

Lap	No. Organisation
1	7
2	6
3	6
4	4
5	1
6	0
7	1
8	4
Total:	29

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INTEGRATED YOUTH & COMMUNITY SERVICES

POSITIVE ACTIVITIES FOR YOUNG PEOPLE (PAYP) 2015/16

Summer holidays

22nd July – 28th August 2015

Please refer to the PAYP guidance notes when completing the application form



TOWER HAMLETS

Page 25

Section 1: General information

Organisation name:	
Address:	
Postcode	

Contact details: Please provide the contact details of two members of staff

Main contact:		Main contact:	
Title:		Title:	
First name:		First name:	
Surname :		Surname:	
Contact address: (if different from above)		Contact address: (if different from above)	
Postcode:		Postcode:	
Job title:		Job title:	
Office tel:		Office tel:	
Mobile:		Mobile:	
Email:		Email:	
Fax		Fax	
MC:	Employee Volunteer	MC:	Employee Volunteer

Location within borough:

Please state which Local Area Partnership and ward your organisation is located in:

LAP:		Ward:	
------	--	-------	--

Legal status:

Please state the legal status of your organisation

Registered charity	Yes	No	Charity number	
Company limited by guarantee	Yes	No	Company registration number	
Other	Yes	No	Please specify	

Does your organisation have public liability insurance:	Yes	No
Please provide the insurance certificate number:		

(Please circle in all cases where Yes/No options are available)

Organisation Details:

Aims and Objectives:

What are the aims and objectives of your Organisation? (max 1500 characters)

Management Structure & Accountability

Briefly explain the skills and experience your Organisation has to effectively manage and deliver a Project

(max 1000 characters)

Service Delivery

Quality Assurance Standards

Briefly explain the Quality Assurance Processes within your Organisation (max 1000 characters)

Section 2: Project Delivery Details

Project description

Did you undertake consultation with young people for this programme?	Yes	No
Evidence of consultation attached?	Yes	No

Delivery period: Summer holidays 22nd July – 28th August 2015

Which LAP area will you be delivering PAYP?							
Project theme		Project Title					
Total number of hours for PAYP activities		Wk1		Wk2		Wk3	
	Wk4		Wk5		Wk6		Total hours:

Project summary: (max 500 characters)

HCAM outcomes

Please explain how your project will meet the Help Children Achieve More (HCAM) outcomes
(max 2000 characters)

Will young people taking part in the programme achieve accreditation?	Yes	No
---	-----	----

Accreditation details:

Subject:		Awarding Body/ Level:	
Subject:		Awarding Body/ Level:	
Subject:		Awarding Body/ Level:	

Risk categories:								Risk categories:			
Age:	Male	8 - 12		13 - 16		17 - 19				Total	
	Female	8 - 12		13 - 16		17 - 19				Total	
SEN/LDD	Male	8 - 12		13 - 16		17 - 19		20 - 25		Total	
	Female	8 - 12		13 - 16		17 - 19		20 - 25		Total	
Overall total number of young people to be engaged?											
Project time table attached?										Yes	No
Risk assessment(s) attached?										Yes	No

DBS Details

Give details of police checks for all staff due to work on the programme, this should include volunteers and management committee members who will have access to young people on the PAYP programme. (Important: we should be notified of any staff changes as soon as possible, and provide the appropriate DBS certification).

Name of staff/ volunteer	DBS Identification Number	Date of issue	Name of counter signatory	Name of verifier

Budget breakdown

Summer holidays 22nd July – 28th August 2015

Please provide a detailed budget breakdown for your project during the above holiday period

Item of expenditure	Unit cost	Total cost	Match funding	Amount from PAYP
Total:				

Section 2: Project Delivery Details (cont'd)

Risk Assessment

Please provide the risk assessor's details

Name:	
Job title:	
Qualifications attained:	

Project consultation

Please summarise the key points that came out of your consultation that helped shape your PAYP project:

Partnership/operational details

Briefly explain how your organisation would recruit/accommodate young people referred to you to ensure they attend your programme and receive adequate support:

Key worker involvement

Briefly explain how you would work with our key workers to ensure young people are supported to participate fully in PAYP activities:

Commitment to effective PAYP delivery

What information do you feel will benefit and support your delivery when attending PAYP Networking Events on a quarterly basis?

Section 3: Registration & Declaration

Integrated Youth & Community Services Registration Scheme

Is your organisation registered with Youth & Community Services?	Yes	No
Date of registration:		
Level of registration:		

Policy documents to be submitted*:

The following policy documents must be submitted with your application in order for it to be considered for PAYP funding:

	Attached with application	
1. Health & Safety Policy	Yes	No
2. Equality of Opportunities Policy	Yes	No
3. Child Protection Policy	Yes	No
4. Annual & Financial Report	Yes	No
5. Risk Assessments	Yes	No
6. Public Liability Insurance Document	Yes	No
7. Evidence of Research and Consultation	Yes	No

* If any of the above documents have been updated since your last submission, please submit these to us

Declaration

By submitting this application form, you confirm and agree that:

The information on this application is true and accurate to the best of your knowledge. All members of your organisation who have access to the IYSS database will adhere to all policies that govern it.

Data Protection Act

LBTH will store information you provide within its databases in accordance with the principles of Data Protection Act. LBTH may share information with individuals and/or organisations we consult when assessing applications, monitoring grants and evaluating funding.

LBTH may also share information with accountants, external consultants, organisations who are also providing funding to your organisation and others with a legitimate interest in Council applications or grants and for the prevention/detection and prosecution of fraud.

Freedom of Information Act

The Freedom of Information Act 2000 gives members of the public the right to request any information we hold. This includes information received from third parties. If information is requested under the above Act, we would be obliged to release it, subject to exemptions, although we may consult you first.

Authorised signature:	
Print Name:	
Position within organisation:	
Date	
An authorised signatory of your organisation must sign this form	

DEADLINE

Please submit your completed application, together with all supporting documents by **17:00pm Friday 29th May 2015** to Delwar Hussain at delwarx.hussain@towerhamlets.gov.uk or by post to Delwar Hussain, Tower Hamlets Council, Integrated Youth and Community Services, Mulberry Place, 5th Floor, 5 Clove Crescent, London, E14 2BG

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Equality Analysis (EA)

Financial Year
2013/14

Section 1 – General Information (Aims and Objectives)

Name of the proposal including aims, objectives and purpose

(Please note – for the purpose of this doc, 'proposal' refers to a policy, function, strategy or project)

Positive activities for Young People

See Appendix
A

Current decision
rating



Conclusion - To be completed at the end of the Equality Analysis process

(the exec summary will provide an update on the findings of the EA and what outcome there has been as a result. For example, based on the findings of the EA, the proposal was rejected as the impact on a particular group was unreasonable and did not give due regard. Or, based on the EA, the proposal was amended and alternative steps taken)

The Analysis shows that the impact of the grant programme will be positive or neutral on those groups with protected characteristics. Where the grant application profile received or recommended for approval has not matched geographical disposition of the target cohorts arrangements are being put in place to provide direct provision via the Youth Service to compensate. Plans are also in place to improve grant interest from the third sector in underrepresented areas and to maintain a focus on best value continuous improvement by reviewing the programme documents and processes and analysing participation and engagement.

Name:

(signed off by)

Date signed off:

(approved)

Service area:

CLC

Team name:

Safer Communities

Service manager:

Andy Bamber, Head of Safer Communities

Name and role of the officer completing the EA:

Hasan Faruq, Quality Assurance Manager

Section 2 – Evidence (Consideration of Data and Information)

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

Age, gender and SEN/LDD breakdown data provided by the applicants (recommended organisations only)

Organisation	Age Categories						SEN/LDD								Total
	Male (8 - 12)	Male (13 - 16)	Male (17 - 19)	Female (8 - 12)	Female (13 - 16)	Female (17 - 19)	Male (8 - 12)	Male (13 - 16)	Male (17 - 19)	Male (20-25)	Female (8 - 12)	Female (13 - 16)	Female (17 - 19)	Female (20-25)	
Bangladesh Football Association (UK)	52	60	20		8										140
East Girls project c/o The Rooted Forum					20	10									30
Osmani Trust - Aasha project	5	15	10					10	5						45
Osmani Trust - Amaal girls project				10	20	8						5	2		45
Vallance Community Sports Association - Boys	15	15	10												40
Island House Community Centre	12	12	1	12	12	1									50
Newark Youth London	10	20	10	5	5	2									52
Vallance Community Sports Association - Girls				5	5	10									20
Streets of Growth		5	5		5	5									20
Al-Isharah		2	2		2										16
Attlee Centre	15	20	10	10	10	5		6				4			77
Society Links	5	10	10	5	15	15	1	1		1	1	1	1		66
Young & Talented		2	3		3	4									12
Weavers Community Forum	2	12	10	2	8										34
Shadwell Youth Club c/o The Rooted Forum					20	15									35
2nd East London Scout Group	13	10	2	12	10	3									50
Shadwell Basin Outdoor Activity Centre	40	60		40	60										200
Step Forward (Tower Hamlets)	2	4	4	2	4	4				1				1	22
The Arbour Youth Centre		8	6		8	18									40
St Hilda's East Community Centre	10	35		10	15										70
Wise Youth Trust	8	8	15	4	5	2	1	1	1						45
Mudchute Association	10	10	5	10	10		3	5		2	3				58
Ocean Youth Connexions - Girls & Women's project				12	12	10						2	2		38
Ocean Youth Connexions - Open Access	6	20	10	4	5	5									50
Sports Network Council	4	14	9	1	6	2	1	1	1		1				40
Somali Integration Team					20	20									40
Milestone	3	20	2	2	15										42
Shadow Youth Alliance	6	10	6	6	10										38
Malmesbury Community Project	10	15	15	10	10	10									70
Total:	228	387	165	162	323	149	6	27	9	4	5	14	5	1	1485

- 34% (10 out of 29) of the recommended organisations will work with young people with SEN and LDD.
- Beneficiaries of this project will be young people aged between 8 and 25.
- It is expected that 56% of the expected participants are boys and 44% girls.

Table below shows the wards that the recommended organisations are located.

Ward	Organisation
Bethnal Green	Newark Youth London
	Wise Youth Trust
	Somali Integration Team
	Shadow Youth Alliance
Blackwall and Cubit Town	Island House Community Centre
	2nd East London Scout Group
Bow West	Malmesbury Community Project
Canary Wharf	Streets of Growth
Island Gardens	Mudchute Association
Lansbury	Milestone
Shadwell	East Girls project c/o The Rooted Forum
	Shadwell Youth Club c/o The Rooted Forum
Spitalfields and Banglatown	Osmani Trust - Aasha project
	Osmani Trust - Amaal girls project
	Attlee Centre
	Young & Talented
St Dunstan's	The Arbour Youth Centre
	Ocean Youth Connexions - Girls & Women's project
	Ocean Youth Connexions - Open Access
St Katharine's and Wapping	Shadwell Basin Outdoor Activity Centre
Weavers	Vallance Community Sports Association - Boys
	Vallance Community Sports Association - Girls
	Weavers Community Forum
	Step Forward (Tower Hamlets)
	St Hilda's East Community Centre
Whitechapel	Bangladesh Football Association (UK)
	Al-Isharah
	Society Links
	Sports Network Council

The table above shows that geographical response to the grant programme was patchy reflecting a concentration of 3rd Sector organisations physically located in the centre and West of the Borough.

The Service intends to compensate for areas where there is a high density of the target cohorts and low level of provision. It should be noted that provision of summer activities are not limited to those organisations receiving funding from this grant programme.

Section 3 – Assessing the Impacts on the 9 Groups

Please refer to the guidance notes below and evidence how you're proposal impact upon the nine Protected Characteristics in the table on page 3?

For the nine protected characteristics detailed in the table below please consider:-

- **What is the equality profile of service users or beneficiaries that will or are likely to be affected?**

Use the Council's approved diversity monitoring categories and provide data by target group of users or beneficiaries to determine whether the service user profile reflects the local population or relevant target group or if there is over or under representation of these groups

- **What qualitative or quantitative data do we have?**

List all examples of quantitative and qualitative data available
(include information where appropriate from other directorates, Census 2001 etc)
- Data trends – how does current practice ensure equality

- **Equalities profile of staff?**

Indicate profile by target groups and assess relevance to policy aims and objectives e.g. Workforce to Reflect the Community. Identify staff responsible for delivering the service including where they are

not directly employed by the council.

- **Barriers?**

What are the potential or known barriers to participation for the different equality target groups? Eg- communication, access, locality etc.

- **Recent consultation exercises carried out?**

Detail consultation with relevant interest groups, other public bodies, voluntary organisations, community groups, trade unions, focus groups and other groups, surveys and questionnaires undertaken etc. Focus in particular on the findings of views expressed by the equality target groups. Such consultation exercises should be appropriate and proportionate and may range from assembling focus groups to a one to one meeting.

- **Additional factors which may influence disproportionate or adverse impact?**

Management Arrangements - How is the Service managed, are there any management arrangements which may have a disproportionate impact on the equality target groups

- **The Process of Service Delivery?**

In particular look at the arrangements for the service being provided including opening times, custom and practice, awareness of the service to local people, communication

Please also consider how the proposal will impact upon the 3 One Tower Hamlets objectives:-

- Reduce inequalities
- Ensure strong community cohesion
- Strengthen community leadership.

Please Note -

Reports/stats/data can be added as Appendix

Target Groups	Impact – Positive or Adverse	Reason(s)
	What impact will the proposal have on specific groups of service users or staff?	<ul style="list-style-type: none"> Please add a narrative to justify your claims around impacts and, Please describe the analysis and interpretation of evidence to support your conclusion as this will inform decision making Please also how the proposal will promote the three One Tower Hamlets objectives? <ul style="list-style-type: none"> -Reducing inequalities -Ensuring strong community cohesion -Strengthening community leadership
Race	Neutral	PAYP funded provision is not ethnically targeted. The recommended organisations are encouraged to work with all young people across different groups. The service will review the equality background of the young people who participate in the activities.
Disability	Positive	Of the 29 applications recommended for approval 34% include a SEN or LDD element.
Gender	Neutral	PAYP is not targeted by gender. It is expected that 56% of the young people participating in the PAYP funded activities will be boys and 44% girls. The service will review the equality background of the young people who participate in the activities.
Gender Reassignment	Neutral	The recommended organisations are encouraged to work with all young people across different groups. The service will review the equality background of the young people who participate in the activities.
Sexual Orientation	Neutral	The recommended organisations are encouraged to work with all young people across different groups. The service will review the equality background of the young people who participate in the activities.
Religion or Belief	Neutral	PAYP is not targeted by faith. The recommended organisations are encouraged to work with all young people across different groups. The service will review the equality background of the young people who participate in the activities.
Age	Positive	PAYP targets young people aged 8-19 or up to 25 for those with SEN and LDD. This age group will benefit from the project.
Marriage and Civil Partnerships.	N/A	N/A.
Pregnancy and Maternity	Neutral	The recommended organisations are encouraged to work with all young people across different groups. The service will review the equality background of the young people who participate in the activities.

Other Socio-economic Carers	Positive	The scheme does not specifically target families with carers however, it is open to such families and would provide some respite in circumstances were either a care responsibility is reduced at home or the Carer (if a young person) can attend some diversionary holiday activity. The organisations are encouraged to work with all young people across different groups. The service will review the equality background of the young people who participate in the activities.
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Section 4 – Mitigating Impacts and Alternative Options

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

Yes? No? X

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

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

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

Section 5 – Quality Assurance and Monitoring

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

Yes? x No?

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

The review of this round will feed into the future rounds of this project.

Does the policy/function comply with equalities legislation?

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

Yes? x No?

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

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

The review of this round will feed into the future rounds of this project.

Section 6 - Action Plan

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

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

Recommendation	Key activity	Progress milestones including target dates for either completion or progress	Officer responsible	Progress
The service will compensate in the short term with a stepped up programme of direct provision of summer activities in areas where there are a significant proportion of the target cohort but no eligible grant awards or no applications received and limited	Provide a targeted directly provided programme of summer activities through the Councils network of Youth Centres in such areas.	Complete an assessment of borough wide provision following Commissioner Decisions. 15 th June 2015 Identify those parts of the Councils networked direct Youth provision that will need to provide an enhanced summer programme. 15 th June 2015	Dinar Hussain Dinar Hussain	





<p>provision in the locality delivered by other differently funded providers.</p>		<p>Complete programme planning and delivery activities. 15th June 2015</p>	<p>Dinar Hussain</p>	
<p>In the medium term targeted marketing and a review of the weighting associated with these grants will be undertaken to encourage third sector applications under this scheme to align even more closely to the geographical disposition of the target cohort.</p>	<p>Identify 3rd Sector organisations with relevant capacity and expertise specific to the target cohorts in areas with high target cohort density but low grant application activity and devise with Corporate Communications a Communication strategy to promote the grant programme to these organisations. This may need direct youth staff engagement to support it.</p>	<p>Review the targeted nature of the Programme against monitored performance. July 2015</p> <p>Review provision and application activity specific to the grant programme with geographic disposition of the target cohorts. July 2015</p> <p>Complete a search for relevant 3rd Sector organisations in the under represented areas identified by the work above. July 2015</p> <p>Complete a 3d sector marketing and engagement plan. July 2015</p> <p>Implement the Plan August to September and repeat ahead if each grant round request for applications.</p>	<p>Dinar Hussain</p> <p>Dinar Hussain</p> <p>Dinar Hussain</p> <p>Dinar Hussain</p>	
<p>The application form,</p>	<p>Review guidance and application forms for consistency, clarity, effectiveness and equalities. Revise</p>	<p>Complete the review June 2015.</p>	<p>Dinar Hussain</p>	

assessment criteria and guidance is to be reviewed before the next round.

as necessary.

Appendix A

(Sample) Equality Assessment Criteria

Decision	Action	Risk
As a result of performing the analysis, it is evident that a risk of discrimination exists (direct, indirect, unintentional or otherwise) to one or more of the nine groups of people who share <i>Protected Characteristics</i> . It is recommended that the use of the policy be suspended until further work or analysis is performed.	Suspend – Further Work Required	Red 
As a result of performing the analysis, it is evident that a risk of discrimination exists (direct, indirect, unintentional or otherwise) to one or more of the nine groups of people who share <i>Protected Characteristics</i> . However, a genuine determining reason may exist that could legitimise or justify the use of this policy.	Further (specialist) advice should be taken	Red Amber 
As a result of performing the analysis, it is evident that a risk of discrimination (as described above) exists and this risk may be removed or reduced by implementing the actions detailed within the <i>Action Planning</i> section of this document.	Proceed pending agreement of mitigating action	Amber 
As a result of performing the analysis, the policy, project or function does not appear to have any adverse effects on people who share <i>Protected Characteristics</i> and no further actions are recommended at this stage.	Proceed with implementation	Green: 

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EQUALITY ANALYSIS QUALITY ASSURANCE CHECKLIST

Name of 'proposal' and how has it been implemented (proposal can be a policy, service, function, strategy, project, procedure, restructure/savings proposal)	Positive Activities for Young People
Directorate / Service	CLC / Safer Communities
Lead Officer	Andy Bamber, Head of Safer Communities
Signed Off By (inc date)	
Summary – to be completed at the end of completing the QA (using Appendix A) (Please provide a summary of the findings of the Quality Assurance checklist. What has happened as a result of the QA? For example, based on the QA a Full EA will be undertaken or, based on the QA a Full EA will not be undertaken as due regard to the nine protected groups is embedded in the proposal and the proposal has low relevance to equalities)	<div style="display: flex; align-items: center; gap: 10px;"> <div style="width: 20px; height: 20px; background-color: #00b050; border-radius: 5px;"></div> <div> <p>Proceed with implementation</p> <p>An Equality Analysis is attached to the report.</p> </div> </div>

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Stage	Checklist Area / Question	Yes / No / Unsure	Comment (If the answer is no/unsure, please ask the question to the SPP Service Manager or nominated equality lead to clarify)
1	Overview of Proposal		
a	Are the outcomes of the proposals clear?	Yes	This report presents the Positive Activities for Young People (PAYP), a holiday programme which aims to engage and enhance the development of young people and recommends

			<p>that the Commissioners agree to allocate grants to 29 organisations (out of 45 applicants) that have been assessed by the Council officers and approved the independent PAYP Commissioning Board.</p> <p>PAYP focuses on young people aged 8-19 or up to 25 years for those with Special Educational Needs (SEN) and Learning Difficulties and/or Disabilities (LDD). Young people in the Borough will have opportunities for a range of activities during the summer holiday through the programme. It is expected that this programme will enhance community cohesion and reduce youth related crime during the period.</p>
b	Is it clear who will be or is likely to be affected by what is being proposed (inc service users and staff)? Is there information about the equality profile of those affected?	Yes	<p>The attached Equalities Analysis includes the analysis of the age, gender, SEN/LDD breakdown data of young people who are expected to participate in the PAYP-funded activities, which were provided by the applicants.</p> <p>The Equalities Analysis also includes the wards that the recommended organisations are located.</p>
2	Monitoring / Collecting Evidence / Data and Consultation		
a	Is there reliable qualitative and quantitative data to support claims made about impacts?	Yes	As above, the estimated data of the beneficiaries have been provided by the applicants.
	Is there sufficient evidence of local/regional/national research that can inform the analysis?	Yes	The applicants are asked to provide the number of young people who are expected to participate in the PAYP-funded activities and the age, gender and SEN/LDD breakdown data (Section 2: Project Delivery Details of the application form).
b	Has a reasonable attempt been made to ensure relevant knowledge and expertise (people, teams and partners) have been involved in the analysis?	Yes	See above.
c	Is there clear evidence of consultation with stakeholders and users from groups affected by the proposal?	Yes	The applicants are asked to provide key points arising from the consultation with the young people (Section 2: Project Delivery Details of the application form).
3	Assessing Impact and Analysis		
a	Are there clear links between the sources of evidence	Yes	See the attached Equality Analysis.

	(information, data etc) and the interpretation of impact amongst the nine protected characteristics?		
b	Is there a clear understanding of the way in which proposals applied in the same way can have unequal impact on different groups?	Yes	Geographically response to the grant programme was patchy reflecting a concentration of 3 rd Sector organisations physically located in the centre and West of the Borough. The report identifies the service's short and medium term response to address the issue.
4	Mitigation and Improvement Action Plan		
a	Is there an agreed action plan?	Yes	The applicants are asked to provide detailed project delivery plans. This round of PAYP funding is for summer 2015 (from 22 July until 29 August 2015).
b	Have alternative options been explored	Yes	'Do nothing' option was considered.
5	Quality Assurance and Monitoring		
a	Are there arrangements in place to review or audit the implementation of the proposal?	Yes	All funded projects will be monitored and reviewed after the completion of the projects.
b	Is it clear how the progress will be monitored to track impact across the protected characteristics??	Yes	It is a requirement that accreditation is offered to the young people who complete the activities during the lifespan of the project.
6	Reporting Outcomes and Action Plan		
a	Does the executive summary contain sufficient information on the key findings arising from the assessment?	Yes	

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