

COMMISSIONERS' DECISION MAKING MEETING

Tuesday, 1 March 2016 at 4.00 p.m.
Room C1, 1st Floor, Town Hall, Mulberry Place, 5 Clove Crescent,
London, E14 2BG

The meeting is open to the public to attend.

Members:

Sir Ken Knight (Chair)	(Commissioner)
Chris Allison (Member)	(Commissioner)
Max Caller (Member)	(Commissioner)
Alan Wood (Member)	(Commissioner)

Public Information:

The public are welcome to attend these meetings.

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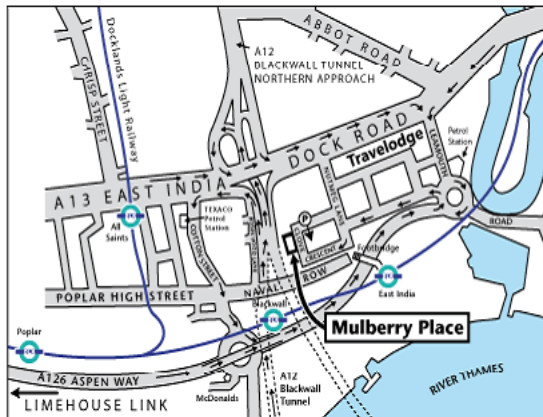
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A Guide to Commissioner Decision Making

Commissioner Decision Making at Tower Hamlets

As directed by the Secretary of State for Communities and Local Government, the above Commissioners have been directed to take decision making responsibility for specific areas of work. These include examples such as the disposal of properties, awarding of grants and certain officer employment functions. This decision making body has been set up to enable the Commissioners to take their decisions in public in a similar manner to existing processes.

Key Decisions

Executive decisions are all decisions that are not specifically reserved for other bodies (such as Development or Licensing Committees). Most, but not all, of the decisions to be taken by the Commissioners are Executive decisions. Certain important Executive decisions are classified as **Key Decisions**.

The constitution describes Key Decisions as an executive decision which is likely

- a) to result in the local authority incurring expenditure which is, or the making of savings which are, significant having regard to the local authority's budget for the service or function to which the decision relates; or
- b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the borough.

Upcoming Key Decisions are published on the website on the 'Forthcoming Decisions' page through www.towerhamlets.gov.uk/committee. The Commissioners have chosen to broadly follow the Council's definition in classifying their determinations.

Published Decisions

After the meeting, any decisions taken will be published on the Council's website.

- The decisions for this meeting will be published on: **Friday, 4 March 2016**

LONDON BOROUGH OF TOWER HAMLETS
COMMISSIONERS' DECISION MAKING MEETING

TUESDAY, 1 MARCH 2016

4.00 p.m.

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST (Pages 1 - 4)

3. DECISIONS OF THE PREVIOUS MEETING (Pages 5 - 10)

To note the decisions of the meeting held on 12 January 2016.

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 COMMISSIONERS' DISCRETIONS

6. REPORTS FOR CONSIDERATION

6 .1	Event Fund - Report on Event Fund Awards 2015-16 Quarter 3	11 - 38	
6 .2	Grant payment to local town team for Roman Road summer festival 2016	39 - 60	All Wards
6 .3	London Councils ESF Scheme	61 - 72	All Wards
6 .4	Grants Register 2016/17	73 - 82	All Wards
6 .5	Initial proposals for a Cross Party Forum on Grants	83 - 88	All Wards

7. ANY OTHER BUSINESS THE CHAIR CONSIDERS TO BE URGENT

Agenda Item 2

DECLARATIONS OF INTERESTS - NOTE FROM THE MONITORING OFFICER

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

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

Interests and Disclosable Pecuniary Interests (DPIs)

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

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

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

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

Effect of a Disclosable Pecuniary Interest on participation at meetings

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

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

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

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

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

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

Further advice

For further advice please contact:-

- Melanie Clay, Director of Law Probity and Governance 2017 364 4800

APPENDIX A: Definition of a Disclosable Pecuniary Interest

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

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

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LONDON BOROUGH OF TOWER HAMLETS

**RECORD OF THE DECISIONS OF THE COMMISSIONERS' DECISION MAKING
MEETING**

HELD AT 6.30 P.M. ON TUESDAY, 12 JANUARY 2016

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

Members Present:

Max Caller (In the Chair)	(Commissioner)
Chris Allison	(Commissioner)
Alan Wood	(Commissioner)

Councillors Present:

Councillor Rachael Saunders	(Deputy Mayor and Cabinet Member for Education & Children's Services)
Mayor John Biggs	Mayor

Officers Present:

Andy Bamber	(Service Head Safer Communities, Crime Reduction Services, Communities, Localities and Culture)
Zena Cooke	(Corporate Director, Resources)
Alison Denning	(Festivals and Events Officer, Communities Localities and Culture)
Barbara Disney	(Service Manager, Strategic Commissioning, Adults Health & Wellbeing)
Everett Haughton	(Third Sector Programmes Manager, Third Sector Team, Development and Renewal)
Shazia Hussain	(Service Head Culture, Learning and Leisure, Communities Localities & Culture)
Carrie Kilpatrick	(Supporting People Manager)
Caroline Billington	(Commssioning Manager, Tower Hamlets CCG)
Antonella Burgio	(Democratic Services)

ELECTION OF CHAIR FOR THE DURATION OF THE MEETING

A Chair for the duration of the meeting was sought from amongst the Commissioners. Chris Allison nominated, Alan Wood seconded and it was

RESOLVED

That Max Caller be appointed Chair for the duration of the meeting.

COMMISSIONER MAX CALLER IN THE CHAIR

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Commissioner Sir Ken Knight.

Apologies also were noted from Councillor Peter Golds

2. DECLARATIONS OF INTEREST

No declarations of disclosable pecuniary interests were made.

3. DECISIONS OF THE PREVIOUS MEETING

The published decisions of the meeting held on 2 December 2015 were noted and signed as a corrected record of proceedings.

4. CONSIDERATION OF PUBLIC SUBMISSIONS

The Commissioners were informed that there had been no requests to make a public submission relating to any item published in the agenda.

5. EXERCISE OF COMMISSIONERS' DISCRETIONS

No Commissioner decisions had been taken under urgency since the last Commissioners Decision Making Meeting.

6. REPORTS FOR CONSIDERATION

6.1 Positive Activities for Young People (PAYP) North East Cluster only - February Half Term (Monday 15th to Friday 19th Feb 2016)

Andy Bamber, Service Head Safer Communities, presented the report which concerned funding for a half-term holiday programme aimed to engage and enhance the development of young people and also those with special educational needs and learning difficulties. The scheme aimed to address under provision in the North East of the Borough.

The Chair invited Councillor Saunders to comment on the proposals and she indicated that she supported the application.

Commissioners noted the proposal and did not wish to make any observations. They agreed the recommendations as set out in the report.

RESOLVED

That the recommendation of the PAYP Commissioning Board to allocate grants up to a maximum £2,000 for 5 organisations and up to

£3,500 for 1 SEND projects (a total of 6 organisations) as highlighted at item numbers 1-6 (in green) in Appendix 1 be approved.

6.2 Adult Services Small Grants for Pensioners' Groups 2015/16

Barbara Disney, Service Manager, Strategic Commissioning, presented the report which concerned small grants for older peoples clubs to alleviate social isolation and loneliness in this group of residents.

The Chair invited Councillor Saunders to comment on the proposals and she indicated that she broadly supported the proposals.

Commissioners noted the proposals and that some of the organisations (paragraph 3.13) delivered their services from Council-owned buildings. To ensure probity in their decisions, Commissioners wished to make grants to organisations where there were no unresolved irregularities, in this instance involving property matters. Commissioners therefore decided to defer the applications that had been made by the 5 organisations operating from Council-owned property until all property issues were resolved.

RESOLVED

1. That the award of the Adults Services Small Grants for Pensioners' Groups 2015/16 to groups delivering social activities and peer support to older people in Tower Hamlets, as detailed at Appendix A except: Barleymow Veterans Club, Collingwood Estate Friendship Club, Cranbrook's Over 50's Club, Wapping Community Group and Will Crooks TRA be approved
2. That the award of the Adults Services Small Grants for Pensioners' for Barleymow Veterans Club, Collingwood Estate Friendship Club, Cranbrook's Over 50's Club, Wapping Community Group and Will Crooks TRA be deferred pending resolution of property issues and that a report on these applications be re-presented at the next Commissioners Decision Making Meeting.
3. That use of the underspend from the Small Grants budget in respect of the above award be endorsed.

6.3 Events Fund applications

Shazia Hussain, Service Head Culture, Learning and Leisure presented the report which concerned a request for continued delegation of Events Fund awards to the Service Head Culture, Learning and Leisure to enable the programme of events, under a monthly cycle of applications, to be administered effectively and grants issued in a timely manner.

The Chair invited Councillor Saunders to comment on the proposals and she indicated that she supported the proposals which should be implemented and reported in an open and transparent manner.

Commissioners were concerned that:

1. The grants should be used for purposes/events that were in sympathy with Mayor's Key Strategic Priorities. They decided that a primary clause should be included in the application criteria that no applications may be considered for funding where the purpose of the event did not support the Mayor's Key Strategic Priorities.
2. That use of this funding should be reported transparently. They therefore asked that a quarterly report of events funded be made to the Commissioners Decision Making Meeting.

RESOLVED

1. That it be agreed that delegated authority to approve Event Fund awards remain with the Service Head for Culture Leisure and Learning.
2. That a quarterly report of awards be made in arrears to the next nearest Commissioners Decision Making Meeting.
3. That it be agreed that the existing monthly cycle of applications be retained.
4. That a primary clause be included in the application criteria that no applications may be considered for funding where the purpose of the event did not support the Mayor's Key Strategic Priorities.

6.4 MSG Payment By Results

Everett Haughton, Third Sector Programmes Manager, presented the report which concerned proposed amendments to the calculation of the results ratings for organisations receiving MSG funding. These would require organisations to self-monitor performance in addition to monitoring administered by Council Officers. The parameters for ratings were given at paragraph 3.6.

The Chair invited Councillor Saunders to comment on the proposals and she indicated that she supported the proposals.

Commissioner Max Caller supported the approach which encouraged organisations receiving Main Stream Grant funding to proactively manage their affairs. Commissioners approved the recommendations as set out in the report.

RESOLVED

1. That the change to the RAG rating calculation as set out in paragraph 3.6 of the report be approved
2. That the amended payment arrangements as set out in paragraph 3.7 of the report be approved.

6.5 Mental Health User Led Grants Programme

Carrie Kilpatrick Director of Health and Joint Commissioning Tower Hamlets CCG presented the report which concerned the continuation of Mental Health User Led Grants programme for a further three years to deliver preventative support to residents with mental health problems. The organisations listed at appendix A were in receipt of this funding which would expire in March 2016 at which time a reapplication for funding would be required.

The Chair invited Councillor Saunders to comment on the proposals and she indicated that she broadly supported the proposals.

Commissioners were broadly supportive of the proposals and noted that a report would be brought in April 2016 to consider recommendations arising from the application process. However they expressed the following concerns:

- Stifford MH User Led Group operated from a Council owned property; a grant may be paid subject that the property agreement with the Council is complete.
- Osmani MH User Led Group had no property arrangement in place and therefore a grant should be deferred until the matter is addressed.

RESOLVED

1. That the commencement of the Mental Health User Led grants programme be approved at the current level of spend of £85,500
 - a. for 12 months renewable dependent on outcomes performance for a further year and
 - b. subject to regularised property arrangements with the Council where relevant.
2. That the criteria under which the grants will be awarded be approved.


7. ANY OTHER BUSINESS THE CHAIR CONSIDERS TO BE URGENT

Nil items.

The meeting ended at 6.48 p.m.

In the Chair: Max Caller
COMMISSIONER

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Commissioner Decision Report 1 March 2016	 TOWER HAMLETS
Report of: Shazia Hussain Service Head Culture, Learning and Leisure	Classification: [Unrestricted or Exempt]
Event Fund - Report on Event Fund Awards 2015-16 Quarter 3	

Originating Officer(s)	Alison Denning
Wards affected	All Wards
Key Decision?	No – No decision required
Community Plan Theme	One Tower Hamlets

Executive Summary

The Event Fund is a small grant fund for community arts events which has been operating successfully for a number of years. It works on a rolling programme with monthly deadlines to support small scale local events. The fund is part of the council's revenue budget and is intended to support the delivery of the council's Community Plan priorities.

On 12th January 2016 Commissioners agreed that delegated authority to approve Event Fund awards remain with the Service Head for Culture Leisure and Learning and that use of this funding should be reported transparently on a quarterly basis. They therefore asked that a quarterly report of awards of events funded be made in arrears to the next nearest Commissioners Decision Making Meeting.

Strategic Alignment

The Community Plan provides the long-term vision for the borough, articulating local aspirations, needs and priorities. It informs all other strategies and delivery plans of the council and its partnership, including the council's Strategic Plan. The plan has been developed in consultation with local residents and service users, community and voluntary sector organisations, and a range of representative groups and forums, as well as members of the council. It outlines how the council and its partners will work together to improve the lives of all those who live and work in the borough, and continues the existing focus on tackling poverty and social exclusion in Tower Hamlets.

The Community Plan incorporates a set of high level and cross-cutting priorities with the aim of making a real difference in these areas over the lifetime of the plan.

It is the objective of the Event Fund to help support the Community Plans outcomes and contribute towards its five themes. The five community plan themes are:

A Great Place to Live - Tower Hamlets will be a place where people live in quality affordable housing, located in clean and safe neighbourhoods served by well-connected and easy to access services and community facilities.

A Prosperous Community - Tower Hamlets will be a place where everyone, regardless of their background and circumstances, has the aspiration and opportunity to achieve their full potential through education and vibrant local enterprise.

A Safe and Cohesive Community - Tower Hamlets will be a safer place where people feel safer, get on better together and difference is not seen as threat but a core strength of the borough.

A Healthy and Supportive Community - Tower Hamlets will be a place where people are supported to live healthier, more independent lives and the risk of harm and neglect to vulnerable children and adults is reduced.

The Community Plan prioritises equality, cohesion and community leadership through the theme of One Tower Hamlets. Through this theme the council and its partners are committed to reducing inequalities, supporting cohesion and providing strong community leadership. The Event Fund is a distinct allocation from the Tower Hamlets Mainstream Grants budget and exists to provide small grants for high quality public events and festivals, which are accessible to, and of benefit to the community. The aim of the Arts Fund is to support a range of activities and events to promote the One Tower Hamlets principles across the borough, which are:

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

The events are expected to achieve the following:

- A programme of arts and events activities that include credible methods of delivery to reach a wide audience and promote the One Tower Hamlets principles;
- Produce promotional materials and identify channels to use these events and activities to effectively promote messages which celebrate the rich diversity of all communities within Tower Hamlets;
- Reach a wide range of people throughout the events programme, providing information about anticipated attendance, including from people from a range of different backgrounds and ages, across the 9 protected equality groups where appropriate.

The projects are expected to demonstrate:

Administration and management of events

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

A robust process for collaborating with community groups or organisations

- Evidence they have a strong approach to partnership working and robust partnership processes in place when funding other local organisations to deliver events on its behalf.

A strong understanding of equality, including:

- Understanding of the council's commitment to equality through the Community Plan and ideally, also some understanding of the council's commitment across the protected characteristics as detailed in the Single Equality Framework.
- That the essence and values of the lead organisation are set by those who use the service. Staff and board members must be representative of the target audience.
- A track record of reaching a range of local residents from diverse backgrounds, living across the borough.
- An understanding of what types of events are most suitable to achieve equality outcomes and how their chosen delivery method will reach the intended client group.
- 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.

Monitoring & evaluation

- Organisations will be expected to have a system in place to measure the outputs and outcomes by the protected characteristics as set out in the Public Sector Equality Duty where relevant and appropriate.

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

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

Recommendations:

There are no recommendations to the Commissioners, this is a quarterly report of Event Fund Grant awards made and approved by Service Head for Culture Leisure and Learning for events that took place in October, November and December 2015.

1. REASONS FOR THE DECISIONS

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

2. ALTERNATIVE OPTIONS

2.1 There are no alternative options.

3. DETAILS OF REPORT

Event Fund Awards, events taking place in October, November, December 2015

3.1 The Event Fund is a small grant fund for community arts events. The events supported by the Fund must take place in Tower Hamlets and benefit Tower Hamlets residents but the organisers applying for funding do not have to be Tower Hamlets based. The purpose of the Event Fund is to provide small grants for high quality public events and festivals, which are accessible to, and of benefit to the community.

3.2 The annual budget for the Event Fund is £52,500. The maximum grant award is £2,500. However, most awards are in the region of £500 - £1,500. The Event Fund works on a rolling programme with monthly deadlines. The available budget is projected forward over the year and an estimated budget allocation is identified for each quarter. Initial projections are based on historical performance and knowledge of the annual cycle of peaks and troughs in the number of events throughout the year. Projections are updated on a monthly basis depending on demand and supply of funds. This is done in order to ensure funding is available to applicants and for events throughout the year.

3.3 The Event Fund is administered and managed through the Arts, Parks and Events service, and assessment of the applications is carried out by three officers following a scoring system against a list of criteria as set out in the Event Fund application form. The assessments are carried out monthly and the amounts recommended for award are dependent on the amount of funding remaining available for the quarter, the assessment score and the number of applications.

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

- track record of delivery for the organisation;
- event content,
- benefit (how it meets the EF Priorities, and objectives of One Tower Hamlets), accessibility, marketing,
- partnerships & community involvement,
- outcomes
- value for money.

These areas form 6 sections on the assessment form for the Event Fund 2015-16 and each area attracts a maximum score of 5, with the overall application receiving a maximum score of 30 by each assessor. The three assessors' scores were then added together to give a maximum score of 90. Please note that from Q1 of the new financial year included in the application criteria will be a requirement that all applicants will only be considered for funding if they can demonstrate that the event support's the Mayor's Key Strategic Priorities.

- 3.5 Following the assessment of applications received a report was submitted to the Service Head for Culture, Learning and Leisure for consideration with a follow-up meeting with a Festivals and Events Officer to discuss the recommendations and agree awards.
- 3.6 A quarterly report is now required to be submitted to the Commissioners to include an overview of all events awarded for funding within a 3 month period. This will be in line with other grant fund reports. This will be the first quarterly report to be presented to the Commissioners since delegated authority was granted to the Service Head of Culture Learning and Leisure.
- 3.7 18 Event Fund awards were made in quarter 3 and a total of £17,600.00 was awarded.
- 3.8 With the adoption of the online Grant system (GIFTS) for the 2016/17 Event Fund application process, the reports will be generated automatically through the GIFTS system and will be uploaded onto the Tower Hamlets Council Online Grant Portal. This will allow access to the general public, Councillors and Commissioners to view the amounts awarded via the Event Fund, it will not however reflect any differentiation if awards have not been paid in full, or events have been cancelled as grant funding is released periodically subject to satisfactory project performance and evaluation.

4. COMMENTS OF THE CHIEF FINANCE OFFICER

- 4.1 This report complies with the requirement to provide a quarterly report to the Commissioners Decision Making meeting on payments awarded from the Events Fund. There is a total of £52,500 available to fund community arts events fund for 2015-16. The process is managed through Arts, Parks and Events team who consider the grant applications and assess them for the purposes of grant award.

- 4.2. In quarter three, 18 Event Fund applications with a total value of £17,600 have been awarded under officer delegation. Appendix A. Total allocated to date is £42,895.
- 4.3. Awards of £500 or more, will receive an initial payment of 80% of the grant reflecting the spend profile of events that typically require necessary infrastructure to be purchased in advance of the events. The balance of the 20% of the award will be retained until receipt of the completed evaluation form & final budget statement and all supporting documents as specified in the guidelines and criteria.

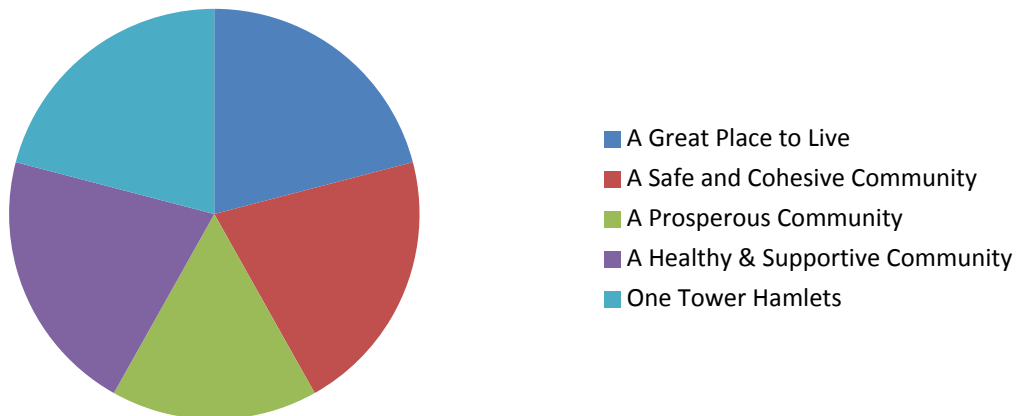
5. LEGAL COMMENTS

- 5.1. This is a report for information only. There are no legal implications arising out of this report.

6. ONE TOWER HAMLETS CONSIDERATIONS

- 6.1 The Event Fund is designed to support small local events that bring people together and help promote a sense of community. Tower Hamlets has a very rich and diverse community. The Event Fund helps to support the local community to celebrate this richness of cultures helping to promote cultural understanding, a sense of inclusion and tolerance and promoting conditions conducive to a sense of wellbeing, community and local pride. Many of the events promote diversity, equality and intergenerational work which support the Council's One Tower Hamlets theme, making a significant contribution to creating a cohesive community.
- 6.2 All applicants under the scheme must demonstrate that they will comply with the Equality Act 2010 and will not discriminate on the grounds of any of the protected characteristics specified in the Act. All groups funded must fill in the attached monitoring forms which include a template for the recording the nine protected characteristics. This information may be used by the Council to assess the degree to which funded events are successfully serving people with protected characteristics.
- 6.3 An equality analysis has been completed [Appendix B]; the equalities Event Participants' Equalities Data is also attached [Appendix C].
- 6.4 Event Fund Grants awarded for events taking place in October – December enabled events to take place in every ward area in the borough.

Community Plan Themes Qtr 3



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

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

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

N/A

9. **RISK MANAGEMENT IMPLICATIONS**

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

10. **CRIME AND DISORDER REDUCTION IMPLICATIONS**

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

11. SAFEGUARDING IMPLICATIONS

11.1 There are no specific safeguarding implications

Linked Reports, Appendices and Background Documents

Linked Report

- Event Fund Quarterly Report of Successful Applications Oct – Dec 2015

Appendices

- Appendix A Quarterly Grants List
- Appendix B Equality Analysis
- Appendix C Event Participants' Equalities Data

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

- None

Officer contact details for documents:

- Alison Denning, Festivals and Events Officer
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EVENT NAME	EVENT DATE	QUARTER	ASSESSMENT ROUND	SIGN OFF date	ORGANISATION NAME	CHARITY/TYPE OF ORGANISATION	VENUE	WARD	EST AUDIENCE	EVENT DESCRIPTION	COMMUNITY PLAN THEME	ONE TOWER HAMLETS THEME (9 protected characteristics)	AMOUNT AWARDED
		Quarter 3 Oct - Dec 2015	1. April 2. May 3. June 4. July 5. August 6. September 7. October 8. November 9. December 10. January 11. February 12. March	COMMISSIONERS (C) / HEAD OF SERVICE CLC (H)		Charitable Status No.					Community Plan Theme One Tower Hamlets • A Great Place to Live • A Safe and Cohesive Community • A Prosperous Community • A Healthy & Supportive Community	Race Religion or Belief Age Disability Gender Gender Reassignment Sexual Orientation Marriage or Civil Partnerships Pregnancy and Maternity	
Rise Up & Still Rising	01-Oct-15	3	5	C 19 Aug	Theatre Centre Limited	210262	Mulberry School for Girls / Mulberry & Bigland Green Centre	Shadwell	258	BHM: New play "Rise Up" about the Freedom Riders challenging segregation in 1961 USA. Accompanied by workshop "Still Rising" for Mulberry School students and public event for families and wider community.	• One Tower Hamlets • A Great Place to Live • A Safe and Cohesive Community • A Prosperous Community • A Healthy & Supportive Community	• Race • Age • Gender	£ 500.00
Susie Geryl: The Art of Positive Ageing	1 Oct - 12 Nov 2015	3	3	C 17 June	Globe Community Project	1104770	Idea Store Whitechapel	Whitechapel	70 in workshop s + thousands of Idea Store visitors	Art installations / sculptures in the Idea Store of the theme of ageing for United nations Day of Older Persons, including associated art, writing and life coaching workshops for senior residents.	• One Tower Hamlets • A Great Place to Live • A Safe and Cohesive Community • A Prosperous Community • A Healthy & Supportive Community	• Race • Religion or Belief • Age • Gender	£ 1,500.00
Photomonth East London	1 Oct - 30 Nov	3	5	C 19 Aug	Alternative Arts	Non-profit org.	Throughout Tower Hamlets, Hackney & Newham	all	180000	BHM: Annual photography festival. Broad range of photographic exhibitions which is a mix of local amateur photographers and professionals, exhibiting alongside each other.	• One Tower Hamlets • A Great Place to Live • A Safe and Cohesive Community • A Prosperous Community • A Healthy & Supportive Community	Race Religion or Belief Age Disability Gender Gender Reassignment Sexual Orientation Marriage or Civil Partnerships	£ 1,800.00
Fun Palaces	04-Oct-15	3	3	C 17 June	Half Moon Theatre	1010192	Half Moon Theatre	St Dunstan's	500	Family event with free visual arts, drama, dance and music workshops under the theme of climate change.	• One Tower Hamlets • A Great Place to Live • A Safe and Cohesive Community • A Prosperous Community • A Healthy & Supportive Community	• Age	£ 1,500.00
Open CASA Community Day at CASA 2015	11-Oct-15	3	5	C 9 Sept	CASA Theatre Festival Ltd	1152644	Rich Mix	Weavers	400	Day of free events to celebrate the richness and variety of UK's Latin American community and invite local audiences to participate in Latin American culture.	• One Tower Hamlets • A Great Place to Live • A Safe and Cohesive Community • A Prosperous Community • A Healthy & Supportive Community	• Race • Age	£ 750.00

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EVENT NAME	EVENT DATE	QUARTER	ASSESSMENT ROUND	SIGN OFF DATE	ORGANISATION NAME	CHARITY/TYPE OF ORGANISATION	VENUE	WARD	EST AUDIENCE	EVENT DESCRIPTION	COMMUNITY PLAN THEME	ONE TOWER HAMLETS THEME (9 protected characteristics)	AMOUNT AWARDED
Arriving in the UK as an Unaccompanied Minor	17-Oct-15	3	5	C 19 Aug	Half Moon Theatre	1010192	Half Moon Theatre	St Dunstan's	160	BHM: Performances of "Map of Me", a spoken word production about forced child migration - as well as workshops and panel discussions.	<ul style="list-style-type: none"> One Tower Hamlets A Great Place to Live A Safe and Cohesive Community A Prosperous Community A Healthy & Supportive Community 	<ul style="list-style-type: none"> Race Religion or Belief Age Gender 	£ 600.00
Better for Knowing You	19 Oct - 26 Nov	3	5	C 19 Aug	Poetry in Wood	1060395	Montefiore Centre	Spitalfields and Banglatown	800	BHM: 6 half-day printing workshops followed by exhibition and opening party.	<ul style="list-style-type: none"> One Tower Hamlets A Great Place to Live A Safe and Cohesive Community A Prosperous Community A Healthy & Supportive Community 	<ul style="list-style-type: none"> Race Disability 	£ 800.00
Eureka! Art Pavilion	21-31 October 2015	3	5	C 9 Sept	Osmosis Projects	Non-profit org.	Mile End Art Pavilion	Mile End	5000	Final group exhibition of the Osmosis Machine Tour - combination of art and science, including workshops, making arts and sciences more accessible to families and young people.	<ul style="list-style-type: none"> One Tower Hamlets A Great Place to Live A Safe and Cohesive Community A Prosperous Community A Healthy & Supportive Community 	<ul style="list-style-type: none"> Age 	£ 700.00
Somali Week Festival 2015	23 October - 1 November	3	5	C 9 Sept	Kayd Somali Arts & Culture	Limited company	Oxford House	St Peter's	4130	BHM: annual event showcasing a range of Somali poetry, literature, music, comedy, theatre and discussion panels.	<ul style="list-style-type: none"> One Tower Hamlets A Great Place to Live A Safe and Cohesive Community A Prosperous Community A Healthy & Supportive Community 	<ul style="list-style-type: none"> Race Religion or Belief Age Disability Gender 	£ 1,800.00
British Empire in Fiji and its Legacy	24-Oct-15	3	5	C 9 Sept	Brick Lane Circle	Limited company	Rich Mix	Weavers	150	BHM: Screening of film about sexploitation of Indian and native Fijians, along with exhibition and indiginous Fijian performances.	<ul style="list-style-type: none"> One Tower Hamlets A Great Place to Live A Safe and Cohesive Community A Healthy & Supportive Community 	<ul style="list-style-type: none"> Race Religion or Belief 	£ 550.00
Celebrate Your Roots	25-Oct-15	3	5	C 19 Aug	SPLASH	1056985	St Matthias Community Centre	Poplar	100-125	BHM: Annual talent show to celebrate BHM.	<ul style="list-style-type: none"> One Tower Hamlets A Great Place to Live A Safe and Cohesive Community A Prosperous Community A Healthy & Supportive Community 	<ul style="list-style-type: none"> Race Religion or Belief Age Disability Gender 	£ 350.00
Well Being Festival	29-Oct-15	3	5	C 19 Aug	THACMHO	1040496	Oxford House	Bethnal Green	200	BHM: a one-day art and heritage festival focussed on mental health and wellbeing, featuring an exhibition, music, film and performances.	<ul style="list-style-type: none"> One Tower Hamlets A Great Place to Live A Safe and Cohesive Community A Prosperous Community A Healthy & Supportive Community 	<ul style="list-style-type: none"> Race Religion or Belief Age Disability Gender 	£ 1,000.00
Fright Flicks	31 Oct - 1 Nov	3	5	C 19 Aug	Studio Film School Ltd	Limited company	Pillbox	Bethnal Green	600	Family-oriented short film and interactive arts festival comprised of short films, installations and performances.	<ul style="list-style-type: none"> One Tower Hamlets A Great Place to Live A Safe and Cohesive Community A Prosperous Community A Healthy & Supportive Community 	<ul style="list-style-type: none"> Race Age Disability 	£ 1,000.00

EVENT NAME	EVENT DATE	QUARTER	ASSESSMENT ROUND	SIGN OFF DATE	ORGANISATION NAME	CHARITY/TYPE OF ORGANISATION	VENUE	WARD	EST AUDIENCE	EVENT DESCRIPTION	COMMUNITY PLAN THEME	ONE TOWER HAMLETS THEME (9 protected characteristics)	AMOUNT AWARDED
Missing Girls	6 & 7 November	3	6	H 9 Oct	Rokeya Project SBD	Non-profit org.	Rich Mix	Weavers	211	SoBD Missing Girls is a true story of a couple in a small village in India who gave birth to 2 daughters. And the story looks at the pressure they faced to produce sons and failure to do so. Issues raised are infanticide, foeticide and maltreatment of women.	<ul style="list-style-type: none"> One Tower Hamlets A Great Place to Live A Safe and Cohesive Community A Healthy & Supportive Community 	<ul style="list-style-type: none"> Race Religion or Belief Age Disability Gender Pregnancy and Maternity 	£ 500.00
Diwali Celebration 2015	10-Nov-15	3	6	H 9 Oct	Sanaton Association	1075313	York Hall	St Peter's	800	Hindu Community Diwali Festival inviting Hindu and non- Hindu communities to attend. Family event including dance, drama, arts, crafts, workshops and performance.	<ul style="list-style-type: none"> One Tower Hamlets A Great Place to Live A Safe and Cohesive Community A Prosperous Community A Healthy & Supportive Community 	<ul style="list-style-type: none"> Race Religion or Belief 	£ 1,250.00
Water Immersion in Water	15-Nov-15	3	6	H 9 Oct	Docklands Theatre & Performing Arts	Non-profit org.	Brady Arts Centre	Spitalfields and Banglatown	120	SoBD: 8 weeks of workshops about difficulties of being a gay Bengali in the UK, followed by final performance of play about a gay relationship in Bangladesh 150 years ago.	<ul style="list-style-type: none"> One Tower Hamlets A Great Place to Live A Safe and Cohesive Community A Healthy & Supportive Community 	<ul style="list-style-type: none"> Race Religion or Belief Age Disability Gender Gender Reassignment Sexual Orientation 	£ 500.00
Renaissance of Kathak Performance of Shama	20-21 November 2015	3	6	H 9 Oct	Alpana Dance Company Ltd	Limited company	Brady Arts Centre	Spitalfields and Banglatown	300	SoBD: 2 performances of classic Kathak dance telling the story of a traditional Bengali romantic tragedy.	<ul style="list-style-type: none"> One Tower Hamlets A Great Place to Live A Safe and Cohesive Community A Healthy & Supportive Community 	<ul style="list-style-type: none"> Race Religion or Belief Age Gender Sexual Orientation 	£ 500.00
The Winter Makers Market and Exhibition Trail	27 - 29 November	3	6	H 9 Oct	Stitches in Time	1093279	Limehouse Town Hall, Stepney City Farm, Husk Coffee and Creative Space	Stepney Green, Limehouse, St Dunstons	4000	Multi venue artist and designer market and exhibition trail with open studios and performances. Mixing communities in a positive setting. 30 creative workshops, also pottery, woodcraft, metalwork. Art exhibitions, choir performance etc	<ul style="list-style-type: none"> One Tower Hamlets A Great Place to Live A Safe and Cohesive Community A Prosperous Community A Healthy & Supportive Community 	<ul style="list-style-type: none"> Race Age Gender 	£ 2,000.00
													£ 17,600.00

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Equality Analysis (EA)

Financial Year
2015/16

Section 1 – General Information (Aims and Objectives)

Name of the report

Event Fund: Report on Event Fund Awards 2015-16 Quarter 3

This is to analyse the implementation of the Event Fund during the period of the third quarter of 2015/16.

See Appendix
A

Current decision
rating



Service area:
CLC

Team name:
Culture, Learning and Leisure

Service manager:
Shazia Hussain, Service Head, Culture, Learning and Leisure

Name and role of the officer completing the EA:
Alison Denning, Festival and Events Officer

Section 2 – Evidence (Consideration of Data and Information)

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

The service collects the following data:

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

1. Protected characteristics that the events intended to focus on

All the 18 events that were funded during this period focussed on at least one of the protected characteristics. The numbers of events that focused on each protected characteristic are as the table below.

Race	Age	Gender	Religion or belief	Disability	Gender reassignment	Sexual orientation	Marriage Civil partnership	Pregnancy maternity
8	8	5	5	3	1	1	1	1

2. Equality data of people who benefited from the events

10 out of 18 organisations have submitted the evaluation form including the equality data of people who benefited from the events to the service. The details of the returned data are as attached 'Event Fund report Q3 2015-16 EA'.

The data of only one event, 'Fright Flicks' are based on the actual survey results (65 survey respondents). The data of the event, 'Missing Girls' are identified as an estimate. It remains unknown that the given data on the rest of the event are based on an actual survey or estimate. Although the given data suggest that people from various background participated in the events, we are unable to analyse the data further.

Section 3 – Assessing the Impacts on the 9 Groups

Target Groups	Impact – Positive or Adverse	Reason(s)
	What impact will the proposal have on specific groups of service users or staff?	<ul style="list-style-type: none"> • 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 <p>Please also how the proposal will promote the three One Tower Hamlets objectives?</p> <ul style="list-style-type: none"> -Reducing inequalities -Ensuring strong community cohesion -Strengthening community leadership
Race	Positive	8 events intended to target this group at the applications stage. The given data suggest that a range of communities of this group participated in the events.
Disability	Positive	3 events intended to target this group at the applications stage. The given data shows that this group participated in at least 5 events during this period.
Gender	Positive	5 events intended to target this group at the applications stage. The given data suggest that both male and female participated in the events.
Gender Reassignment	Positive	One event intended to target this group at the applications stage. The given data show some trans people participated in the events.
Sexual Orientation	Positive	One event intended to target this group at the applications stage. The given data suggest that this group participated in the events.
Religion or Belief	Positive	5 events intended to target this group at the applications stage. The given data suggest that different groups participated in the events.
Age	Positive	8 events intended to target this group at the applications stage. The given data suggest that different age groups participated in the events.
Marriage and Civil Partnerships.	Positive	One event intended to target this group at the applications stage. The given data suggest that people with various status of this group participated in the events.
Pregnancy and Maternity	Positive	One event intended to target this group at the applications stage. The given data suggest that people of this group participated in the events.
Other Socio-economic Carers		

Section 4 – Mitigating Impacts and Alternative Options

N/A

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

Yes?

No?

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

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

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

Section 5 – Quality Assurance and Monitoring

N/A

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

Yes?

No?

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

Does the policy/function comply with equalities legislation?

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

Yes?

No?

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

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

Section 6 - Action Plan

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

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

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Recommendation	Key activity	Progress milestones including target dates for either completion or progress	Officer responsible	Progress
Bettter collection of feedback	Evaluation & feedback form being moved to online system for 1617 should improve quality of data received	Online form will be ready for April 2016 when first events will take place. Successful applicants will be given information required with acceptance pack.	AD	Evaluation form currently being uploaded onto online system

EVENT	ORGANISATION	People involved in or benefitted from the project					White							
		participants	audience	artists	organisers	No of eq survey respondents or estimates	All	British	Irish	Turkish	Greek/Greek Cypriot	European	other	Not known
Rise Up & Still Rising	Theatre Centre Limited													
Susie & Beryl: The Art of Positive Ageing	Globe Community Project													
Photomonth East London	Alternative Arts													
Fun Palaces	Half Moon Theatre	515	360	14	9	unknown	50%							
Open CASA Community Day at CASA 2015	CASA Theatre Festival Ltd	100	300	50	16	unknown		20%			10%			
Arriving in the UK as an Unaccompanied Minor	Half Moon Theatre													
Better for Knowing You	Poetry in Wood	42	690	19	4	unknown								51%
Eureka! Art Pavilion	Osmosis Projects	164	1667	60	3	unknown		30%	3%		10%	5%	5%	
Somali Week Festival 2015	Kayd Somali Arts & Culture	60	4000	80	32	unknown		20%			2%			
British Empire in Fiji and its Legacy	Brick Lane Circle													
Celebrate Your Roots	SPLASH													
Well Being Festival	THACMHO	8	70	16	2	unknown		1%						
Fright Flicks	Studio Film School Ltd	6	231	21	3	65		39%					12%	
Missing Girls	Rokeya Project SBD	14	142	9	2	Estimated		18%	1%	1%	1%	7%	2%	
Diwali Celebration 2015	Sanaton Association													
Water Immersion in Water	Docklands Theatre & Performing Arts													
Renaissance of Kathak: Performance of Shyama	Alpana Dance Company Ltd	30	300	12	5	unknown		5%	2%				5%	
The Winter Makers Market and Exhibition Trail	Stitches in Time	425	3100	144	9	unknown		43%				5%		

EVENT	ORGANISATION	Asian									Black			
		All	British	Bangladeshi	Indian	Pakistani	Mixed/ dual heritage	other	Chinese	not known	All	Caribbean	African	Black British
Rise Up & Still Rising	Theatre Centre Limited													
Susie & Beryl: The Art of Positive Ageing	Globe Community Project													
Photomonth East London	Alternative Arts													
Fun Palaces	Half Moon Theatre	25%									25%			
Open CASA Community Day at CASA 2015	CASA Theatre Festival Ltd											5%		
Arriving in the UK as an Unaccompanied Minor	Half Moon Theatre													
Better for Knowing You	Poetry in Wood			14%						12%				
Eureka! Art Pavilion	Osmosis Projects		10%	1%	1%	5%	5%		2%	5%				5%
Somali Week Festival 2015	Kayd Somali Arts & Culture		2%										1%	1%
British Empire in Fiji and its Legacy	Brick Lane Circle													
Celebrate Your Roots	SPLASH													
Well Being Festival	THACMHO			1%	1%							70%	25%	
Fright Flicks	Studio Film School Ltd									12%		3%	3%	3%
Missing Girls	Rokeya Project SBD		19%	20%	5%	1%	5%	2%	1%			2%	2%	4%
Diwali Celebration 2015	Sanaton Association													
Water Immersion in Water	Docklands Theatre & Performing Arts													
Renaissance of Kathak: Performance of Shyama	Alpana Dance Company Ltd		45%	28%	5%	1%	3%	0%						1%
The Winter Makers Market and Exhibition Trail	Stitches in Time		10%	20%				2%			10%			8%

EVENT	ORGANISATION	Black			Latin American	Any other ethnic group	Not known	Disability							
		Somali	Mixed/ dual heritage	Other				Alzheimer's	Dementia	physical	Deaf or partially deaf	Blind or partially sighted	mental	learning	not known
Rise Up & Still Rising	Theatre Centre Limited														
Susie & Beryl: The Art of Positive Ageing	Globe Community Project														
Photomonth East London	Alternative Arts														
Fun Palaces	Half Moon Theatre														100%
Open CASA Community Day at CASA 2015	CASA Theatre Festival Ltd		5%		55%	5%									100%
Arriving in the UK as an Unaccompanied Minor	Half Moon Theatre														
Better for Knowing You	Poetry in Wood						23%			2%				59%	39%
Eureka! Art Pavilion	Osmosis Projects		5%		1%	1%	5%			2%	2%	1%		10%	10%
Somali Week Festival 2015	Kayd Somali Arts & Culture	70%		2%		1%					1%				
British Empire in Fiji and its Legacy	Brick Lane Circle														
Celebrate Your Roots	SPLASH														
Well Being Festival	THACMHO		2%							5%			80%	1%	14%
Fright Flicks	Studio Film School Ltd					5%	12%								5%
Missing Girls	Rokeya Project SBD	1%	5%	1%	1%		1%	2%	2%	1%	1%			4%	
Diwali Celebration 2015	Sanaton Association														
Water Immersion in Water	Docklands Theatre & Performing Arts														
Renaissance of Kathak: Performance of Shyama	Alpana Dance Company Ltd														
The Winter Makers Market and Exhibition Trail	Stitches in Time	1%			1%					1%					

EVENT	ORGANISATION	Gender			Age															
		women	men	trans	0-4	5-9	10-14	15-19	20-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65+	not known	
Rise Up & Still Rising	Theatre Centre Limited																			
Susie & Beryl: The Art of Positive Ageing	Globe Community Project																			
Photomonth East London	Alternative Arts																			
Fun Palaces	Half Moon Theatre	55%	45%		25%	30%	10%	2%	2%	5%	10%	7%	3%	2%	1%	1%	1%	1%		
Open CASA Community Day at CASA 2015	CASA Theatre Festival Ltd	60%	40%		0	15%	10%	5%	10%	5%	10%	10%	5%	5%	10%	5%	5%	5%		
Arriving in the UK as an Unaccompanied Minor	Half Moon Theatre																			
Better for Knowing You	Poetry in Wood	31%	69%	0	0	0%	0%	0%	2%	7%	14%	22%	10%	12%	12%	7%	2%	12%		
Eureka! Art Pavilion	Osmosis Projects	55%	45%		4%	10%	10%	10%	10%	9%	9%	9%	9%	6%	4%	3%	4%	3%		
Somali Week Festival 2015	Kayd Somali Arts & Culture				0	2%	5%	15%	19%	15%	14%	9%	7%	5%	3%	2%	2%	2%		
British Empire in Fiji and its Legacy	Brick Lane Circle																			
Celebrate Your Roots	SPLASH																			
Well Being Festival	THACMHO	55%	45%	0%	0	0%	0%	0%	0%	5%	6%	15%	35%	35%	2%	1%	1%	0%	0%	
Fright Flicks	Studio Film School Ltd	71%	28%		0%	7%	7%	5%	10%	10%	11%	11%	11%	7%	7%	7%	7%	2%		
Missing Girls	Rokeya Project SBD	65%	35%		0	0	2%	10%	25%	15%	5%	5%	4%	5%	5%	5%	7%	8%	4%	
Diwali Celebration 2015	Sanaton Association																			
Water Immersion in Water	Docklands Theatre & Performing Arts																			
Renaissance of Kathak: Performance of Shyama	Alpana Dance Company Ltd	55%	44%	1%	0	0%	6%	20%	10%	30%	10%	10%	5%	2%	2%	1%	2%		2%	
The Winter Makers Market and Exhibition Trail	Stitches in Time	60%	40%		1%	8%	5%	3%	5%	7%	9%	9%	9%	9%	9%	8%	8%	10%		

EVENT	ORGANISATION	Religion										Sexual orientation				
		Agnostic	Christian	Muslim	Sikh	Humanist	had no religion	Jewish	Buddhist	Hindu	not known	hetero sexual	Gay	Lesbian	Bi sexual	Not known
Rise Up & Still Rising	Theatre Centre Limited															
Susie & Beryl: The Art of Positive Ageing	Globe Community Project															
Photomonth East London	Alternative Arts															
Fun Palaces	Half Moon Theatre										100%					100%
Open CASA Community Day at CASA 2015	CASA Theatre Festival Ltd										100%					100%
Arriving in the UK as an Unaccompanied Minor	Half Moon Theatre															
Better for Knowing You	Poetry in Wood										100%					100%
Eureka! Art Pavilion	Osmosis Projects	0%	20%	20%	1%	5%	16%	6%	1%	1%	30%	70%	2%	2%	2%	24%
Somali Week Festival 2015	Kayd Somali Arts & Culture															
British Empire in Fiji and its Legacy	Brick Lane Circle															
Celebrate Your Roots	SPLASH															
Well Being Festival	THACMHO		45%								55%	85%				15%
Fright Flicks	Studio Film School Ltd										100%	68%	2%	5%	2%	24%
Missing Girls	Rokeya Project SBD	2%	25%	35%	1%	7%	2%	1%	2%	15%	10%	55%	10%	10%	5%	20%
Diwali Celebration 2015	Sanaton Association															
Water Immersion in Water	Docklands Theatre & Performing Arts															
Renaissance of Kathak: Performance of Shyama	Alpana Dance Company Ltd		10%	60%						25%	5%	90%	2%			8%
The Winter Makers Market and Exhibition Trail	Stitches in Time										100%					100%

EVENT NAME.	EVENT DATE.	ONE TOWER HAMLETS THEME. (9 protected characteristics)	AMOUNT AWARDED.	Race	age	gender	Religion or belief	disability	gender reassignment	sexual orientation	marriage or civil partnership	pregnancy maternity
		Race Religion or Belief Age Disability Gender Gender Reassignment Sexual Orientation Marriage or Civil Partnerships Pregnancy and Maternity										
Rise Up & Still Rising	01-Oct-15	<ul style="list-style-type: none"> • Race • Age • Gender 	£ 500.00									
				1	1	1						
Susan & Beryl: The Art of Positive Ageing	1 Oct - 12 Nov 2015	<ul style="list-style-type: none"> • Race • Religion or Belief • Age • Gender 	£ 1,500.00	1	1	1	1					
Photomonth East London	1 Oct - 30 Nov	Race Religion or Belief Age Disability Gender Gender Reassignment Sexual Orientation Marriage or Civil Partnerships	£ 1,800.00	1	1	1	1	1	1	1	1	1


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EVENT NAME.	EVENT DATE.	ONE TOWER HAMLETS THEME. (9 protected characteristics)	AMOUNT AWARDED.	Race	age	gender	Religion or belief	disability	gender reassignment	sexual orientation	marriage or civil partnership	pregnancy maternity
Fun Palaces	04-Oct-15	• Age	£ 1,500.00		1							
Open CASA Community Day at CASA 2015	11-Oct-15	• Race • Age	£ 750.00	1	1							
Arriving in the UK as an Unaccompanied Minor	17-Oct-15	• Race • Religion or Belief • Age • Gender	£ 600.00	1	1	1	1					
Better for Knowing You	19 Oct - 26 Nov	• Race • Disability	£ 800.00	1				1				
Eureka! Art Pavilion	21-31 October 2015	• Age	£ 700.00		1							
Somali Week Festival 2015	23 October - 1 November	Race • Religion or Belief • Age • Disability • Gender	£ 1,800.00	1	1	1	1	1				

EVENT NAME.	EVENT DATE.	ONE TOWER HAMLETS THEME. (9 protected characteristics)	AMOUNT AWARDED.	Race	age	gender	Religion or belief	disability	gender reassignment	sexual orientation	marriage or civil partnership	pregnancy maternity
British Empire in Fiji and its Legacy	24-Oct-15	Race • Religion or Belief	£ 550.00	1			1					
Celebrate Your Roots	25-Oct-15	Race • Religion or Belief • Age • Disability • Gender	£ 350.00	1	1	1	1	1				
Well Being Festival	29-Oct-15	Race • Religion or Belief • Age • Disability • Gender	£ 1,000.00	1	1	1	1	1				
Fright Flicks	31 Oct - 1 Nov	Race • Age • Disability	£ 1,000.00	1	1			1				
Missing Girls	6 & 7 November	Race • Religion or Belief • Age • Disability • Gender • Pregnancy and Maternity	£ 500.00	1	1	1	1	1				1
Diwali Celebration 2015	10-Nov-15	Race • Religion or Belief	£ 1,250.00	1			1					

EVENT NAME.	EVENT DATE.	ONE TOWER HAMLETS THEME. (9 protected characteristics)	AMOUNT AWARDED.	Race	age	gender	Religion or belief	disability	gender reassignment	sexual orientation	marriage or civil partnership	pregnancy maternity
Water Immersion in Water	15-Nov-15	Race • Religion or Belief • Age • Disability • Gender • Gender Reassignment • Sexual Orientation	£ 500.00	1	1	1	1	1	1	1		
Renaissance of Kathak: Performance of Shyama	20-21 November 2015	Race • Religion or Belief • Age • Gender • Sexual Orientation	£ 500.00	1	1	1	1			1		
The Winter Makers Market and Exhibition Trail	27 - 29 November	• Race • Age • Gender	£ 2,000.00	1	1	1						
			£ 17,600.00	8	8	5	5	3	1	1	1	1

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<p>Commissioner Decision Report</p> <p>1st March 2016</p>	
<p>Report of: Aman Dalvi Corporate Director, Development and Renewal</p>	<p>Classification: Unrestricted</p>
<p>The Roman Road Summer Festival 2016</p>	

Originating Officer(s)	Naznin Chowdhury, Roman Road Town Centre Manager Daniel Fordham, Employment & Enterprise Manager
Wards affected	Bow East and Bow West wards
Key Decision?	No
Community Plan Theme	A great place to live, A fair & prosperous community
Reasons for Urgency	To support a community event taking place in July 2016

1. EXECUTIVE SUMMARY

- 1.1 This paper seeks the Commissioners agreement to the transfer of a grant to the value of £15,000 from the Council to be paid to a local community organisation, the Roman Road Trust (previously Residents and Business Association) for the delivery of the Roman Road Summer Festival 2016. The total proposed budget for the event, based on delivery of similar events in Roman Road in previous years, is £30,000. The Council's proposed contribution therefore represents match funding against other funds which the RRRBA will raise independently. The grant payment to be transferred derives from Section 106 (s106) funding.

- 1.2 The council's Planning Contributions Overview Panel (PCOP) approved £388,442 of s106 monies to be spent towards projects (involving delivery of a community festival) in Roman Road as part of the Roman Road Town Centre Regeneration Project Initiation Document (PID) in August 2013 following legal review. In January 2016, a revised PID was approved by PCOP which retained activity in the form of an events programme for Roman Road and introduces new projects which together form the Roman Road Town Centre development project. Full details of the decision sought, background to the Roman Road Trust and information on the proposed festival is available under section 3 of this report.

- 1.3 The Roman Road Trust has submitted a festival proposal which is provided as Appendix One of this report. The proposal outlines how they will manage and deliver the event, provides a cost breakdown and overview of the event content.

Recommendations:

The Commissioners are recommended to:

Agree payment of a grant for £15,000 to the Roman Road Trust from Section 106 monies to match fund the delivery of a community event in Roman Road Town Centre.

2. ALTERNATIVE OPTIONS

- 2.1 The Roman Road Trust delivers the event without the Council matching. Evidence from implementation and delivery of previous events suggests that approach would significantly impact on the proposed content of the event. It is unlikely to be viable, would need to be on significantly smaller scale, and would compromise the overall quality of the event.
- 2.2 A range of providers are invited to bid to deliver the event. The Roman Road trust has a proven track record of delivering events in partnership with the council. They have a unique position in the local community and have already committed match funding towards this event. If a range of providers were invited, this would have implications on the timescales needed to deliver the event and it is unlikely that we would find an alternative organisation which possess the skills, track record, and match funding capabilities of the Roman Road Trust.
- 2.3 If the event does not proceed this would have a negative impact on wider Roman Road town centre development programme. The aim of the events programme as set out in the town centre vision is to support a better profile for Roman Road through increasing community involvement, and celebrating the public space. Furthermore, both businesses and residents in the local area are expecting a summer festival, and regularly enquire about the upcoming event details with the town centre manager. The Council has already agreed an annual events programme for Roman Road via the 2013 PID and funding towards this activity has been approved through PCOP. Not proceeding would result in reputational damage, and would be of no financial advantage to the Council because these funds would need to be reallocated in their entirety for a similar exercise.

3. DETAILS OF REPORT

- 3.1 The project for which an agreement of match funding is sought is the Roman Road summer festival 2016. This will take place in one of the council's designated town centres under a town centre development programme. In 2012 the Economic Development Service commissioned a Town Centre Competitiveness Audit to assess how well Roman Road met the needs of the current and potential users, as well as looking at what could be done to improve the prosperity of the town centre over the short, medium and long term. An action plan (Roman Road Action Plan) was then produced from the suggestions for action arising from the town centre audit. The action plan was agreed by the Roman Road Working Group and informs the town centre manager's work programme. An events programme for Roman Road was

proposed by the competitiveness audit, and the working group shaped how this would be undertaken in reality. The aim of the annual summer festival event is to encourage local residents to get involved and celebrate their town centre, raise the profile of Roman Road as a visitor destination and improve the practical use of open/public spaces. The events programme has been running since 2014, the Council and the then Roman Road Residents & Business Association jointly organised a winter festival in December 2014 followed by a summer festival in 2015. Both were well attended (up to 6,000 attendees), and well received in the local area by residents and businesses. The event encourages positive partnership work between the Council and partner organisations such as Circle Housing, St Paul's Church, East End Church, Idea Store Bow, Roman Road Adventure Playground and many of the local businesses along Roman Road.

- 3.2 Events over the past two years have been themed on sports, religious festivals, history & heritage, and arts & culture. Activities have included: mini football, table tennis, giant outdoor games, Wimbledon tennis, Bollywood dancing, choir singing, teeny tiny theatre, historical walks and talks, public realm pop-ups, crafts and makers, and food markets, henna painting, cake decorating, balloon modelling and magic shows. The activities listed do not exhaust all the possibilities for the 2016 festival but provide a record of the mix and variety on offer and how these events cater for children, families and adults.

Outputs	Outcomes
No. of people attending the festival	Overall success of the festival in attracting attendees
No. of businesses participating in the event	Impact on footfall and turnover of participating businesses Build the profile of Roman Road businesses
No. of local community organisations involved in the event	Collaboration and involvement of the wider community
No. of entertainment activities on offer throughout the festival weekend	Inclusivity of the festival and ability to attract broader clientele
Deliver an experimental market	Successful use and activation of public/open spaces

- 3.3 The events programme for Roman Road forms part of the wider regeneration initiative. The Roman Road Development Project which was approved by PCOP in January 2016, the project will contribute to the transformation of the Roman Road town centre over a thirteen month period. By March 2017, Roman Road will have benefitted from town centre management activities, new business development opportunities through the use and activation of vacant shop premises, a shop front improvement scheme and development work on the Roman Road street market. Events in Roman Road are an integral part of this wider work, attracting new as well as existing footfall is key to the success of these initiatives, and offer a positive way to promote the council's work. The success of previous events shows that community and

civic engagement is both important and present in the area in the local town centre.

3.4 In summary, the Roman Road Trust is the only organisation (operating as the local town team) that has the capacity and experience to deliver this event:

- They are an organised and established group in Roman Road who have substantial experience in planning and delivering community festivals
- They have strong networking capacity and a successful track record in securing match funding from a range of sources including corporate sponsorship, and grant streams.
- They are unique in possessing the local knowledge to make this event a success
- They have delivered a number of successful community events in partnership with the council raising equal match funding (in-kind and financial)
- They have extensive social media presence and will be able to complement council promotion of the event

4. COMMENTS OF THE CHIEF FINANCE OFFICER

4.1 This report seeks the approval of the Commissioners to make a contribution of £15,000 from specific Section 106 funding towards the financing of the Roman Road Summer Festival. The payment will be made to the Roman Road Trust.

4.2 A funding proposal for the Roman Road Town Centre Development Project was approved by the council's officer Planning Contributions Overview Panel (PCOP) in January 2016. This allocated Section 106 resources of £352,800 towards the project, including an element of £16,800 to fund an events programme. The financing for the overall scheme forms part of the £1.2 million that the Council received in respect of the planning obligations and undertakings for the development at 2 Gladstone Place (PA/07/3277).

4.3 Under the terms of the specific Section 106 agreement, the Council has to utilise funding of £388,442 towards the regeneration of the Roman Road District Shopping Centre. The proposals in this report satisfy the requirements of the planning agreement, however as alternative projects could potentially be undertaken, the proposed payment should be treated as a grant which requires Commissioner approval under the terms of the Ministerial Direction of 17th December 2014.

5. LEGAL COMMENTS

5.1 Whilst there is no strict legal definition of grant, a grant is in the nature of a gift and is based in trust law. However, grants are often given for a purpose so it

is sometimes unclear whether a grant has been made or the arrangement is a contract for services. A contract for services is not a grant and therefore, an arrangement which is classified as a contract for services would be outside the remit of the power conferred upon the commissioners to approve.

- 5.2 There will be many grants which are made by the Council for the purpose of discharging one of its statutory duties. However, as a grant is in the nature of a gift, it is considered there must be some element of discretion on the part of the Council as grantor as to whom a grant is made to and whether this is made. If the Council is under a legal duty to provide a payment to a specific individual or organisation, and cannot lawfully elect not to make such a payment, then that should not amount to a grant.
- 5.3 In this case, the Council is not under a legal duty to provide this payment. The payment is discretionary and therefore considered to be a grant.
- 5.4 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 31st 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).
- 5.5 To the extent that the Commissioners are exercising powers which would otherwise have been the Council's, there is a need to ensure that the Council has the power to make the grant in question.
- 5.6 The payment of a grant to the Roman Road Trust for the delivery of the Roman Road Summer Festival 2016 is supported by the Council's 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. There are no such restrictions and limitations and the general power of competence supports the payment of the grant.
- 5.7 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. Best Value considerations have also been addressed in paragraph 7 of the report.
- 5.8 The Council must operate a fair and open application procedure to process a request to obtain funding. Requests for grant funding should ordinarily be measured against a predetermined set of criteria and the criteria themselves must be fair and transparent.

- 5.9 The grant agreement should include a clear monitoring process against defined parameters in order for the Council to demonstrate either: that delivery is in line with the application and, therefore, the grant achieved its purpose; or provide clear delineation where outcomes were not achieved and the reasons for such failure are apparent. Monitoring should therefore include measuring performance against the expected outcomes.
- 5.10 When implementing the scheme, 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.
- 5.11 The proposed grants would seem to fall under the *de minimis* threshold for the purposes of European restrictions on State aid. Even if it does not then the Treaty on the Functioning of the European Union (TFEU) provides that certain government activities may be prohibited because they give an advantage in a selective way to certain entities, which might affect competition within the internal market. Those advantages may amount to prohibited state aid, or may be state aid which is either expressly allowed by the Treaty, or which may be allowed, dependent on the circumstances. Certain activities are considered to be compatible with EU law however and which includes "aid having a social character" (see Article 107(2)(a) of TFEU. In this case, the aim of the Roman Road Summer Festival 2016 is to support a better profile for Roman Road through increasing community involvement, and celebrating the public space.
- 5.12 When making 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.

6. ONE TOWER HAMLETS CONSIDERATIONS

- 6.1 The Community Plan recognises the importance of diversity in our borough; our communities contribute to the richness and vibrancy of Tower Hamlets as a place. The One Tower Hamlets aspiration seeks to reduce inequality, exclusion, strengthen cohesion and bring our diverse communities together. The Roman Road Summer Festival endorses One Tower Hamlets through promoting an open, inclusive, community-wide event which promotes the local town centre.

The summer festival will benefit the whole community in the following ways:

- A free, open event which will be publicized widely to schools, colleges, businesses, local residents, and youth and community centres through word of mouth, leafleting and social media.
- Promotes open/public spaces in Roman Road and encourages people to celebrate their local areas
- Variation of entertainment and activities which appeals to all sections of the local community as widely as possible. Last summer's event welcomed approx. 6,000 people attend over the two days with activities and entertainment for children, young people and adults. Activities and entertainment included: street dance, Bollywood dancing, circus comedy, arts & crafts, henna painting, Wimbledon tennis final, local produce and crafts market, and live musical performances
- Advocates community cohesion through bringing together diverse groups, and ensures a positive impact on all the protected characteristics

7. BEST VALUE (BV) IMPLICATIONS

7.1 The best value implications can be summarised as follows:

- The £15,000 grant funding are s106 monies which has been scrutinised by PCOP via the PID process.
- A monitoring system has been set out (below) and the festival will be evaluated
- The Roman Road Trust have delivered previous events in partnership with the council, and have the capacity and resources to match fund this festival
- As a collective the Roman Road Trust is unique and offers significant resource and capacity, it would cost the council more money if we commission consultants to lead on the festival management
- The Roman Road summer festival is a free and open event which will be accessible to anyone who wishes to attend
- A budget and cost breakdown will be required from the Roman Road Trust in advance of the event

7.2 The Roman Road Trust has submitted a proposal which is attached with this report outlining how they will manage and deliver the event, including a full cost breakdown and overview of the event content. This proposal also demonstrates how the event would meet the criteria applied to funding awards under the Council's Arts and Events grant programme, the Event Fund.

7.3 It is essential, in accordance with the Council's agreed Best Value Action Plan, that Monitoring and evaluation is in place in line with the Council's standard Grants Contract and also that the award is managed and controlled through

the use of the Council's Monitoring Guide. This will ensure that success is measured against clearly defined criteria.

- 7.4 A Service Agreement (Council's standard Grants Contract) will set out the project monitoring arrangements including reporting timetable and output & outcome evidencing requirements. A 'smart monitoring and assurance' system will be used. This will be proportionate to the level of funding and the nature of the activities and services being provided, whilst ensuring accountability for the proper use of public funds.
- 7.5 Monitoring against agreed targets and spend will be undertaken on an agreed cycle to determine release of funds and inform any remedial action that might need to be taken. As part of the process an annual review of the grant award will be presented to Commissioners.
- 7.6 In relation to 'project performance monitoring', the Council introduced an updated Grant Officers Manual as of December 2014 (referenced above). The manual sets out a comprehensive range of programme and project management processes, procedures and toolkits all of which are designed to ensure that the monitoring and assurance work is robust.
- 7.7 All officers involved in monitoring this grant have been issued with a copy of the Manual and have received an initial briefing/training session on its use, from members of the Third Sector Team.
- 7.8 As part of the monitoring process officers will prepare a performance Reports, which will clarify the position of this project through a RAG system. Where projects are rated as either AMBER or RED, details of projects improvement plans/remedial action will be clearly set out.

8. SUSTAINABLE ACTION FOR A GREENER ENVIRONMENT

- 8.1 The council and the Roman Road Trust are committed to promoting and encouraging the use local suppliers where possible. In 2015 56% of the event budget related to local spend (LBTH suppliers), and 35% in 2014. During the preparation and implementation of the festival we will work with partners to ensure that they observe objectives set out in the council's Environmental and Open/Play Spaces strategies.

9. RISK MANAGEMENT IMPLICATIONS

- 9.1 The proposed summer festival forms part of the Roman Road town centre events programme. A commitment to fund and support the delivery of these events has been made to the Roman Road Trust, the previous Roman Road Working Group and residents more widely in Bow East & Bow East wards through word of mouth by the Town Centre Manager. This forms part of the councils s106 obligations therefore to not fulfil this commitment would risk the councils reputation.

10. CRIME AND DISORDER REDUCTION IMPLICATIONS

10.1 There are no crime and disorder implications.

11. SAFEGUARDING IMPLICATIONS

11.1 There are no safeguarding implications.

Linked Reports, Appendices and Background Documents

Roman Road Trust festival 2016 proposal.

Appendix One:

Roman Road Trust festival 2016 proposal.

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

None

Officer contact details for documents:

N/A

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ROMAN ROAD SUMMER FESTIVAL – PROPOSAL DOCUMENT

1. Your Organisation

Prefix: [Miss](#)

First name: [Tabitha](#)

Last name: [Stapely](#)

Job title/position in your organisation: [CEO](#)

Organisation name: [Roman Road Trust](#)

Registered address: [13 Selwyn Road](#)

City: [London](#)

Postcode: [E3 5EA](#)

Please specify which ward your organisation is located in:
[Bow East](#)

[Bow West](#)

Office phone: [N/A](#)

Mobile phone: [xxxxx xxxxxxxx](#)

Email: hello@romanroadtrust.co.uk

Website: www.romanroadtrust.co.uk

General organisational administration and management - When was your organisation was formally constituted or established:

[2014](#)

Please describe the work of your organisation. How is your organisation managed? Include a mission statement if you have one. Give details of your organisation's long-term objectives/strategy (Maximum 200 words):

[Roman Road Trust* is an economic and community development trust that serves the needs of its members, the local residents and businesses of Bow and its high street Roman Road and Roman Road Market, in London's East End.](#)

[Like many high streets across the country, Roman Road is struggling to adapt to changes in shopping habits, loss of community infrastructure and degradation of community cohesion.](#)

Our Mission is to create a sustainable community support structure that tackles these issues and affects positive socio-economic change.

Our Vision is for a thriving local economy that gives opportunity and space for communities to flourish.

For more see <http://romanroadtrust.co.uk/about-us>

Legal status: [Community Interest Corporation](#)

Charity number: [N/A](#)

Company Registration number: [09319283](#)

Type of Organisation - Please choose from the list below:

Work solely or mainly with/for people who are deaf and disabled

Work solely or mainly with/for women

Work solely or mainly with/for men

Work solely or mainly with/for people who are transgender

Work solely or mainly with/for people of a particular ethnic heritage

Work solely or mainly with/for people who are young/older

Work solely or mainly with/for faith groups

Work solely or mainly with/for people who are heterosexual

Work solely or mainly with/for people who are lesbian

Work solely or mainly with/for people who are gay

Work solely or mainly with/for people who are bisexual

Work solely or mainly with/for women who are pregnant

Work solely or mainly with/for women who are currently breastfeeding

Work solely or mainly with/for people who are in civil partnerships

Work solely or mainly with/for people who are married

Work solely or mainly with/for people who are single

Work solely or mainly with/for people who are co-habiting

Work solely or mainly with/for people who are divorced

Work solely or mainly with/for people with mental health conditions

Work solely or mainly with/for people with long standing illness or health conditions

None of the above applies.

We work for the community at large, improving the health and cohesion of the local community, and we help provide learning and opportunity for those on low pay or unemployed. We also support the arts and heritage.

2. Event Management

Give details of at least 2 recent / similar events your organisation has managed. Include size, scale and audience attendance, as well as the size of budget/s you are used to managing (Max 200 words):

Roman Road Festival 2015 was spread over two weekends. The first event was themed on 'Sports Day' and featured a large outdoor screen screening the Wimbledon Finals; West Ham Foundation offering football workshops; Tower Hamlets Tennis offering tennis workshops and a Village Green with food stalls and children games. The second event was an Eid Party to celebrate the end of Ramadan and featured stilt walkers; magicians; Bollywood dancing; world food and a local craft fair. Everything was free. Roman Road Festival 2015 cost £30,000 (not counting a full time volunteer project manager) and attracted 6,000 visitors.

Roman Road Festival 2014 followed a similar format though had a music stage featuring local bands and choirs. All the Festivals also feature fringe events hosted at local shops.

Responsibility - Who will be responsible for delivering the event/project? Include a brief account of their ability to manage the event/project (i.e. track record). Which other personnel (paid or unpaid) will be involved (Max 200 words):

The festival director will be Tabitha Stapely. Tabitha organised Roman Road Festival 2014, Roman Road Winter Festival 2014, and the two Roman Road Festival 2015 events. A work experience student will also be helping organise the event as well as a small core of volunteers.

Event Details:

Roman Road 2016 will feature an outdoor screen featuring the Wimbledon Men's Finals'; a Village Green set up with artificial grass, food stalls, strawberries & cream and Pimms; Tower Hamlets Tennis giving free workshops, a music stage featuring local talent and an art fair; giant street games, and children's entertainment.

Title of Event/Project: Roman Road Festival 2016

Fund: £30,000 (the total expected cost of the event)

Start Date of Event: 19 July 2016

End date of Event: 19 July 2016

Event Time: 11am to 8pm

Venue: Roman Road Market

Where will the event/project be taking place: In Roman Road, E3

Amount Applied For : £15,000

Previous Council Funding - Were you funded by LBTH in the previous 4 years? If yes, please give the name and date of your event and funding award:

Yes, Roman Road Winter Festival 2014 and Roman Road Festival 2015

Council funding towards the winter festival 2014 was £19,584, and £13,676 for the Summer festival 2015.

3. Event Outline

Attendance - How many people do you expect to benefit from your event? Please detail the breakdown of:

Audience: 8,000

Participants: 100

Artists: 80 including stall traders who are artists/designers/crafters

Volunteers: 10

Organisers: 10

Total: 8,200

Description of Event - Please give a description of your event and include details such as the event content, audience profile, how the event will improve access to arts based activities and how it is different to other events in the borough. You should demonstrate that your event is accessible, innovative, creative and of high quality (Max words 500):

Community events like Roman Road Festival are a great opportunity to bring village life to urban living, showcase local businesses and traders, promote community cohesion and support local shopping. Events increase a sense of community and civic pride and also bring new visitors to the road.

Unlike many festivals, enormous effort is put into making sure our events are 'made from 90% local ingredients'. Rather than use national agencies to

source entertainment, food stalls, crew and management services, we turn to the local community wherever possible:

- Local design, print and distribution services to print and send flyers and posters
- Local grocery stores, hardware shops and photocopying services to purchase festival materials and supplies
- Local designer-makers, artists and new businesses for the Sunday market, including many first-time stall holders
- Local artists, singers, dancers, school choirs and drama groups to stage productions
- Local food and drink suppliers for the street food and drink stalls, and local community groups to help deliver elements of the event.

Keeping it local means local businesses are the ones that benefit and we retain the maximum benefit from every penny spent on the event.

We capitalise on the sporting theme of the weekend (Wimbledon) to put on a Sports Day to help engage young people and get them active. We have worked with West Ham Foundation and Tower Hamlets Tennis to offer free coaching sessions to children, giving all Bow youth the chance to try a new sport.

We also put on a music stage to showcase local, unsigned musicians. We have worked with Anna Fiorentini School of Drama to give their young students an opportunity to perform to the public. We also connect local artists with local cafes, giving them the space to exhibit on the walls of the café.

Details of workshops or skills development - Please give details of the content of any workshops related to the project or event. Please ensure that you include the number of workshops, where they will take place and number of people taking part (Max words 300):

We encourage local businesses to host special events, workshops and discounts during the festival week, benefiting the festival publicity and increased footfall. Last year 14 local businesses hosted festival events from biscuit making and printing workshops to gigs and films.

Additionally we put on guided walks and tours to help people discover the heritage and history of the area. All content is free.

Benefit - Please demonstrate which of the Event priorities (outlined in section 5 of the guidelines and criteria) your event addresses and how your project meets these, giving examples and evidence (Max words 400):

The event encourages community development

The event demonstrates community involvement and leadership

The event highlights the importance of health and well-being and has a sport themed focus.

The event is the only one in the borough that is truly rooted in the local community giving an opportunity for all local residents and community groups, whatever their age or background, to take part in it or simply enjoy it for free.

Our events also push the boundaries of public realm, exploring how dead or underused space can be used for the improvement of community cohesion.

Community Plan Themes - Which of the following Community Plan Themes will your project contribute towards?

A Prosperous Community

A Healthy and Supportive Community

A Safe and Cohesive Community

A Great Place to live

4. Accessibility and Marketing

Accessibility - How will you ensure that your event/project is accessible to the whole community? This includes physical, financial, social and cultural accessibility. Please make reference to the mandatory criteria 4b, 4c, 4d, 4e. You are advised to demonstrate a commitment to equality of opportunity. Please also demonstrate that you have understood your obligations regarding the Equality Act 2010 (Max 200 words):

- The event is FREE
- All entertainment at the event is FREE
- All workshops/fringe events put on by local shops are FREE
- We send flyers to all households in Bow and surrounding areas
- We work with several community groups to create content for the festival ensuring their engagement (Age UK, Limehouse Ladies Football Team, Growing Concerns, six local primary schools, local drama school, Bow Arts)

Marketing - Please demonstrate how your marketing plan will reach the wider community and include how you will attempt to reach new audiences. Please include electronic and social media in your marketing and outreach outline (Max 200 words):

- We will deliver flyers to ALL households in Bow East, Bow West, Fish Island, Hackney Wick, Victoria Park Village, Globe Town and Mile End.
- We will get editorial coverage in East End Life (online if print has ended)
- 500 posters are displayed in social hubs around Tower Hamlets

- The event is covered extensively on social media and on the website

Partners/Community Involvement - Partnerships

Who are your partners on this project and what is their role? Include details of partnership funding, project delivery, support, help in-kind and collaborative work e.g. venue hire, office space, free marketing, use of equipment etc. Include any other funding/in kind help from other Tower Hamlets Council departments (Max 200 words):

- Canary Wharf Group - funding
- GMB Union – funding and sponsoring a work experience student
- Circle Housing – funding and permissions to access their land
- Lovebox - funding and support with finding content/entertainment
- LBTH departments – various departments within LBTH will be waiving fees including Cleansing, Parking, and Markets.
- We also receive support from the Roman Road Town Centre Manager and Economic Development Service

Community Involvement - Please outline how the wider community will be involved in organisation, facilitation, support or delivery of your event/project? Please include details of volunteers, target groups and community organisations, community development, employment opportunities etc. Please give a clear outline of how you will recruit participants to the community involvement element of the project (Max 200 words):

- We run a Facebook group for local volunteers, which is where we publicise voluntary roles
- Roman Road Trust has also initiated a Neighbourhood Plan and volunteering opportunities will be publicised at the Forum
- Roman Road Trust is listed in Queen Mary's University Volunteer Programme and we regularly use students for stewarding on the day

The list of volunteers and helpers is too long to list here but has been listed in this 'thank you' article:

<http://romanroadlondon.com/thank-you-festival-sponsors-2015>

5. Outcomes

Please indicate which of the outcomes listed below relate to your event and provide evidence of how your project/event meets these outcomes.

Increased access to arts activities and participation in the local area:

- Music Stage featuring local up and coming performers
- Teeny Tiny Theatre featuring local schoolchildren's productions

- Exhibitions in local shops as part of Fringe Events
- Festival event achieves target attendance
- Participating local businesses experience increase in footfall or trade
- Successful activation and use of public/open spaces

Skills development opportunities and progression routes for participants:

Increased community cohesion and cross-cultural understanding:?

Local school productions and community group content attracts a mixed audience across a wide range of social groups and cultures.

Increased sustainable partnerships, new collaborations and organisational development and how this fits into your organisation's long term objectives/strategy:

- Fringe events in local shops give rise to collaborations between artists and shop owners
- Local residents discover shops encouraging them to use their high street more often
- Increased profile of Roman Road to destination visitors
- Increased awareness of local heritage particularly Suffragettes
- Attracting new traders to market and empty shops

Any additional outcomes which are not outlined above:

6. Income

Please give name of source or funder and quantify all in-kind support in monetary terms. Please also include any anticipated income from Ticket Sales if applicable indicating ticket price and number of tickets.

Source of Income: [Canary Wharf Group](#)

Funding amount: [£5k was sought](#)

Cash: [£5k](#)

In Kind: [N/A](#)

Agreed: [£5,000](#)

Pending: [N/A](#)

Source of Income: [Lovebox](#)

Funding amount: [£5k was sought](#)

Cash: [£5k](#)

In Kind: [N/A](#)

Agreed: [£5,000](#)

Pending: [N/A](#)

Source of Income: [GMB Union](#)

Funding Amount: [5K sought](#)

Cash: [£5k](#)

In Kind: [N/A](#)

Agreed: [£5,000](#)

Pending: [N/A](#)

Income Total Amount: [£15,000](#)

Expenditure - Give details for the TOTAL projected expenditure of the proposal. Please add in kind and cash amounts together to give the total. (The total expenditure should be the same as the total income):

[Please note, we will not know what is going to be offered 'in kind' until we ask for it. However we do expect a lot of donations to be offered towards dressing the site. These will be 'added bonuses' that aren't essential to the delivery of the festival](#)

Type: Festival management/staff

Details [Festival Director](#)

Amount Cash [£5,000](#)

Amount In Kind: NA

Total Amount (Cash and In Kind) [£5,000](#)

Type - Administration

Details: [Publicity \(flyers, programme for fringe events, distribution, posters, banners, social media\)](#)

Amount Cash: [£5,000](#)

Amount In Kind: [N/A](#)

Total Amount (Cash and In Kind): £5,000

Type – Equipment and materials:

Details: [Things like artificial grass and decorations](#) is often offered in kind by local companies, but this hasn't been established yet. It isn't vital to the event either.

Amount Cash: [2k](#)

Amount In Kind: [N/A](#)

Total Amount (Cash and In Kind): £2,000

Type – Infrastructure, e.g. stages/marquees:

Details: [outdoor screen and stage plus associated costs](#)

Amount Cash: [£6,000](#)

Amount In Kind: [N/A](#)

Total Amount (Cash and In Kind):£6,000

Type – Services, e.g. stewarding, medical:

Details: [volunteers to steward](#), [St Johns for first aiders](#), [toilet facilities](#)

Amount Cash: [£2500](#)

Amount In Kind: [N/A](#)

Total Amount (Cash and In Kind) £2,500

Type – Artists fees/entertainment:

Details: [musicians](#), [children's entertainment](#), [compere](#),

Amount Cash: [£4,000](#)

Amount In Kind: [N/A](#)

Total Amount (Cash and In Kind):£4,000

Type -Licensing / Health & Safety MANDATORY

Details: [security, generators, barriers, licensing, TEN](#)

Amount Cash: [£4,000](#)

Amount In Kind: [N/A](#)

Total Amount (Cash and In Kind):[£4,000](#)

Type - Insurance: MANDATORY

Details: [Public and Employers Liability](#)

Amount Cash: [£500](#)

Amount In Kind: [N/A](#)

Total Amount (Cash and In Kind):[£500](#)

Type -Monitoring and evaluation MANDATORY

Details: [Create and print 500 feedback forms, process and write report](#)

Amount Cash: [1K](#)

Amount In Kind: [N/A](#)

Total Amount (Cash and In Kind): [£1,000](#)


Total Expenditure - Please include Cash and In Kind: [£30,000](#)

Income and Expenditure balancing figure - Take the total expenditure away from the total income and add the figure below:

[We expect to spend £30,000 on the festival this year.](#)

[With this £15k we will have raised £30,000.](#)

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<p>Commissioner Decision Report 1 March 2016</p>	
<p>Report of: Zena Cooke, Corporate Director Resources</p>	<p>Classification: Unrestricted</p>
<p>Tower Hamlets ESF Community Grants Programme 2016/19</p>	

Originating Officer(s)	Steve Hill, Everett Haughton
Wards affected	All wards
Key Decision?	Yes
Community Plan Theme	A Prosperous Community / A Safe and Cohesive Community / A Healthy and Supportive Community

Executive Summary

The Council provided match-funding and was an active partner in 2011- 2015 European Social Fund (ESF) Co-financing Programme which focussed on delivering employability skills to disadvantaged individuals in Tower Hamlets.

The above programme delivered excellent results and it is therefore proposed that the council also invests in the 2016-2019 Programme.

The council’s financial commitment will be £225,000 per year over 3 years. This funding attracts an equal contribution from the European Social Fund thus making a total scheme budget of £1.350m over the 3-year programme period.

London’s ESF Programme is administered by the Greater London Authority. However, the day-to-day management and administration of the programme will be undertaken by London Councils.

Recommendations:

The Commissioners are recommended to:

1. Approve the council’s match-funding contribution of £225,000 to be made to London Councils for each of the 3 financial years 2016/17, 2017/18 and 2018/19. The financing mechanism is set out within paragraphs 3.2 & 3.3.
2. Note that the Council will enter into formal contractual arrangements with London Councils to deliver the Tower Hamlets ESF Community Grants Programme 2016/19: as set out in paragraph 3.2 & 3.3.
3. Delegate the authority for the awarding of grants to organisations to the Appraisal Panel which will include the Director of Resources or her nominee as set out in paragraph 3.17.

1. REASONS FOR THE DECISIONS

- 1.1 Tower Hamlets ESF Community Grants Programme will increase the range of skills development and employment opportunities for local people, particularly those furthest from the labour market.
- 1.2 The Programme will also provide a valuable source of funding to local voluntary & community sector organisations. The programme will target those organisations that are not currently supported with council grants to provide employment and skills training. This will help to provide opportunities for organisations that do not already receive funding from the council and will broaden the reach as well.

2 ALTERNATIVE OPTIONS

- 2.1 If proposals for the new programme are not agreed, other options are outlined below.
- a) To not approve the Tower Hamlets ESF Community Grants Programme and therefore not have a programme.
 - b) To fund an alternative programme utilising only the Council's funding.
- 2.2 The alternative options are not recommended as they reduce the total resource available for the borough and its residents and will be more costly to administer.

3. DETAILS OF REPORT

- 3.1 London Councils has previously run a successful Tower Hamlets ESF Community Grants Programme, which closed in November 2014. The following information sets out some of the key performance outcomes / achievements of the previous Tower Hamlets ESF Community Grants Programme.

Number of organisations participating Programme:

- A total of 187 local organisations
- Average of 62 organisations a year

Number of participants/beneficiaries:

- 2539
- Average of 846 participants per year over three years

Number of accredited training and normal training

- 297 accredited training outcomes (basic skills and ICT)
- 766 NVQ level 1-3 training outcomes
- 71 NVQ level 4 or above training outcomes (higher education qualifications)

Number of participants reaching capacity building

- 919 participants moving into further education or training (50%)
- 1637 participants received information, advice and guidance (IAG) (89%)
- 433 participants received ESOL help (24%)
- 581 received help with literacy and numeracy (32%)
- 1064 participants received work readiness training (58%)

Numbers into employment

- 299 (including paid apprenticeships/placements) (16%)

3.2 London Councils have been successful in securing ESF funding for the new ESF programme to run employment programmes on behalf of the 33 London Boroughs. As part of the new ESF Programme £675,000 has been secured specifically for the London Borough of Tower Hamlets to run a 3-year Community Grants Programme covering the period 2016/17 to 2018/19. London Councils are responsible for Programme Managing ESF Programmes in the council will therefore enter into contractual arrangements with London Councils to manage the Tower Hamlets Scheme.

3.3 The council is therefore required to provide a pound-for-pound match of £675,000 to London Councils making a total scheme budget of £1.350m over the 3 years. It is proposed that the council utilises funds from its Corporate Match Funding budget to finance its contribution. London Councils will manage and distribute the funds on behalf of the European Social Fund (ESF). The amount represents a programme size of £450,000 per year.

3.4 The new programme falls within Investment Priority 1.4 to address the root causes of poverty which create barriers to work so more people move closer to or into employment. It is intended that there will be 3 bidding rounds: one during each year of the programme. Organisations will be able to apply for a grant of up to £20,000 during each bidding round.

Target Groups

3.5 ESF money in London should generally be targeted at the economically inactive and those who are long term unemployed, particularly groups facing multiple barriers to entering the labour market and have particularly low levels of employment, including, people with long term health conditions and disabilities, women, BAME groups, older people, lone parents and disadvantaged families or workless households.

3.6 Rather than simply treating the symptoms, the new ESF programme will help to address the root causes of poverty that are barriers to work and so help more people move closer or into employment. The nature of and issues faced by the most disadvantaged means that barriers to work have to be tackled in a holistic and integrated way.

3.7 Outreach activities will be important to reach many in the target group. The programme will implement integrated packages of support that address gaps in

provision to disadvantaged groups and reach those who are not currently receiving support. The aim of this priority is to help tackle inactivity, particularly by helping disadvantaged groups overcome barriers, improve their employability and move towards employment.

- 3.8 The barriers faced by the target group may include:
- caring responsibilities
 - debt and money management
 - digital exclusion
 - drug and alcohol dependency
 - educational attainment (particularly lack of basic literacy and numeracy and English for speakers of other languages skills)
 - family, parenting and relationship problems
 - health problems (including mental health)
 - gangs
 - homelessness
 - learning and or physical disabilities
 - life skills
 - offending
- 3.9 An indicative range of activities could include one or more of the following being provided to support individual beneficiaries.
- basic skills and ESOL training;
 - money management and advice and financial literacy programmes in order to address deep seated debt issues which make moving from benefit into work more challenging;
 - digital and internet literacy courses to aid job searching, access to benefits and progress in work
 - first contact engagement activities (for example, arrangement events in places people feel comfortable to visit)
 - local networks and groups to support people to get a job or access learning to provide
 - people providing a safe environment and peer support
 - softer skills development
 - volunteering, which is generally recognised in general terms as a good way to re-engage those furthest from the labour market

Bidding Rounds

- 3.10 The first bidding round will be launched in late April 2016, with subsequent rounds being launched in April 2017 and April 2018.
- 3.11 Workshops will take place to promote the programme and go through the application process. Project delivery will last for nine months, with three months given for projects to close their project and submit final paperwork to London Councils. London Councils has the responsibility for:
- publicising the availability of grants
 - managing application and selection processes

- providing support to successful applicants
- managing funding on behalf of the local authorities in London and ESF
- making payments to funded organisations
- monitoring funded organisation
- any audit requirements by funders and being audited by DWP.

- 3.12 All bids submitted for funding will be carefully assessed by London Councils (against the criteria set out in the guidance and the tender form). Projects will be assessed in terms of outputs, track record and value for money.
- 3.13 Once London Council assessors are satisfied that the project and organisation is eligible for support, the rest of their application will be scored by awarding points against each of the assessment questions. Each bid will be scored separately by two London Council assessors. The bid form sets out the points available for each part of each question
- 3.14 Applications will be subject to a minimum quality threshold on the application as a whole: Projects that score lower than the minimum quality threshold will not be funded, even if there was sufficient funding remaining.
- 3.15 Following scoring, an appraisal panel will be convened to assess each project on the criteria outlined above. The panel will comprise a senior representative from Tower Hamlets Council and London Councils.
- 3.16 The appraisal panel will consider each bid in score order; taking into account further factors such as value for money and the project’s fit within the strategic framework set out under the co-financing plan. The appraisal panel will also work to ensure that projects funded under the programme collectively target a whole range of target groups.
- 3.17 In relation to the processes and arrangements set out in paragraphs 3.12 - 3.16 above, the Commissioners are asked to delegate the approval of grant awards to organisations to the Appraisal Panel which will include the Director of Resources or her nominee.
- 3.18 Once organisations have been notified of the outcome of the application, all successful applicants will be invited to a compulsory workshop. The purpose of the workshop will be to go through in detail, the ESF requirements, monitoring arrangements and the claims process. All successful applicants will also be assigned a project officer, who will be responsible for monitoring the project (project visits to check financial and participant paperwork and view training taking place).

Roles and Responsibilities

- 3.19 The following table outlines the main roles and responsibilities of the London Councils and LBTH Teams.

Task	London Councils ESF Team	LBTH Programme Team
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Task	London Councils ESF Team	LBTH Programme Team
Specification	<ul style="list-style-type: none"> • ESF compliance check • Ensuring alignment to local, regional and national policy and strategies • Provide guidance and finalise specification 	<ul style="list-style-type: none"> • Complete specification
Procurement	<ul style="list-style-type: none"> • Produce prospectus • Promote opportunity • Hold workshops • Provide application portal • Scoring • Recommendation to panels • Hold Internal/external panel • Manage appeals • Due diligence checks 	<ul style="list-style-type: none"> • Scoring • Attendance at panel meetings
Pre-contracting and contracting	<ul style="list-style-type: none"> • Draft and finalise funding agreements with project • Facilitate pre-contracting meetings • Design project handbook • Reporting database • Design project documentation 	<ul style="list-style-type: none"> • Sign-off final funding agreement
Project start-up	<ul style="list-style-type: none"> • Set up reporting systems and train projects to use 	<ul style="list-style-type: none"> • Agree final reporting requirements
Performance Management	<ul style="list-style-type: none"> • Project evidence auditing and claims processing • Project monitoring visits • Provide quarterly update to borough or lead • Negotiate re-profile if required • Provide on-going daily support 	<ul style="list-style-type: none"> • Work with London Councils on decisions around re-profiles or contract amendments • Lead officer can attend monitoring visits • Support projects with links to local organisations
Payment	<ul style="list-style-type: none"> • Manage cash flow from Borough • Make payments to projects • Financial reconciliation • Claim to ESF 	<ul style="list-style-type: none"> • Set up cash flow or payment model • Expedite payments in timely manner
Audit	<ul style="list-style-type: none"> • Manage audit processes performed by all financial parties including ESF and DWP • Quarterly reporting to ESF 	
Programme Closure	<ul style="list-style-type: none"> • Evaluation review • Data storage • Exit strategy • Financial reconciliation • Legal close off 	<ul style="list-style-type: none"> • Input into evaluation from Borough perspective

4. COMMENTS OF THE CHIEF FINANCE OFFICER

- 4.1 As detailed within the body of the report, the total value of the Tower hamlets ESF Community Grants Programme is £450k per annum or £1,350k over the three year period from 2016/2019. 50% of the funding for this programme has been secured by London Councils on behalf of the borough and the remaining 50% is required to be match funded through Council resources. A specific Corporate Match Funding budget has been set aside for this purpose.

5. LEGAL COMMENTS

- 5.1 There is no strict legal definition of grant. However, a grant is in the nature of a gift and is based in trust law. However, grants are often given for a purpose so it is sometimes unclear whether a grant has been made or the arrangement is a contract for services. A contract for services is not a grant and therefore, an arrangement which is classified as a contract for services would be outside the remit of the power conferred upon the commissioners to approve.
- 5.2 There will be many grants which are made by the Council for the purpose of discharging one of its statutory duties. However, as a grant is in the nature of a gift, it is considered there must be some element of discretion on the part of the Council as grantor as to whom a grant is made to and whether this is made. If the Council is under a legal duty to provide a payment to a specific individual or organisation, and cannot lawfully elect not to make such a payment, then that should not amount to a grant.
- 5.3 One of the key distinguishing features between a grant and a contract for services is that with a contract for services the recipient of the money has a pecuniary interest beyond that in the receipt of the money itself. This is often in the form of taking a profit from the received.
- 5.4 In this case, the Council is not under a legal duty to make payment and therefore it is a grant.
- 5.5 As it is a grant then 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).
- 5.6 The proposed grants are supported by the Council's 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.

- 5.7 Paragraph 3.5.1 of Part 3 of the Council's constitution confers on the Chief Executive and Chief Officers the power to make decisions relating to any executive function carried out by services under their management other than "key decisions" as defined by Article 13 which are the responsibility of the Mayor or Executive itself, unless specifically delegated by the Mayor or Executive to an Executive Sub Committee or a chief officer.
- 5.8 The definition of a Chief Officer, both statutory and non-statutory, is provided in section 2 of the Local Government and Housing Act 1989 and a non-statutory Chief Officer is:
- (a) a person for whom the head of the authority's paid service is directly responsible;
 - (b) a person who, as respects all or most of the duties of his post, is required to report directly or is directly accountable to the head of the authority's paid service; and
 - (c) any person who, as respects all or most of the duties of his post, is required to report directly or is directly accountable to the local authority themselves or any committee or sub-committee of the authority.
- 5.9 Accordingly, the definition of a Chief Officer includes the Corporate Director of Resources. Ordinarily, therefore, that post holder would have the power to make decisions in respect to grants under paragraph 3.5.1 of the constitution to the extent that it concerns services under their management and it is not a key decision. However, this function has been suspended by virtue of the Directions and, as such a delegation from the Commissioners is required in order for the Corporate Director of Resources or her nominee to exercise the power.
- 5.10 When considering whether or not to delegate the power to Corporate Director of Resources to make these payments, consideration should be given to the arrangements in place to ensure that the power that is exercised is consistent with its best value arrangements. The Council is obliged as a best value authority under section 3 of 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" (the Best Value Duty). Paragraph 7 below considers this in further detail.
- 5.11 It is also noted that money for the grants is also being matched from the European Social Fund and is specifically ring fenced as part of Tower Hamlets ESF Programme. Applications will be assessed against agreed criteria and will be scored. Only those achieving the set score will go forward for further appraisal before a final decision is made.

- 5.12 The initial payment to London Council's would not fall under the *de minimis* threshold for the purposes of European restrictions on State aid. The Treaty on the Functioning of the European Union (TFEU), however, provides that certain government activities may be prohibited because they give an advantage in a selective way to certain entities, which might affect competition within the internal market. Those advantages may amount to prohibited state aid, or may be state aid which is either expressly allowed by the Treaty, or which may be allowed, dependent on the circumstances. Certain activities are considered to be compatible with EU law however and which includes "aid having a social character" (see Article 107(2)(a) of TFEU. In this case, the Tower Hamlets ESF Programme would be considered to be "aid having a social character".
- 5.13 When making 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.

6. ONE TOWER HAMLETS CONSIDERATIONS

- 6.1. The contribution of VCS Organisations helping to deliver One Tower Hamlets objectives and priorities are explicitly recognised and articulated within the Council's emerging VCS Strategy.
- 6.2 VCS Organisations play a key role in delivering services that address inequality, improve cohesion and increase community leadership. the deliveries of these services are real examples of 'One Tower Hamlets' in practice.
- 6.3 The opportunities offered through the Tower Hamlets ESF Community Grants Programme will play a key role in delivering the aims of One Tower Hamlets.

7. BEST VALUE (BV) IMPLICATIONS

- 7.1 The ESF Community Grants Programme is co-financed by 50% of funding from the European Social Fund and 50% from the LBTH.
- 7.2 90% of the total scheme budget will be available to applicant organisations with only 10% being used to cover Programme Management costs.
- 7.3 There will be a total of 3 bidding rounds – one during each year of the programme. Organisations will be able to apply for up to £20,000 within each bidding round.
- 7.4 The level of awards to organisations will depend on the quality of their individual applications as well as the overall demand for grants during each bidding round. Additionally, the application appraisal process will take into consideration the proposed

levels of outputs and outcomes to be delivered, the organisation's track record and the bid's overall value for money rating.

- 7.5 There will also be ongoing performance management of successful projects to ensure that project interventions meet the required standards; that the evidencing of project achievements and expenditure are accurately recorded and reported. This will ensure that payments to organisations are in line with performance.

8. SUSTAINABLE ACTION FOR A GREENER ENVIRONMENT

- 8.1 This funding scheme has a clear focus of developing employment skills for local people who are disadvantaged and perhaps facing multiple barriers to achieving sustainable employment. All participants will be encouraged to consider taking appropriate steps to minimise negative impact on the environment when taking up the opportunities offered within the programme and on an ongoing basis.

9. RISK MANAGEMENT IMPLICATIONS

- 9.1 A number of different risks arise from any funding of external organisations. The key risks are:
- The funding may not be fully utilised i.e. allocations remain unspent and outcomes are not maximised
 - The funding may be used for purposes that have not been agreed e.g. in the case of fraud
 - The organisation may not in the event have the capacity to achieve the contracted outputs/outcomes
- 9.2 As part of the Programme Management arrangements, support will be provided to ensure that all risks are minimised.

10. CRIME AND DISORDER REDUCTION IMPLICATIONS

- 10.1 The activities, services and outcomes that will be targeted through the programme will support the objectives of reducing crime and disorder. Young people involved in, or at risk of involvement in the criminal justice system will be targeted for support through the ESF Community Grants Programme.

11. SAFEGUARDING IMPLICATIONS

- 11.1 As part of the application process organisations will be required to provide details of their safeguarding policy if appropriate. The Grant Agreement that funded organisations will be obliged to comply with has a number of requirements in relation to safeguarding.

- 11.2 Organisations providing services to vulnerable adults and employing staff or volunteers in a position whose duties include caring for, training, supervising or being responsible in some way for them, will be required to fully comply with all necessary safeguarding requirements.
-

Linked Reports, Appendices and Background Documents

Linked Report

- NONE

Appendices

- NONE


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

- NONE

Officer contact details for documents:

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Commissioner Decision Report 1 st March 2016	 TOWER HAMLETS
Report of: Zena Cooke – Corporate Director Resources	Classification: Unrestricted
Grants 2016/17	

Originating Officer(s)	Steve Hill – Head of Benefits Services
Wards affected	All
Key Decision?	Yes
Community Plan Theme	One Tower Hamlets

Executive Summary

This report sets out the approach being taken in maintaining the Councils 2016/17 Grants Register.

Recommendations:

The Commissioners are recommended to:

1. Note the report and share any comments they may have.
2. Note that a detailed report with a fully completed Grants Register will be presented to the April Commissioners Decision Making Meeting in Public.

1. REASONS FOR THE DECISIONS

- 1.1 Commissioners at their pre- agenda planning meeting on 9th February 2016 requested an update on the development of the new 2016/17 grants register.
- 1.2 This report details progress on developing the 2016/17 register, with the final register expected to be confirmed in early March 2016.

2. ALTERNATIVE OPTIONS

- 2.1 The council is required to comply with Secretary of State Directions and to deliver the actions set out in the Best Value Action Plan. The grant register was a specific recommendation made by Commissioners. No alternatives are proposed.

3. DETAILS OF REPORT

- 3.1 The Grants Register was a recommendation of Commissioners and acts as a central database for all grant funding that the council awards.
- 3.2 The register is updated on a monthly basis and details the budget for each grant stream. The register also details the responsible officers and the decisions of awards made by the Commissioners together with details of delegation of decisions to relevant Directors or their delegates.
- 3.3 The attached spreadsheet at Appendix A shows the extent of the Grants Register which has been operationalised for the current year 2015/16. All officers that administer a grant scheme within that register have been contacted and asked to update the register providing the information as set out below.
- Grants that will cease at the end of 2015/16
 - Grants that are expected to continue in 2016/17
 - The budget associated with each of those grants for 2016/17
 - Whether decisions for the grant have been delegated to officers or will remain with Commissioner
 - The Cabinet Lead Member for the grant scheme
- 3.4 A deadline of 29 February has been set for the updated information to be completed. The finalised grants register will be completed in March 2016 in preparation for go live on 1st April.
- 3.5 Officers are currently exploring the possibility of integrating the Grants Register within the council's grants management ICT system (GIFTS). This would support greater efficiency in the analysis and reporting of grants. An update on progress of this development will be presented to a future Commissioners Decision Making Meeting in Public.
- 3.6 The new Grants Register together with a separate piece of work being undertaken which links individual grants to Community and Strategic plan priorities (part of the Best value Action Plan) will be used to inform our work on the consolidation of grants.
- 3.7 The finalised Grants Register for 2016/17 will be presented to Commissioners at the April Commissioners Decision Making Meeting in public.

4. COMMENTS OF THE CHIEF FINANCE OFFICER

- 4.1 There are no financial implications arising from the recommendations in the report and all costs can be met from within existing resources.

5. LEGAL COMMENTS

5.1 Whilst there is no strict legal definition of grant, a grant is in the nature of a gift and is based in trust law. However, grants are often given for a purpose so it is sometimes unclear whether a grant has been made or the arrangement is a contract for services. A contract for services is not a grant and therefore, an arrangement which is classified as a contract for services would be outside the remit of the power conferred upon the commissioners to approve.

5.2 There will be many grants which are made by the Council for the purpose of discharging one of its statutory duties. However, as a grant is in the nature of a gift, it is considered there must be some element of discretion on the part of the Council as grantor as to whom a grant is made to and whether this is made. If the Council is under a legal duty to provide a payment to a specific individual or organisation, and cannot lawfully elect not to make such a payment, then that should not amount to a grant.

5.3 There are a number of similarities between the mainstream grants process and procurement of public contracts within the meaning of the Public Contracts Regulations 2015. The key features which separate the grants process from the need to comply with the requirements of those Regulations are as follows. Firstly, the payment of money by the Council is to reimburse actual costs incurred by the recipient and not profits. Secondly, the Council pays the amount that it deems appropriate from the funds available rather than paying the most economically advantageous bid price. Thirdly, grants typically proceed from an application process rather than a procurement procedure. A feature of the application process is that the applicant requests funding for a project that it has developed, rather than developing a proposal to the Council's technical specification. When implementing the grants programme, the Council must take care to maintain these points of distinction.

5.4 In this case, the Council is not under a legal duty to provide these payments. The payments are discretionary and therefore considered to be a grant.

5.5 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).

5.6 To the extent that the Commissioners are exercising powers which would otherwise have been the Council's, there is a need to ensure that the Council has the power to make the grant in question.

5.7 The proposed grants are 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 supports the Mainstream Grants programme.

5.8 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. Best Value considerations have also been addressed in paragraph 9 of the report.

5.9 The Council must operate a fair and open application procedure to process a request to obtain funding. Requests for grant funding should ordinarily be measured against a predetermined set of criteria and the criteria themselves must be fair and transparent.

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

5.11 When implementing the scheme, 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.

5.12 The Treaty on the Functioning of the European Union (TFEU) provides that certain government activities may be prohibited because they give an advantage in a selective way to certain entities, which might affect competition within the internal market. Those advantages may amount to prohibited state aid, or may be state aid which is either expressly allowed by the Treaty, or which may be allowed, dependent on the circumstances. Certain activities are considered to be compatible with EU law however and which includes "aid having a social character" (see Article 107(2)(a) of TFEU. In this case, the grants are for the provision of social and community facilities and services and are therefore not prohibited.

6. ONE TOWER HAMLETS CONSIDERATIONS

6.1. The council's support of the voluntary and community sector through grants, contributes to the delivery of the One Tower Hamlets priorities and objectives.

7. BEST VALUE (BV) IMPLICATIONS

- 7.1 The Grants Register was a recommendation by Commissioners; this report provides an update on progress to update the Grants Register for the 2016/17 financial year.

8. SUSTAINABLE ACTION FOR A GREENER ENVIRONMENT

- 8.1 There are no immediate sustainability or environmental issues to consider.

9. RISK MANAGEMENT IMPLICATIONS

- 9.1 The recommendations made in this report will minimise the risk of failing to implement the actions agreed in the Best Value Action Plan on grants.

10. CRIME AND DISORDER REDUCTION IMPLICATIONS

- 10.1 There are no immediate Crime and Disorder reduction implications.

11. SAFEGUARDING IMPLICATIONS

- 11.1 There are no immediate Safeguarding implications.

Linked Reports, Appendices and Background Documents

Linked Report

- None

Appendices

- None

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

- None

Officer contact details for documents:

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No	Name fo grant	Responsible Officer(s)	Recipients	Grant to continue in 2016/17? (Y/N)	£'000 for 2016/17	Lead Member	Delegation to Officer (Y/N)
1	Economic Developmet Programme (New Homes Bonus Top Slice)	Aelswith Frayne	Individuals				
2	Drug Intervention Programme	Andy Bamber	Service Clients				
3	Positive Activities for Young People	Andy Bamber	Young People				
4	Underage Sales Gift Vouchers	Andy Bamber	Young People				
5	Youth Opportunities Fund	Andy Bamber	Young People				
6	Youth Service Core Funding	Andy Bamber	Young People				
7	Zero Emissions Network	Andy Bamber	Businesses				
8	Small Grants for Pensioners Groups 2015/16	Barbara Disney	Small Local Groups for Older People	Yes	£20	Cllr Whitelock-Gibbs	No
9	Burial Subsidy	Catherine Sutton	Residents				
10	Public Health Related Grant (Department of Health)	Dr Somen Banerjee	Families / Residents / Schools				
11	Public Health: Can Do Community Development	Dr Somen Banerjee	Local Communities				
12	Mental Health User Led Grants 2016/17	Dr Somen Banerjee / Keith Burns	Small Local Groups				
13	Ocean Regeneration Trust grant funding 2014/2015, 2015/2016 and 2016/2017	Jackie Odunoye	Community/Culture				
14	Annual Street Count	Jackie Odunoye	Thames Reach				
15	B&B budget – for rough sleepers where no other provision is available overnight	Jackie Odunoye	Thames Reach				
16	DAAT – Brook Drive Rehabilitation Centre	Jackie Odunoye	Thames Reach				
17	Energy Efficiency Grants - Cozyzone	Jackie Odunoye	Residents				
18	European Union and international reconnection budget	Jackie Odunoye	Thames Reach				
19	Extended Severe Weather Emergency Provision	Jackie Odunoye	Thames Reach				
20	Financial incentives for accommodation portfolio holders	Jackie Odunoye	Private landlords and Managing Agents				

No	Name fo grant	Responsible Officer(s)	Recipients	Grant to continue in 2016/17? (Y/N)	£'000 for 2016/17	Lead Member	Delegation to Officer (Y/N)
21	Financial incentives for the issuing of Assured Short-hold tenancies	Jackie Odunoye	Private landlords and Managing Agents				
22	Homelessness - Discretionary Housing Payments	Jackie Odunoye	Homeless Individuals				
23	Homelessness - Rent Incentives	Jackie Odunoye	Estate Agents / Private Landlords				
24	Ocean Regeneration Trust grant funding 2014/2015, 2015/2016 and 2016/2017	Jackie Odunoye	Community/Culture				
25	Personal service charge – Assessment beds provided by hostel accommodation as required for rough sleepers	Jackie Odunoye	Thames Reach				
26	Personalised budgets for long term and entrenched rough sleepers	Jackie Odunoye	Thames Reach				
27	Private Sector Renewal Grants (includes : Home Repairs Grant, Empty Properties GrantDiscretionary Disabled Facilities Grant)	Jackie Odunoye	Residents - Disabled Persons				
28	Removal - Tenants giving up a 3 bedroom or larger home	Jackie Odunoye	Tenants/Removal companies				
29	Local Affordable Housing Grant	Jackie Odunoye	Social housing Beneficiaries				
30	School Cycle Grants	John Rymell	Schools				
31	School Travel Plans Implementation Grants	John Rymell	Schools				
32	School Walking Grants	John Rymell	Schools				
33	Independent Living Fund	Karen Sugars	Adults				
34	Foster Carer Payments to meet needs of Child Placements	Nasima Patel / Hilary Bull	Children				
35	Teenage Pregnancy	Nasima Patel / Hilary Bull	Children				
36	Ben Jonson Road Improvement Works (s106 funding)	Owen Whalley	The Community				

No	Name fo grant	Responsible Officer(s)	Recipients	Grant to continue in 2016/17? (Y/N)	£'000 for 2016/17	Lead Member	Delegation to Officer (Y/N)
37	Community Facilities (s106 funding)	Owen Whalley	The Community				
38	Historic Buildings Grants	Owen Whalley	Arts and Culture / Heritage Groups				
39	Local Community Initiatives (s106 funding)	Owen Whalley	The Community				
40	Stepney City Farm Access Audit	Owen Whalley	Charity				
41	NDR Discretionary Relief	Rodger Jones	Residents				
42	BMX development project	Shazia Hussain	Access Sport				
43	Early GCSE Celebration Prizes	Shazia Hussain	Students				
44	East End Film Festival	Shazia Hussain	The East End Film Festival 2015				
45	Events Fund	Shazia Hussain	The Community				
46	Greenwich & Docklands Festival SLA	Shazia Hussain	Greenwich & Docklands Festival				
47	International Language Day	Shazia Hussain	Students				
48	Local Community Ward Forums	Shazia Hussain	Community Groups				
49	Mayor's Cup	Shazia Hussain	The Community				
50	Mayors Cup Prizes	Shazia Hussain	The Community				
51	Sports Council Grants	Shazia Hussain	The Community				
52	Community Building Grants	Steve Hill	Faith Groups	No	N/A	Cllr Rachael Saunders	N/A
54	Crisis Support Grant	Steve Hill	Residents				
55	Education Clothing Grants	Steve Hill	Children				
56	Emergency Funding (Revenue - Funding from Corporate Match Funding Budget)	Steve Hill	Charities /Voluntary Groups				

No	Name fo grant	Responsible Officer(s)	Recipients	Grant to continue in 2016/17? (Y/N)	£'000 for 2016/17	Lead Member	Delegation to Officer (Y/N)
57	European Social Funds (round 3) Community Grants programme - London Council's is Accountable Body	Steve Hill	Charities /Voluntary Groups				
58	Growth Bid	Steve Hill	Stairway To Heaven Memorial Trust				
59	Mainstream Grants - 15 to 18 Programme (2015/2016)	Steve Hill	Charities / Voluntary Groups				
60	Discretionary Awards:Council's Higher Education Awards	Terry Parkin / Tim Williams / Sue Crane	Young People				
61	Discretionary Awards:Tower Hamlets Educational Maintenance Allowance	Terry Parkin / Tim Williams / Sue Crane	Young People				
62	Early Years Learning Programme - Capital	Terry Parkin/Pauline Hoare	Children / Schools				
63	Early Years Sector Support Funding	Terry Parkin/Pauline Hoare	Voluntary Sector				
64	Early Years Service Grant Funding	Terry Parkin/Pauline Hoare	Childcare Providers				

<p>Commissioner Decision Report 1st March 2016</p>	
<p>Report of: Zena Cooke – Corporate Director Resources</p>	<p>Classification: Unrestricted</p>
<p>Initial proposals for a Cross Party Forum on Grants</p>	

Originating Officer(s)	Steve Hill – Head of Benefits Services
Wards affected	All
Key Decision?	Yes
Community Plan Theme	One Tower Hamlets

Executive Summary

The council has made significant progress in relation to the Best Value Action Plan on grants. A key action within the plan is to establish governance arrangements that include a “cross-party forum” to review and input to the grants decision making process. The development of and agreement to appropriate governance arrangements is therefore critical, to ensure the priorities, knowledge and views of Executive and non-Executive Members inform the grants decision making process.

Recommendations:

The Commissioners are recommended to:

1. Agree in principle the council’s proposal that a Sub-Committee of the Overview and Scrutiny Committee should act as the “cross-party forum” to be established to review Officer recommendations prior to their consideration at a Decision Making Meeting to the satisfaction of the Commissioners requirement that a suitable mechanism be established to advise them.

2. Agree in principle that all reports requiring a Commissioners’ Decision Making Meeting in Public are presented to the Overview and Scrutiny Sub-Committee on grants for their consideration in accordance with the council’s Overview and Scrutiny Committee Forward Plan.

3. Subject to agreement of the above, to receive a further report at the April Commissioners’ Decision making meeting which will set out the detailed proposals including clear terms of reference for the Sub-Committee.

1. REASONS FOR THE DECISIONS

- 1.1 The voluntary and community sector is an important part of the fabric of life in Tower Hamlets and plays a unique and crucial role in the delivery of services to residents of the borough. The broad range of third sector organisations in the borough also contribute towards building social capital and fostering community cohesion.
- 1.2 The impact of the Directions on the council has inevitably resulted in a number of significant changes to the way the council makes decisions in relation to grant making. As well as having consequences for the voluntary and community sector, there have been implications regarding members having timely, transparent and informed input to the grants decision making process.
- 1.3 Member input is vital at the development and delivery stage to ensure the overall objectives of the grant scheme are being met, that a fair geographical distribution of funding is being proposed and achieved and that the full range of community needs are being met in accordance with the council's community plan and strategic priorities.
- 1.4 The recommendations set out in this report will enable the council to deliver the actions set out in the Best Value Action Plan in relation to governance and decision making and to provide a mechanism for the council to take back full responsibility for grants decision making.

2. ALTERNATIVE OPTIONS

- 2.1 The council is required to comply with Secretary of State Directions and to deliver the actions set out in the Best Value Action Plan. These proposals extend transparency and propriety of decision-making, an integral part of the best value action plan. No alternatives are proposed.

3. DETAILS OF REPORT

- 3.1 The Directions issued to LB Tower Hamlets on 17 December 2014 required: 'Within 3 months from the date of these Directions i.e. 17 March 2015 to draw up and agree with the Commissioners a strategy and action plan for securing the Authority's compliance with its best value duty (to include as appropriate complying with the specific directions set out below and putting in place robust and transparent arrangements for grant decisions), and to submit this to the Secretary of State.' Annex B of the Directions removed from the Council all powers relating to the making of any grants under any statutory power and vested them in the Commissioners. Direction 9 of Annex A of the Directions requires that the Authority should provide their views on specific grants as requested by Commissioners. The Commissioners have discharged the Annex B Direction by establishing a Decision Making Meeting in public where the vast majority of grant decisions are taken. The only exception to this has been emergency funding decisions which require urgent action and details of every

decision taken outside the public meeting are now reported to the next public meeting for noting. In December 2014 the Commissioners requested that a cross party forum be established, comprising councillors representing all political parties, the geographic spread of the Borough and who would be rigorous about declaring interests in any individual organisation or class of organisation under consideration.

- 3.2 The council has implemented a number of actions set out in the Best Value Action Plan, with the actions either fully implemented or on track to be delivered as planned. The Third Sector Team has been centralised within the Resources Directorate, ensuring opportunities for joined-up working, reducing duplication and increasing efficiency. This has enabled a more focused relationship with the voluntary and community sector, as well as aligning grant making processes within a central service that oversees grant related programmes and related arrangements with the Council for Voluntary Services.
- 3.3 Input from Directorates provides technical evaluation and technical support to determine performance measures against which the dedicated team monitors the voluntary and community sector organisations in receipt of grants. Given the continued focus on sound financial management and the nature of grant making being centred on financial performance and evaluation, the centralised function sits within the remit of the Section 151 officer, who has corporate responsibility for grant management, including process, compliance, validation, performance monitoring and coordination.
- 3.4 The Best Value Action Plan on Grants includes within the heading “Governance Arrangements” two recommendations with associated actions that relate specifically to a transparent, executive and cross party decision making process.
- 3.5 The two recommendations with associated actions are as follows:
 1. Ensure and embed open and transparent decision-making
 - Develop Mayor and cross-party consultation and review Forum
 2. Review arrangements post Commissioners for future executive decision making.
 - Establish cross party working group to develop proposals for post Commissioners for future arrangements
 - Discuss proposals with Commissioners
 - Agree proposals through Cabinet
 - Briefing and training of members in relation to new proposals
- 3.6 Currently grants are considered at Commissioners’ Decision Making Meetings in Public, operating over a 6 weekly cycle. These meetings which formally commenced on 29th July 2015 are chaired by the Lead Commissioner, are attended by lead Members and the leaders of the opposition groups are invited to attend. The meetings are supported by senior officers of the Council.

- 3.7 These meetings are controlled and managed through the council's Forward Plan process supported by Democratic Services. Whilst the implementation of "meeting in public" arrangements has ensured transparency, there is an opportunity to increase cross party involvement and particularly Overview and Scrutiny.
- 3.8 Now that the Commissioners have completed the task of allocating Mainstream Grants (MSG), the Third Sector Team have been centralised and consolidation of grants is well underway, it is considered timely to consider and set out how the process of the management of grants allocation will operate when decision making responsibility returns to the council.
- 3.9 The council's expectation is that decision making responsibility will lie with the Mayor in Cabinet once the Secretary of State concludes that the powers under Annex B are no longer required. This will need to be supported by a process that consolidates the improvements made in developing and delivering the 2015 to 2018 MSG scheme and reflects the added dimension of direct democratic accountability in decision making to provide a robust framework for future funding allocation processes. There may be an interim stage in the process as part of the transition out of the Direction regime.
- 3.10 Member input is vital at the development and delivery stage to ensure the council's overall objectives are being met through the grant scheme criteria and allocations, that a fair geographical distribution of funding is being proposed and that the full range of community needs identified as a priority are being met. Further at the scrutiny stage, the council's Overview and Scrutiny Committee contributes to the council's approach to continuous improvement and value for money.
- 3.11 It is proposed that scrutiny becomes a formal part of the governance arrangements through a sub-group of the Overview and Scrutiny Committee reviewing all reports in advance of the Commissioners' Decision Making meeting in Public. These reports will be presented to the Overview and Scrutiny Sub-Committee for their consideration and comment in accordance with the council's Overview and Scrutiny Committee Forward Plan.
- 3.12 It is proposed that a further report on the cross party Forum arrangements is presented to the April Commissioners' Decision Making Meeting for consideration. The report will set out the detailed proposals on the governance arrangements, including the Sub-Committee's composition, its Terms of Reference, the Sub-Committee's training requirements (such as potential conflicts of interest) and the process by which Executive and Non-Executive members' views will be reflected and reported both prior to and after the Decision Making meeting.
- 3.13 Quarterly performance reports on grants will continue to be published in line with the Overview and Scrutiny Committee, Cabinet and Commissioners' Decision-Making Meeting timetables.

3.14 It is proposed that the Overview and Scrutiny Sub-Committee will be formally established at the May Annual General Meeting of the Council.

4. COMMENTS OF THE CHIEF FINANCE OFFICER

4.1 There are no financial implications arising from the recommendations in the report and all costs can be met from within existing resources.

5. LEGAL COMMENTS

5.1 The Council has a duty 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 by virtue of section 3 of the Local Government Act 1999. This is known as its Best Value Duty.

5.2 Under sections 15(5) and 15(6) of the Local Government Act 1999 the Secretary of State for Communities and Local Government issued legally enforceable directions in order to ensure that the Council complies with its obligations under part 1 of the Local Government Act 1999 and that until 31 March 2017. The Council's function in relation to grants will be exercised by appointed Commissioners acting jointly or severally.

5.3 In addition when exercising its functions under this legislation by making decisions about grants the Council must comply with section 149 of the Equality Act 2010 in that it must have due regard to the need to eliminate unlawful conduct under persons who share a protected characteristic and those who do not (the public sector equality duty).

6. ONE TOWER HAMLETS CONSIDERATIONS

6.1. The council's support of the voluntary and community sector through grants, contributes to the delivery of the One Tower Hamlets priorities and objectives.

7. BEST VALUE (BV) IMPLICATIONS

7.1 Best Value implications are included within the body of the report.

8. SUSTAINABLE ACTION FOR A GREENER ENVIRONMENT

8.1 There are no immediate sustainability or environmental issues to consider.

9. RISK MANAGEMENT IMPLICATIONS

9.1 The recommendations made in this report will minimise the risk of failing to implement the actions agreed in the Best Value Action Plan on grants and the requirements of the Directions made by the Secretary of State.

10. CRIME AND DISORDER REDUCTION IMPLICATIONS

10.1 There are no immediate Crime and Disorder reduction implications.

11. SAFEGUARDING IMPLICATIONS

11.1 There are no immediate Safeguarding implications.

Linked Reports, Appendices and Background Documents

Linked Report

- None

Appendices

- None

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

- None

Officer contact details for documents:

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