

COMMISSIONERS' DECISION MAKING MEETING

Tuesday, 5 July 2016 at 5.30 p.m.
MP702, 7th 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)

Co-opted Members: (Non Voting)

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

Public Information:

The public are welcome to attend these meetings.

Contact for further enquiries:

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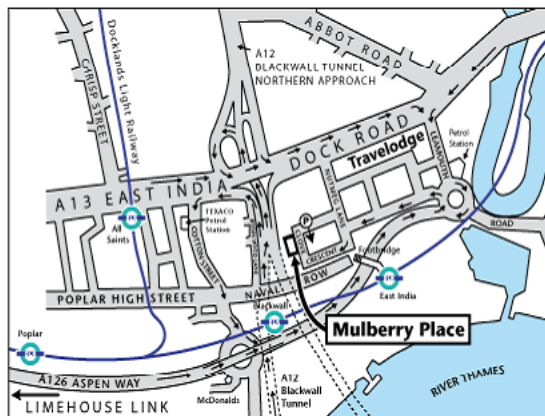
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A Guide to Commissioner Decision Making

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, 8 July 2016**

LONDON BOROUGH OF TOWER HAMLETS
COMMISSIONERS' DECISION MAKING MEETING

TUESDAY, 5 JULY 2016

5.30 p.m.

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST (Pages 1 - 4)

3. DECISIONS OF THE PREVIOUS MEETING (Pages 5 - 26)

To note the decisions of the meetings held on 12 April, 24 May and 14 June 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 DISCRETION (Pages 27 - 32)

6. REPORTS FOR CONSIDERATION

6 .1	Can Do Development programme - Award of Local Project Support Awards	33 - 62	All Wards
6 .2	Tower Hamlets Affordable Housing Grant 2016-19		All Wards
6 .3	Event Fund Annual Report 15/16	63 - 144	All Wards
6 .4	Whitechapel High Street Fund as grant to London Small Business Centre to deliver capital refurbishment and accessible workspace at 206 Whitechapel Road (SITE 2)	145 - 160	All Wards
6 .5	Adult Services Small Grants for Pensioners' Groups 2016/17	161 - 174	All Wards

6 .6	MSG 2015/18 Performance Report - January/March 2016	175 - 228	All Wards
6 .7	Grants Register - Moving to Commissioning	229 - 232	All Wards
6 .8	Grants Decision Making - Transitional Arrangements	233 - 240	All Wards
6 .9	Forward Plan	241 - 246	All Wards
7.	ANY OTHER BUSINESS THE CHAIR CONSIDERS TO BE URGENT		

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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 5.00 P.M. ON TUESDAY, 12 APRIL 2016

**ROOM MP701, 7TH FLOOR, TOWN HALL, MULBERRY PLACE, 5 CLOVE
CRESCENT, LONDON, E14 2BG**

Members Present:

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

Councillors Present:

Mayor John Biggs	(Mayor)
Councillor Rachel Blake	(Cabinet Member for Strategic Development)
Councillor Peter Golds	(Leader of the Conservative Group)
Councillor John Pierce	(Chair of OSC)
Councillor Rachael Saunders	(Deputy Mayor and Cabinet Member for Education & Children's Services)

Officers Present:

Caroline Billington	(Commissioning Manager, Tower Hamlets CCG)
Zena Cooke	(Corporate Director, Resources)
Terry Parkin	Interim Service Head, Learning & Achievement
Steve Hill	(Head of Benefits Service)
Alison Thomas	(Head of Housing Strategy, Partnerships and Affordable Housing, Development and Renewal)
Shalina Hussain	(Communications Officer, Communications, Chief Executive's)
Jackie Odunoye	(Service Head, Strategy, Regeneration & Sustainability, Development and Renewal)
Karen Sugars	(Interim Service Head, Commissioning and Health)
Antonella Burgio	(Democratic Services)

1. APOLOGIES FOR ABSENCE

No apologies for absence were received.

2. DECLARATIONS OF INTEREST

Commissioner Max Caller made an enhanced disclosure and declared a non-pecuniary interest in respect of agenda item 6.7 in that he had once worked in the steel industry in Wales.

No declarations of disclosable pecuniary interest were made.

3. DECISIONS OF THE PREVIOUS MEETING

The published decisions of the meetings held on 1 March and 8 March 2016 were noted and signed as a correct record of proceedings.

4. CONSIDERATION OF PUBLIC SUBMISSIONS

The Chair advised that a submission had been received from Tower Hamlets CVS relating to the following items

- “Commissioners Discretions – Emergency Funding Decisions” and
- “Support for the VCS and the Innovation Fund”.

The Chair advised that the representations would be discussed in conjunction with their respective agenda items.

5. EXERCISE OF COMMISSIONERS' DISCRETIONS

The Chair introduced the item which reported urgent decisions taken by Commissioners individually.

Commissioner Caller responded to the written submission by CVS relating to refusal of emergency funding to certain organisations advising that the representation that had been made suggested that the purpose of the Emergency Fund was not clearly understood. He asked that officers work with CVS and community organisations to clarify the purpose of emergency funding and how the criteria should be applied.

RESOLVED

That the Decisions that the decisions made under the Exercise of Commissioners' Discretions as set out at Appendix 1 be approved.

VARY ORDER OF BUSINESS

The Chair agreed to vary the order of business. He **moved** and it was

RESOLVED

That the items of business be varied from that printed in the agenda and considered in the following order:
Item 6.7, item 6.8, item 6.1, item 6.2, item 6.3, item 6.4, item 6.5, and 6.6.

6. REPORTS FOR CONSIDERATION

6.1 Mental Health User Led Grants Programme 2016 - 18

The Chair invited Caroline Billington, Commissioning Manager, Tower Hamlets CCG to introduce the report which concerned a programme of grants to support those with mental health issues in the community, giving them more control over their own care interventions and so avoid the need for other more costly forms of support.

The Chair invited Councillors present to comment on the report and they indicated that they supported the proposals. Councillor Golds also expressed concern that the geographical spread of the schemes across the borough was uneven.

Commissioners noted their support for the proposals and approved the recommendations as set out in the report.

RESOLVED

1. That the proposed awards of small grants to independent user led groups at a total value of £90, 838 per annum, in line with the individual decisions detailed in the body of this report be approved.
2. That it be noted that awards will be on the basis that there will be no right of appeal against the refusal of a grant and that grants approved must clearly state the purpose for which the funding is being given.

6.2 Tower Hamlets' Education Award (Higher Education): Post 16 Progression - school-led programme

The Chair invited Terry Parkin, Interim Service Head, Learning & Achievement to present the report which informed Commissioners of an award, approved by Cabinet, intended for post 16 pupils wishing to pursue forms of higher education including apprenticeships.

The Chair invited Councillors present to comment on the report and they indicated that they supported the proposals.

Commissioners noted

- that the revised award now incorporated a rationale which indicated how the scheme would support pupils.
- that the report concerned funding principles and that headteachers would be involved in the scheme to ensure that interventions were monitored.

RESOLVED

1. That the recommendations in the Cabinet report at Appendix A be noted.
2. That the decision of the Mayor in Cabinet be endorsed.

6.3 Community Buildings and Heritage Buildings

The Chair invited Zena Cooke, Corporate Director of Resources to introduce the report which concerned a proposal to reallocate funding from the previous Community Faith Buildings Support Scheme as set out in the report. The new scheme would support the Council's priorities and be reviewed at the end of its second year.

The Chair invited the Mayor and Councillors present to comment on the report and they indicated that they supported the proposals. Councillor Pierce noted that Overview and Scrutiny Committee had expressed concern regarding the impacted of the termination of the previous scheme in some areas of the Community.

Commissioner Max Caller noted that the new scheme should not preclude application from faith groups and was satisfied that the new process provided a regularised framework for the grant.

The Chair noted that a further report would be made.

RESOLVED

1. That the proposals to reallocate the funding of approximately £2.276m previously set aside for the Community Faith Building Scheme be noted.
2. That the following reallocation be noted:
 - A total of £300k (£100k per year for three years) for the council's existing Historic Buildings Grant scheme; and
 - A total of £1.976m to be allocated to deliver property related actions arising from the Community Buildings review and support the Voluntary and Community Sector action plan.
3. That the proposed approach in terms of advice, information and guidance to the 47 organisations that applied for round 2 CFBS funding be noted.

6.4 Grants Register 2016/17

The Chair to introduced the report noting that:

- the register had been produced out of a commissioner request to ascertain all grants given by the Council.
- the report set out the approach that would be undertaken to ensure the active maintenance of the Grants Register.

The Chair invited Councillors present to comment on the report and they indicated that they supported the approach suggested.

Commissioners were pleased to receive the plan which clearly set out how the Council intended to spend grant funds.

RESOLVED

1. That the report and Commissioners' comment above be noted
2. That the 2016/17 Grants Register attached at Appendix A be noted.

6.5 Grants Forward Plan 2016/17

Zena Cooke, Corporate Director of Resources introduced the report which set out how the Council intended to publicise the items of future business and ensure that grant making was administered openly and transparently via a rolling forward plan. Once established the plan would inform the administration of future grants making meetings via the Councils' committee procedures.

The Chair invited Councillors present to comment on the report and they indicated that they supported the approach to be taken.

Commissioner Max Caller was satisfied the plan would provide members with information on the status of grant applications and recommended that officers use the plan as a 'living document'.

RESOLVED

1. That it be agreed that the Forward Plan become a standing agenda item
2. That the draft Forward Plan attached as Appendix 1 be approved.

6.6 Support for VCS and New Innovation Fund

Councillor Saunders, Deputy Mayor, Cabinet Member for Education & Children's Services and with special responsibility for Grants introduced the report which concerned an award to support CVS to increase its capacity and its capacity building and a new Innovation Fund to enable CVS to respond reactively to Third Sector innovations. The Chair noted the written submission made by CVS regarding this matter.

The Chair invited Councillors present to comment on the report and they indicated that they supported the proposals.

Commissioner Max Caller indicated that he supported the proposals, however the Council must continue to discharge its responsibilities on consultation and maintain proper consultation arrangements.

RESOLVED

1. That the proposal to have two funding arrangements to provide 1) infrastructure support via the CVS and
2. That the creation of an Innovation Fund be agreed.
3. That the criteria, process and timetable for the new Innovation Fund be co-produced with the voluntary and community sector and consulted on in line with the principles of the VCS strategy be agreed.

4. That a further report be made to Commissioners on the outcome of the consultation and the final arrangements for the Innovation Fund.

6.7 Tower Hamlets Affordable Housing Grant 2016-19

The Chair invited Councillor Blake to comment on the report. She indicated that she supported the proposal since affordable housing was a matter of local concern and a Council priority. Additionally, the council had received many right to buy receipts as a result of Government policy. The conditions of the scheme to mitigate the risks of abuse of the scheme also were noted.

The Chair invited Councillors present to comment on the report and they indicated that they supported the proposals.

Commissioner Max Caller noted that an application under this scheme concerned the purchase of steel. He recommended that the Council reflects the new Central Government guidance on the procurement of steel in development projects funded by the Council in its procurement strategy.

RESOLVED

1. The Officers' recommendations to award Right To Buy grant funding in the amounts listed to the Registered Providers outlined in point 5.2 of the report be endorsed and allow for a 10% uplift to this amount to allow flexibility to take account of potential higher build or acquisition costs.
2. That it be noted that the programme has been extended beyond December 2017 to encourage the inclusion of more new build schemes and facilitate the take up of RTB receipts that continue to accumulate.

6.8 OSC Feedback on Cross Party Forum for Grants

The Chair invited Councillor Pierce, Chair of Overview and Scrutiny Committee, to comment on the report. He informed Commissioners that the Council had considered where the Cross Party Forum to review grants should lie. Since the function of the Forum was review, it was deemed that this role should be performed by a scrutiny body as the scrutiny function was in keeping with purpose of the Forum. A subcommittee of 5 members plus co-optees (to be confirmed) was established to perform the review function hitherto carried out by the Cross Party Forum. Its terms of reference would include enhanced disclosure of interests to fulfil aims around transparency. The subcommittee would be trialled over a three-month period and then reviewed.

The Chair invited Councillor Saunders and Councillor Golds to comment on the report and they indicated that they supported the proposals.

Commissioners welcomed the initiation of the scrutiny of grants and regarded this as a positive development. They were informed that arrangements for the scrutiny of grants would follow the same pattern as Overview and Scrutiny Committee and Commissioners' Decision Making Meetings.

The Chair noted that Commissioners' aim was that long-term arrangement be established and asked for a report outlining proposals concerning arrangements for the delivery of grants once commissioners had retired from their responsibilities.

RESOLVED

1. That the outcomes reported by Overview and Scrutiny Committee be noted
2. That the proposals that future grant requests be reviewed by a Scrutiny Grants Sub-Committee be endorsed for the duration of the trial.
3. That a report outlining proposals concerning arrangements for the delivery of grants once commissioners had retired from their responsibilities be brought to a future meeting.

7. ANY OTHER BUSINESS THE CHAIR CONSIDERS TO BE URGENT

The Chair thanked Leaders of the political groups for their support to Commissioners Decision Making Meetings hitherto and welcomed the involvement of the new Scrutiny Grants Sub-Committee in discussion of future grants applications.

In recognition of the work done to-date, in regularising processes around grant making and progress made, the Chair indicated that he would be formally writing to the Mayor to invite the Mayor and/or his representative to sit alongside Commissioners in a non-voting capacity to discuss grants applications for all future cycles of meetings.

The meeting ended at 6.03 p.m.

Chair: Sir Ken Knight
COMMISSIONER

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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, 24 MAY 2016

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

Members Present:

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

Co-opted Members Present:

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

Councillors Present:

Councillor John Pierce

Officers Present:

Kate Bingham	(Service Head, Children's and Adults Resources)
Duncan Brown	(Planning Officer, Development and Renewal)
Zena Cooke	(Corporate Director, Resources)
Everett Haughton	(Third Sector Programmes Manager, Third Sector Team)
Steve Hill	(Head of Benefits Service)
Debbie Jones	(Corporate Director, Children's Services)
Terry Parkin	Interim Service Head, Learning & Achievement
Ann Sutcliffe	(Service Head Corporate Property and Capital Delivery, Development and Renewal)
Jonathan Taylor	(Sustainable Development Team Leader)
Graham White	(Interim Service Head, Legal Services, Law, Probity and Governance)
Antonella Burgio	(Democratic Services)

INTRODUCTIONS

The Chair welcomed all to the meeting and advised that Mayor Biggs and Councillor Saunders had recently been co-opted by Commissioners to participate in Commissioners' Decision Making Meetings in a non-voting capacity; asked that they be added to future agendas. He also welcomed Councillor John Pierce, Chair of the recently established Grants Scrutiny Sub Committee, the role of which was to consider and comment on the business to be brought before Commissioners at their Decision Making Meetings.

1. APOLOGIES FOR ABSENCE

No apologies for absence were received.

An apology was noted from Councillor Golds, Leader of the Conservative Group.

2. DECLARATIONS OF INTEREST

Declarations no declarations of disclosable pecuniary interests were made.

A declaration of interest was made by Commissioner Alan Wood relating to item 5.4 in that he had worked on other education partnership boards and had spoken with many persons on the interim Tower Hamlets Education Board.

3. CONSIDERATION OF PUBLIC SUBMISSIONS

The Chair advised that a public submission from Tower Hamlets CVS had been received concerning agenda item 5.5, MSG Performance September to December 2015. He advised that Commissioners had agreed to receive an additional representation made directly by Osmani Trust; this also concerned agenda item 5.5. Both representations would be considered during the discussion of the item.

4. EXERCISE OF COMMISSIONERS DISCRETIONS

The Chair introduced the item which reported urgent decisions taken by Commissioners individually.

5. REPORTS FOR CONSIDERATION

5.1 Stepney City Farm Accessibility Improvement Works

Jonathan Taylor (Sustainable Development Team Leader introduced the report which concerned a grant request to the value of £36,000 for the delivery of works to improve accessibility at Stepney City Farm. The funding was secured through a S106 contribution associated with the Ocean Estate redevelopment. The monies would enable the Farm to access additional funding from Veolia Environmental Trust.

The Chair invited Councillor Pierce to comment on the proposals on behalf of the Grants Scrutiny Sub Committee (GSSC) and he indicated that he did not wish to make any comments on the proposals. The Chair then invited Mayor John Biggs and Councillor Rachel Saunders and Commissioners to comment on the proposals. Mayor Biggs indicated that he supported the proposal and asked that it be ensured that the works be undertaken in such a way as to conserve the appearance of the rural landscape. Councillor Saunders and Commissioners indicated that they had no comments that they wished to make.

RESOLVED

That the grant the funding of £36,000 to Stepney City Farm to improve the pathways and services around the Farm and ensure that community facility is access a portable be approved.

5.2 Capital Grant Release from the Whitechapel High Street Fund to the London Small Business Centre to deliver workspace and business support services at 206 Whitechapel Road, Whitechapel

Duncan Brown, Planning Officer, presented the report which concerned a grant request of £227,000 to the London Small Business Centre to deliver refurbishments at 206 Whitechapel Road to enable Whitechapel High Street Fund Workspace Programme (WHSFWP) to deliver new and improved facilities for jobs, new start-up businesses, support for small and medium enterprises and enable apprenticeship opportunities in accordance with agreed targets contained in an agreement between the GLA and Tower Hamlets Council.

The Chair invited Councillor John Pierce, Co-opted Members and Commissioners to comment on the proposal and the following responses were given:

Councillor John Pierce indicated that GSSC supported the proposals. Mayor Biggs indicated that he supported the proposals. Commissioner Max Caller indicated he supported the proposals and noted that no dates had been indicated around the timed lease agreements. He suggested that a date clause relating to the signature of the lease agreement should be included in the conditions of the grant (recommendation one). The details of the arrangements were discussed after which it was agreed that at a time period of six weeks from grant approval would be stipulated as part of the conditions (5th July 2016). Councillor Saunders and other Commissioners indicated that they had no comments that they wish to make.

RESOLVED

1. That a grant allocation of £227,000 to the London Small Business Centre (party one) to undertake shop-front upgrades and internal refurbishment works at the Royal Mail Group (party two) owned unit at 206 Whitechapel Road (site 2) to deliver and occupy approximately

- 280 m² (3010 ft.²) of vacant space to deliver publicly accessible workspace provision to serve the local resident community, subject to a signed lease agreement of no less than three years between party one and party two be completed by 5 July 2016, be approved
2. That Commissioners receive notification of final detail of the grant agreement relating to 206 Whitechapel Road (site 2) at a future Commissioners' Decision Making Meeting in public and
 3. That the Corporate Director of Development and Renewal and the Corporate Director of Resources be authorise to approve the details of the agreement prior to the disbursement of funds to the London Small Business Centre

5.3 Extension to Early Years MSG Funding

Terry Parkin, Interim Service Head, Learning & Achievement and Mohammed Jolil, Interim Children's Centre Locality Lead, presented the report which asked Commissioners to note the reported expenditure on Early Years' Service grant funding in the period 2015/16. The funding was dispersed over some 50 awards and originated from the Dedicated Schools Grant and was managed by the Schools' Forum

The Chair invited Councillor Pierce, Mayor Biggs, Councillor Saunders and Commissioners to comment on the data reported.

Councillor Pierce indicated that GSSC had no comments that it wished to make. Mayor Biggs indicated that he broadly supported the arrangements but there needed to be clear and rigorous structures around the management of the grants. Councillor Saunders expressed concern that some organisations would not receive funding under the present funding arrangements. Commissioner Max Caller expressed concern that, that under these arrangements some organisations appear to have failed to receive a grant but did not have access to other funding streams; he noted that during the determination of the MSG awards in July 2015 Commissioner has specifically sought to guard against this. He discussed the difficulties that would be encountered by some organisations under the current arrangements with Debbie Jones, Corporate Director for Education, Terry Parkin, Interim Service Head, Learning & Achievement and Zena Cooke, Corporate Director for Resources and noted the following information:

- there needed to be a wider consideration and discussion concerning unallocated and underspent funds in this scheme
- transitional funding needed to be available to mediate the proposed changes in grant arrangements from grant funding to commissioning
- Commissioners had not been kept up-to-date on changes in the arrangements for some funding schemes
- The process for administering these grants needed to be rigorous and
- there needed to be clear rules about how these grants were managed
- the change in approach from a grant funding basis to a commissioning basis had not been clearly communicated

- the rationale underpinning the intention to move towards a commissioning arrangement was to ensure that no group was favoured over another

In noting the information provided, Commissioner Max Caller observed that all information (concepts, intentions and data) concerning the award of grants must be clearly communicated to Commissioners; however Commissioners did not oppose the proposal to progress from grant funding based arrangements to commissioning arrangements.

RESOLVED

That the report on the Early Years Grant expenditure and the disbursement of these funds in the period 2015/16 be noted

5.4 The Tower Hamlets Education Partnership (THE Partnership)

Kate Bingham, Service Head, Children's and Adults Resources, introduced the report which sought approval in principle to grant the Tower Hamlets Education Partnership (established on 24 April 2016) a grant of up to £300,000 per annum for a period of three years to enable the Partnership to become self-sustaining. In the first year, payments would be made in two instalments subject to the fulfilment of two clauses. Since its launch almost 50% of the Borough schools had signed up to the Partnership.

The Chair invited Councillor John Pierce, Co-opted Members and Commissioners to comment on the proposal and the following responses were given:

Councillor Pierce, indicated that GSSC did not object to the proposal. Councillor Saunders indicated that she supported the proposal. Commissioner Wood indicated that he broadly supported the proposal but had some concerns around, how effective the Partnership would be, and would need to be subscribed to by the majority of the schools in the borough. He asked officers:

- To provide detailed info on the number of schools and pupils THE Partnership will provide for, to be included in the next report and an assessment of the minimum number the LA think to be viable before releasing any resources.
- to provide advice to Commissioners detailing the number and percentage of schools and pupils represented by those schools which have expressed an interest in joining the Partnership as of now.
- to indicate what the minimum number of schools and percentage of the pupil population is a minimum required for the financial viability of the Partnership and for the Council to release funds to it.

Commissioner Max Caller broadly supported the proposals but had some concerns around and how the in-kind support would be valued and how and appropriate fee would be charged. He asked that GSSC consider:

- how it will review the approach that the Partnership intends implement

- that this review include annual interviews of those with responsibility within and outside of the Council/Partnership
- how it will ensure that performance measures are viable and monitored rigorously
- how it will monitor the key issues in the business plan
- he also suggested that OSC consider holding a public hearing taking evidence from the Chair, Chief Executive and Finance Director as part of its review of the initial business plan prior to reporting to the CDDM and that the timetable for approval allow for this.

The Chair noted the importance of proper scrutiny arrangements to monitor this venture. Mayor Biggs commented that an account of the Partnership should not only be given to Commissioners but also to the Executive.

RESOLVED

1. That a grant to the Tower Hamlets Education Partnership of up to £300,000 per annum from the Council for a period of three years, be approved in principle, to enable it to become some sustaining and to remain in tight focus on improvement, as evidenced by progress in the outcomes described in paragraph 3.1.
2. That a grant to the Tower Hamlets Education Partnership of £300,000 for 2016/17 to cover the costs of the organisation's infrastructure in the first year of operation as outlined in paragraph 3.8 be approved, under the conditions that £150,000 released (up on the appointment of the finance director to the interim board) to enable the initial setup and recruitment. This would be released following approval of a delegated report to Commissioners; and a further £150,000 released once the company is established; has a critical mass of members, has produced for approval a robust business plan with defined performance outcomes for each of the three years. This would be released following a full report via OSC to a Commissioners Decision making meeting and
3. That Commissioners consider a further report in September 2016, regarding the Tower Hamlets Education Partnership's three-year business plan and the arrangements for years two and three, prior to the release of the second £150,000 grant funding for the first year.
4. That Commissioners' recommendations/requests made at the meeting be undertaken by officers.

5.5 MSG 2015/18 Performance Report - September/December 2015

The Chair introduced the item and referred to the public submissions received from Tower Hamlets CVS and Osmani Trust. He invited officers to respond to the submissions.

Zena Cooke, Corporate Director for Resources informed Commissioners that funding issues would be considered in the context of the Council's general disposition to support community organisations. Responding to CVS, she advised that timescales and proposals for underspend in theme 1 of the programme will be discussed with the Mayor and Councillor Saunders in her

capacity as Deputy Mayor with responsibility for the Third Sector. Following this a response would be provided. The feedback on the complexities encountered by organisations using the on-line monitoring scheme was noted.

The Chair then invited officers to respond to the issues raised by the Osmani Trust. Ann Sutcliffe, Service Head Corporate Property and Capital Delivery, informed Commissioners that there had been historic lease matters concerning this organisation. Officers had continued to pursue negotiations with Osmani Trust however progress was presently paused. Mayor Biggs noted that the organisation was presently at an impasse since it was unable to sign a lease and grant funding (under present arrangements) could not be released, without a signed up-to-date lease.

Everett Haughton, Third Sector Programme Manager then introduced the report which reported the performance of the current Mainstream Grants programme (MSG) in the period September to December 2015, the program having been initiated at the Commissioners' Decision Making Meeting on 29 July 2015. The report and appendices presented a range of data:

- a breakdown of the current programme and projects
- the issues affecting the period reported, these were categorised into a number of themes set out in section 3.5 of the report
- an overview of performance within the each of the five themes under which the grants were issued together with RAG ratings
- geographical analysis by Ward cluster.

Commissioners were asked to consider the report and the appendices and provide guidance on any required improvements or specific information they wish to receive in future monitoring reports. Commissioners were also requested to approve the withdrawal of grants to projects as set out in paragraph 3.12.4 which concerned projects that not submitted progress reports and had not progressed in the following period (January to March 2016) these were recommended for funding withdrawal.

The Chair invited Councillor John Pierce, Co-opted Members and Commissioners to comment on the performance report and the following comments were made:

Councillor John Pierce indicated that GSSC had not considered the public submissions (these were tabled at the meeting) however the data provided in the performance report was welcomed. GSSC intended to engage with the data and enable the community to interrogate it to give full transparency. The report would be considered as part of GSSC meetings. Additionally GSSC

- was looking for improvements in some of the reporting processes especially those concerning grants of less of less than £10,000.
- was interested to ensure that multiple applications from organisations presenting themselves under different identities would be prevented
- wished to be able to fully utilise the "Gift" system/application to enable interactive information to be accessed for better governance monitoring.

Mayor Biggs welcomed the performance information reported on the whole. However

- he wished to know the basis which emergency funding for third sector organisations operated. The Chair noted the request and agreed that further information would be provided outside of the meeting.
- he suggested that performance monitoring should be on the basis of users of the services provided by the organisations. He was informed that such data could be provided but confidentiality issues may arise through this method of monitoring.

Councillor Rachel Saunders provided the following feedback:

- the presentation of data according to Ward cluster is was not useful as each area had different characteristics and therefore could not serve as comparator.
- She asked that performance data should compare like with like
- She also noted that City Gateway had met with her to advise that they had decided to deliver their project from another location and therefore the grant should not be withdrawn at this stage.

Commissioners Alan Woods and Chris Allison recommended that community organisations should only be requested to submit data essential to enable proper monitoring, but avoid burdensome bureaucracy. It was important that the authority receive good quality data but it was also necessary to not to impose too much bureaucracy.

Commissioner Max Caller:

- noted that at an earlier meeting, Commissioners had agreed a variation of the RAG approach on the basis that organisations would come forward with action plans rather than wait for formal monitoring visits. Zena Cooke advised that since January 2016 all had signed up to online monitoring and officers were receiving approaches from these organisations in the current quarter.
- agreed that Ward comparisons did not provide a good method for ensuring that key community areas had been targeted and that the Council needs to ask for proper data to ensure that it can obtain meaningful information without excessive bureaucracy.
- asked that the performance of the Somali Parents and Childrens Play association project be reassessed by the officers to be consistent with other ratings and the results be reported back.
- expressed concern around inconsistencies shown towards some organisations around premises leases, in particular the payment in error to the Bangladeshi Youth Movement and the 2 payments to the Osmani Development trust in contravention of earlier CDMM decisions
- the following actions to conclude outstanding lease issues; Bangladeshi Youth Movement be requested to provide an indication of timescales; Osmani Trust be given a period of three months to develop proposals for a lease after which MSG would be withdrawn if the lease arrangement could not be complete concluded.

- requested that Co-optees Mayor Biggs and Councillor Rachel Saunders should henceforth be copied into reports which are presented to commissioners for signature.

The Chair responding to the feedback given, suggested that officers re-examine the data to look at how it could be made more meaningful. Notwithstanding the improvements suggested, all agreed the report had provided useful data on the use of grants by community organisations.

RESOLVED

1. That the contents of the report be noted
2. That the recommendations made by Commissioners and Co-optees be incorporated into future performance reports
3. That the completion of suitable property agreements with Deaf Plus, Wapping Bangladesh Association, Dorset Community Association and Stifford Centre be noted and that normal release of MSG funds be approved subject to standard arrangements for monitoring. That provided the license for the Somali Senior Citizens Club is completed MSG be released following Commissioners Decision. That the programme for completion of the works at the Limehouse Project be monitored so that on completion of the lease formalities by the end of August 2016 their MSG can be released. That once the Bangladeshi Youth Movement have formally relinquished occupation of the Berners Centre their MSG can be paid but that no interim payment be made in the meantime and that as far as the Osmani Development trust is concerned a lease which is capable of being recommended to Cabinet and approved by Commissioners be offered and provided this is completed by no later than 24th August 2016 MSG be released but that no further interim payments be made and that in the event that this deadline is missed the offer of MSG be withdrawn. As far as the Childrens Education Group is concerned officers be instructed to report an achievable timeline at the earliest opportunity
4. That the project Young People Study Support under Theme 1 at paragraph 3.12.4 have its MSG allocation withdrawn but that a decision on the Back on track Engagement project be deferred to the next monitoring report to allow them the opportunity to commence the project in a new location.

5.6 Post Commissioner Grants Decision Making and Scrutiny Arrangements

Zena Cooke, Corporate Director for Resources introduced the report which set out the approach that the Council wished to undertake following the completion of the Secretary of State's directions relating to grant making. The arrangements include cross-party scrutiny and feedback on grants proposals which would be reported to the Mayor in the Cabinet at meetings held in public.

The Chair invited Councillor John Pierce, Co-opted Members and Commissioners to comment on the proposal and the following responses were given:

Councillor John Pierce indicated that GSSC supported the proposed arrangements.

Mayor Biggs noted that the nature of grants was different to other executive decisions made in Cabinet and may require a different form of meeting to discharge them. He suggested, for transparency, that there be a meeting dedicated to making grants.

Councillor Saunders indicated that she supported Mayor Biggs' proposal since the Council's new relationship with the third sector would benefit from a new structure to discharge the decisions.

Commissioner Max Caller suggested that publication timescales are taken into consideration (in planning and delivery of the structures) to ensure that there was sufficient time for scrutiny and proper feedback to the decision-makers. Sufficient time needed to be allowed for a proper process and to enable views to be given; therefore it was essential that all reports should be provided in a timely manner. Zena Cooke advised that report deadlines would be accommodated accordingly to enable GSSC to receive and consider reports one week prior to the grants decision making meetings.

The Chair welcomed the discussion paper and noted that this concerned arrangements once Commissioners responsibilities had been fulfilled. However he noted that a transitional period would be required to achieve the outcome and requested a paper outlining proposals for this intervening period.

RESOLVED

1. That the proposed future grants decision-making arrangements, as discussed, be approved
2. That a further report setting out proposals for the transitional period be brought to a future meeting

5.7 Grants Forward Plan 2016/17

The Chair noted the forward plan of Commissioners' Decision Making Meetings for the forthcoming period. He advised that

- Commissioners would be unavailable in August and requested that this meeting be cancelled and any reports deferred to the next scheduled meeting
- should time sensitive business arise in the intervening period an extraordinary meeting would be called in early September.

RESOLVED

1. That the forward plan be noted
2. That the meeting arrangements for August and relating to any time-sensitive reports be noted

6. ANY OTHER BUSINESS THE CHAIR CONSIDERS TO BE URGENT

Nil items.

The meeting ended at 8.31 p.m.

Chair: Sir Ken Knight
COMMISSIONER

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LONDON BOROUGH OF TOWER HAMLETS

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

HELD AT 6.40 P.M. ON TUESDAY, 14 JUNE 2016

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

Members Present:

Sir Ken Knight	(Commissioner)
Chris Allison	(Commissioner)
Max Caller	(Commissioner)
Mayor John Biggs	(Executive Mayor)
Councillor Rachael Saunders	(Deputy Mayor and Cabinet Member for Education & Children's Services)

Councillors Present:

Councillor Peter Golds	(Leader of the Conservative Group)
Councillor John Pierce	

Officers Present:

Zena Cooke	(Corporate Director, Resources)
Nadir Ahmed	(Business Support Manager, Development and Renewal)
Ann Sutcliffe	(Service Head Corporate Property and Capital Delivery, Development and Renewal)
Matthew Mannion	(Committee Services Manager, Democratic Services, Law, Probity and Governance)

1. APOLOGIES FOR ABSENCE

Apologies for absence were received on behalf of Alan Wood
(Commissioner).

2. DECLARATIONS OF INTEREST

None were declared.

3. CONSIDERATION OF PUBLIC SUBMISSIONS

There were no submissions.

4. REPORTS FOR CONSIDERATION

4.1 Building Licence Grant Somali Senior Citizens Club

The Commissioners noted and agreed the reasons for urgency for considering this grant application. The application was discussed with the Chair of the Grants Scrutiny Sub-Committee and the Mayor and Councillor Rachael Saunders as co-optees to the Commissioner's Decision Making Meeting. There was general support for the application whilst noting the importance of ensuring the community buildings review was completed and that this application did not set a precedent for other applications.

DECISION


1. To approve an allocation grant of £12,500 to the Somali Senior Citizens Club to cover their licence fee for a six month period pending the completion of the Community Buildings Review, which will determine the future use of Granby Hall.
2. To agree that the grant funding of £12,500 will be:
 - i. transferred subject to receipt of a signed licence agreement;
 - ii. paid by a reallocation of funding from the MSG budget to the property budget; and
 - iii. the currently withheld MSG payments will then be released to the Somali Senior Citizens Club.
3. To agree that the council may enter into a licence in relation to Granby Hall, 37 St Matthew's Row, E2 6DT, with the Somali Senior Citizens Club for a six-month term, followed by a rolling month-to-month break, for a consideration of £12,500 (£25,000 pa pro rata).

5. ANY OTHER BUSINESS THE CHAIR CONSIDERS TO BE URGENT

Nil items.

The meeting ended at 6.46 p.m.

Chair: Sir Ken Knight
COMMISSIONER

<p>Commissioner Decision Report</p> <p>5 July 2016</p>	
<p>Report of: Zena Cooke, Corporate Director Resources</p>	<p>Classification: Unrestricted</p>
<p>Exercise of Commissioners Discretion</p>	

Lead Member	Rachel Saunders
Originating Officer(s)	Mohammed Ahad
Wards affected	All wards
Key Decision?	No
Community Plan Theme	One Tower Hamlets

EXECUTIVE SUMMARY

This report sets out details of decisions made under the exercise of Commissioners Discretion. Such decisions are required to be the subject of a noting report at a subsequent Commissioners Decision Meeting in public.

RECOMMENDATIONS:

The Commissioners are recommended to:

1. Confirm their decisions under Commissioners Discretion as set out in appendix 1.

1. REASONS FOR THE DECISIONS

- 1.1 The Council's procedures require that reports are submitted to Commissioners Decision Meetings in public to confirm and note grant funding decisions taken under Commissioners Discretionary powers.
- 1.2 The reporting of decisions taken under Commissioners Discretion assists in ensuring that Members and the public is made aware of, and therefore able to scrutinise Commissioners decisions.

2. ALTERNATIVE OPTIONS

- 2.1 To deviate from the approved procedure would require a sound reason. It is not considered that there is any such reason, having due regard of the need to ensure that all Members are kept informed of all decisions made by Commissioners under their discretionary powers.

3. DETAILS OF REPORT

- 3.1 The decisions made under Commissioners discretion are set out in the attached appendix 1. These decisions relate to Emergency Funding and Home Repairs Grant applications considered outside of Decision Making Meetings in Public.
- 3.2 These decisions were taken outside of scheduled meetings in public in order that grants awarded to organisations that are facing emergencies can be made in a timely manner.

4. COMMENTS OF THE CHIEF FINANCE OFFICER

- 4.1 The decisions set out in the attached appendix have already been made under the Commissioners discretionary powers.
- 4.2 In taking their decisions the Commissioners are provided with a report setting out the relevant information to inform their decision and which includes specifically the financial implications of the proposed decision together with financial and legal comments provided by the Chief Finance Officer and the Monitoring Officer respectively.

5. LEGAL COMMENTS

- 5.1. Whilst the Commissioners are empowered to exercise their discretion in private, agreed procedures require that such decisions should be reported to Commissioners Decision Meetings in public for ratification. This self-imposed procedure has been implemented in the interests of transparency.
- 5.2. There are no immediate legal implications arising from this report.

6. ONE TOWER HAMLETS CONSIDERATIONS

- 6.1. This report is concerned with the notification of Commissioners decisions under their discretions; and as such has no direct One Tower Hamlets implications. The extent to which there are One Tower Hamlets considerations arising from the original recommendations, these would have been addressed as part of those considerations.

7. BEST VALUE (BV) IMPLICATIONS

- 7.1 Best Value implications associated with each of the Commissioners discretions as set out in Appendix would have been identified and evaluated as an integral part of the process which led to the decisions.

8. SUSTAINABLE ACTION FOR A GREENER ENVIRONMENT

- 8.1 There is no sustainable action for a greener environment implications arising from this report.

9. RISK MANAGEMENT IMPLICATIONS

- 9.1 The risk management implications associated with each of the Commissioners discretions as set out in Appendix 1 would have been identified and evaluated as an integral part of the process which led to the decisions.

10. CRIME AND DISORDER REDUCTION IMPLICATIONS

- 10.1 Crime and disorder reduction implications, if any, associated with the decisions as set out in Appendix 1 would have been an integral part of the process which led to the decisions.

11. SAFEGUARDING IMPLICATIONS

- 11.1 Safeguarding implications including risks or benefits, if any, associated with each of the decisions as set out in Appendix 1 would have been identified and evaluated as an integral part of the process which led to the decisions

Linked Reports, Appendices and Background Documents

Linked Report

- NONE

Appendices

- Appendix 1 – details of the decisions made under the Commissioners discretionary powers

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

- None

Officer contact details for documents:

- N/A

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EXERCISE OF COMMISSIONERS DISCRETION

The following decisions were made by Commissioners outside of a meeting in public. In accordance with agreed procedure this information is being formally presented to the Commissioners Decision In Public Meeting of 05 July 2016.

Date Considered	Name of Grant & Description	Organisation / Recipient	Decision	Grant Requested	Amount Awarded	Directorate	Officer Contact
31 May 2016	Home Repairs Grants	7 x individual grants as set out below:	Agreed				
		1 - Mr A of E1 in the sum of £924.84 to fund replacement of defective shower unit and repairs to leaking pipework to wash hand basin	Agreed	£924.84 inclusive fees	£924.84	D & R	Martin Ling X 0469
		2 - Mrs V of E3 in the sum of £1,038.40 to remedy of leaks in wet floor showering area.	Agreed	£1,038.40 inclusive fees	£1,038.40	D & R	Martin Ling X 0469
		3 - Mr B in the sum of £2,598.36 to fund the installation of a hot water immersion heater along with 3x storage heaters.	Agreed	£2,598.36 inclusive fees	£2,598.36	D & R	Martin Ling X 0469

Date Considered	Name of Grant & Description	Organisation / Recipient	Decision	Grant Requested	Amount Awarded	Directorate	Officer Contact
		4 - Mrs D in the sum of £3,628.50 to fund the installation of a new combination boiler.	Agreed	£3,628.50 inclusive fees	£3,628.50	D & R	Martin Ling X 0469
		5 - Ms T in the sum of £2,300.00 for the installation of a new hot water cylinder.	Agreed	£2,300.00 inclusive fees	£2,300.00	D & R	Martin Ling X 0469
		6 - Ms B in the sum of £547.52 for ceiling track hoist warranty.	Agreed	£547.52 inclusive fees	£547.52	D & R	Martin Ling X 0469
		7 - Ms M in the sum of £285.18 for Stair lift warranty.	Agreed	£285.18 inclusive fees	£285.18	D & R	Martin Ling X 0469

Date Considered	Name of Grant & Description	Organisation / Recipient	Decision	Grant Requested	Amount Awarded	Directorate	Officer Contact
14 June 2016	Emergency Funding	East London Asian Family Counselling	Approved – original grant award decision from 07/10/2015 Commissioner meeting be implemented	£20,000	£12,250	Resources	Mohammed Ahad 020 7364 2762

<p>Commissioner Decision Report Insert Date</p>	
<p>Report of: Denise Radley, Director of Adults` Services</p>	<p>Classification: Unrestricted</p>
<p>Can Do Development Programme – Award of Local Project Support Awards</p>	

Originating Officer(s)	Brenda Scotland, Public Health Locality Manager and Esther Trenchard-Mabere, Associate Director, Public Health
Wards affected	All wards
Key Decision?	No
Community Plan Theme	Healthy and Supportive Community

Executive Summary

The Commissioners considered a report on the Can Do Community Development Programme awards on 15th May 2015. The commissioners agreed to delegate the authorisation of the award of the Can Do community grants through local Community Assessment Panels to the Corporate Director of Education, Social Care and Wellbeing (as was). The commissioners further resolved that officers should report back at the end of the award cycle with a list of the grant recipients, reason for awards and amount awarded. They additionally requested a review of expenditure on the scheme over the previous five years and an assessment of the impact on health outcomes.

This report is to report back to the commissioners following the cycle of awards for 2016-17 being completed, providing details of the recipients and the awards by the type of award and amount awarded.

Recommendations:

The Commissioners are recommended to:

1. Consider and note the report setting out the project awards made during 2015-16 and 2016-17 and the background report on the impact of the programme since 2009.
2. To note also that due to reductions in the level of the local authority public health grant and the need to make significant savings it is not proposed to continue the programme beyond the end of the current contract span in September 2016. The Council will, however, work with the programme providers through the voluntary sector strategy to seek continuation funding from external sources such as corporate social responsibility

funds.

1. REASONS FOR THE DECISIONS

- 1.1 To follow up on the previous decisions of 15th May 2015.

2. ALTERNATIVE OPTIONS

- 2.1 Not relevant to this report as it is delivering further information to the commissioners as requested.

3. DETAILS OF REPORT

- 3.1 Details of the report are set out in the attached report

4. COMMENTS OF THE CHIEF FINANCE OFFICER

- 4.1 Since the transfer of Public Health responsibilities to the Council in April 2013 the Can Do Community Development Programme has been funded from the Public Health Grant.
- 4.2 Following a re-tendering exercise for this service, new contracts were let, commencing October 2014 to four local host organisations. The combined current annual cost of the contracts is £92,760 which includes £20,000 for the Can Do Community Led grants. The grants awarded for each of the two year contracts are detailed in the annex and are within this allocation. The full costs for the 2016/17 programme are contained within the existing budget of £92,670.
- 4.3 These contracts cease at the end of September 2016 and The Public Health service has included the cessation of this service, including grant allocations, as part of a proposed programme of savings necessary as a result of Public Health grant reductions over the current and future financial years.

5. LEGAL COMMENTS

- 5.1. Whilst officers are empowered to exercise their delegated authority in private, the specific delegation requires that a report be submitted to a Commissioners Decision Meeting at the end of the award cycle with a list of the grant recipients, reason for awards and amount awarded. This report should also include a review of expenditure on the scheme over the previous five years and an assessment of the impact on health outcomes. The Appendix to this report is a document titled "CAN DO Community Led Projects 2009-2016" and which provides the details requested.
- 5.2. 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.

- 5.3. Applying this duty to grants, 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. 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.
- 5.4. This report provides the Commissioners with a performance update advising as to the CAN DO grant awards.

6. ONE TOWER HAMLETS CONSIDERATIONS

- 6.1. Independent evaluation of the Can Do programme has identified that community cohesion and social capital can be significantly enhanced through local projects that bring people together for healthy activity or to learn about healthier behaviours. Ethnic minorities and women have been particularly identified as beneficiaries of this approach.

7. BEST VALUE (BV) IMPLICATIONS

- 7.1 The four locality-based contracts for the delivery of the Can Do programme have been through a procurement process that is compliant with the relevant legislation and the Council's procurement procedures most recently in 2014. A robust quarterly monitoring process is in place and providers are required to meet appropriate performance management requirements before payments are issued. Grant agreements proportionate to the level of grant are in place and grant recipients are required to account for expenditure of all and any funds advanced and to report back on the outcomes of the project supported.

8. SUSTAINABLE ACTION FOR A GREENER ENVIRONMENT

- 8.1 Projects that support healthier lives also generally contribute to a greener environment for example gardening and food growing and active travel such as walking and cycling.

9. RISK MANAGEMENT IMPLICATIONS

- 9.1 The risks are primarily that the recipients of funding do not go on to deliver the project being supported. This is mitigated through the close support provided by the local community development officers and the regular monitoring of the

progress of projects. Where (rarely) there is no delivery recipients are required to return the funding.

10. CRIME AND DISORDER REDUCTION IMPLICATIONS

- 10.1 There is good evidence that locally based and community-owned projects can contribute significantly to reduce fear of crime in localities, for example by bringing under-used areas back into community use.

11. SAFEGUARDING IMPLICATIONS

- 11.1 No safeguarding issues have been identified.

Linked Reports, Appendices and Background Documents

Linked Report

- NONE

Appendices

- **Can Do Community Led Projects 2009-2016**
- **Summary List of projects Supported in 2015 and 2016**

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

- NONE

Officer contact details for documents:

Keith Williams, keith.williams@towerhamlets.gov.uk 020 7364 1523



CAN DO

Community Led Projects

2009-2016

(06 06 16 v6)

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1. BACKGROUND

1.1 The Healthy Borough Programme 2008-2011

In January 2008, in response to Britain's growing overweight and obesity epidemic, the Government published 'Healthy Weight, Healthy Lives: A Cross-Government strategy for England'. The strategy outlined the Government's approach to addressing overweight and obesity.

As part of the strategy, the Government invested £30 million over three years in a 'Healthy Community Challenge Fund' (HCCF), to provide funding for a number of areas to be designated as 'Healthy Towns' and to use this funding to take creative and innovative approaches to encouraging healthier lifestyles, addressing the environmental factors that contribute to overweight and obesity, and better understanding how to make physical activity and healthy food choices easier and more accessible for local people.

Tower Hamlets is a diverse, inner city London Borough that suffers from particularly high levels of obesity. In addition to estimated high levels of adult obesity, levels of childhood obesity are amongst the highest in the country. In November 2008, the London Borough of Tower Hamlets was named as one of the nine areas in England that had been successful in bidding for a share of the HCCF. Tower Hamlets was awarded £4.68 million of Department of Health (DH) funding, and was the only London Borough to receive HCCF monies. A similar amount of local match funding was also provided by NHS Tower Hamlets and LBTH, which together with DH funding, provided the funding for the Tower Hamlets Healthy Borough Programme.

The full Tower Hamlets Healthy Borough Programme (HBP) ran until March 2011, building on existing joint and multi-agency working between the Local Authority, Primary Care Trust (NHS Tower Hamlets), private, voluntary, and community partners, and local people, to address issues of overweight and obesity in Tower Hamlets, and encourage healthier lives..

The aim of the HBP was:

"To transform Tower Hamlets into a place that promotes and supports health and wellbeing and makes it easier for children, families and the wider community to be more physically active, eat well and maintain a healthy weight throughout their lives."

The Tower Hamlets HBP had sixteen overall strands, impacting almost every level of community and local authority structures from top down to bottom up strategies. One of these 16 project strands was an investment in 'Community Led Projects', led from within the community by local people, resident groups, community groups, or voluntary organisations.

There were three types of HBP "Community Led Projects":

- Project Grants: For supporting larger projects – providing funding of between £5,000 and £15,000.
- Small Grants: For supporting smaller projects – providing funding of between £1,000 and £5,000.
- Can Do Community Grants – providing funding of up to £500 - available to individual community members or informal community groups.

1.2 Can Do Community Grants since 2009 (CDCG)

This third aspect, the Can Do Community Grants, was the most fundamental grass roots bottom up approach adopted within the whole of the Healthy Borough Programme, the only one aiming to directly reach, inspire and facilitate local people including “mums at the school gate”. It was inspired by the Community Development approach, researched and championed by Wendy Sugarman. It emphasised a wider view of health promotion that encouraged local people to identify and make environmental changes, e.g. improving a local play area or setting up a food growing project, that would make healthy eating and physical eating easier.

Under this “Can Do” aspect of Community Led Projects strand, individual community members or informal community groups were invited to apply for Can Do Community Grants. These were awards up to £500, to fund projects which address at least one of the three HBP cross-cutting strands of Healthy Food, Active Lives, and Active Travel.

1.3 Can Do Community Led Projects (2011-present)

The external funding for the Healthy Borough Programme ended in April 2011. However, the findings of this external Evaluation Report summarised in Section 7, coupled with both the clear grass roots impact of the CDCG programme and the innovative Community Development approach, gave sufficient confidence to the Tower Hamlets Public Health (at that time in NHS Tower Hamlets) to continue with the programme. The other two categories of the Community Led Projects (Project Grants and Small Grants) were not extended as they were evaluated as less effective in reaching the grass roots.

In 2013, the old LAP areas were replaced by new Ward Clusters and the four host organisations became responsible for Ward Clusters across the borough’s four Localities, North West (Osmani Centre), South West (Stifford Centre), North East (Bromley by Bow Centre) and South East (Island House).

When Public Health transferred into the Local Authority in 2013-14, a full open re-tendering process was undertaken to select the Host Organisations who would take Can Do forward in the new NW NE SW AND SE localities that were replacing the old LAP areas. This was a 3 year commission, subject to annual budget reviews.

These new commissions started in October 2014. Since then two more rounds of Can Do applications have been advertised and awarded, in summer 2015 and February 2016. In the latest round, a fifth category of “Mental Wellbeing” was also added to the Can Do Project categories, where projects could be supported showing that they were specifically targeting a mental health need or target group.

2. PRINCIPLES AND APPROACH

2.1 The four key aims of Can Do are to:

- Improve public health /challenging obesity
- Identify & develop new volunteer community leaders
- Establish new & sustainable projects to promote healthy eating, physical activity and mental wellbeing
- Empowerment & changing a community’s ‘mind-set’ regarding responsibility for health from the grass-roots up

2.2 The grass roots community development approach is what makes the Can Do Community Led Projects both unique and effective. It reaches local people in the community, for example ‘mums at the school gate’, and inspires them to take responsibility to identify what would enable them to live healthier lives.. It motivates them to make a difference for their peers and then equips them through support, training, funding and by networking them together to deliver on their own project idea.

2.3 All the projects receiving support must meet at least one of the five core Can Do categories:

1. **Active Lives** – projects encouraging regular physical activity prioritizing those currently inactive.

2. **Active Travel** – projects encouraging walking, cycling as alternatives to motorised transportation.
3. **Healthy Eating** – projects encouraging healthier choices and skills in preparing healthy food. This has a sub-category of **Food Growing** projects, which encourage people to ‘Grow their Own’ food and vegetables, often through residents groups on estates.
4. **Improving the Environment** – projects that encourage people to take responsibility for improving the quality of their local environment to support healthier lives (introduced as a separate category in 2003 although the original vision was always to make changes to the environment to make physical activity and healthy eating easier.)
5. **Mental Wellbeing** – projects that specifically target mental health and wellbeing activities or groups of people with particular mental wellbeing challenges, (such as social isolation).

2.4 Evidence of the positive health impacts gained from participation in new activities centred on these themes is well researched on a national and international level and evidenced in many ways beyond the Can Do project. For example, the compelling research into the benefit of relatively inactive people taking up new regular physical activity is widespread; as is the evidence relating to the benefits of choosing healthy eating options, or taking up walking or cycling instead of using a car. As such, it can be confidently said that through participating in projects that meet the themed criteria, participants are receiving positive health gains for themselves, their families and their communities.

3 GOVERNANCE STRUCTURE

3.1 Public health put in place a clear governance structure to support the Can Do awards process both across the borough and in each locality:

(a) **Can Do Commissioners:** LBTH Public Health

(b) **Can Do Programme Partnership Steering Group (PSG)** which comprises:

- Commissioner Lead
- 4 x Public Health Locality Managers [PHLM]
- 4 x Locality Host Organisation Managers (one from each locality)
- The commissioned Borough Can Do Coordinator

The PSG meets up to 3 times per year to confirm programme contract and budget is, to review terms of reference, progress in line with the delivery plan, and to develop future strategy. Any issues relating to contract delivery are raised, resolved or escalated through the steering group.

(c) **Can Do Coordinator**

- The Can Do Coordinator assists the Commissioners and PSG in formulating the Delivery Plan, calling meetings, administering the programme, providing training for CAP members and supervising the four locality Community Development Workers (CDWs).

(d) **Delivery Group:** The DG comprises:

- Commissioner Lead (Brenda Scotland)
- CDWs from Host Organisations
- Borough Can Do Coordinator

The DG meets regularly (at least 4 times per annum) to arrange and plan the day to day delivery of all aspects of the Delivery Plan. Contract monitoring takes place at the Delivery Group meeting. All KPIs are reviewed against delivery plan and targets. Outreach, project application progress, CAPs, training plans, and project funding and monitoring are reviewed. Where necessary recovery plans are initiated to address under performance or contract amendments.

(e) **Community Assessment Panels:**

- There are 4 x CAP's (one for each Ward Cluster Locality). They each consist of 5 to 12 local volunteers including the PHLM for that locality, a Health Trainers Rep, a rep from the Local host Organisation, local residents and other local volunteers.
- All CAP members are required to complete formal training to ensure equity across the borough
- The CAPs meet to consider and assess and recommend awards for all Can Do project applications in their locality. They have protocols to follow and can make recommendations or set conditions when making awards.
- The PHLM carries a veto over all awards if projects are deemed not to fit the core Can Do criteria and to ensure appropriate allocation of awards to volunteer led projects.

(f) Can Do Project Leaders:

- Each successful applicant becomes a project leader, signing a funding contract and carrying responsibility for delivering the agreed project outcomes and any other conditions set by the Community Assessment Panel.

4 DELIVERY METHOD

4.1 From October 2014 to September 2016, LBTH Public Health have commissioned a 2 year tender to the 4 locality Host Organisations, one of which also acts as the borough wide Coordinating Organisation. The four host organisations are:

Osmani Trust (north-west locality)

Island House (south west locality)

Bromley by Bow Centre (north-east locality)

Island House (south east locality)

Note: Island House won the contracts for both the south east and south west localities.

The 2014-15 round was extended to March 2016 after a temporary suspension whilst the programme was under review by The Commissioners. This led to an overlap with the 2015-16 round that is currently running from October 2015 to September 2016.

The Coordinator drafts the Delivery Plan for each round for approval by the Steering Group. This Delivery Plan then forms the basis for the Delivery Group to arrange its day to day delivery.

Community Development Workers facilitate the grass roots approach and ensure the project works to identify inspire and facilitate new volunteer community leaders who take the lead in developing, running and sustaining the impact of their healthy lifestyle projects.

5 PROJECT OUTPUTS (2009-2016)

5.1 In summary the Can Do programme has delivered the following:

- 428 Projects have been supported in total,
- 55% Active Lives; 24% Active Travel; 11% Healthy Eating (7% Food Growing);
- 4% Improving Environment (only introduced in 2013 round),
- 3% Mental Wellbeing (only introduced in 2015)
- £192,732 has been given out directly to projects (average £450 per project).
- 11,513 people have participated in Can Do projects since July 2009

See **Table 1** below for a full breakdown of the awards since 2009

Table 1

Grant round	Host Organisation	Area	Total no. of project grants awarded	Total value of grants awarded				Imp. Env.	Mental well-being
					Active lives	Active travel	Healthy eating		
5 HBP rounds from July 2009 to March 2011	Osmani	LAPs 1&2	40	£20,000	32	20	6		
	Stifford	LAPs 3&4	40	£20,000	26	13	8		
	BBBC	LAPs 5&6	41	£20,000	31	23	5		
	Is. House	LAPs 7&8	47	£20,000	16	29	5		
Apr 2011 to Sep-11	Osmani	LAPs 1&2	11	£5,000	6	1	4 (4)		
	Stifford	LAPs 3&4	10	£5,000	8	0	3 (0)		
	BBBC	LAPs 5&6	10	£5,000	8	0	5 (1)		
	Is. House	LAPs 7&8	14	£5,000	8	0	6 (4)		
Oct 2011 to to Mar 2012	Osmani	LAPs 1&2	~	~	~	~	~		
	Stifford	LAPs 3&4	~	~	~	~	~		
	BBBC	LAPs 5&6	~	~	~	~	~		
	Is. House	LAPs 7&8	10	£5,000	5	1	4		
Apr 2012 to Dec-12	Osmani	LAPs 1&2	11	£5,000	5	0	6 (3)		
	Stifford	LAPs 3&4	12	£5,000	6	1	5 (2)		
	BBBC	LAPs 5&6	13	£5,000	6	1	6 (3)		
	Is. House	LAPs 7&8	13	£5,000	3	2	8 (3)		
Jun 2013 to Mar-14	Osmani	LAPs 1&2	12	£5,000	8	0	4 (1)	0	
	Stifford	LAPs 3&4	10	£5,000	6	0	4 (3)	0	
	BBBC	LAPs 5&6	10	£5,000	6	2	2 (0)	0	
	Is. House	LAPs 7&8	13	£5,000	5	2	4 (1)	2	
Nov-13 to Jul-14 Ward Forum Round	Osmani	NW	12	£5,900	2	1	4	5	
	Stifford	SW	0	£0	0	0	0	0	
	BBBC	NE	4	£2,000	2	0	1	1	
	Is. House	SE	3	£1,500	0	0	3	0	
Oct-14 to Mar-16	Osmani	NW	18	£4,990	5	2	8 (2)	3	
	Is House	SW	8	£3,544	3	0	3 (1)	2	
	BBBC	NE	12	£5,000	7	1	2 (1)	2	
	Is. House	SE	14	£4,798	11	0	1 (1)	2	
Oct-15 to Sep-16	Osmani	NW	13	£5,000	5	1	3 (0)	0	4
	Is House	SW	10	£5,000	3	0	3 (2)	2	2
	BBBC	NE	11	£5,000	6	0	1 (1)	1	3
	Is. House	SE	16	£5,000	6	2	2	0	6
TOTALS	Osmani	NW	117	£50,890	63	25	35	8	4
	Stepney	SW	90	£43,544	52	14	6	4	2
	BBBC	NE	101	£47,000	66	27	2	4	3
	Is. House	SE	120	£51,298	54	36	3	4	6
TOTAL					116				
Borough			428	£192,732	235	102	(33)	20	15

Average number of	participants	per project	(based on 2011 stats)	Children:	9.4 per project	4,023	total
				Adults:	17.5 per project	7,490	total
Gender:	37%	63%	Male	Total	26.9 per project	11,513	total
			Female				

6 Impact of the Can Do Programme

6.1 Can Do is uniquely and deliberately a grass roots community development programme. It aims to involve people who have not previously been engaged in delivering funded projects. The majority of applicants are volunteers with little or no experience of grant applications and monitoring, some even using English as a second language. The monitoring approach employed is therefore commensurate with the level of grants and designed to not be onerous or off-putting for participants. Soft tools are used as well as hard monitoring but all projects are required to provide an end of project report that self assesses what impact their project has made and what evidence they have been able to collect to support this.

6.2 End of Project Reports

Every project is required to produce an End of Project Report as a condition of the grant.

Before projects start, the Community Development Worker visits the successful applicant to sign the agreement with terms and conditions for the award, including any special conditions set by the Community Assessment Panel. Before the project commences, they agree with CDWs a main outcome (positive change) that they expect to see as a result of the project. This must be directly linked to one of the five Can Do priority categories. They are then asked to confirm how they will measure the outcome or change that will have occurred, and what evidence they intend producing to confirm this. This could include attendance registers, feedback forms, photos, case studies, completion of the Warwick Edinburgh Mental Wellbeing Analysis.

At this point, they are also asked to indicate if they, or any of their peers participating in their project, are interested in taking up places on the training courses. The subject preferences for the training themes are indicated on the Application Forms, collated by the Delivery Group and offered free to the new projects.

On completion of the project, the volunteer project leaders are required to complete an End of Project Report. The first part summarises the Outcome and Evidence agreed before the award is made. The second part gives direct feedback on the project that has been delivered. This includes:

- Q 5 & 6. Did you achieve your agreed Outcome?
What evidence can you provide to show this has been achieved?
- Q. 7. What activities (outputs) did you deliver?
- Q. 8 How many people benefitted (including LBTH Equalities breakdown stats)
- Q. 9 What changes have occurred – please give stories / quotes
- Q. 10 How did the project meet the Can Do priority?
- Q. 11 What challenges have you had to overcome and what skills have you learned as a community organiser / leader?
- Q.12 What are your ongoing plans for sustainability?
- Q.13 Opportunity for any other feedback / comments.

These End of Project (EoP) Reports and supporting evidence and financial information are collected by the locality's CDW from each project at the end of each round.

6.3 Additional Data collection

As well as the End of Project reports, other statistics are gathered by the Delivery Group. These include:

- the total number of projects applied for and supported per Can Do theme;
- summary lists of each locality's successful awards project by project including their Can Do theme;
- a breakdown of projects ward by ward across localities;

- the total value of awards given out and any underspend returned unspent (with reasons);
- the numbers of volunteers trained and participating in the Community Assessment Panels per locality;
- the numbers of project volunteers receiving training
- CDW Outreach plans and logs of their outreach work.

6.4 Case Studies

Each Locality collects qualitative feedback from projects about the impact the project has had on its participants through quotes and stories that are used to create Case Studies.

In each year this is done, these Case Studies are drawn from across all localities and cover the full range of project categories appropriate to that Round. They are very effective ways of sharing the Can Do stories. Due to the programme suspension in 2014 case studies for the past 2 years will not be available until April 2016. Case studies from previous rounds which demonstrate the social and health impact Can Do has had on individuals and groups can be provided.

6.5 Video

In the 2013-14 Can Do round, a wide range of projects from across each locality around the whole borough were followed by a video production team. Interviews with project leaders and participants were filmed and compiled into a 13 minute video production, directly showing the impact of the Can Do projects on participants. This followed seven projects from the 2013-14 Can Do round. They were:

- A school mum's football project in Cubitt Town (SE Locality)
- New children's Tae Kwon Do classes at the Bromley by Bow Centre (NE Locality)
- A new evening Zumba class for working women (NE locality)
- Gardening project at St Matthew's Church in Bethnal Green (NW locality)
- A Food Growing project at Vic Johnson House in Old Ford (NE locality)
- Badminton sessions in Stepney (SW locality)
- Chinese music classes for the elderly in Poplar (SE locality)

The video recorded direct evidence of the impact of the Can Do support and philosophy from these 7 sample projects, including:

- how they heard about the Can Do programme;
- the ease and accessibility of the application process;
- the reason why their project was needed and how it came about;
- the key role of the Community Development Workers in offering help and support;
- the impact the project has made on their participants and community.

The video evidence can be found here:

posted on You Tube and can still be accessed by clicking on the following link:

<https://www.youtube.com/watch?v=LlJocE8Rv5I>

available through a hyper-link from the Can Do website, at:

<http://www.island-house.org.uk/projects/can-do-projects/>

6.6 Training courses

Training provides additional benefit to both project leaders and participant in a number of ways, for example acquiring specific skills, improving employability, improving confidence, encouraging leadership and raising awareness about the needs of the local community.

In every round, two types of training take place.

6.6.1 Firstly, volunteers from each locality are trained to be members of the local Community Assessment Panels (CAPs). All panel members are required to complete this training before they can participate in CAPs. This ensures

- equality in assessing applications across the borough, and
- up-skilling of the volunteers involved.

6.6.2 Secondly, the volunteer project leaders and participants are offered free training in each round on themes they have selected and chosen themselves. These are spread across the borough in each locality but open to participants from all localities. They are designed to achieve the following impacts:

- build confidence
- up-skill volunteer participants
- connect them through networking to other similar local projects
- provide accredited certification for participants.
- encourage sustainability and on-going community activism / leadership

Themes have included:

- Project management
- Fundraising
- First Aid
- Food Hygiene, and
- Food Growing

In the latest completed round (2015):

- 4 free courses were run in related subject areas - one per locality,
- 53 local volunteers were trained,
- 39 achieved an accredited certification

6.7 **Warwick-Edinburgh Mental Wellbeing Scale**

From 2015, CDWs have been asking appropriate Can Do projects to complete the Short Warwick-Edinburgh Mental Wellbeing Scale (SWEMWS) analysis forms. These are designed to measure 7 areas of a participant's mental wellbeing both before and after their involvement in a Can Do Community Led Project in order to measure any improvement over the period of the project delivery on a 5 point scale.

This is part of a wider implementation of the SWEMWS evaluation tool across Tower Hamlets Public Health.

The first projects who have participated in this new Impact Evaluation methodology are due to report back in March 2016 and the results will be available shortly afterwards.

7. **External Evaluation**

7.1 In December 2009, the HBP commissioned NLH Partnership Ltd to conduct an external evaluation of the CDCG programme. NLH Partnership Ltd is a research and training organisation with particular expertise in researching and evaluating services for children and families, Children's Centres, health promotion and improvement programmes, and other community-focused, area-based initiatives.

The evaluation aimed to address the following key questions:

- How have the CDCGs supported the overall objectives of the HBP and the three HBP strands?
- How has the CDCG approach supported community leadership and achieved wider community benefit?

- What are the social and environmental observable differences as a result of the CDCGs?
- How effective have the community panels been and what is the key learning around CDCG decision-making processes?
- What impact has the dedicated resource of a CDW per locality made in relation to the success of the scheme?
- How effective has the capacity building support been from the local Host organisations?
- How does the delivery of the CDCGs differ within the four localities and what learning can be taken from one locality into another?
- How effective are the CDCGs as a model of Community Engagement in addressing health inequalities?
- What learning from the CDCG project would be useful to local commissioners and those further afield?

The evaluation utilised the following data collection methods:

- Incorporation of projects' monitoring data and projects' evaluation evidence
- In-depth, qualitative interviews with representatives from Host organisations
- In-depth, qualitative interviews with Community Development Officers
- In-depth, qualitative group interviews with successful project applicants
- Interactive focus group discussions (using participatory tools), with community members who have participated in the Can Do funded projects involved in this evaluation

The NLH Partnership research took over a year to conduct and evaluate and resulted in the publication of a major Evaluation Report on the Can Do programme in January 2011.

7.2 NLH summarised their evaluation findings as follows:

Participants' reasons for engagement with Can Do projects

- Word-of mouth was a particularly important route through which Can Do participants found out about the existence of CDCG funded projects
- Most participants who accessed projects, stated that the opportunity to meet other people and make new friends had been a key motivation in their initial or sustained engagement
- Participants also stated that the opportunity to gain new knowledge was a key motivation for their initial involvement

Key impacts of Can Do projects

- All Grant winners who had used CDCG funding to enhance an existing project, had been successful in extending the reach of their project
- Most of the community members who participated in group discussions, stated that participation had resulted in an increase in their level of health-related knowledge – in particular, changes in knowledge about healthy diets, healthy eating, and healthy lifestyles
- Data highlighted the impact that Can Do projects had had on participants' attitude to participating in physical activity, with participants in most of the exercise-based Can Do projects involved in this evaluation, stating that participation had increased their level of interest in physical activity, or motivation to engage in it

- Qualitative data from this evaluation highlighted a range of ways in which Can Do projects had impacted on the behaviour of participants and other community members, such as their friends and family - key impacts related to changes in shopping, food-buying, cooking or eating behaviour
- There was evidence that in some cases, Can Do projects were impacting on participants' home lives and health-related choices, as well as those of their friends and family, and in some cases, participation in a Can Do project aimed at a particular aspect of a healthy lifestyle, had led to participants' making health related changes in other areas of their lives
- One of the most commonly cited impacts of CDCG funded projects, was that they had enabled participants to extend their social networks, make friends, and meet new people from their local area - the vast majority of participants stated that Can Do participation had had this impact for them
- A range of stakeholders stated that Can Do projects had the ability to bring communities together, increase understanding and solidarity amongst different cultural and ethnic groups, and increase overall community cohesion, with a small number of participants felt that this had already started to happen
- Some projects have allowed young people to build friendly links with their peers from the local area, increasing how safe they feel on the streets and reducing tension and the chance of conflict between different groups of young people
- Encouragingly for community leadership in the future, findings highlighted the positive impact of Can Do projects on Grant winning community members' levels of skill and confidence in managing and coordinating a project - Grant winners generally felt more able and confident about undertaking a task like running a Can Do project again in the future
- Other impacts of Can Do projects included: Physical changes and benefits for participants; increases in team working amongst participants during the course of projects; increases in participants' levels of confidence; participants' sense of achievement at achieving an end goal; and increases in participants' feelings of 'general well-being'

Factors identified as important in bringing about impacts and Can Do project success

- Being involved in communal, group-based activities emerged as very important in bringing about project impacts – for example, the group-based nature of projects provided motivation to engage, encouraged ongoing participation, provided an opportunity for group learning, and meant that Grant winners were able to share the responsibility for coordinating projects with others
- The support of CDWs, Host organisations and other local organisations was important to the success of CDCG projects
- Most Grant winners stated that support from local organisations such as schools, Children's Centres and community centres, was vital to the success of their projects
- Some participants and Grant winners highlighted the input of individuals with specialist knowledge, as important for encouraging engagement with projects
- Some participants stated that for children, the reinforcing of Can Do project publicity and key messages by media, schools, or local publicity or advertising, was important in bringing about positive impacts

- There is a small amount of evidence from this evaluation to suggest that the impacts of Can Do projects for children may be enhanced if those projects have a specific 'end product' or goal that children can work towards
- Good leadership emerged as a factor that can be important in making a Can Do project successful and bringing about key impacts
- The fact that the Can Do projects are community-led and there is a sense of community ownership, was cited by a small number of stakeholders as important in bringing about project impacts

Barriers to engagement and involvement of community members in Can Do and similar projects

- The most commonly cited barrier to community members becoming participants in Can Do and similar projects, was that there was a lack of publicity about local projects
- Individuals' lack of confidence was highlighted by a number of stakeholders as a key barrier to their engagement with Can Do projects.
- A range of those we spoke with highlighted community members' work, personal circumstances, or other commitments, as potential barriers to whether or not they engaged with Can Do projects
- Language barriers were highlighted by a number of participants as key reasons why some participants without a good command of spoken English, or who have difficulty reading, may not engage with Can Do or similar projects.
- A small number of those we spoke to stated that they had found particular difficulty in engaging young people in Can Do projects, and particularly young men who were not engaged in employment or training and who spent a good deal of their time in the streets

Factors important in engaging local people and communities in Can Do projects

- There was widespread agreement amongst stakeholders that the friendly, welcoming and informal nature of Can Do projects was important in encouraging community members to engage with them
- An awareness of the potential impacts and benefits of engaging with particular CDCG projects, was sometimes important in encouraging participants to engage with them
- Findings suggest that enabling children to participate in Can Do projects alongside adults, helps to encourage community members to participate
- The flexible nature of Can Do projects that ran for a number of weeks, and the lack of a requirement for participants to commit to a certain amount of involvement, emerged as important in encouraging engagement.

8. Current Cost of the Programme

- 8.1 The current Can Do Community Development programme contracts were tendered in 2014 and run from October 2014 to September 2016. Contracts are subject to an annual review (Break clause) and the decision was made to continue the contracts until September 2016.

8.2 The cost of the four host bodies - one per each locality is :£21,000 per locality per annum x 4 localities each = £84,000 each year. From this sum £5,000 per locality p.a. is reserved for Project Support Awards (£20,000 pa in total across the borough). In addition one of the host bodies carries out an overall co-ordination and reporting function that costs an additional £8,760 p.a. The coordinating organisation is Island House. The total cost of the scheme therefore comes to £92,760 p.a.

8.3 The maximum award for any single project is £500.00. In practice the awards made are sometimes lower and the average project support award has been£450.31 per project since 2009 (428 Can Do projects @ £192,732)

9. **Future of the Can Do Community Development Programme**

9.1 The current contracts end in September 2016. Public health has been reviewing all externally commissioned contracts as there is a requirement to reduce expenditure in light of reductions to the level of public health grant from 2015-16 and for at least four further years.

9.2 Although the Can Do programme is regarded as a highly innovative and genuinely community-led programme with good evidence of impacts being achieved at the grassroots level it is considered that the health impacts are insufficient to prioritise this over some other public health interventions and it is therefore not proposed to extend or reprocur contracts beyond September 2016. Subject to consultation and Council decision the programme will be offered as a part year saving in the current public health savings plan for 2016-17. However there is considerable support for this programme from the local community and public health will be working with partner organisations from the voluntary and community sector to identify possible alternative sources of funding to continue the programme.

10. ANNEX Summary List of Projects Supported in 2015 & 2016

2015 Can Do Community Led Project Awards

NW Locality				
Application Reference	Applicant Name	Project category	Project Summary	Amount Awarded
OC/2014-15/003 Spitalfields & Banglatown	Karen Ritchie	HE	Teaching adults and YP with learning difficulties and disabilities to cook healthy meals and to experience varied sports activities	£160
OC/2014-15/004 St Peters	Muzzamel Hussen	AL	Badminton for male adults aged 18 and over for residents of weavers with low income.	£250
OC/2014-15/005 St Peters	Gerry Smith	AL	Healthy eating and exercise for local residents – walking around places of interest. Healthy lifestyle workshops.	£150
OC/2014-15/008 Spitalfields and Banglatown	Asma Ahmed	HE	Teach women how to plant and grow in pots, working with Spitalfields Farm. Learn to grow healthy herbs and vegetables. To build better communication skills & friendship between women.	£500
OC/2014-15/009 Bethnal Green Ward	Jane O`Sullivan	HE (FG)	Grow it - Eat It!: Food growing project/gardening and sharing food. Open to all residents in estate.	£400
OC/2014-15/012 Bethnal Green Ward	Shahanara Begum	AL	Healthy fitness session for women - aerobics: Delivery of weekly aerobics session for local woman in the locality. To encourage staying active and exercise.	£250
OC/2014-15/014 Spitalfields and Banglatown	Ferdous Ahmed	HE	Weekly fruit carving sessions, with tutor addressing good nutrition in fruits. To allow participants to try different fruits and encourage their families to eat more fruit.	£250
OC/2014-15/015 St Peters Ward	Atia Begum	HE	Weekly healthy cooking club: Delivering 8 cook and eat sessions for local community and residents. To help participants to eat more healthy.	£250
OC/2014-15/016 St Peters Ward	Rumena Akter	HE	Weekly Fruit carving sessions: Deliver regular fruit carving sessions to local participants. Women have an interest in fruit carving. Discussions will take place on healthy lifestyles, healthy eating and good food.	£250

OC/2014-15/ 017 St Peters Ward	Farhana Yeasmin	HE (FG)	Weekly gardening sessions for local residents on an estate empty space. Make the space into a gardening environment.	£250
OC/2014-15/019 Weavers Ward	Jarun Nessa	AT	10 week walking group for isolated people in the area. To encourage active travel and staying physically fit.	£270
OC/201-15/020 St Peters Ward	Rodney Baker	AT	Zacchaeus Bike Group: Weekly cycling group to purchase 3 new bikes – for members who do not own bikes. To continue with regular bike rides.	£300
OC/2014-15/022 Spitalfields and Banglatown	Shapla Bibi / Haleema Hoque	AL	To run 12 Yoga sessions for parents in their local school	£300
OC/2014-15/024 Bethnal Green Ward	Mumina Begum	HE	Cooking different south eastern dishes every week in a healthy and easy manner	£150
OC/2014-15/027 Bethnal Green Ward	Mohammad Mustaquim	HE	Bangladeshi Woman's Health Project: Deliver seminars, 2 hrs each for Health promotion, Tackling obesity, dietary & nutritional information	£160
OC/2014-15/029 Bethnal Green Ward	Ingrid Chen	IE	Tranzformers/ Columbia Composters: Composting food waste of plant in school environment. Get children and parents involved.	£500
OC/2014-15/031 Spitalfields and Banglatown	Junior	IE	The project will involve creating a food growing space on the roof of the Montefiore Centre/ possibly another venue.	£350
OC/2014-15/037 Spitalfields and Banglatown	Raja Pierre	AT	Cycling Club: Local residents cycling together. Different sites and pathways. Stay healthy & active	£260
18		TOTAL		£5,000

NE Locality				
BBBC 2015 /01	Sabiha Khanam	AL	Pilates for young women- Exercise session for women	£500
BBBC 2015 /02	Nadia Ali	AL	Somali traditional dancing for adults and children	£500
BBBC 2015 /03	Deanna Elliott	HE (FG)	Grow well- growing project for local residents who have been affected by mental health issues.	£250
BBBC 2015 /04	Farida Begum	HE	You are what you eat-healthy cooking class and sharing ideas session.	£470
BBBC 2015 /05	Zohra Khanam	AL	Body conditioning- Exercise session for women, aerobics/ keep fit.	£500
BBBC 2015 /06	Peter Thomas	HE / AL	Cricket club and healthy eating 40+, cricket and healthy cooking session for men over 40+	£500
BBBC 2015 /07	Rina Begum	AL	Boxercise - session for parents and carers of children attending	£500

			Malmesbury primary school.	
BBBC 2015 /08	Rimni Begum	FG	Healthy gardeners-Food growing for residents of a high rise block of flats who don't have much green space.	£500
BBBC 2015 /09	Mahamoud Hassan	AL	Father's football-football for fathers and young men in the St Pauls way area based at Mile end park.	£500
BBBC 2015 /10	Cecil Maitland	AT	SWP Walk and Talk- Mixed walking group for residents of St Pauls way.	£300
BBBC 2015 /11	John White		Regents Canal Bulb Mania (withdrawn)	
BBBC 2015 /12	Ferdosi Ali		Keeping fit during pregnancy (Withdrawn)	
10		TOTAL		£4,520

SW Locality				
Application Reference	Applicant Name	Project category	Project Summary	Amount Awarded
IH -SW-14/15/-01	Ripa Hussain	AL	Adult Zumba for Parents	£500
IH -SW-14/15/-02	Primela	HE/AL	Healthy Eating for Older People over 60s health and nutrition workshops/activities and exercise	£470
IH -SW-14/15/-04	Jabid Ahmed	AL	Junior Boxing and Football	£500
IH -SW-14/15/-05	Athiquil Alom	HE	Healthy Eating Young People -young people doing healthy cooking	£497
IH -SW-14/15/-06	Imran Khan	HE	Healthy Eating -young people learning about healthy diets	£500
IH -SW-14/15/-07	Molly Garenz	IE	Greening the Canals-litter picking and cleaning by using canoes	£500
IH -SW-14/15/-08	Mary Flanagan	AL/HE	Exercise & Nutrition for the over 40s armchair yoga and Healthy Eating	£500
IH -SW-14/15/-09	Anders Wickberg		Community Events	£500
IH -SW-14/15/-12	Mahfuza Anisa	IE	Gardening Project-young women's growing projects	£500
9		TOTAL		£4,467

SE Locality				
Application Reference	Applicant Name	Project category	Project Summary	Amount Awarded
IH.SE/2014/15-02	Freya Norton	AL	Girls Football Team-football practice and playing	£500

IH.SE/2014/15-09	Rene Felice	AL	arm chair Yoga for older people over 50s increasing mobility and strength	£500
IH.SE/2014/15-11	Geoffrey Juden	IE	Gardening/Seed growing storing Workshops	£388
IH.SE/2014/15-13	Louise Emms	AT	Take a Walk-parents and children walking group	£238
IH.SE/2014/15-14	Joseph Hassan	AL	Mot 2 Exercise & Wellbeing -yoga - reflexology and fitness.	£413
IH.SE/2014/15-17	Amanda Newbury	IE	Urban on the Roof-establishing a roof garden for all staff -volunteers- MC- to improve health & wellbeing in the workplace -reduce stress and have somewhere to eat, meet and socialise.	£350
IH.SE/2014/15-18	Ahmed Hussain	AT	Wharf Walkers-establish a walking group for older Asian men to improve their lifestyle and improve their health issues, and reduce isolation.	£170
IH.SE/2014/15-19	Soad Omer	AL	Exercise for Somali Women yoga	£300
IH.SE/2014/15-20	David Smith	FG	Cubitt Library Group- funds to buy compost /plants/materials/tools for group for over 50s who meet weekly at the library and who have established a small garden to use for food/plants to grow and to meet have a chat & discussions from visiting guests to their group.	£197
IH.SE/2014/15-25	Shahida Hussain	AL	Exercise pilates	£495
IH.SE/2014/15-26	Muna Mohammed	AL	Keep Fit-zumba/fitness	£450
IH.SE/2014/15-27	Sister Christine	IE/FG	Gardening Group- women's gardening group food growing project, some of the women have mental health problems. They have successfully established raised beds and amazing veg and fruit.	£500
IH.SE/2014/15-28	Muna Ali	AL	Older People Exercise and Health Group-fitness	£500
13		TOTAL		£5,000

2015 Totals

50 Projects

£18,987

AL	Active Lives
AT	Active Travel

FG	Food Growing
HE	Healthy Eating
IE	Improved Environment

2016 Can Do Community Led Project Awards

NW Locality				
Application Reference	Applicant Name	Project category	Project Summary	Amount Awarded
OC/2015-16/003	Syed Ahmed	AL, MW	Lunch Club – club for the elderly in the community. The primary desired outcome of this initiative is the establishment of a lunch club for the elderly. The establishment of the club will bring about benefits and health gains to the elderly. Additional activities such health trainers may be available.	£300
OC/2015-16/004	Wendy O'Donnell	HE	Healthy Foods- Cook & Eat Session: Run healthy cook and eat sessions. Cooking lead will discuss healthier, cheap and quick snack/ meal ideas participants can make on a daily basis.	£300
OC/2015-16/005	Nazma Kamal	AL	Off the beats – Dance workout: Aim of the project is to encourage parents to exercise. Classes are for beginners and will be delivered by a qualified instructor.	£250
OC/2015-16/006	Ruby Begum	AL	Carers Walking Team: Mental health carers to go on weekly walks. To encourage their own wellbeing and stay healthy. Tackle isolation.	£500
OC/2015-16/010	Syeda Tasmia	AL / MW	St Peters Community Wellbeing Projects: Deliver weekly stretch-based exercise (yoga & Pilates). Deliver health & physical activity workshops to encourage participants to live more healthy. Taking participants on walks around the local area to encourage more walking.	£500
OC/2015-16/011	Syeda Rowai	AL/ HE / MW	Brick Lanes Women's & Girls Project: Organise health sessions once a week, includes health trainers workshops, exercise sessions, coffee mornings with healthy snacks and healthy cooking	£500

			sessions.	
OC/2015-16/012	Sanowara Begum	AL / MW	Defence Classes promoting confidence and fitness: To deliver 8 Sessions of self defence classes to young people in the community.	£400
OC/2015-16/015	Mohammad Ismail	HE	Somali Healthy Eating Project: Run healthy eating workshops for members of the local Somali community in order to raise awareness about the nutrition element of foods and how participants can eat healthy food on a low budget.	£300
OC/2015-16/019	June Berry	AL / MW	The Wellbeing Group for the Chatter Natters!: Deliver 8 activity sessions at the wellbeing group for the elderly. Users are 50+ ages. Session will include reflexology & therapeutic activities.	£500
OC/2015-16/020	Suraj Ali	AL	Bancroft Elderly Club healthy living project: Exercise for elderly men & woman in the locality. Delivery of healthy eating and living workshops including stop smoking sessions.	£500
OC/2015-16/021	Shaheen Aktar	HE / AT	Sugar Smart – Healthy Choices for Snacks & Drinks: Run sessions for young people and adults with learning difficulties and disabilities to make healthy choices for snacks and drinks.	£300
OC/2015-16/023	Mir Shamsunnahar Begum	AL/ HE/ IE/ MW	St Peters North Community Gardening Club: Enable local residents to train and build up skills about horticulture and nature.	£350
OC/2015-16/026	Ferdous Ahmed	AL/ HE	Early Riser's project: Brisk walk & breakfast: Participants to take a brisk walk through local routes to encourage wellbeing and staying active. Followed by a healthy breakfast/Snacks.	£300

13		TOTAL		£5,000
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NE Locality				
BBBC16/01 ~ Bromley North	Nabil Elouahabi- Drama Workshop	AL / MW	Drama workshop. For young people 18-21yrs, encouraging them to express themselves through drama workshops, storytelling, theatre games, movement, conversation music & Collaboration.	£350
BBBC16/07 ~ Mile End	Rajaa Berezag-Dance to Fitness	AL / MW	2 hour sessions to encourage, young people's person and physical growth through using dance techniques such as Hip Hop, Ballet and various dance styles.	£500
BBBC16/08 ~ Bow West	Linda Snooks-St Barnabas Garden	AL FG IE MW	Gardening Project for age group over 60's at St Barnabas Church	£500
BBBC16/15 ~ Bow East	Roberta Antonaci- The Green Rocket	HE AL IE	Food Growing Sessions with local volunteers and open it up to the wider community regularly.	£500
BBBC16/17 ~ Bromley North	Syed Mostofa Kamal- Dads Badminton	AL MW	Badminton for dads at Old Palace Primary School	£240
BBBC16/23 ~ Bow West	Rojina Begum- Womens Keep fit Wellington Way School	AL	Keep fit activity for mums at Wellington way Primary School	£500
BBBC16/24 ~ Bromley South	Gem Pritchard- Mindfulness Photography	AL AT MW	Photography outings for people affected with Mental illness	£500
BBBC16/19 ~ Bow East	Zahra Nur-Somali Parents of Children with Autism Support Group	AL AT MW HE	Workshops for parents with autistic children	£500
BBBC16/25 ~ Mile End	Asia Khanom-Keep Active	AL MW	Keep Fit Classes for local residents of Southern Grove	£410
BBBC16/26 ~ Bow East	Laura Cullen-Active Autism Project	AL HE MW	Physical activity sessions for autistic children ages 10-16 years	£500
BBBC16/34 ~ Bromley North	Shabana Begum- Zumba	AL MW	Zumba for local residents at Old Palace Primary School	£500
11		TOTAL		£5,000

SW Locality				
Application Reference	Applicant Name	Project category	Project Summary	Amount Awarded
IH-SW-2016-01	Lukey Begum	AL	Zumba for parents	£500

IH-SW-2016-02	Farzana Khanom	HE	Healthy snacks /recipe book - cooking with parents and producing healthy cook book	£500
IH-SW-2016-03	Hahimul Islam	AL	Wapping youth fitness/circuit training	£500
IH-SW-2016-04	Michael Punter	FG	Stepney young Farmers -young children learning gardening and planting /food growing learning about where their food comes from and up skilling /educating young people.	£500
IH-SW-2016-07	Sultana Uddin	HE	Healthy mums & kids Healthy snacks /recipe book -cooking with parents and producing healthy cook book	£500
IH-SW-2016-08	Sadia Kuddus	IE	Reduce & recycle -sewing upcycling clothes	£500
IH-SW-2016-10	David Barraclough	IE	Composting food waste -pop up composting on estates in Shadwell for local people. Improving the environment and educating residents about food waste and composting.	£500
IH-SW-2016-11	Shipa Ahmed	AL	Keep fit for parents yoga	£500
IH-SW-2016-12	Anders Wickberg	HW	Stepney Community events - bring the community together reduce isolation and get to know your neighbours by sharing healthy food.	£500
IH-SW-2016-16	Lulu –Falbe-Hanson	HW	Shadwell community events =workshop on community ending in a large event for all the community to enjoy vegetarian healthy food.	£500
10		TOTAL		£5,000

SE Locality				
Application Reference	Applicant Name	Project category	Project Summary	Amount Awarded
IH-SE-16-01	Mohima Kamlay	MHW	Mums & Kids Autism - supporting parents to reduce stress and isolation caring for children with Autism.	£250
IH-SE-16-05	Bethany Summers	MW	Green Care -gardening club for adults with MH issues to reduce isolation -learn and develop new skills and knowledge around food/plant growing.	£350

IH-SE-16-06	Joseph Hassan	AT	Walk & shoot -men's group walking with photography, learning how to use digital camera photographing local area, whilst walking improving their health & wellbeing, reducing isolation and encouraging friendships with other isolated older men.	£345
IH-SE-16-07	Dyane Richardson	HW	Social events -to connect-build confidence for lots of older residents offer different social evening and weekend events getting over 60s out of the house reducing isolation and improving health & wellbeing.	£400
IH-SE-16-09	Rubina Begum	HE	Healthy cooking sessions -Asian parents learning to cook more English food, which their children enjoy eating at school -and use their skills at home.	£300
IH-SE-16-10	Christine Frost	MW	Choir -for older residents to improve their health both mental & physical - by reducing isolation getting people out of the house -supported by volunteers from the Olympic vol choir -& performing at local primary schools.	£360
IH-SE-16-12	Sharon Gibbs	AL	Parents exercise class - keep fit for mums in school	£300
IH-SE-16-14	Rina Miah	AL	Yoga / massage for women's group	£250
IH-SE-16-15	Kerry-Anne- Baldoni	AL	Kids Fitness -after school social girls group aged 5 -8 living in poplar & bow teaching kids gardening /cooking and life skills to increase their confidence and abilities.	£400
IH-SE-16-17	Joyce Ahnieh	MW	weekly Older people Chair Yoga / Exercise to increase mobility/strength and balance for over 60s	£350
IH-SE-16-18	Deborah Hopkinson	HE	Fruit carving -parents learning fruit carving skills with exotic fruit and making fruit kebabs/smoothies with left overs. Will show parents skills to teach their children and encourage them to eat /try new and different fruit, also skills to fundraise by demonstrating their skills at school events/fairs.	£350
IH-SE-16-19	Laura Tracey	AL	Boot camp -meet &greet then join boot camp-exercise in mudchute farm.	£300

IH-SE-16-21	Holly Higginson	AL	Gymnastics for young people to improve their skills, balance and flexibility for their Dancing	£166
IH-SE-16-22	Farhana Chowdury	HE	Healthy cooking -reducing salt/sugar for healthier meals.	£400
IH-SE-16-23	David Stackable	MW	Relaxation sessions for older people	£300
IH-SE-16-24	Una Noor	AL	Badminton - badminton equipment for women's group to keep fit / try a new sport for all ages and keep equipment for ongoing sessions.	£150
16		TOTAL		£5,000


2016 Totals

50 Projects

Awards made: £20,000

CATEGORIES OF AWARD KEY	
AL	Active Lives
AT	Active Travel
FG	Food Growing
HE	Healthy eating
IE	Improved Environment
MW	Mental Wellbeing

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<p>Commissioner Decision Report 5 July 2016</p>	
<p>Report of: Shazia Hussain Service Head Culture, Learning and Leisure</p>	<p>Classification: Unrestricted</p>
<p>Event Fund</p> <p>Annual Report on Event Fund Awards for the year 2015-16</p>	

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

Executive Summary

The Event Fund is a small grant fund which supports small community arts events. It works on a rolling programme with monthly deadlines and has been operating successfully for a number of years. 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 9th September 2015 the Commissioners agreed to delegate authority to approve Event Fund awards to the Service Head for Culture Leisure and Learning until the end of the financial year. On 13th January 2016 the Commissioners then granted delegated authority to the Service Head for Culture, Learning and Leisure to approve Event Fund on a permanent basis although they did request that the use of this funding should be reported on a quarterly and annual basis for transparency.

This is the Annual Report and covers all successful applications to the Event Fund for the period April 1st 2015 to March 31st March 2016. The report details the awards made; their monitoring outcomes; and any lessons for the future.

Recommendations:

There are no recommendations. This is an Annual Report of Event Fund Grant awards made and approved by Service Head for Culture Leisure and Learning for events that took place between 1st April 2015 and 31st March 2016 and it for the Commissioners to note and comment.

1. REASONS FOR THE DECISIONS

1.1 No decision is required. This is for information only.

2. ALTERNATIVE OPTIONS

2.1 There are no alternative options.

3. DETAILS OF REPORT

3.1 Event Fund purpose and administration

3.1 The Event Fund is a small grant fund for high quality arts events which are accessible to, and of benefit to the community. 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 Guidelines and Criteria for Event Fund applications is at Appendix A.

3.1.1 The annual budget for the Event Fund is £52,500 with the maximum grant award being £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 and fund allocation amounts 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.

3.1.2 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 independently of each other 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.

3.1.3 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 each attract a maximum score of 5, with the overall application receiving a maximum score of 30 by each assessor. The three assessors'

scores are then added together to give a maximum score of 90. For further information please see the Assessment Questions at Appendix B

- 3.1.4 For the first half of 2015/16, Event Fund award recommendations were presented to the Commissioners in the form of reports for approval at a Public Meeting. However this was not practical in terms of the time frame from application submission to award and payment of funding. Following the Commissioners decision to delegate award approval to the Service Head for Culture, Learning and Leisure, all assessments of applications are reported at a meeting to the Service Head. A monthly meeting takes place with the Service Head and the Festivals and Events Officer to discuss the recommendations and whether to agree recommended awards. 80% of the payment to a successful applicant is made prior to their event once certain conditions have been met, and the remaining 20% on receipt of their evaluation and monitoring information.
- 3.1.5 This is the first annual report to be presented to the Commissioners since delegated authority was granted.

3.2 Event Fund Awards 201516

- 3.2.1 A total of 76 Event Fund applications were received for the year 2015/16 with a total of 47 awards made and a total of £52,500 has been awarded. Of the 47 awards made, 2 awards were returned, one due to a change in circumstances and the other as the organiser did not receive the additional funding they needed. This funding was put back into the fund and reallocated.
- 3.2.2 Of the remaining 45 awards, some of these included events in multiple venues and which took the number of events up to 152. Repeat events are counted as 1 event in these calculations. Appendices C, D & E contain a full breakdown of the venues and awards.
- 3.2.3 29 applications were declined and which would have been for a number of reasons, including late submission (immediate rejection); lack of evidence of benefit to local people; closed event without access to the general public (e.g. in a school); high ticket prices making it inaccessible to local people; activities taking place in another borough; no partners; unable to demonstrate value for money; or no additional funding secured.
- 3.2.4 A large majority of awards and applications were for events and activities in Bethnal Green, Spitalfields and Banglatown, and Weavers Wards followed by Mile End, St Peter's and Whitechapel Wards. This is mainly due to the volume and location of community arts venues in these areas. It is also assumed that applicants have greater knowledge and experience in applying for funding. No events are recorded as taking place in St Katherine's and Wapping Ward or in Island Gardens Ward. Although an application was made for funding for an event in Island Gardens, it had most of the activity in another borough, and ticket prices were high so it was declined. Various marketing and targeting campaigns were carried out over the course of the year with editorial campaigns in East End Life; targeted emails; Arts Forum online newsletter;

and web and social media notices to respond to this lack of funding in certain wards. There was limited success however. A full list of applications and awards is at Appendix F.

3.2.5 The number of applications and awards per quarter is as follows:

Quarter 1: 12 Applications, 11 Awards, Total Funding	£13,390
Quarter 2: 20 Applications, 11 Awards, Total Funding	£11,905
Quarter 3: 31 Applications, 18 Awards, Total Funding	£17,600
Quarter 4: 13 Applications, 7 Awards, Total Funding	£ 9,605

3.2.6 A total of 210,669 people were recorded by Event Fund monitoring forms from 42 events as having benefited from the award. Of these, 153,905 were for Photomonth (as were 45 venues). Due to data protection, although a list of photographers was given, it does not record where the Photomonth photographers are from but there is a large local push for local people to submit photos both amateur and professional in the months leading up to the project.

3.2.7 Event Fund awardees are required to complete a detailed evaluation with feedback and monitoring statistics, and submit after their event to receive the second part of their funding award. Relevant monitoring information in respect the 9 protected characteristics under the Equality Act 2010 can be found in Appendices C, G and H.

3.3 Strategic Alignment

3.3.1 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.

3.3.2 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.

3.3.3 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

3.3.4 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.

3.3.5 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.

3.3.6 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.

3.3.7 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.

Lessons / Action for 16/17

3.3.8 In response to the Mayor's Priorities forming an integral part of the strategic plan for Tower Hamlets, the Event Fund 16 /17 includes in the application criteria that applicants will only be considered for funding if they can demonstrate that the event support's some of the Mayor's Key Strategic Priorities.

3.3.9 Wards to be identified and further targeted that received little or no applications for funding in 15/16 or were unsuccessful.

3.3.10 Further outreach to be carried out working in partnership with the Tower Hamlets Council for Voluntary Service (THCVS) to identify and reach organisations across the borough and support organisations less familiar with the funding application process with the aim of supporting more arts events in wards under-represented by the Event Fund.

3.3.11 Potential venues and partners to be researched in wards under-represented by the Event Fund.

3.3.12 Successful applications (particular those events taking place in the 4 most represented wards) are expected to demonstrate that they are actively targeting and engaging with residents across the borough.

4. COMMENTS OF THE CHIEF FINANCE OFFICER

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

- 4.2. Over the course of the year the Event Fund has allocated the full value of the £52,500 fund to 47 applications reported quarterly. This represents 9% of the total value of community activities that have been delivered within the Borough as a result of the Event Fund condition that it is used to lever in additional funding resources.
- 4.3. Awards of £500 or more, received 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 was 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 Whilst officers are empowered to exercise their delegated authority in private, the specific delegation requires that quarterly and annual reports should be reported to Commissioners Decision Meetings in Public in respect of the use of the Event Fund. This report therefore details the awards made; their monitoring outcomes; and any lessons for the future. This procedure has been implemented in the interests of transparency.
- 5.2 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.
- 5.3 Applying this duty to grants, 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. 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.
- 5.4 This report provides the Commissioners with a performance update advising as to the Event Fund grant awards.

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 J]; the equalities Event Participants' Equalities Data is also attached [Appendix K].

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).
- 7.2 The event fund budget of £52,500 formed part of a total of £597,000 in kind and cash budgets for the 42 events which have submitted their evaluation forms, meaning that the Council benefited from £597,000 worth of arts activity for a cost of £52,500

8. SUSTAINABLE ACTION FOR A GREENER ENVIRONMENT

N/A

9. RISK MANAGEMENT IMPLICATIONS

- 9.1 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.
- 9.2 The assessment and approval process for awards is robust, 3 Officers assess and make recommendations for funding, followed by input from Head of Service and final award agreement.

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
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Linked Reports, Appendices and Background Documents

Linked Report N/A

Appendices

- Appendix A: EF1 Event Fund Application and Criteria 1516
- Appendix B: Assessment Questions 1516
- Appendix C: Applications Monitoring 1516
- Appendix D: Photomonth Venues 1516
- Appendix E: Women's History Month Venues 1516
- Appendix F: EF Awards Log 1516
- Appendix G: Event Fund Evaluation Form 1516
- Appendix H: Evaluation Results Event Fund – Annual Report 1516
- Appendix I: Strategic Alignment
- Appendix J: Equality Analysis
- Appendix K: Event Participants' Equalities Data
- Appendix L: Equality Analysis Quality Assurance Check List
- Appendix M: Event Fund Assessment Score Sheet
- Appendix N: Unsuccessful Applications to the Event Fund 1516

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

- None

Officer contact details for documents:

- Alison Denning, Festivals and Events Officer
alison.denning@towerhamlets.gov.uk 020 7364 7907

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GUIDELINES AND CRITERIA

Tower Hamlets Council recognises the unique position of local voluntary and community groups in supporting residents as well as providing services for them. The Council is committed to supporting the work and the future of the voluntary and community sector, coupled with the drive for the best use of resources.

The Events 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. Please pay careful attention to the following information and, to avoid disappointment, only apply if fully eligible.

1. When to apply

- a. The Events Fund operates on a rolling programme with monthly deadlines.
- b. Applications should be received 3 months before the event or project takes place, or at a minimum should adhere to the timeframe below.
- c. Successful applicants must return the signed Terms and Conditions Acceptance Form within 4 weeks of the start date of their project or event
- d. We aim to assess applications within three weeks of the deadlines outlined below. However please take into consideration that it can take up to 3 months from application deadline to receipt of first 80% of funding.
- e. Late applications will not be considered and applications cannot be made retrospectively.
- f. Events requiring a Premises Licence (where one does not already exist) are advised to apply a minimum of 3 months before their event date.
- g. All applications must be submitted on the correct application form

Applications must be received by 18:00 (6pm) on the deadline day, late submissions WILL NOT BE CONSIDERED

Event Date	Application Deadline	Event Date	Application Deadline
April 2015	18th March 2015	October 2015	3rd August 2015
May 2015	18th March 2015	November 2015	7 th September 2015
June 2015	6th April 2015	December 2015	5th October 2015
July 2015	4th May 2015	January 2016	2 nd November 2015
August 2015	1st June 2015	February 2016	7 th December 2015
September 2015	6 th July 2015	March 2016	6th January 2016

2. Award Amounts

- a. Awards will depend on the overall demand for grants, the level of priority attached to the event, the proposed use of the grant, and to what extent the stated criteria can be met.
- b. We are unlikely to fund the same organisation twice in the same financial year.
- c. Events funded in one financial year will not be guaranteed funding the following year.
- d. The maximum amount that can be applied for is £2,500. However, most awards will be in the region of £500 - £1,500.
- e. The level of funding offered will take into consideration the cost, subsidy per head, other cash funding agreed or pending, the amount of in-kind support, the audience or participants benefiting from the project and / or the overarching artistic value of the project and its benefits.
- f. Applicants applying for higher level awards will need to demonstrate a high quality offer and good value for money, with sufficient cash funding from other sources.
- g. Events with paid entry will need to demonstrate what the entry cost will be and the breakdown of ticket prices. The application will need to demonstrate that the event will maintain access to the wider community. Priority will be given to events which are free of charge.
- h. Awards will depend on the overall demand for grants, the level of priority attached to the event, the proposed use of the grant, and to what extent the stated criteria can be met.

3. The Events Fund aims to:

- a. Improve access to arts based events.
- b. Encourage good practice.
- c. Provide arts activities where few exist.
- d. Improve quality of festivals and events in Tower Hamlets.
- e. Extend the potential of events to develop audiences, encourage participation and increase community involvement.
- f. Allow for more adventurous or ambitious programming.
- g. Promote community cohesion and cross-cultural understanding

4. Eligibility

- a. Events and projects that are eligible include: community arts festivals, cultural events, creative and performing arts projects.
- b. In all cases events or projects should be led by an organisation which has a formal management

structure and constitution. The organisation must be able to show that it is financially stable, has a company bank account, has suitable premises, and has expertise to carry out and manage the activities that it needs funding for.

- c. All events must take place within the London Borough of Tower Hamlets between 1st April 2015 and 31st March 2016.
- d. Applications must meet the appropriate timescales – deadlines are final and non-negotiable.
- e. The activities must contribute directly to priorities in the Tower Hamlets Community Plan or Strategic Plan, mainly benefiting people who live in Tower Hamlets. For more information go to <http://tinyurl.com/pvlygj3>

One Tower Hamlets Promoting Community Cohesion through a diverse programme of free community events which contribute to tackling inequality, strengthening community cohesion and building community leadership and personal responsibility.

- **A Great Place to Live** – promoting a wide range of free or affordable arts provision to residents of the borough, bringing together residents from different communities both as audience and participants to celebrate the richness, vibrance and energy that our communities provide.
- **A Healthy and Supportive Community** – to support residents to live healthier, more independent lives and reduce the risk of harm and neglect to vulnerable children and adults. Promoting healthy living and mental wellbeing through arts and events.
- **A Safe and Cohesive Community** –to have a safer Tower Hamlets: a place where everyone feels safe, gets on better together and difference is not seen as threat but a core strength of the borough.
- **A Prosperous Community** – to have a Tower Hamlets in which everyone, regardless of their background and circumstances, has the aspiration and opportunity to achieve their full potential. At the heart of this theme is a focus on combating social exclusion, reducing poverty and improving the life chances of all residents. Working in partnership with large and small businesses, delivering activities for older people, young people and children.

5. Priority will be given to the following types of projects or events with a particular emphasis on the points below. Please provide evidence in your application of *how* you will achieve this. Use your own words rather than repeating the phrasing below.

- a. Community arts events which tackle inequality, strengthen community cohesion and build community leadership and personal responsibility.
- b. Community arts events which involve young people and encourage making a positive contribution to the community.
- c. Community arts events aimed at and involving older people.
- d. Arts events or projects which take place in under-represented ward areas in the borough, namely wards 2, 3, 4, 5, 6, 7, 8, 10, 12, 15, 16, 18, 20. To find your ward, please go to 1d on

the application form.

- e. Arts events or arts projects which are able to make a real difference in terms of community provision, neighbourhood renewal and/or community development.
- f. Arts events or arts projects which celebrate cultural diversity and extend cross-cultural understanding in the borough.
- g. Arts events or arts projects which are generated by organisations from within the borough.
- h. Arts events or arts projects which will take place in areas/venues/spaces that have little or no art activity or few public events.
- i. Arts events or arts projects which utilise art forms which are under-represented in the borough, or take a fresh and innovative approach to better represented art forms.
- j. Arts events or arts projects which aim to benefit the local community and increase opportunities for people with disabilities to take part in the arts; especially in areas of the borough where there is little chance to do this.
- k. Arts events or arts projects which involve the community in delivering and managing the event/project.
- l. Arts events or arts projects which attract a family audience.
- m. Arts events or arts projects which are discernibly different from other events in the borough.
- n. Cultural events or community arts projects which provide free access to audience and participants.
- o. Cultural events or community arts projects which celebrate and contribute to the Black History Month programme in October 2015.

6. The Events Fund will NOT:

- a. Be the sole source of income – the organisation must be able to show that it is taking reasonable steps to obtain funding for its activities from sources other than the council. Organisers are advised to seek funding and partnership support from a variety of sources. Other funding should not be solely “in-kind”. Details of other funding schemes and support can be obtained from:
<http://tinyurl.com/TH-other-funding>
<http://tinyurl.com/THOpen4Community>
<http://tinyurl.com/Mayor-s-Community-Grants>
- b. Fund core activities, i.e. main or essential activities of the company/organisation.
- c. Support events devoid of cultural or artistic content.

- d. Support profit making activities or events with a prohibitive charge for entry for local audiences.
- e. Support those who aim to raise money for charity, to promote religious or political beliefs or to promote the interests of an individual or organisation. The organisation must show that it does not want to promote or oppose any political party or cause or otherwise get involved in party political activity. We will not fund activities which promote the adoption of a particular faith or religion.
- f. Support any activity that leads to the long-term segregation of any particular group. (Segregation means keeping a group apart from the rest of the community.)
- g. Make grant payments to individuals. Organisations must have a bank account.
- h. Fund an organisation that did not fulfil grant conditions in full in previous years.

7. The Events Fund has the following mandatory criteria:

(Please bear this section in mind when completing your application form)

- a. Applications must be made on the correct version of the online Events Fund Form which must be completed in full. You should answer the questions in your own words giving evidence of how you will achieve your outcomes and ensure that your application is in an easily read format.
- b. Events / projects must take place in Tower Hamlets.
- c. Events / projects must have a clear sense of purpose and demonstrate a commitment to equality of opportunity. The event / project should contribute to greater mutual understanding, respect and good relations between different groups in the community. Please give clear examples.
- d. Events / projects must demonstrate support for the Council's vision to improve the quality of life for everyone living or working in the borough by ensuring they are compliant with the Equality Act 2010 and not discriminating on grounds of Age, Disability, Gender Reassignment, Pregnancy and Maternity, Race, Religion or belief (or lack of belief), Sex, Sexual Orientation, Marriage and Civil Partnership.
- e. Events / projects must be accessible to the general public (i.e. not be restricted to closed groups such as members of an organisation). Please demonstrate how you will promote your event to the wider community.
- f. Events / projects must demonstrate community involvement and active participation. Please demonstrate how you would do this, e.g. through workshops, organising, performance etc with clear outcomes stated.
- g. Applicants must be able to demonstrate their ability to attract partnership funding and support. Give examples.
- h. Income and Expenditure totals should be the same (balance). All cash and in-kind amounts should be included, as well as any projected income from ticket sales if applicable.

- i. Applicants must demonstrate good management and organisational practice as well as the viability of the event / project and their ability to carry it out.
- j. Applications can only be made by fully constituted organisations and must be accompanied by a copy of the constitution and most recent set of accounts.
- k. Acceptance forms must contain organisation bank account details, not those of personal current accounts. Payments are made by BACS transfer.
- l. Applicants must take out appropriate and adequate public liability insurance for the event.
- m. Events / projects must comply with statutory requirements for entertainment licensing, health and safety, safeguarding children and vulnerable adults, copyright etc. Organisers must obtain all necessary consents.

For further guidance regarding licensing go to: <http://tinyurl.com/THLicensing>

- n. Where possible, events will take place in accessible venues & your organisation must demonstrate an understanding of your obligations with regard to the Equality Act 2010. For further guidance go to: <http://tinyurl.com/TH-Equalities>
- o. Our monitoring requirements (Events Fund Evaluation) must be met within given timelines. Late and incomplete submissions may result in your second payment being withheld.
- p. Any payments granted to organisations supplying false information on their application forms are to be repaid in full to the Council.
- q. Events cancelled after receiving award will require organisations to repay the award in full.

8. Successful recipients of Events Fund grants MUST:

- a. Ensure that the programme/content of the event does not differ substantially from how it is described in your application. Any substantial changes to the programme or other income / funding received should be discussed with one of the Festivals & Events Officers prior to the event date, and we reserve the right to reconsider our funding commitment and to require repayment of any monies paid.
- b. Acknowledge the support of Tower Hamlets including use of logo and the following text inserted "Supported by Tower Hamlets Council", in all event publicity and promotional material including digital platforms such as websites or social media, press releases and post-event reports. Please use the correct version of the logo as supplied to successful applicants within the acceptance pack.
- c. Electronic versions of publicity and promotional material must be emailed to festivalsandevents@towerhamlets.gov.uk before your event, and hard copies should be submitted with your completed Evaluation Form.

- d. Be aware that any illegal fly posting of posters or promotional material around a funded event will mean that there will be no future funding for the group involved.
- e. Understand that for awards of £500 or more, 20% of the award will be retained until receipt of the completed evaluation form & budget statement (see point i. below) and all supporting documents as specified.
- f. Complete and return an acceptance form at least 4 weeks before the event / project.
- g. Submit details of the event directly onto the Tower Hamlets Arts website also including a photographic image to illustrate the event and register their organisation on our online Arts Directory at least 4 weeks before the event / project.
<http://tinyurl.com/submit-events>
- h. Be aware that payment will not be processed until:
 - o we have received the completed and signed acceptance form complete with BACS details by the specified deadline;
 - o details of the event have been added to the website;
 - o details of your organisation are registered onto the Arts Directory. (Tower Hamlets based organisations only)

Failure to receive a signed acceptance form at least 4 weeks prior to the date of your event will result in the Events Fund grant offer being withdrawn, as we are to assume that either you do not wish to accept the grant offered, or that your event is not taking place.

Please note that, in accordance with council finance procedures, it may take up to 28 days to process each payment instalment.

- i. Submit an evaluation report, photographs of the event, publicity samples, Equalities monitoring and final budget statement no later than the stated deadline. It will be the responsibility of the successful applicant to return these documents on time – we do not routinely send out reminders. Failure to submit an evaluation form and final budget statement within stated deadline will result in the final instalment of grant being withheld (for grants over £500) and may jeopardise any future application to the Events Fund regardless of grant total.
- j. Provide free access for THC arts team and/or their representatives to the event/project for purposes of monitoring.

For further details about the Events Fund please contact:

Festivals & Events Officer,
Arts, Parks & Events,
Tower Hamlets Council,
Brady Arts Centre,
192 -196 Hanbury Street,
London, E1 5HU
Tel. 020 7364 7907
Email: festivalsandevents@towerhamlets.gov.uk

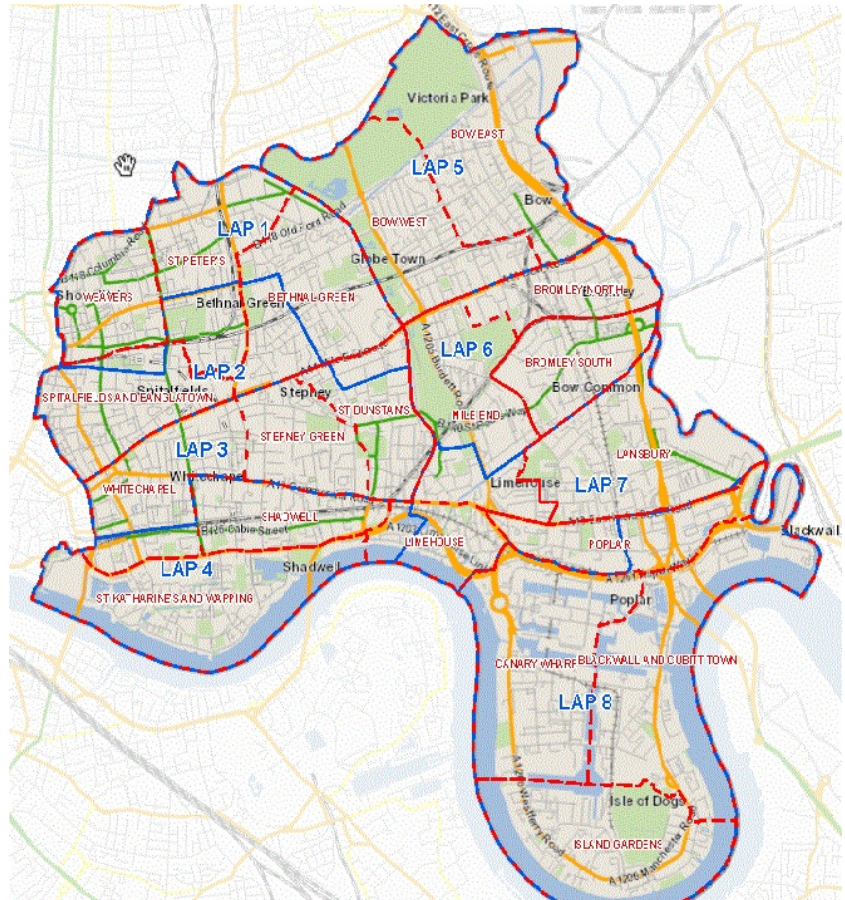
If you wish to have confirmation that your application form has been received, please email festivalsandevents@towerhamlets.gov.uk

All sections of the Events Fund Form must be completed in full.
 You should answer the questions in your own words, giving evidence and examples where appropriate. PLEASE KEEP A COPY OF YOUR APPLICATION. Please ensure your application is in an easily read format.

1		Event Details	
a	Title of event / project		
b	Date & Times of Event	Include start and end date and times.	
c	Venue	Where will the event/ project be taking place? Include postcode and Ward area	

Geographical Area where event is taking place

- 1. Bethnal Green
- 2. Blackwall and Cubitt Town
- 3. Bow East
- 4. Bow West
- 5. Bromley North
- 6. Bromley South
- 7. Canary Wharf
- 8. Island Gardens
- 9. Lansbury
- 10. Limehouse
- 11. Mile End
- 12. Poplar
- 13. Shadwell
- 14. Spitalfields and Banglatown
- 15. St Dunstan's
- 16. St Katharine's and Wapping
- 17. St Peter's
- 18. Stepney Green
- 19. Weavers
- 20. Whitechapel



2 Your Organisation																	
a Contact Details	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; padding: 5px;">Contact name:</td> <td style="height: 40px;"></td> </tr> <tr> <td style="padding: 5px;">Position in company:</td> <td style="height: 40px;"></td> </tr> <tr> <td style="padding: 5px;">Organisation name:</td> <td style="height: 40px;"></td> </tr> <tr> <td style="padding: 5px;">Registered address:</td> <td style="height: 80px;"></td> </tr> <tr> <td style="padding: 5px;">Phone No:</td> <td style="height: 30px;"></td> </tr> <tr> <td style="padding: 5px;">Mobile No:</td> <td style="height: 30px;"></td> </tr> <tr> <td style="padding: 5px;">Email address:</td> <td style="height: 30px;"></td> </tr> <tr> <td style="padding: 5px;">Web address:</td> <td style="height: 30px;"></td> </tr> </table>	Contact name:		Position in company:		Organisation name:		Registered address:		Phone No:		Mobile No:		Email address:		Web address:	
Contact name:																	
Position in company:																	
Organisation name:																	
Registered address:																	
Phone No:																	
Mobile No:																	
Email address:																	
Web address:																	
b When was your organisation set up?	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; padding: 5px;">Please give the set-up date</td> <td style="height: 60px;"></td> </tr> </table>	Please give the set-up date															
Please give the set-up date																	
c Organisation Management & Description	<ul style="list-style-type: none"> • How is your organisation managed? • Include legal/charity status and company and/or charity number if you have one. • In no more than 100 words please describe the work of your organisation. • Include a mission statement if you have one. • Give details of your organisation's long-term objectives/strategy. 																

d Event Management	<ul style="list-style-type: none"> • Give details of at least 2 recent / similar events your organisation has managed. • Include size, scale & audience attendance, as well as the size of budget/s you are used to managing.
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e Type of organisation	Please tick all of the boxes below which apply to your organisation
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We work solely or mainly with/for deaf and disabled people

We work solely or mainly with/for people who are: women men transgender

We work solely or mainly with/for people of a particular ethnic heritage
 If yes, please specify:

We work solely or mainly with/for young/older people
 If yes, please specify which age group:

We work solely or mainly with/for faith groups
 If yes, please specify which faith(s):

We work solely or mainly with heterosexual lesbian gay bisexual people

We work solely or mainly with women who are pregnant or currently breastfeeding

We work solely or mainly with people who are in Civil Partnerships Married Single
 Co-habiting Divorced

We work solely or mainly with people with mental health conditions

We work solely or mainly with long standing illness or health conditions

Other
 Please specify

3	Your Event	
a Attendance	<p>How many people do you expect to benefit from your event? Please include audience, participants, artists, Managers and organisers in the total.</p>	
b Description of Event	<p>What is the Event?</p> <ul style="list-style-type: none"> • Include details such as event content, audience profile, etc. • Include number of workshops, performances etc. • You should demonstrate that your event is accessible, innovative, creative and of high quality. Make reference to the Event Fund priorities & mandatory criteria • Please give examples and evidence to demonstrate each of these in your own words. • What is the purpose and expected outcomes of your event? • Will there be ticketed entry? Please include all ticket prices, including concessions, subsidies for local residents and free admission. 	

<p>c Benefit</p>	<ul style="list-style-type: none"> • What evidence is there that the event/project is needed? (Include how it will benefit the community and how your event is different from other events in the borough) • What are your priorities and how do they correlate with the Tower Hamlets Community Plan? • Please provide as much detail as possible. Think about content, location, and target audience. • Please refer to priorities in sections 4 and 5 of guidelines and criteria.
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<p>d Responsibility</p>	<ul style="list-style-type: none"> • Who will be responsible for delivering the event/project? Please include CVs of main leader/s. • 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?
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<p>e Community involvement</p>	<ul style="list-style-type: none"> • How are you going to include the wider community in organising or actively participating in your event/project? • Please include details of partnerships, volunteers, cultural diversity, workshops, development etc. • How will you recruit participants to this project?
<p>f Accessibility</p>	<ul style="list-style-type: none"> • How will you ensure that your event/project is accessible to the whole community? This includes physical, financial, social and cultural accessibility. • Include how you will you market the event/project. Please include electronic and social media. • 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
<p>g Previous Council Funding</p>	<ul style="list-style-type: none"> • Were you funded by LBTH in the previous 4 years? • If yes, please give the name & date of your event and funding award. • NB. Previous funding does not guarantee funding in subsequent years.

4		Partners	
a		Who are your partners on this project and how are you working together? <ul style="list-style-type: none"> • Include details & evidence of partnership funding, 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. • Please quantify in monetary terms. These amounts should be entered under income and expenditure in kind in Section 6. 	
5		Outcomes	
a		<ul style="list-style-type: none"> • What are the intended outcomes of the event/project? Please give a minimum of 4 outcomes and their evidencing requirements. • E.g. who will benefit, how will they benefit, how will it benefit the wider community? • How will you measure these outcomes? • Please detail any artistic development or progression routes for participants. • Please include increased participation and community involvement as a result of your activity. 	
	Outcome Description	Evidencing Requirements (How this will be measured)	
1			
2			
3			
4			
5			

B	<ul style="list-style-type: none">• How does this project fit into your long term objectives/strategy? (You should have given details of your long term objectives in Section 2c – Your Organisation)• How will you measure if this has been a success?

6	Income & Expenditure Please ensure that both budgets balance.		
a	Income		
Source of income Please give name of source or funder. Please also include any anticipated income from Ticket Sales if applicable.		Amount	Cash or in kind?
<i>e.g. Tower Hamlets Homes,</i>		<i>£200</i>	<i>In kind</i>
Amount you are applying for from the Tower Hamlets Events Fund:			
TOTAL:			

b. Expenditure Give details of the TOTAL projected expenditure of the proposal. (the total expenditure should be the same as the total income)			
Details		Cash or In Kind (please indicate for each cost)	Total Expenditure £
Staff:			
Administration:			
Equipment and materials:			
Infrastructure: e.g. stages, marquees			
Services: e.g. stewarding, medical.			
Artists fees / entertainment:			
Venue:			
Marketing:			
Licensing/ Health & Safety: MANDATORY			
Insurance: MANDATORY			
Monitoring and evaluation: MANDATORY			
Other – please list:			
TOTAL: This should be the same as your total income.	Total should include the in kind and cash expenditure		£

Tower Hamlets Council upholds the principles of the Data Protection Act and will hold on computer personal data supplied by you on this form or in any subsequent telephone conversation or correspondence during the course of our business relationship for the purpose of community development. The information held will be sourced from your employer or colleagues and may also be disclosed to your employer, colleagues, suppliers providers of goods of services in relation to effecting repairs upon our computing equipment, employment recruitment agencies and education or training establishments and examining bodies. The information supplied by you will also be available widely within the public domain.

I the undersigned freely consent to Tower Hamlets Council processing the information provided in the course of our partnership relationship with the Authority as outlined above.

DECLARATION

On behalf of the organisation / management committee, I declare that:

- the information in this application form and attachments is accurate to the best of my knowledge;
- I understand that my event/project must comply with statutory requirements for licensing, health & safety etc – our organisation will obtain all necessary consents & appropriate insurance cover.
- I have included CV of project leaders.
- I have included a copy of the organisation’s most recent set of accounts.
- I have included a copy of the organisation’s constitution.

Two signatures are required.

Name: Signed.....
(Contact person)

Position in organisation / Date
management committee:

Name: Signed
(Management Committee
Member)

Position in organisation / Date
management committee:

COMPLETED, SIGNED APPLICATION FORMS MUST BE SENT TO:

Festivals & Events Officer
London Borough of Tower Hamlets,
Arts, Parks & Events
Brady Arts Centre
192-196 Hanbury Street
London E1 5HU

Email: festivalsandevents@towerhamlets.gov.uk

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EF1 EVENTS FUND 2015-16**Assessment Questions Each section should be scored between 1 & 5 (Total: 30)****1) Track Record and Delivery: (Q 1, 2d, 3g)**

- a) Is the Event happening in under-represented ward in the borough?
- b) Does the application demonstrate a strong track record of delivery
- c) Can we be confident that work will be completed as planned?
- d) Is there evidence that the organisations involved have experience of the type of project being proposed and the listed cultural forms?
- e) Is there any evidence of a clear track record of working in Tower Hamlets before?
- f) Is this organisation on the Events Fund Defaulters List?

2) How effectively does the application demonstrate a need / benefit for the proposed project (with evidence)? (Q 3)

- a) Is it clear how the event is different from other events in the borough?
- b) Is it clear what the priorities of the event are? – content, location & target audience.
- c) Does the application demonstrate an emphasis on priorities 5a-c (Young People, Older People, Community Cohesion)
- d) Does the application demonstrate a contribution to TH Community Plan: (One Tower Hamlets, A Great Place to Live, Healthy & Supportive, Safe and Cohesive, Prosperous,)

3) Does the application demonstrate an innovative approach that can inform future planning and delivery (Q 3b & 3f)?

- a) Does the application demonstrate that it can improve access to arts based activities?
- b) Does the application demonstrate that the event is innovative / ambitious / adventurous / creative and of high quality?
- c) Does the application demonstrate that the event/project is accessible to the whole community?
- d) Does the application clearly demonstrate Include how they will market the event/project?
- e) Does the application demonstrate a commitment to equality of opportunity and obligations regarding the Equalities Act 2010 (See Guidelines & Criteria, section 7n)?
- f) Does the application demonstrate how sustainable the project will be beyond the funding period?

4) Is the project underpinned by strong partnerships? (Q3,4, 6a)

- a) Does the application demonstrate how the wider community will be involved in organising or participating in event/project? (Q3e)
- b) Does the application demonstrate an ability to attract partnership cash funding and or support? (4a & 6a)
- c) Is the mix of organisations proposing the project appropriate?(Q3d)
- d) Are the roles of the partners clearly defined? (4a)
- e) Will the project result in any new potentially sustainable partnerships being formed?

5) Is it clear from the application that the proposed project will result in clear outcomes for the target audience (Q5)

- a) Does the application demonstrate a commitment to celebrating cultural diversity and to extending cross-cultural understanding within the borough?
- b) Does the application demonstrate clear outcomes for the event / project, and Is it clear what is the purpose of the event?
- c) Is it clear how will the event will benefit the community and how this will be measured?
- d) Will the project result in either clear artistic progression or skills?
- e) Does the application demonstrate audience or company / organisation development?
- f) Is it clear how the event will encourage participation and increase community involvement?

6) Does the proposed project represent clear value for money? (Q6)

- a) are the total costs set out reasonable for the number of beneficiaries?
- b) Are the Project Management / Administration costs reasonable?
- c) Is any element of agreed match funding being provided?
- d) Does the application demonstrate artistic excellence, quality and innovation? (legacy)
- e) Does the application demonstrate clear benefits and progression routes to artists / participants?
- f) Is there a ticket price? is this affordable to the community?

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No	Event Name	Organisation name	Venue	Bethnal Green	Blackwall and Cubbit Town	Bow East	Bow West	Bromley North	Bromley South	Canary Wharf	Island Gardens	Lansbury	Limhouse	Mile End	Poplar	Shadwell	Spiritfields and Banglatown	St Dunstan's	St Katherine's and Wapping	St Peter's	Stepney Green	Weavers	Whitechapel
1	16th Rainbow Film Festival	Rainbow Film Society	Genesis Cinema, Brady, Montefiore, Tarling Centre	1												1	1						
2	The Tempest	Cornucopia Theatre Company	Glamis Adventure Playground													1							
3	Knowing One Another Cultural Night & Book Launch	Brick Lane Circle	Rich Mix																			1	
4	The Isle is Full of Noises	Grand Union Orchestra	Rich Mix, St John's, Brady, QMUL	1										1			1					1	
5	Room for Wonder	IJAD Dance Company	Rich Mix, Mulberry School, Sundial Centre, St Hilda's	1												1						1	
6	The Artful Experts Season	Daily Life Ltd	Bromley by Bow Centre & Kingsley Hall					1															
7	Boi Lit 2015	Bishwo Shahitto Kendro London	Rich Mix																			1	
8	DIY Cultures 2015	Other Asias	Rich Mix																			1	
9	Shine	Drake Music	Toynbee Hall														1						
10	Angels in the park	Shiva Productions	Mile End Park											1									
11	Gypsy Traveller Summer Fair	The Traveller Movement	Mile End Park											1									
12	Sagacity!	Green Candle Dance Company	Oxford House	1																			
14	Robin Hood's Forest	Story Spinner	Mowlem CC, John Smith CC, Meath CC, Mile End CC, Overland CC, Ocean CC	1		1								1			1			1		1	
15	LIMEfest 2015	Limehouse Community Forum	Ropemakers Field										1										
20	Teviot Festival	Teviot Partnership	Street festival on Wyvis Street, using the Teviot Centre												1								
21	Museum of Childhood Summer Festival	V&A Museum of Childhood	V&A Museum of Childhood	1																			

23	African Street Style Festival 2015	Simplicious CIC	Calvert Avenue and Arnold Circus																		1		
24	Blackwall Road Show	SPLASH	5 estates in Poplar		1								1	1									
No	Event Name	Organisation name	Venue	Bethnal Green	Blackwall and Cubitt Town	Bow East	Bow West	Bromley North	Bromley South	Canary Wharf	Island Gardens	Lansbury	Limhouse	Mile End	Poplar	Shadwell	Spatialfords and Banglatown	St Dunstan's	St Katherine's and Wapping	St Peter's	Stepney Green	Weavers	Whitechapel
25	All Stars London 2015 Talent Show	All Stars London	Calvary Charismatic Baptist Church											1									
27	Susie & Beryl: The Art of Positive Ageing	Globe Community Project	Idea Store Whitechapel																				1
28	Fun Palaces	Half Moon Theatre	Half Moon Theatre														1						
30	Happy Ever After Festival	Kazzum	Weavers Fields Pocket Park																	1			
33	Celebrate Your Roots	SPLASH	St Matthias Community Centre											1									
34	Rise Up & Still Rising	Theatre Centre Limited	Mulberry School for Girls / Mulberry & Bigland Green Centre												1								
35	Photomonth East London	Alternative Arts	Throughout Tower Hamlets, Hackney & Newham	5	0	3	2	1	0	2	0	0	1	0	0	0	16	0	0	4	0	6	5
36	Better for Knowing You	Poetry in Wood	Montefiore Centre													1							
40	Third Bangla Music Festival	Saudha	Kobi Nazrul, Rich Mix, Micro Business Centre, Montefiore Centre													1						1	
41	Arriving in the UK as an Unaccompanied Minor	Half Moon Theatre	Half Moon Theatre														1						
42	Well Being Festival	THACMHO	Oxford House	1																			
46	Street/Life	Cardboard Citizens	Cardboard Citizens & Bromley-by-Bow Centre					1															1
47	Fright Flicks	Studio Film School Ltd	Pillbox	1																			
49	Somali Week Festival 2015	Kayd Somali Arts & Culture	Oxford House																	1			
50	Renaissance of Kathak: Performance of Shyama	Alpana Dance Company Ltd	Brady Arts Centre													1							
52	Water Immersion in Water	Docklands Theatre & Performing Arts	Brady Arts Centre													1							
53	British Empire in Fiji and its Legacy	Brick Lane Circle	Rich Mix																			1	

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APPENDIX D

Ward	Photomonth Venues 1516
Bethnal Green	FOUR CORNERS E2 0QN Tower Hamlets
Bethnal Green	MAGIC ME at The Centre E3 4LX Tower Hamlets
Bethnal Green	theprintspace E2 8DL Tower Hamlets
Bethnal Green	TOWER HAMLETS LOCAL HISTORY LIBRARY E1 4DG Tower Hamlets
Bethnal Green	V&A MUSEUM OF CHILDHOOD E2 9PA Tower Hamlets
Bow East	FILMPRO LTD E2 8HD Tower Hamlets
Bow East	ROMAN ROAD ART CAFÉ E3 5QR Tower Hamlets
Bow East	STOUR SPACE E3 2PA Tower Hamlets
Bow West	ART PAVILION E3 4QY Tower Hamlets
Bow West	CHISENHALE ARTS PLACE E3 5QZ Tower Hamlets
Bromley North	The Centre Bow E3 4LX
Canary Wharf	IDEA STORE CANARY WHARF E14 5RB Tower Hamlets
Canary Wharf	MUSEUM OF LONDON DOCKLANDS E14 4AL Tower Hamlets
Limehouse	LIMEHOUSE TOWN HALL E14 7HA Tower Hamlets
Spitalfields and Banglatown	CANVAS CAFE, THE E1 5JL Tower Hamlets
Spitalfields and Banglatown	DRAY WALK GALLERY E1 6QL Tower Hamlets
Spitalfields and Banglatown	ELEVEN SPITALFIELDS GALLERY E1 6QH Tower Hamlets
Spitalfields and Banglatown	FAZENDA UK E1 7LE Tower Hamlets
Spitalfields and Banglatown	FIFTH BASE E1 5LJ Tower Hamlets
Spitalfields and Banglatown	GARDINERS E1 6BJ Tower Hamlets
Spitalfields and Banglatown	IDEA STORE WHITECHAPEL E1 3BU Tower Hamlets
Spitalfields and Banglatown	PHOTOBLOCK @ Old Truman Brewery E1 6QL Tower Hamlets
Spitalfields and Banglatown	RAG FACTORY E1 5LJ Tower Hamlets
Spitalfields and Banglatown	SAFE Studios E1 5NF Tower Hamlets
Spitalfields and Banglatown	SALT & PEGRAM E1 5LP Tower Hamlets
Spitalfields and Banglatown	SHOP 7 Dray Walk E1 6QL Tower Hamlets
Spitalfields and Banglatown	SIX PUMA COURT E1 6QG Tower Hamlets
Spitalfields and Banglatown	SWADHINATA TRUST E1 7NT Tower Hamlets
Spitalfields and Banglatown	TOWN HOUSE E1 6QE Tower Hamlets
Spitalfields and Banglatown	WOMEN'S LIBRARY E1 7NT Tower Hamlets
St Peter's	BETHNAL GREEN WORKING MEN'S CLUB E2 6ND Tower Hamlets
St Peter's	DEGREE ART E2 9DG Tower Hamlets
St Peter's	GALLERY320 E2 0AG Tower Hamlets
St Peter's	OXFORD HOUSE E2 6HG Tower Hamlets
Weavers	BRICK LANE BEIGEL BAKE E1 6SB Tower Hamlets
Weavers	ESPACIO GALLERY E2 7DG Tower Hamlets
Weavers	HAWKHURST VAULT E2 7EB Tower Hamlets
Weavers	MOTHER LONDON E2 7DD Tower Hamlets
Weavers	RICH MIX E1 6LA Tower Hamlets
Weavers	SHIPTON STREET GALLERY E2 7RZ Tower Hamlets
Whitechapel	CASS BANK GALLERY(The) E1 7PF Tower Hamlets
Whitechapel	CASS FOYER GALLERY E1 7PF Tower Hamlets
Whitechapel	KOPITIAM STRAIT TIMES E1 7PL Tower Hamlets
Whitechapel	SIR JOHN CASS FACULTY OF ART, ARCHITECTURE AND DESIGN E1 7PF Tower Hamlets
Whitechapel	WHITECHAPEL GALLERY E1 7QX Tower Hamlets

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APPENDIX E	Women's History Month in Tower Hamlets
ward	Venue
BETHNAL GREEN	BACKYARD COMEDY CLUB, 231 Cambridge Heath Road E3 0EL
BETHNAL GREEN	FOUR CORNERS, 121 Roman Road E2 0QN
BETHNAL GREEN	MAGIC ME, 18 Victoria Park Square E2 9PF
BETHNAL GREEN	TOWER HAMLETS LOCAL HISTORY LIBRARY, 277 Bancroft Road E1 4DQ
BETHNAL GREEN	York Hall Leisure Centre, Old Ford Road E2 9PJ
BOW EAST	IDEA STORE BOW, 1 Gladstone Place, Roman Road E3 5ES
BOW EAST	Yard Theatre, E9 5EN
BOW WEST	CHISENHALE ARTS PLACE, 64-84 Chisenhale Road E3 5QZ
BROMLEY SOUTH	Linc Centre, E3 3PR
CANARY WHARF	IDEA STORE CHRISP STREET, 1 Vesey Path, East India Dock Road E14 6BT
CANARY WHARF	Tiller Leisure Centre, Tiller Road, E14 8PX
MILE END	East London Chinese Community Centre, E3 4FX
MILE END	Mile End Leisure Centre, 190 Burdett Road, E3 4HL
MILE END	Mile End Stadium, Rhodeswell Road E14 7TW
MILE END	St Paul's Way Community Centre, E3 4AJ
POPLAR	St Matthias Community Centre, E14 0AE
POPLAR	Tower Hamlets Community College, 116 Poplar High St E14 0AS
SHADWELL	John Scurr Community Centre, E14 7JQ
SPITALFIELDS AND BANGLATOWN	ARTSADMIN, Toynbee Studios, 28 Commercial Street E1 6AB
SPITALFIELDS AND BANGLATOWN	Attlee Youth & Community Centre, 5 Thrawl Street E1 6RT
SPITALFIELDS AND BANGLATOWN	BRADY ARTS CENTRE, 192-196 Hanbury Street E1 5HU
SPITALFIELDS AND BANGLATOWN	Kobi Nazrul Centre, E1 5HU
SPITALFIELDS AND BANGLATOWN	Osmani Centre, 58 Underwood Road E1 5AW
SPITALFIELDS AND BANGLATOWN	Osmani Sports Hall, Vallance Road E1 5AD
SPITALFIELDS AND BANGLATOWN	Osmani Sports Hall, Vallance Road, E1 5AD
SPITALFIELDS AND BANGLATOWN	Spitalfields City Farm, E1 5AR
SPITALFIELDS AND BANGLATOWN	Toynbee Studios, E1 6AB
SPITALFIELDS AND BANGLATOWN	Whitechapel Leisure Centre, 55 Durward Street E1 5BA
ST PETERS	4COSE, 7 Vyner Street E2 9DG
ST PETERS	Account 3, E2 6JY
ST PETERS	Praxis, E1 0EF
WEAVERS	ESPACIO GALLERY, 159 Bethnal Green Road E2 7DG
WEAVERS	RICH MIX, 35-47 Bethnal Green Road, Shoreditch E1 6LA
WEAVERS	St Hilda's East E2, 7EY
WHITECHAPEL	IDEA STORE WHITECHAPEL, 321 Whitechapel Road E1 3BU
WHITECHAPEL	Society Links, E1 8JX
WHITECHAPEL	WHITECHAPEL GALLERY, 77-82 Whitechapel High Street E1 7QX

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Total Budget allocation of £52,406					£ 52,800.00	Balance	£ -			£ 52,500.00	
No	Date received	Event Name	Event Date	Organisation name	Venue	Ward	est audience	Event Description	Amount requested	Total budget	Amount awarded
1	10.03.15	16th Rainbow Film Festival	24-31 May 2015	Rainbow Film Society	Genesis Cinema, Brady, Montefiore, Tarling Centre	13, 14, 1	1,000	16th annual Asian film festival. 15 screenings across various TH venues.	£ 2,500.00	£ 8,800.00	£ 1,500.00
2	17.03.15	The Tempest	15 May - 7 June 2015	Cornucopia Theatre Company	Glamis Adventure Playground	13	1,200	Annual urban, site-specific community Shakespeare production involving local young people and professional actors.	£ 2,500.00	£ 36,800.00	£ 2,000.00
3	17.03.15	Knowing One Another Cultural Night & Book Launch	20-Apr-15	Brick Lane Circle	Rich Mix	19	150	Community cohesion and diversity project with 15 individuals from diverse communities; entertainment, interactive art workshop and multicultural food.	£ 750.00	£ 1,250.00	£ 350.00
4	18.03.15	The Isle is Full of Noises	12-26 April 2015	Grand Union Orchestra	Rich Mix, St John's, Brady, QMUL	19, 1, 14, 11	2,500	5 events over 2 weeks celebrating immigration and cultural diversity - combining performances, presentations and workshops, culminating in a debate / discussions at QMUL.	£ 2,000.00	£ 22,000.00	£ 1,500.00
5	18.03.15	Room for Wonder	1-22 May 2015	IAD Dance Company	Rich Mix, Mulberry School, Sundial Centre, St Hilda's	19, 13, 1	1,200	Intergenerational workshops, open rehearsals and digital archive focussing on our changing relationship to fairytales and folklore over time.	£ 2,200.00	£ 20,202.00	£ 1,250.00
6	18.03.15	The Artful Experts Season	May-July 2015	Daily Life Ltd	Bromley by Bow Centre & Kingsley Hall	5	2,327	2 evenings of live work by artists, musicians and performers on the topic of mental distress, followed by a month-long exhibition of visual work. (Running alongside the Expert View Symposium funded by the Wellcome Trust)	£ 2,500.00	£ 6,990.00	£ 1,000.00
7	18.03.15	Boi Lit 2015	25-26 April 2015	Bishwo Shahitto Kendro London	Rich Mix	19	300	Annual Bangla literary festival featuring book fair, workshops, speeches, poetry and live music.	£ 2,500.00	£ 3,650.00	£ 800.00
8	18.03.15	DIY Cultures 2015	22 May - 12 June 2015	Other Asias	Rich Mix	19	1,500	Annual day festival centred around a zine, small-press and artists book fair, comprising of exhibitions, workshops, craft fair, panel discussions, video art, films, poetry and music.	£ 1,000.00	£ 21,652.00	£ 1,000.00
9	18.03.15	Shine	01-Apr-15	Drake Music	Toynbee Hall	14	150	3-day music workshop followed by 'sharing event'.	£ 2,000.00	£ 10,970.00	£ 1,500.00
10	18.03.15	Angels in the park	16-Jun-15	Shiva Productions	Mile End Park	11	160-200	Free promenade performance of 5 10 minute Irish plays focusing on issues such as Alzheimer's, family estrangement and bereavement.	£ 1,490.00	£ 4,360.00	£ 1,490.00
11	18.03.15	Gypsy Traveller Summer Fair	28-Jun-15	The Traveller Movement	Mile End Park	11	100-250	Event to celebrate Gypsy Roma Traveller History Month (GRTHM) with exhibitions, live music, talent show, food, fairground rides etc.	£ 1,500.00	£ 3,450.00	£ 1,000.00
12	27.03.15	Sagacity!	9-10 July 2015	Green Candle Dance Company	Oxford House	1	270	Day of dance workshops followed by a day of dance performances by senior residents.	£ 1,655.00	£ 4,000.00	£ 1,655.00
14	23.04.15	Robin Hood's Forest	6-10 July 2015	Story Spinner	Mowlem CC, John Smith CC, Meath CC, Mile End CC, Overland CC, Ocean CC	1, 3, 11, 15, 18, 20	180	Storytelling show with narrator/performer and live music - 6 performances across 6 Childrens Centres.	£1,160	£ 5,331.00	£ 750.00
15	04.05.15	LIMEfest 2015	05-Jul-15	Limehouse Community Forum	Ropemakers Field	10	1,000	Community festival of music, local food and festivities in local park. Including Half Moon Theatre for young people, fitness for seniors, 'Canary Woof' dog club, Tug-of-war, mini farm and live music.	£ 2,500.00	£ 10,400.00	£ 1,000.00
17	04.05.15	Show Dance Festival	11-12 July 2015	Show Dance Company	Brady Arts Centre	14	550	2 day event with a range of dance workshops, talks, stalls and performances.	£ 1,494.00	£ 5,244.00	Award was returned as event Cancelled

20	01.05.15	Teviot Festival	25-Jul-15	Teviot Partnership	Street festival on Wyvis Street, using the Teviot Centre	12	475	Intergenerational and family-orientated community festival with karaoke and sports activities.	£ 2,000.00	£ 12,960.00	£ 600.00
21	30.04.15	Museum of Childhood Summer Festival	26-Jul-15	V&A Museum of Childhood	V&A Museum of Childhood	1	1500-2500	13th annual summer festival with live music, dance, street performances, arts & crafts, stalls, etc.	£ 1,500.00	£ 5,000.00	£ 1,000.00
23	04.05.15	African Street Style Festival 2015	26-Jul-15	Simplicious CIC	Calvert Avenue and Arnold Circus	19	3,000	African street festival comprising of artists, performance, film, fashion, debate, photography and dance.	£ 1,900.00	£ 37,400.00	£ 1,000.00
24	02.05.15	Blackwall Road Show	3-28 August 2015	SPLASH	5 estates in Poplar	2, 10, 12	500-1000	Variety of activities including art and drama workshops, fun games, bouncy castle, face and henna painting etc.	£ 1,000.00	£ 2,585.00	£ 800.00
25	06.05.15	All Stars London 2015 Talent Show	01-Aug-15	All Stars London	Calvary Charismatic Baptist Church	12	243	Talent show featuring 15-25 acts performed by young people spanning genres of vocals, dance, rap, instrument, poetry and more.	£ 600.00	£ 3,840.00	£ 600.00
26	20.04.15	Me & Mum: Stories of Childhood	July- August 2015	deep:black	St Mary's Community Hall (Cable Street) and Mile End Arts Pavilion	13, 14	130	Series of workshops exploring relationships between female family members followed by exhibition.	£ 2,500.00	£ 29,790.00	Award was returned as event Cancelled
27	04.05.15	Susie & Beryl: The Art of Positive Ageing	1 Oct - 12 Nov 2015	Globe Community Project	Idea Store Whitechapel	20	70 in workshops + 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.	£ 2,310.00	£ 12,310.00	£ 1,500.00
28	27.05.15	Fun Palaces	04-Oct-15	Half Moon Theatre	Half Moon Theatre	15	500	Family event with free visual arts, drama, dance and music workshops under the theme of climate change.	£ 2,200.00	£ 4,250.00	£ 1,500.00
30	01.06.15	Happy Ever After Festival	17-22 August 2015	Kazzum	Weavers Fields Pocket Park	17	1800	Festival involving a week of community based events, including numerous performances and arts/crafts workshops.	£ 2,500.00	£ 21,450.00	£ 2,000.00
33	27.06.15	Celebrate Your Roots	25-Oct-15	SPLASH	St Matthias Community Centre	12	100-125	BHM: Annual talent show to celebrate BHM.	£ 500.00	£ 1,460.00	£ 350.00
34	06.07.15	Rise Up & Still Rising	01-Oct-15	Theatre Centre Limited	Mulberry School for Girls / Mulberry & Bigland Green Centre	13	258	BHM: New play "Rise Up" about the Freedom Riders challenging segregation in 1961 USA. Accompanied by workshop "Still Rising" for Mulberry School students.	£ 850.00	£ 4,280.00	£ 500.00
35	06.07.15	Photomonth East London	1 Oct - 30 Nov	Alternative Arts	Throughout Tower Hamlets, Hackney & Newham	All	180000	BHM: Annual photography festival.	£ 2,500.00	£ 25,750.00	£ 1,800.00
36	06.07.15	Better for Knowing You	19 Oct - 26 Nov	Poetry in Wood	Montefiore Centre	14	800	BHM: 6 half-day printing workshops followed by exhibition and opening party.	£ 1,559.15	£ 1,559.15	£ 800.00
40	06.07.15	Third Bangla Music Festival	25-27 September	Saudha	Kobi Nazrul, Rich Mix, Micro Business Centre, Montefiore Centre	14,19	550	Third annual Bangla Music Festival celebrating traditional Bengali folk music in various venues around the Brick Lane area.	£ 1,700.00	£ 3,700.00	£ 1,000.00
41	06.07.15	Arriving in the UK as an Unaccompanied Minor	17-Oct-15	Half Moon Theatre	Half Moon Theatre	15	??	BHM: Performances of "Map of Me", a spoken word production about forced child migration - as well as workshops and panel discussions.	£ 1,070.00	£ 2,320.00	£ 600.00
42	06.07.15	Well Being Festival	29-Oct-15	THACMHO	Oxford House	1	200	BHM: a one-day art and heritage festival focussed on mental health and wellbeing, featuring an exhibition, music, film and performances.	£ 2,590.00	£ 5,090.00	£ 1,000.00
46	06.07.15	Street/Life	2-4 September	Cardboard Citizens	Cardboard Citizens & Bromley-by-Bow Centre	5,20	200	Participatory performing arts project of dialogue between marginalised and better-off, reflecting complex social and housing situations.	£ 2,000.00	£ 14,975.00	£ 1,500.00
47	06.07.15	Fright Flicks	31 Oct - 1 Nov	Studio Film School Ltd	Pillbox	1	600	Family-oriented short film and interactive arts festival comprised of short films, installations and performances.	£ 1,500.00	£ 21,340.00	£ 1,000.00

49	16.07.15	Somali Week Festival 2015	23 October - 1 November	Kayd Somali Arts & Culture	Oxford House	17	4130	BHM: annual event showcasing a range of Somali poetry, literature, music, comedy, theatre and discussion panels.	£ 2,500.00	£ 101,545.00	£ 1,800.00
50	23.07.15	Renaissance of Kathak: Performance of Shyama	20-21 November 2015	Alpana Dance Company Ltd	Brady Arts Centre	14	300	SoBD: 2 performances of classic Kathak dance telling the story of a traditional Benagli romantic tragedy.	£ 950.00	£ 2,000.00	£ 500.00
52	02.08.15	Water Immersion in Water	15-Nov-15	Docklands Theatre & Performing Arts	Brady Arts Centre	14	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.	£ 970.00	£ 6,390.00	£ 500.00
53	03.08.15	British Empire in Fiji and its Legacy	24-Oct-15	Brick Lane Circle	Rich Mix	19	150	BHM: Screening of film about sexploitation of Indian and native Fijians, along with exhibition and indigenous Fijian performances.	£ 700.00	£ 1,000.00	£ 550.00
54	03.08.15	Eureka! Art Pavilion	21-31 October 2015	Osmosis Projects	Mile End Art Pavilion	11	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.	£ 700.00	£ 33,500.00	£ 700.00
58	03.08.15	Open CASA Community Day at CASA 2015	11-Oct-15	CASA Theatre Festival Ltd	Rich Mix	19	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.	£ 960.00	£ 5,890.00	£ 750.00
60	07.09.15	Diwali Celebration 2015	10-Nov-15	Sanaton Association	York Hall	17	800	Hindu Community Diwali Festival inviting Hindu and non- Hindu communities to attend. Family event including dance, drama, arts, crafts, workshops and performance.	£ 2,500.00	£ 10,515.00	£ 1,250.00
61	07.09.15	The Winter Makers Market and Exhibition Trail	27 - 29 November	Stitches in Time	Limehouse Town Hall, Stepney City Farm, Husk Coffee and Creative Space	18, 10, 15	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	£ 2,490.00	£ 11,040.00	£ 2,000.00
62	07.09.16	Missing Girls	6 & 7 November	Rokeya Project SBD	Rich Mix	19	211	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.	£ 1,218.00	£ 5,721.00	£ 500.00
68	07.12.15	Includu Deaf Arts Festival 2016	23-28 Feb	Includu	Rich Mix	19	1513	Festival of deaf arts and culture with daytime workshops and an evening showcase performance.	£ 2,300.00	£ 62,430.00	£ 2,000.00
69	07.12.15	Treasure Island	14-18 Feb 2016	Open Book Theatre Productions Ltd	Idea Stores, various	2, 3, 7, 12, 13, 20	442	Interactive theatrical performances of Treasure Island for children and families in Idea Stores across the borough.	£ 1,800.00	£ 10,350.00	£ 1,550.00
71	02.01.16	Baul & Vaishnav Music Festival	26 & 27 March	RadhaRaman Society	Kobi Nazrul, Rich Mix	14, 19	369	Free festival of Baul & Vaishnav music from Bengal & India, including performances and workshops.	£ 1,700.00	£ 3,520.00	£ 1,700.00
72	04.01.16	Scratch Performance Night	01-Mar-16	The Deaf & Hearing Ensemble	Genesis	20	100	Scratch night for deaf and deaf-accessible performance artists in the Genesis Cinema bar area.	£ 1,180.00	£ 2,255.00	£ 1,180.00
75	06.01.16	Women's History Month	1-31 March 2016	Alternative Arts	Multiple venues	Many	10,000	"Making It Happen" - celebrating women writers, artists, activists and performers via music, dance, poetry, plays with groups activities and workshops.	£ 2,500.00	£ 12,500.00	£ 2,500.00
76	06.01.16	Pre-launch of Akhon What Is Bengal?	8 Feb - 30 Jul	The Oitij-Jo Collective	Kobi Nazrul & Rich Mix	14, 19	735 (+3,000 online)	Pre-launch for Bengali cultural festival.	£ 1,500.00	£ 27,200.00	£ 675.00
											£ 52,500.00

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APPENDIX G

EVENTS FUND 2015-2016

Evaluation Form

It is a condition of grant for **ALL** successful applicants that you must complete, sign and return this form to Arts and Events by the deadline that applies to your project. For grants of £500+, the final payment will only be released when we have the information requested on this form **and when we are confident that all the grant conditions have been fulfilled.**

Deadlines for complete Evaluation Forms and all supporting information to be received:

Event Date	Evaluation Deadline	Event Date	Evaluation Deadline
April 2015	30 th June 2015	October 2015	5 th January 2016
May 2015	31 st July 2015	November 2015	31 st January 2016
June 2015	31 st August 2015	December 2015	29 th February 2016
July 2015	30 th September 2015	January 2016	31 st March 2016
August 2015	31 st October 2015	February 2016	30 th April 2016
September 2015	30 th November 2015	March 2016	31 st May 2016

1) **Please include the following with this form:**

a) **A FULL BUDGET STATEMENT**

The statement should detail the entire budget – both income and expenditure. It should be for this project / event only and should not include other core activities of your organisation. It should reflect the projected income and expenditure submitted with your original application. Please use notes to explain any difference from the budget in your original application. Remember to include "in-kind" items and any ticket revenue in both income and expenditure.

b) Please enclose photographs from your event (either prints or digital photos 300dpi or above) with your evaluation form and budget along with declaration that you have written permission from the subjects for their usage by LB Tower Hamlets.

c) Please enclose any publicity or promotional material showing the Tower Hamlets council logo.

2) Insufficient information provided in this evaluation may result in a request for re-submission (provided that it is before the final deadline) or the final payment of grant being withheld.

3) We want to make sure that all of our services are delivered fairly and include everyone's needs. The information provided will help us to improve our services to you and others in Tower Hamlets. With up-to-date and accurate information we are able to better understand our service users / residents to meet their specific needs, identify any possible discrimination or barriers to accessing our services and work to remove them.

- 4) Tower Hamlets Council monitors the delivery of services to ensure that they are representative of all communities and that all service users are treated fairly. The information you provide on this questionnaire will remain strictly confidential, in accordance with the Data Protection Act 1998. Information will only be used by Tower Hamlets Council or other arms-length organisations in the Tower Hamlets Partnership.
- 5) When completing the question on disability, this can be a physical or mental impairment which has a substantial and long term adverse effect on a person's ability to carry out normal day to day activities.

If you would prefer an electronic version of this form, please email your request to:
festivalsandevents@towerhamlets.gov.uk



Evaluation Form for Events Fund

1 Event Details					
a	Name of Organisation				
b	Title of event/project:				
c	When did the event/project take place? Give date/s and times (include any reasons for changes from your original application).				
2 Access					
a	How many people were involved in, or benefited from, your project?				
	As participants				
	As audience				
	As artists				
	As managers/organisers				
b	From what ethnic group were the people who benefited from the project (please give a percentage of each category that applies). You may need to estimate this, please indicate if Actual or Estimated.				
	White				
	British		Irish		Traveller of Irish Heritage
	Turkish / Turkish Cypriot		Greek / Greek Cypriot		Gypsy / Roma
	European		other		NOT KNOWN
	Asian				
	Asian British		Bangladeshi		other
	Indian		Pakistani		Mixed / Dual Heritage
	Chinese		Vietnamese		NOT KNOWN
	Black				
	Caribbean		African		Black British
	Somali		Mixed / Dual Heritage		Other
	Latin American		Any other ethnic group		NOT KNOWN

c	Please indicate what percentage of your audience / participants had a disability:						
	Alzheimer's		Dementia		Deaf or Partially Deaf		
	Blind or partially sighted		Physical Disability		Learning Disability		
	NOT KNOWN						
d	Gender: Please indicate what percentage of your audience / participants were:						
	Women		Men		Transgender		
e	Age: Please indicate what percentage of your audience / participants were aged:						
	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		
f	Religion Please indicate what percentage of your audience / participants were:						
	Agnostic		had no religion				
	Christian		Jewish				
	Muslim		Buddhist				
	Sikh		Hindu				
	Humanist		another religion (please specify)				
	NOT KNOWN						
g	Sexual Orientation						
	Heterosexual		Lesbian				
	Gay		Bisexual				
	NOT KNOWN						
h	Pregnancy and Maternity						
	Pregnant		Breastfeeding				
	NOT KNOWN						

i	Relationship Status Please tell us the percentage of people who were:		
	Civil Partnerships		Married
	Single		Co-habiting
	NOT KNOWN		Divorced
3	Your Event	Refer to question 3 in your application	
a	How did the project allow the audience and or/participants to experience a creative and high quality event? Please give examples and evidence.		
b	How did the project meet the priorities that you identified in your original application? Please give examples and evidence.		
C	How did the project enable you to reach the particular groups that you identified in your original application? Please give examples and evidence.		
4	Marketing	Please refer to question 3f in your application	
a	Explain whether your marketing plans were successful. Give examples. Attach copies of all relevant PR material – it is a condition of grant that the Tower Hamlets logo is used on all relevant publicity and promotional material.		

b	How were you able to attract new audiences / participants. Give examples.																		
5	Outcomes Please refer to outcomes you stated in question 5 in your application																		
a	Did you achieve your intended outcomes? Please give evidence / examples:																		
	<table border="1"> <thead> <tr> <th></th> <th>Activity / output / outcome description</th> <th>Evidence</th> </tr> </thead> <tbody> <tr> <td>1</td> <td></td> <td></td> </tr> <tr> <td>2</td> <td></td> <td></td> </tr> <tr> <td>3</td> <td></td> <td></td> </tr> <tr> <td>4</td> <td></td> <td></td> </tr> <tr> <td>5</td> <td></td> <td></td> </tr> </tbody> </table>		Activity / output / outcome description	Evidence	1			2			3			4			5		
	Activity / output / outcome description	Evidence																	
1																			
2																			
3																			
4																			
5																			
b	How has this project helped strengthen, develop or change your organisation or its activities? Please give evidence / examples:																		
c	Do you intend to repeat and/or develop this project in the future? Please explain:																		

Budget Spreadsheet To Accompany Evaluation Form.

Please put all costs and income including ticket income and all contributions both cash and in kind and clearly state who has provided the financial support.

This budget should include the sources of income and expenditure given on your original application form with the actual amounts.

6 ACTUAL Income (Total for the event)			
Source of income Please give name of source or sponsor	Amount Total cash and in kind	Cash	In Kind
Amount you received from the Events Fund: (Please put full award amount even if you are awaiting the second payment)			
TOTAL:	£		

7 ACTUAL Expenditure				
Give details of the TOTAL expenditure reflecting your original application budget.				
Details		Cash	In Kind	Total Expenditure £
Staff:				
Administration:				
Equipment and materials:				
Infrastructure: e.g. stages, marquees				
Services: e.g. stewarding, medical.				
Artists fees / entertainment:				
Marketing:				
Licensing/ Health & Safety: MANDATORY				
Insurance: MANDATORY				
Monitoring and evaluation: MANDATORY				
Other – please list:				
TOTAL: This should be the same as your total income.				

8	Checklist (please tick box)	
	Completed evaluation form (all sections)	<input type="checkbox"/>
	Full budget statement – both income and expenditure with notes if applicable	<input type="checkbox"/>
	Photographs from your event, 300 dpi or above, either digital or prints (optional) I declare that I have obtained signed consent for use of the photos attached:	<input type="checkbox"/>
	Any publicity or promotional material showing use of Tower Hamlets logo	<input type="checkbox"/>
	Copy of Public Liability Insurance	<input type="checkbox"/>
9	Declaration	
	I confirm to the best of my knowledge that the information provided and the assessments made on this form as well as the attached budget statement are true and accurate. We have complied with the standard and special conditions attached to the grant and request payment of the final instalment.	
	Name:	
	Signature:	
	Position:	
	Date:	

Please return your completed form to:

Events Fund Administrator
 LBTH Arts & Events
 Brady Arts Centre
 192-196 Hanbury Street
 London E1 5HU

email: festivalsandevents@towerhamlets.gov.uk

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APPENDIX H

Evaluation Results Event Fund – Annual Report 1516

The Annual Budget is £52,500
 Total amount awarded £52,500
 Total number of applications – 76
 Total number of successful applications – 47
 Total number of event cancellations – 2
 Total number of beneficiaries 210,669 (of which 153,905 were for Photomonth.)
 Total number of Evaluations received – 42
 Total number of events – 152 (does not include multiple events in same venue)

Total Amount Awarded for 1516

Month	Total number of applications	Total number of awards	Total number of applications Declined	Total Awarded
April	4	4	0	£ 4,150.00
May	6	5	1	£ 6,750.00
June	2	2	0	£ 2,490.00
QUARTER 1	12	11	1	£13,390.00
July	12	6	6	£ 6,005.00
August	5	3	2	£ 3,400.00
September	3	2	1	£ 2,500.00
Quarter 2	20	11	9	£11,905.00
October	22	13	9	£12,850.00
November	8	5	3	£ 4,750.00
December	1	0	1	£0
Quarter 3	31	18	13	£17,600.00
January	1	0	1	£0
February	6	3	3	£3,550.00
March	6	4	2	£6,055.00
Quarter 4	13	7	6	£9,605.00
Annual total	76	47	29	£52,500.00

The Monitoring and Equalities Data below is taken from 42 evaluation forms received, with the percentage scores averaged across the 42 evaluations received.

Ward breakdown – Number of Events in Ward:

Ward Served	Number events in ward	Ward Served	Number events in ward
Bethnal Green	18	Mile End	9
Blackwall and Cubitt Town	1	Poplar	4
Bow East	5	Shadwell	7
Bow West	5	Spitalfields and Banglatown	38
Bromley North	3	St Dunstan's	4
Bromley South	1	St Katherine's and Wapping	0
Canary Wharf	4	St Peter's	13
Island Gardens	0	Stepney Green	2
Lansbury	2	Weavers	21
Limehouse	4	Whitechapel	10

Beneficiaries:

Involvement	
Participants	9,844
audience	198,516
artists	1,931
managers /organisers	378
Total attendance	210,669

Equalities Protected Characteristics:

White	
British	23%

Asian	
Asian British	6%

Black	
Caribbean	4%

Irish	1.5%
Irish Traveller	0%
Turkish / Cypriot	0.5%
Greek / Cypriot	0.5%
Gypsy Roma	0.5%
European	4%
Other	1%
Not Known	14%

Bangladeshi	19%
Indian	4%
Pakistani	1%
Mixed / Dual Heritage	1.5%
Chinese	1%
Vietnamese	0.5%
Other	0.5%
Not Known	13%

African	3%
Black British	3%
Somali	3%
Mixed / Dual Heritage	1.5%
Latin American	2.5%
Other ethnic group	0.5%
Preferred not to say	0%
Other	1.5%
Not Known	12.5%

Disability	
Alzheimer's	0.5%
Dementia	0.5%
Deaf / Partially Deaf	2.5%
Blind / Partially Sighted	0.5%
Physical Disability	2.5%
Learning Disability	4%
Not Known	67%

Gender	
Women	53.5%
Men	43%
Transgender	0.5%
Pregnancy / Maternity	
Pregnant	1%
Breastfeeding	0.5%
Not Known	86%

Relationship Status	
Civil Partnership	1%
Married	7%
Single	5%
Co-habiting	2%
Divorced	1%
Not Known	71%

Age														
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
3.5%	5.5%	6%	9%	8%	11%	9%	10%	9%	6.5%	8.5	4%	3%	4.5%	8.5%

Religion	
Agnostic	1.5%
No religion	4%
Christian	9%
Jewish	0.5%
Muslim	11%
Buddhist	0.5%
Sikh	1%
Hindu	5%
Humanist	0.5%
Another religion	0.5%
Not Known	65%

Sexual Orientation	
Heterosexual	25%
Lesbian	1%
Gay	1.5%
Bisexual	1%
Not Known	70%

APPENDIX I

Event Fund 1516

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.

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Equality Analysis (EA)

Financial Year
2015/16

Section 1 – General Information (Aims and Objectives)

Name of the report

Event Fund: Annual Report on Event Fund Awards 2015-16

This is to analyse the implementation of the Event Fund during the period of the financial year 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 evaluation form.
2. Equalities data of people who benefited from the project in percentage. This information is collected by the successful applicants and included in the event evaluation form. The form requires the event organisers to specify if the number is actual or estimate.

1. Protected characteristics that the events intended to focus on

All the 45 events that were funded during this period focussed on at least one of the protected characteristics. The numbers of events that focused or part 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
25	21	6	11	7	1	3	4	2

2. Equality data of people who benefited from the events

42 out of 45 organisations have submitted the evaluation form including the equality data of people who benefited from the events to the service. The details of the returned data are as attached Appendix C: Applications Monitoring 1516.

The data of only three events, 'Fright Flicks', "Street Life" and "Angels in the Park" are based on the actual survey results.

"Fright Flicks" results are based on 65 respondents (27% of their beneficiaries). "Street Life" does not indicate if the entire beneficiaries or a sample. "Angels in the Park" did not include Race in their survey, so the Race monitoring statistics are based on estimates.

The data of 13 events were identified as based on estimates, the data of 26 events were not identified as actual or estimate, and 3 have not been received at this point. Although the given data suggest that people from various backgrounds 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)
Race	Positive	25 events targeted this group. The given data suggest that a range of communities of this group participated in the events.
Disability	Positive	7 events targeted this group. The given data shows that this group participated in at least 7 events during this period.
Gender	Positive	6 events targeted this group. The given data suggest that both male and female participated in the events.
Gender Reassignment	Positive	One event targeted this group. The given data show some trans people participated in the events.
Sexual Orientation	Positive	3 events targeted this group. The given data suggest that this group participated in the events.
Religion or Belief	Positive	10 events targeted this group. The given data suggest that different groups participated in the events.
Age	Positive	21 events targeted this group. The given data suggest that different age groups participated in the events.
Marriage and Civil Partnerships.	Positive	4 events targeted this group. The given data suggest that people with various status of this group participated in the events.
Pregnancy and Maternity	Positive	2 events targeted this group. 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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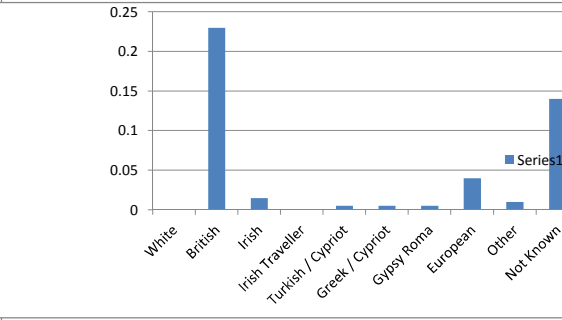
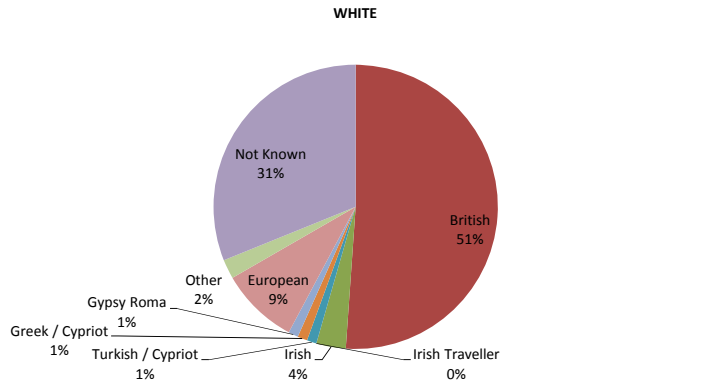
Recommendation	Key activity	Progress milestones including target dates for either completion or progress	Officer responsible	Progress
1 Better collection of feedback	1 Evaluation & feedback form being moved to online system for 1617 should improve quality of data received	1 Online form will be ready for June 2016 when first event evaluations will be due Successful applicants will be given information required with acceptance pack.	1 AD / NSJ	1 Evaluation form currently being uploaded onto online system
2 Targeted marketing and outreach for the Event Fund	2 Raise awareness through Social media, web, Arts online newsletter,	2 Identify priority areas and incorporate in criteria and guidelines for Event Fund 1617	AD	Guidelines and Criteria for 1617

highlighting priority protected characteristic areas	THCVS networks, print media, email	and create awareness campaigns on quarterly basis based on need.		already up and running and 1 st quarter of EF applications received. Assessment needed to look at priority areas
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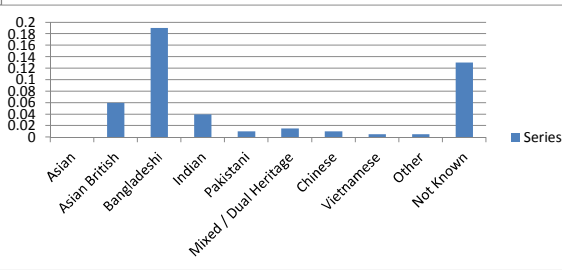
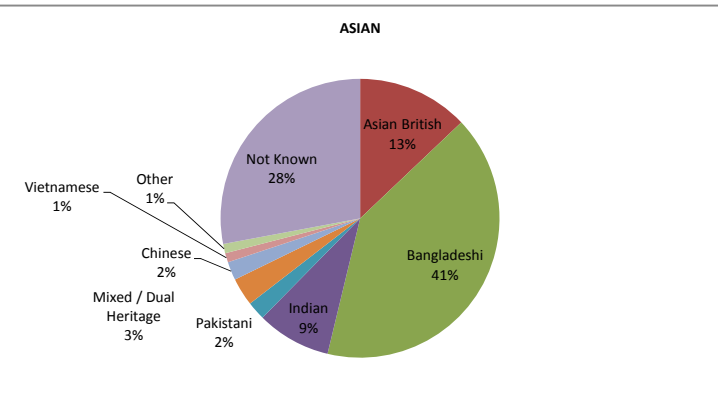
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APPENDIX K

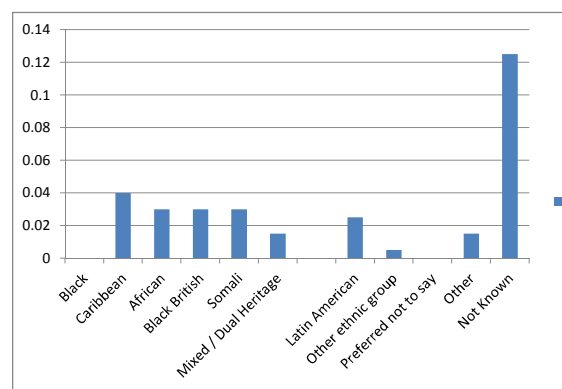
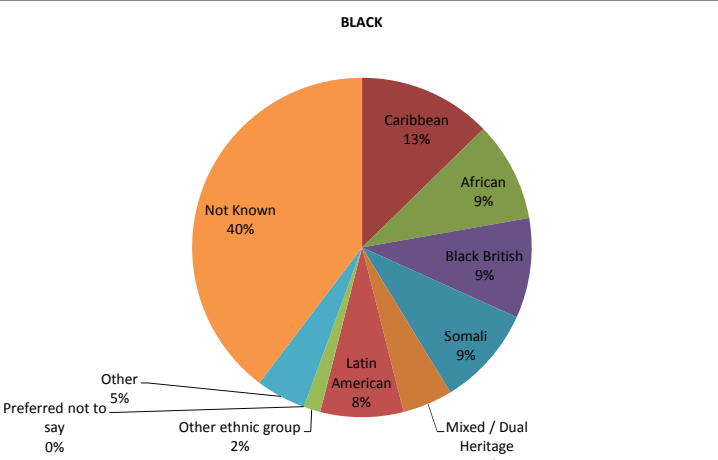
White	
British	23%
Irish	1.50%
Irish Traveller	0%
Turkish / Cypriot	0.50%
Greek / Cypriot	0.50%
Gypsy Roma	0.50%
European	4%
Other	1%
Not Known	14%



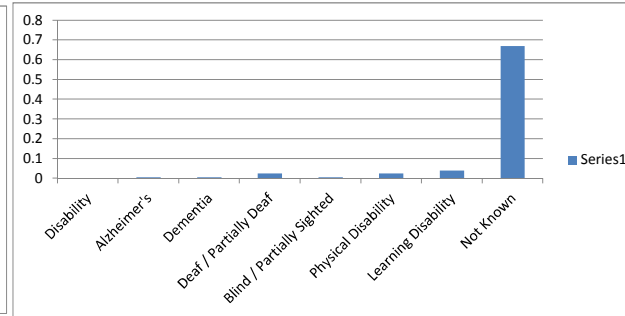
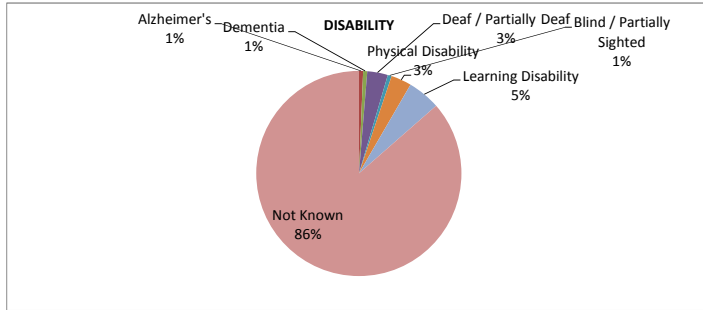
Asian	
Asian British	6%
Bangladeshi	19%
Indian	4%
Pakistani	1%
Mixed / Dual Heritage	1.50%
Chinese	1%
Vietnamese	0.50%
Other	0.50%
Not Known	13%



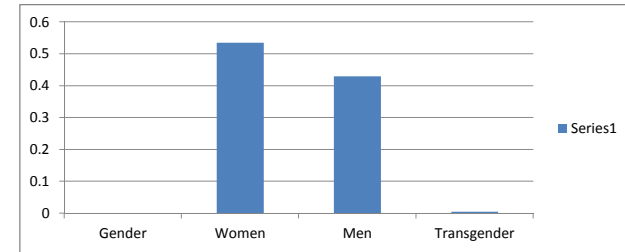
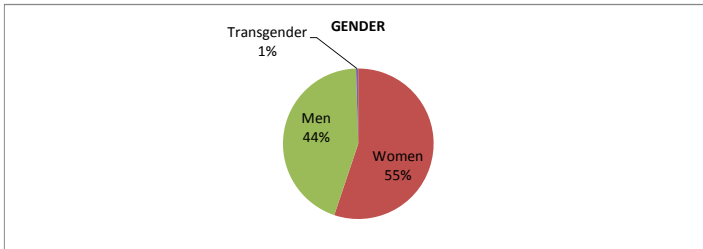
Black	
Caribbean	4%
African	3%
Black British	3%
Somali	3%
Mixed / Dual Heritage	1.50%
Latin American	2.50%
Other ethnic group	0.50%
Preferred not to say	0%
Other	1.50%
Not Known	12.50%



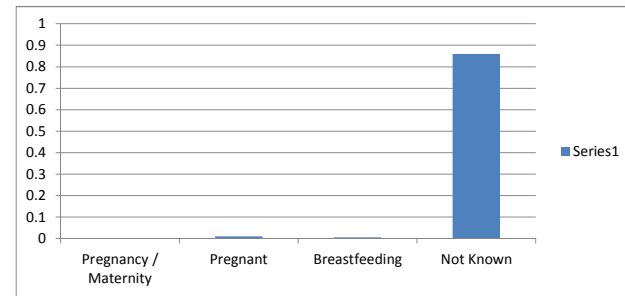
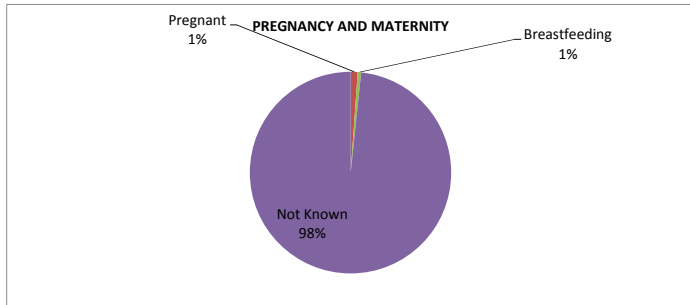
Disability	
Alzheimer's	0.50%
Dementia	0.50%
Deaf / Partially Deaf	2.50%
Blind / Partially Sighted	0.50%
Physical Disability	2.50%
Learning Disability	4%
Not Known	67%



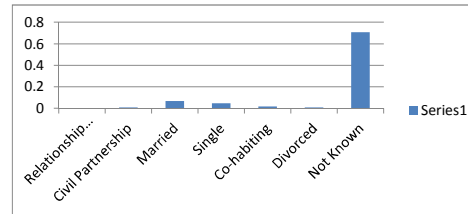
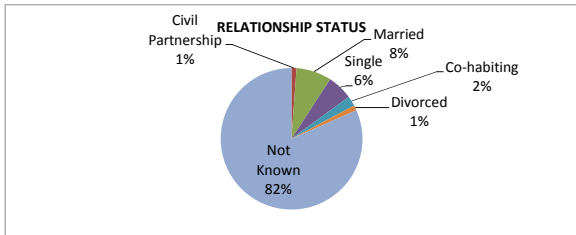
Gender	
Women	53.50%
Men	43%
Transgender	0.50%



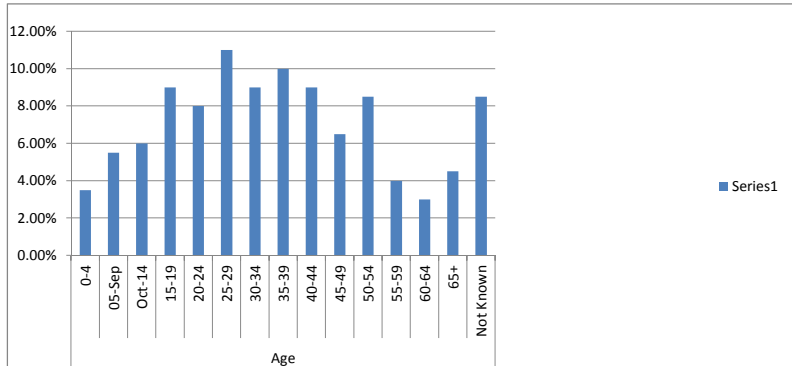
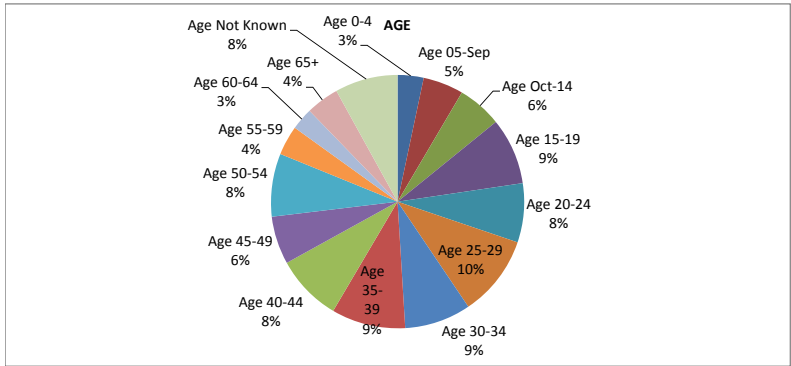
Pregnancy / Maternity	
Pregnant	1%
Breastfeeding	0.50%
Not Known	86%



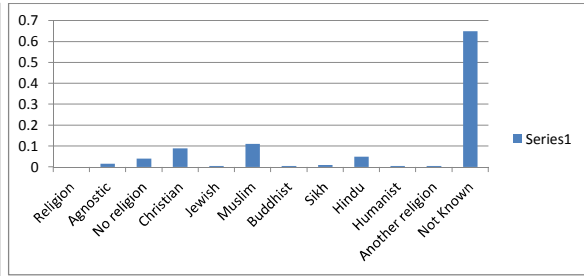
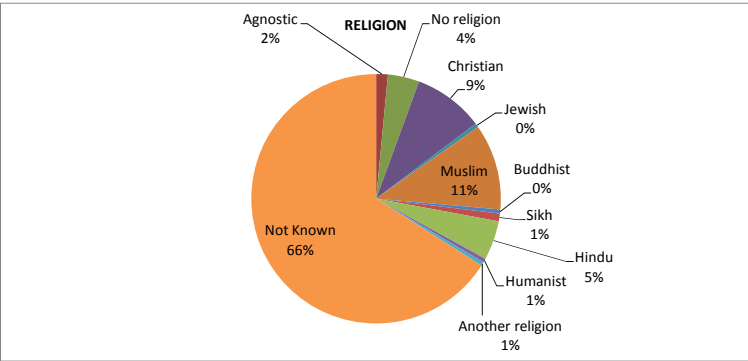
Relationship Status	
Civil Partnership	1%
Married	7%
Single	5%
Co-habiting	2%
Divorced	1%
Not Known	71%



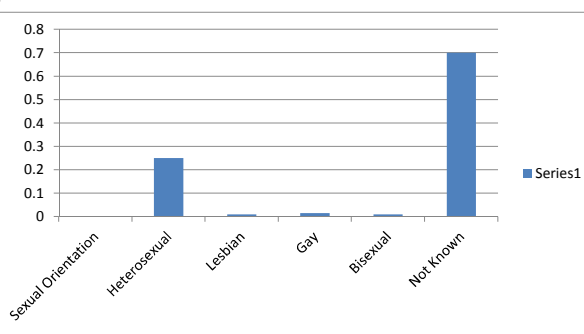
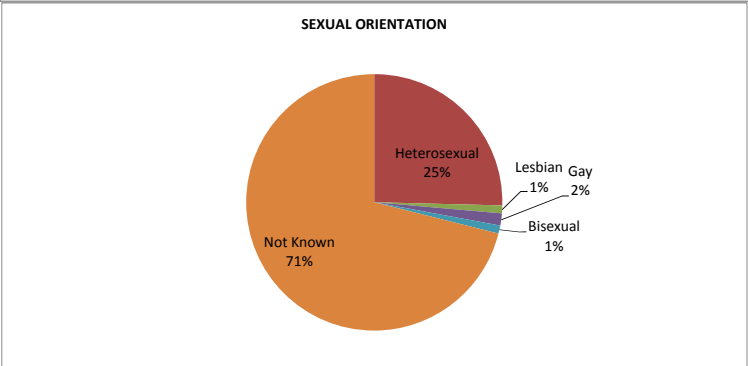
Age															
0-4	05-Sep	Oct-14	15-19	20-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65+	Not Known	
	3.50%	5.50%	6%	9%	8%	11%	9%	10%	9%	6.50%	8.50%	4%	3%	4.50%	8.50%



Religion	
Agnostic	1.50%
No religion	4%
Christian	9%
Jewish	0.50%
Muslim	11%
Buddhist	0.50%
Sikh	1%
Hindu	5%
Humanist	0.50%
Another religion	0.50%
Not Known	65%

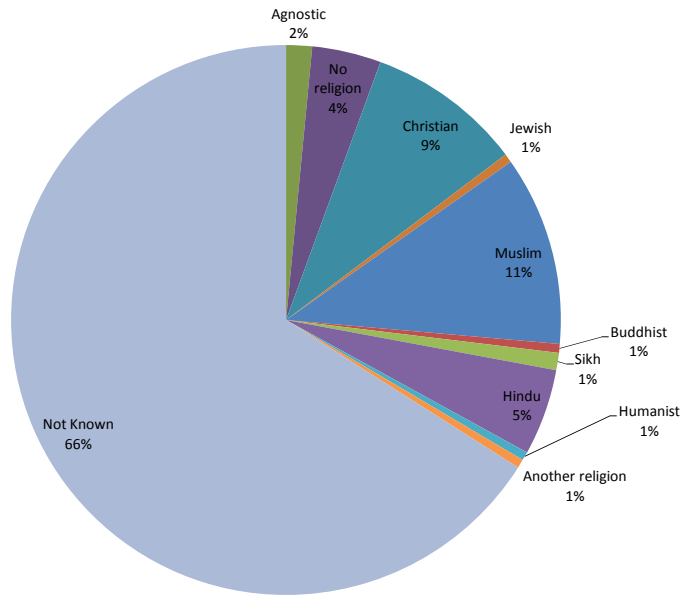


Sexual Orientation	
Heterosexual	25%
Lesbian	1%
Gay	1.50%
Bisexual	1%
Not Known	70%

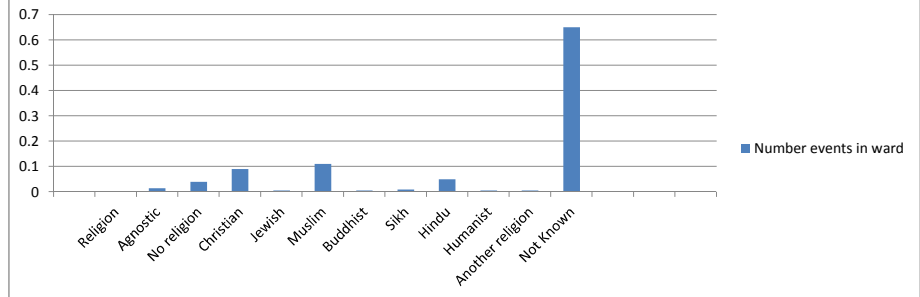


Ward Served	Number events in ward	Ward Served	Number events in ward
Bethnal Green	18	Mile End	9
Blackwall and Cubitt Town	1	Poplar	4
Bow East	5	Shadwell	7
Bow West	5	Spitalfields and Banglatown	38
Bromley North	3	St Dunstan's	4
Bromley South	1	St Katherine's and Wapping	0
Canary Wharf	4	St Peter's	13
Island Gardens	0	Stepney Green	2
Lansbury	2	Weavers	21
Limehouse	4	Whitechapel	10

Number of events in ward



Number of events in ward



APPENDIX L: EQUALITY ANALYSIS QUALITY ASSURANCE CHECKLIST

Name of 'proposal' and how has it been implemented (proposal can be a policy, service, function, strategy, project, procedure, restructure/savings proposal)	Event Fund Applications for Events taking place in financial year 2015/16
Directorate / Service	CLC/ Culture, Learning and Leisure
Lead Officer	Steve Murray, Head of Arts, Parks and Events
Signed Off By (inc date)	
Summary – to be completed at the end of completing the QA (using Appendix A) (Please provide a summary of the findings of the Quality Assurance checklist. What has happened as a result of the QA? For example, based on the QA a Full EA will be undertaken or, based on the QA a Full EA will not be undertaken as due regard to the nine protected groups is embedded in the proposal and the proposal has low relevance to equalities)	<div style="display: flex; align-items: center; margin-bottom: 10px;"> <div style="width: 20px; height: 20px; background-color: green; margin-right: 10px;"></div> <div>Proceed with implementation</div> </div> <p>An Equality Analysis is attached.</p>

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Stage	Checklist Area / Question	Yes / No / Unsure	Comment (If the answer is no/unsure, please ask the question to the SPP Service Manager or nominated equality lead to clarify)
1	Overview of Proposal		
a	Are the outcomes of the proposals clear?	Yes	Annual Report showing the awards made from the Event Fund 1516.

b	Is it clear who will be or is likely to be affected by what is being proposed (inc service users and staff)? Is there information about the equality profile of those affected?	Yes	An Equality Analysis (Appendix K) identifies the positive impact on the protected characteristics. Monitoring data included in the Evaluation Form provide an audience profile. The evaluation highlights benefits for residents, including involving equalities groups (e.g. young people, older people, families, under-represented communities) and enhancing cross-cultural understanding and cohesion.
2	Monitoring / Collecting Evidence / Data and Consultation		
a	Is there reliable qualitative and quantitative data to support claims made about impacts?	Yes	Evaluation / monitoring forms reflect this data.
	Is there sufficient evidence of local/regional/national research that can inform the analysis?	Yes	The applicants provide necessary information by completing Events fund application (Appendix A).
b	Has a reasonable attempt been made to ensure relevant knowledge and expertise (people, teams and partners) have been involved in the analysis?	Yes	The service have evaluated the data and information provided by the applicants and recommended events making high scores.
c	Is there clear evidence of consultation with stakeholders and users from groups affected by the proposal?	Yes	Covered in application process
3	Assessing Impact and Analysis		
a	Are there clear links between the sources of evidence (information, data etc) and the interpretation of impact amongst the nine protected characteristics?	Yes	Appendix A 'Event Fund Application Form' includes expected benefits and impact on the different protected characteristics. Appendix B & M Assessment Questions and Score Sheet, provide interpretation of impact against different protected characteristics.
b	Is there a clear understanding of the way in which proposals applied in the same way can have unequal impact on different groups?	Yes	See above.
4	Mitigation and Improvement Action Plan		
a	Is there an agreed action plan?	Yes	The report is retrospective, however the Equalities Data (Appendix K) highlights an action plan for increasing outreach for the Equalities 9 protected Characteristics.

b	Have alternative options been explored	Yes	Applications which did not meet the criteria and priorities outlined in Appendix A were not successful.
5	Quality Assurance and Monitoring		
a	Are there arrangements in place to review or audit the implementation of the proposal?	Yes	The fund is reviewed annually along with its criteria and how it is marketed
b	Is it clear how the progress will be monitored to track impact across the protected characteristics??	Yes	The successful applicants will be asked to provide a completed evaluation form (Appendix E).
6	Reporting Outcomes and Action Plan		
a	Does the executive summary contain sufficient information on the key findings arising from the assessment?	Yes	

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Event Fund Assessment score sheet

Application No:				Applicant:								Event Date		
Initials of Assessor				Event Name:								Assessment date		
Crite ria	Sco re	Crit eria	Scor e	Crit eria	Sco re	Crit eria	Scor e	Crit eria	Sco re	Crit eria	Sco re		Total score out of 40	Funding Amount
1		2		3		4		5		6				£
Score 1 = very poor; 2 = Poor / meets some criteria; 3 = Acceptable; 4 = Good; 5 = Excellent														
Notes (including reasons for declining)														

	<p>ELIGIBILITY Is the organisation eligible? NO e.g. arts project, not-for-profit organisation, event in TH, submitted on time, contributes to TH Community Plan, open to the general public, affordable ticket price..</p>
1	<p>About the Organisation: (maximum score 5) a) demonstrates a strong track record of delivery of the type of project being proposed and the listed cultural forms b) Is there any evidence of a clear track record of working in Tower Hamlets before? c) Can we be confident that work will be completed as planned? d) Not funded before</p>
2	<p>Event Content (maximum score 5)</p>
3	<p>Need / Benefit (maximum score 5)</p>
4	<p>Partnerships (maximum score 5)</p>

5	Outcomes (maximum score 5)
6	Value for Money (maximum score 5)

APPENDIX N UNSUCCESSFUL APPLICATIONS TO THE EVENT FUND 1516									
No	Event Name	Event Date	Organisation name	Venue	Ward	est audience	Event Description	Amount requested	Total budget
13	Strong Back Tales	16-May-15	Strongback Productions	Rich Mix	WEAVERS	80	untold stories of Bangladeshi women.	£ 800.00	£ 3,333.00
16	Cuba Fantastique	10-Jul-15	Docklands Sinfonia	St Anne's Church, 5 Newell Street, Limehouse	LIMEHOUSE	300-350	Concert with programme of Cuban music - including free pre-concert talk with Cuban guitarist.	£ 1,897.00	£ 17,514.00
17	Show Dance Festival	11-12 July 2015	Show Dance Company	Brady Arts Centre	SPITALFIELDS AND BANGLATOWN	550	2 day event with a range of dance workshops, talks, stalls and performances.	£ 1,494.00	£ 5,244.00
18	Razor Sharp	17-Jul-15	Sandpit Arts	Rich Mix	WEAVERS	267	Arab women artists (three writers, one director, 2 actresses) coming together to tackle stereotypes around the Arab and the Muslim world through comedy.	£ 1,500.00	£ 8,785.00
19	Neemai Geeti & Vaishnav Sangeet	19-Jul-15	RadhaRaman Society	Rich Mix	WEAVERS	209	Bengali folk music and folk dance based on the Indian philosophical movement of Vaishnavism.	£ 2,000.00	£ 2,800.00
22	Stepney Green Fair 2015	26-Jul-15	Stifford Centre	Stepney Green Park	STEPNEY GREEN	4,000	Annual community event with local talents, food, children's rides, games, health info, stalls, crafts, community engagement and sports activity.	£ 2,500.00	£ 12,760.00
26	Me & Mum: Stories of Childhood	July- August 2015	deep:black	St Mary's Community Hall (Cable Street) and Mile End Arts Pavilion	BOW WEST, SHADWELL	130	Series of workshops exploring relationships between female family members followed by exhibition.	£ 2,500.00	£ 29,790.00
29	MoveMe	08-Aug-15	MoveMe Dance	Roof Garden, Canary Wharf	CANARY WHARF	75	Participatory dance event for non-dancers as part of the launch season for the new performance area of Canary Wharf Roof Garden.	£ 500.00	£ 1,600.00
31	The Jungle Book	7-18 August 2015	Open Book Theatre Productions Ltd	Idea Stores Cubitt / Bow / Watney / Whitechapel / C.Wharf	CANARY WHARF, BOW WEST, SPITALFIELDS AND BANGLATOWN, SHADWELL	442	Free adaptation of The Jungle Book for 5-15 year olds in Idea Stores.	£ 1,800.00	£ 21,418.00
32	Bengali Cultural Festival	12-Sep-15	Udichi Shilpi Gosthi	Brady Arts Centre	SPITALFIELDS AND BANGLATOWN	600	Annual event celebrating Bengali literature and culture: poets, singers, dancers and writers.	£ 2,500.00	£ 5,850.00
37	Black History Month Celebration Launch	2-3 October 2015	Grand Union Music Street Theatre	St John on Bethnal Green	BETHNAL GREEN	1000	BHM: Participatory, collaborative open event for BHM arts organisations in the borough.	£ 2,500.00	£ 3,650.00
38	The Altab Ali Story	1-29 November	Swadhinata Trust	Brady Arts Centre	SPITALFIELDS AND BANGLATOWN	160	SoBD: play based on the true story of the death of Altab Ali.	£ 1,000.00	£ 18,611.00
39	A Fool's Paradise	Oct/Nov tbc	AAA 4 Strike 4 Success Limited	Brady Arts Centre	SPITALFIELDS AND BANGLATOWN	500	BHM: musical play about the mass migration from the Caribbean to England in the 1950s.	£ 2,000.00	£ 3,678.00
43	Always Unfinished	23-27 November	The Film Company	The Space	ISLAND GARDENS	400	SoBD: play looking at challenges faced by young people pursuing a career in the arts.	£ 1,500.00	£ 12,328.00

44	How to Write a Play	October 2015	Talawa Theatre Co	Brady Arts Centre (TBC)	SPITALFIELDS AND BANGLATOWN	50	BHM: free workshops teaching playwriting with a BME focus.	£ 1,094.00	£ 1,564.00
45	Dampati (The Couple)	08-Nov-15	Essex Indians	Rich Mix	WEAVERS	250	SoBD: satirical play about intergenerational relationships and conflicts of interest. Bengali with English subtitles.	£ 1,500.00	£ 2,740.00
48	Black History Icons	5-31 October 2015	Bonner Primary School	Bonner Primary School	BETHNAL GREEN, MILE END	680	BHM: series of school workshops using 2 external companies.	£ 2,000.00	Undisclosed
51	Drunken Nights IV	22 Oct, 26 Nov, 24 Mar	Drunken Chorus	The George Tavern	STEPNEY GREEN	300	Free arts and performance events over three nights in The George Tavern.	£ 1,000.00	£ 17,952.50
55	Concerning Violence screening & Q&A	Oct 2015	Daily Life Ltd	Lime Wharf	ST PETER'S	80	BHM: Screening of archive driven film exploring the struggles for independence of African countries, followed by Q&A.	£ 1,400.00	£ 1,550.00
56	Save Rubyyy Jones (resents: Blacksploitation	24-Oct-15	Arcola Theatre Production Company	Rich Mix	WEAVERS	121	BHM: educational theatrical variety showing consisting of black LGBTQIA+ performers.	£ 2,100.00	£ 4,660.00
57	This is the Way I See It!	5-9 October 2015	The Stepney Partnership	Mile End Art Pavilion	BOW WEST	969	Exhibition of work from 8 primary schools and one secondary school in the Stepney area, with accompanying workshops.	£ 1,500.00	£ 4,930.00
59	Civilised Cinema: the fight for equal rights on screen	6 & 20 October 2015	The New Black Film Collective	Genesis Cinema	BETHNAL GREEN	250	Free film season commemorating the recent anniversaries of the civil rights movement in the UK and the US.	£ 1,500.00	£ 2,500.00
63	Docklands Sinfonia Tiwer Hamlets Childrens Concerts	15-Dec-15	Docklands Sinfonia	The Great Hall, QMUL	BETHNAL GREEN	1589	2 free concerts of a symphony orchestra playing A Midsummer Nights Dream for Key Stage 2 (primary school) students and school staff.	£ 1,488.09	£ 8,798.09
64	Sound Steps: Introduction to inclusive Music Making	4th - 28th Jan 2016	Drake Music	Wallmore Primary School E14 0EW, Mayflower Primary E14 6DU, Bygrove Primary School E14 6DN	POPLAR, LANSBURY, LANSBURY	50	introduction to accessible music making workshops in schools with TH Special advisory teacher team. 50% disabled young people in mainstream education and 50% non-disabled young people. 4 x weekly workshops in each school	£ 1,544.00	£ 5,360.00
65	Hidden Histories	27-Feb-15	FoTHCP	Tower Hamlets Cemetery Park	MILE END	499	Family & local history drop in day centred on WW1.	£ 2,000.00	£ 8,200.00
66	Vietnamese / Chinese New Year	21-Feb-15	Community of Refugees from Vietnam - East London	St Nicholas Church	LANSBURY	150	Free Vietnamese / Chinese New Year event with activities such as lion dance, martial arts performance, karaoke and raffle draw.	£ 2,500.00	£ 2,500.00
67	Made Visible	22-Feb-16	The Yard Theatre	The Yard Theatre	BOW EAST	1500	Play exploring the "Invisibility of Whiteness" - the power and privilege associated with being white. With workshops and post-show discussions.	£ 2,500.00	£ 52,436.00

70	A New Home	1-23 Feb 2016	Art Catcher Collective	Mile End Art Pavilion	BOW WEST	2000	Multimedia art exhibition reaching out to migrants and refugees.	£ 1,885.00	£ 3,985.00
73	Bancroft Elderly Club Open Day	26-Mar-16	Bancroft Elderly Group	Bancroft TMC	BETHNAL GREEN	50	Open day for residents of Bancroft and surrounding area with health advisors and other local stakeholders.	NOT STATED	£ 1,500.00
74	Oral History Archive	25 Mar - 1 Sep 2016	Nomad Projects	Multiple venues	ALL	5000	Project culminating in a free online website archive or local stories	£ 2,000.00	£ 6,000.00

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Commissioner Decision Making Report 5 July 2016	 TOWER HAMLETS
Report of: Aman Dalvi, Corporate Director, Development and Renewal	Classification: Unrestricted
Report Title: Whitechapel High Street Fund as grant to London Small Business Centre to deliver capital refurbishment and accessible workspace at 206 Whitechapel Road (SITE 2)	

Originating Officer(s)	Duncan Brown, Strategic Project Manager, Whitechapel Delivery Team
Wards affected	Whitechapel, Stepney Green, Spitalfields-and-Banglatown, Bethnal Green
Key Decision?	Yes
Community Plan Theme	A great place to live; A fair and prosperous community; A safe and cohesive community

EXECUTIVE SUMMARY

At its meeting on 24th May 2016 the Commissioners made the following decision:

1. That a grant allocation of £227,000 to the London Small Business Centre (party one) to undertake shop-front upgrades and internal refurbishment works at the Royal Mail Group (party two) owned unit at 206 Whitechapel Road (site 2) to deliver and occupy approximately 280 m² (3010 ft.²) of vacant space to deliver publicly accessible workspace provision to serve the local resident community, subject to a signed lease agreement of no less than three years between party one and party two be completed by 5 July 2016, be approved;
2. That Commissioners receive notification of final detail of the grant agreement relating to 206 Whitechapel Road (site 2) at a future Commissioners' Decision Making Meeting in public; and
3. That the Corporate Director of Development and Renewal and the Corporate Director of Resources be authorised to approve the details of the agreement prior to the disbursement of funds to the London Small Business Centre.

RECOMMENDATIONS

The Commissioners are recommended to:

- 1 Note that the heads of terms for the lease arrangement between LSBC and Royal Mail Group have been negotiated successfully and that the lease completed on 20th June 2016; and

- 2 Note the draft grant agreement letter giving final detail of the grant agreement.

1. REASONS FOR THE DECISIONS

- 1.1 The decision is required is required to give effect to the decision of the Commissioners from there meeting on 24th May 2016.

2. ALTERNATIVE OPTIONS

- 2.1 None.

3. DETAILS OF REPORT

- 3.1 At the last Commissioners Decision Making Meeting held on 24th May 2016 a detailed report ('Whitechapel High Street Fund as grant to London Small Business Centre to deliver capital refurbishment and accessible workspace at 206 Whitechapel Road') was considered and endorsed. Through this decision Commissioners approved a capital grant allocation of £227,000 to the London Small Business Centre to undertake enabling works at 206 Whitechapel Road subject to receiving notification of the successful completion of a lease between the parties.
- 3.2 The Whitechapel Vision Delivery Team is informed since the time of the last meeting that the heads of terms for this lease arrangement have been negotiated successfully and that the lease is due to achieve sign-off by the Royal Mail Group's Authority Board on 20th June. Subsequent to this approval, the lease is to be executed by both parties and appended to this report for information.
- 3.3 The Whitechapel Vision Delivery Team has negotiated heads of terms for the grant funding agreement required to disburse funds to the London Small Business Centre. The proposed draft grant funding agreement is appended to this report for information.

4. COMMENTS OF THE CHIEF FINANCE OFFICER

- 4.1 The Commissioners' meeting on 24th May 2016 approved the release of funding of £227,000 from the Whitechapel High Street Fund to the London Small Business Centre (LSBC) to support the capital works that are required in order to provide publicly accessible workspace at the former Royal Mail offices at 206 Whitechapel Road.
- 4.2 The grant was approved on condition that funding would not be released until evidence is provided that the property lease arrangements between the LSBC and the Royal Mail Group have been legally agreed. This report updates the Commissioners on progress.

- 4.2 The Whitechapel High Street Fund was established with total financing of £1.123 million, funded from a Council contribution of £603,000 supported by a grant of £520,000 from the GLA. In order to maximise the GLA match funding in respect of the element of the programme that relates to the refurbishment and reuse of vacant and underused workspaces within the Whitechapel area, the Council must commit funding by 30th September 2016.

5. LEGAL COMMENTS

- 5.1 This is a noting report advising that the actions required by the Commissioners following their meeting on 24th May 2016 have been undertaken and there are therefore no legal implications arising from this report.

6. ONE TOWER HAMLETS CONSIDERATIONS

- 6.1 The Whitechapel Vision Delivery Team have selected the preferred workspace provider as part of the Enterprising Whitechapel project as part of the criteria set out in the previous report considered by Commissioners on 24th May, including scores on elements of the LBTH Social Cohesion Toolkit, as well as their contribution to overarching WHSF outputs. This involved engagement with representatives from the Council's Community Cohesion, Engagement and Commissioning Team who provided expert advice on its use and relevance to all assessment processes and projects in the Whitechapel Delivery Plan. All of these criteria and outputs relate strongly to One Tower Hamlets Considerations, particularly in terms of employment and apprenticeships targets, for which equalities and diversity will be monitored on a quarterly basis.

7. BEST VALUE (BV) IMPLICATIONS

- 7.1 Officers have taken every measure to ensure best value and return to the Council. More broadly the economic and social benefits of providing workspace within Site 2 at 206 Whitechapel Road will help ensure longer term savings to the Borough. In order to provide a comprehensive response on best value all of the issues relating grants, as highlighted in the Council's **Best Value Strategy and Action Plan (March 2015)**, a full consideration of Best Value Implications of the project were provided in the report considered by Commissioners on 24th May 2016.

8. SUSTAINABLE ACTION FOR A GREENER ENVIRONMENT

- 8.1 Reuse of this currently unused space could, through the terms of the grant agreement, will serve as platform for a number of organised workshops/ day time events and training which will be designed to relate to public health and environmental community participation. This would also have clear benefits in terms of wider social cohesion.

9. RISK MANAGEMENT IMPLICATIONS

- 9.1 A detailed statement of risks and alternative options were provided in the report considered by Commissioners on 24th May 2016.

10. CRIME AND DISORDER REDUCTION IMPLICATIONS

- 10.1 Using and securing a previously unoccupied space will contribute to natural surveillance within the high street and minimise the sense of neglect vacant spaces can bring to a centre. The events, training and job outputs that the project will engender will make a contribution to wider social cohesion which in turn will contribute to reducing the likelihood of crime and disorder.

11. SAFEGUARDING IMPLICATIONS

- 11.1 London Small Business Centre relieves poverty by the provision of assistance in the setting up in business of persons who by their social and economic circumstances are in need and suffer voluntary unemployment and to advance the education and training of persons in the skills required for employment and self-employment. The activities that they undertake are closely aligned to the approach set out in London Multi-Agency Adult Safeguarding Policy and Procedures (2015) which prioritises working with adults at risk of abuse and neglect to have greater control in their lives to both prevent it from happening, and to give meaningful options of dealing with it should it occur.

Linked Reports, Appendices and Background Documents

Linked Report

- NONE

Appendices

- Appendix A) LBTH/LSBC Grant Offer Letter - DRAFT

N.B. Appendices to the report considered by Commissioners on 24th May included the Vacant Building Register Call for Spaces guidance note, Enterprising Whitechapel Call for Bids guidance note, and a Business Questionnaire completed by LSBC.

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

- Enterprising Whitechapel Report 2015

Officer contact details for documents:

- Mahbub Anam, x3409
- David Lee, x3301



Tower Hamlets Council

Town Hall
Mulberry Place
5 Clove Crescent
London
E14 2BG

www.towerhamlets.gov.uk

London Small Business Centre
Universal House, 88-94 Wentworth Street
London E1 7SA

Dear Sir/Madam

Grant Offer Letter in relation to the Whitechapel High Street Fund project at 206 Whitechapel Road

I am pleased to confirm that the Council, in relation to the above wishes to make a Grant Award to your organisation on the basis of the terms of this Grant Offer Letter and the Council's Standard Terms and Conditions of Grant Agreement which can be found at http://www.towerhamlets.gov.uk/lgnl/community_and_living/community_grants.aspx. This Grant Offer Letter should be read and construed together with the Standard Terms and Conditions of Grant Agreement as they will form the basis upon which the Council's agrees to make the Grant Award on the following principle basis:

Recipient: East London Small Business Charity ("LSBC")

Purpose Of The Grant: To create flexible/affordable workspace in Whitechapel town centre and to support existing and emerging local SMEs.

Start Date: 30th May, 2016

End Date: 31st March, 2017

Total Grant Award: £227,000

Grant Officer Name/Contact: Duncan Brown, Strategic Project Manager / David Lee, Project Support Officer, Whitechapel Vision Delivery Team

In the event of a conflict between this Grant Offer Letter and the Standard Terms and Conditions of Grant Agreement the terms of this offer Grant Offer letter will prevail. However, you should be aware that, the Council may reduce, suspend and or cancel payment of the Grant Award in accordance with the Standard Terms and Conditions of Grant Agreement if you do not abide by the requirements detailed in either this Grant Offer Letter.

1. Pre-Grant Award Conditions:

1.1 The Grant Award will not be initiated until the Pre-Grant Award Condition(s) have been met.

- Satisfactory lease arrangements must be agreed with Royal Mail Group, of a length of at least 3 years, with possible earlier break clause. The agreed rent must be conducive to a viable and self-sustaining occupation of London Small Business Centre, with an agreed use of the space as indicated in their bid and allowing the delivery of key project outputs. The details of this lease must be submitted to the Council for approval. **Deadline: 5th July 2016**
- Satisfactory and detailed refurbishment plans, including a delivery timetable which achieves the agreement of Royal Mail Group, must be submitted to the Council for approval.
- An outline delivery plan describing the proposed approach to achieving outputs, including monitoring arrangements and including number of businesses supported and jobs created, to be submitted to the Council for approval.
- Costs for end users of the proposed co-working space are to be detailed and submitted to the Council for approval.

1.2 The Pre-Grant Award conditions must remain in place throughout the Grant Period. If one of the conditions detailed above subsequently lapse the Council may reduce, suspend and or cancel payment of the Grant Award.

2. On-Going Conditions:

2.1 Failure to meet any of these On-Going Conditions or having met them they subsequently lapse during the Grant Period then the Council may reduce, suspend and/or cancel payment of the Grant Award.

- Project monitoring information, including outputs on jobs and businesses supported and as described in GLA evidencing requirements, must be submitted quarterly.
- 206 Whitechapel Road must continue to provide workspace at the agreed cost and business support at the level agreed in pre-grant award conditions. Any change to service delivery must be submitted to and agreed with the Council.
- LSBC must continue to occupy 206 Whitechapel Road and to comply with the terms of the lease with Royal Mail Group throughout its agreed period.

3. Project Funding and draw-down of Grant Award:

- 3.1 The agreed Project funding and Grant Award draw-down arrangements are set out below.
- 3.2 Where other Project funds are agreed as part of the overall Project funding package and in the event that such funds fail to be secured from other funding bodies or provided by the organisation, the Council will review its Grant Award decision and will have the right to reduce, suspend and or cancel payment of the Grant Amount.

2016/17	Apr/Jun	Jul/Sep	Oct/Dec	Jan/Mar	TOTAL
Council Grant Award	£100,000	£127,000	£0	£0	£227,000

- 3.3 The Council’s Grant Award must be used only for the purpose for which it has been agreed. Therefore, your Grant Award is not able to be used for any expenditure that does not relate to the Project. Additionally, in any event the following items are deemed to be ineligible items of expenditure. This is not an exhaustive list for the avoidance of doubt and you will need to discuss this issue with your Grant Officer.
 - i. Bank or building Society debit charges
 - ii. Fines or financial penalties
 - iii. Payments made on a cash-in-hand basis other than the reimbursement of petty cash expenditure
 - iv. Any expenditure not supported by evidence

Outline Project Budget

- 3.4 As part of the quarterly monitoring return the Project needs to report on the expenditure for the quarter using the headings below and submit a transaction list showing all spend in the quarter.

2016/17	Apr/Jun	Jul/Sep	Oct/Dec	Jan/Mar	TOTAL
Refurbishment & Construction Costs	£70,000	£107,000	£0	£0	£177,000
Design Costs	£30,000	£10,000	£0	£0	£40,000
Monitoring costs / other enabling costs	£0	£10,000	£0	£0	£10,000
TOTAL	£100,000	£127,000	£0	£0	£227,000

4. Project Outputs and Outcomes

- 4.1 The agreed Outputs and Outcomes for your Project together with the related evidencing requirements are set out in table 1 below.
- 4.2 If, during the term of the delivery of the Project, there is significant under-performance in relation to the agreed Outputs and Outcomes, the Council will review the Grant Award and has the right to withdraw suspend and or reduce the level of further Grant Awards.
- 4.3 Where Grant Award funded activities relate to the purchase or hire of goods and services, the grantee will be required to demonstrate 'best value' in the procurement of such goods and services; and, any under-expenditure of the agreed level of Grant Award will be retained by the Council.

Table 4.1 Output & outcome evidencing requirements

Please note the outputs are the totals for 2017-2019

	Outputs and Outcomes Description	Evidencing Requirements
1	Refurbishment works completed at 206 Whitechapel Road, ready for occupation.	Agreed refurbishment designs, progress reports from appointed contractors, completion report and photo evidence.
2	100 Jobs supported	Ongoing monitoring information as per GLA evidencing requirements
3	500 Businesses supported	Ongoing monitoring information as per GLA evidencing requirements
4	750 New business start-ups	Ongoing monitoring information as per GLA evidencing requirements
5	90 Young adult Londoners assisted into further training or employment	Ongoing monitoring information as per GLA evidencing requirements
6	60 Events held	Ongoing monitoring information as per GLA evidencing requirements

- 4.4 The target delivery timeline relating to the above are as set out below. It should be noted that in order to be regarded as being 'met', your Project Outputs and Outcomes must meet any stipulated quality standard and be satisfactorily evidenced as set out above.
- 4.5 Where appropriate, you will be required to provide original invoices and bank statements in order to demonstrate proof of payment and claim reimbursement of costs.

Target Outcomes	Target Date
Refurbishment works completed at 206 Whitechapel Road, ready for occupation (output 1)	30 Sept 2016
Interim monitoring report, covering outputs 2-6	December 2016
Second monitoring report, covering outputs 2-6	Dec 2017
Final monitoring report, covering outputs 2-6	Dec 2018

5. Project Delivery Plan

5.1 Project Short Description:

The LSBC proposes to locate its main office at 206 Whitechapel Road and deliver on-site business support, small business financing and local enterprise engagement. The site will also host a small co-working space to provide a local flexible/affordable workspace offer and to further the aims of the Whitechapel High Street Fund project, delivering new jobs, new business start-ups and supporting local SMEs. The site will also be flexible to accommodating events and exhibitions and will including meeting/training rooms.

In the space below, provide details of when, where and how the planned delivery of activities and services will take place. You should include details of partnership working, outreach work, formalised referral arrangements and other activities that will ensure the effective targeting and take up of services.

Your answer should be limited to 400 words

The London Small Business Centre is the UK's oldest established surviving enterprise agency, established 38 years ago as a 'not for profit' organisation (social enterprise), through a public/private partnership, with the sole purpose of encouraging and supporting enterprise/entrepreneurialism in the most deprived boroughs of East London.

LSBC has an outstanding track record in business support. During the last five years, we have supported **983** new businesses to start up and worked with **5,114** individual clients, and supported **3,151** existing businesses.

During the last two years alone, 863 Tower Hamlets residents contacted the centre for support in business training, business start-up support and loan funding. Alongside this we worked with in excess of 253 existing Tower Hamlets businesses seeking our support.

497 individual Tower Hamlets residents booked appointments with a business

adviser to support their business plans, and the centre made 75 start-up loans to the value of £680,000 to new start-ups and £255,000 to 23 existing businesses.

699 people attended our business training courses, 59% of this client group were unemployed, 43% were women, and 68% were BAME.

Our core offer of support to clients is practical, 'hands on' business support, and is a combination of the following.

* Business planning training courses: covering all aspects of what it really means to be self-employed/start a small business, as an example: the legalities of trading as a sole trader, limited company etc. Set up costs, overhead costs, pricing and costing of services and goods, cashflow, book-keeping, customers, tax, national insurance, vat issues, marketing/business promotion, social networking, use of ICT and raising finance.

* One to one sessions with a business counsellor, working through the viability of the business idea, supporting and developing a business plan, which the client owns and fully understands. The client, whether a start-up or an existing business has as many of these one to one sessions as is needed, building a relationship between the business counsellor and the client of trust and honesty.

The centre's mission and purpose aligns with the London Borough of Tower Hamlets enterprise strategy in the encouragement and support of enterprise and entrepreneurial activity to increase opportunity, prosperity and social and economic mobility in Tower Hamlets. Through the development of clients, the centre will achieve two important objectives of the enterprise strategy:

"Coordinate and strengthen enterprise support services and access to finance".

"Encourage an entrepreneurial spirit and culture of innovation".

5.2 The following information sets out how your organisation will ensure that the Project meets its planned beneficiary targets.

5.3 The specified beneficiary targeting profile is as follows:

In the space below, provide details of the mechanisms, processes and procedures that will be utilised to ensure that the Project meets its specified beneficiary targets. You should include details of partnership working, outreach work, formalised referral arrangements and other activities that will ensure the effective targeting and take up of services.

Your answer should be limited to 400 words

LSBC will undertake the following activities:

- Targeted engagement, outreach and mentoring to strengthen entrepreneurial and enterprise culture.
- Provision of advice and support for entrepreneurship and self-employment, in particular amongst under-represented groups, by developing entrepreneurial skills and attitude, with a focus on increasing the number of business start-ups.
- Provision of advice and support for new business start-ups, to survive and grow.
- Outreach coaching, mentoring, networking and consultancy support to promote business start-up, survival and growth.

Hard to Reach Communities

LSBC, in particular, addresses the barriers faced by many entrepreneurs, especially women and BAME owned enterprises, with individual one to one business support, in order to support and maximise growth and employment potential to make the journey from start up to high growth, and significantly increase the success rate of new start-up businesses. Clients will be offered a comprehensive package of business support, which will be flexible and tailored to meet the challenges and needs of London entrepreneurs.

LSBC is passionate about, and committed to, equal opportunities and after more than 30 years of working in east London and across all Pan-London boroughs, understands that positive action is continually required to ensure that BAME/Women and disabled clients all have equal access to the opportunities available.

LSBC promotes greater equality across all areas of activity, seeking to tackle the barriers that communities face, in developing and growing successful businesses.

As an example of how our current projects address the equalities needs of the businesses in our delivery area:

- **ERDF (EU) funded A2F for Creative Industries – April 2012 to March 2014**
- Businesses Assisted (12 hours advice) = 218 outputs
- 48% BAME clients and 69% Women clients, 7% Disabled clients
- Businesses raising finance, to date: £1.6m □

Local Engagement & Community Building

LSBC has outreach programmes into job centres, charitable organisations and colleges, in order to introduce the idea of enterprise and self-employment into some of the hardest to reach areas. LSBC's Outreach Manager is dedicated to this task and is currently working with lone parents as a key group to support into enterprise.

The Tower Hamlets “Best Business Idea”

We will plan a major attraction at the 206 site: the annual Business Plan Competition for TH residents. The competition will build a presence for the entire LSBC offer but it will be targeted at TH's aspiring creative entrepreneurs and at seedling social enterprise ideas in the area.

Judges will be drawn from LSBC-supported entrepreneurs (we have a group of 50 LSBC Ambassadors who bang the drum for enterprise), plus a panel of LSBC business advisers. We may even call on a celebrity or two to act as judges: LSBC is working with Alex Polizzi, for instance, on a number of events for its clients. LSBC will sponsor the annual Business Plan awards, giving out £1,000 for each best Business Plan in creative and social enterprise categories. Runners up will gain free membership to the hub for one year, plus a package of support from LSBC.

Working with Local Colleges

LSBC have established links with a number of colleges in the area that support aspiring business people. Our links with UAL, Newham College, Tower Hamlets College and UEL will be brought even more to the fore.

LSBC will be able stage more start-up surgeries on campus, and instead of just providing traditional business support, it will be able to direct students, at early stages of their studies, towards the LSBC offer and the hub. Graduating students will be shown the opportunities at LSBC and invited to open days specifically for students at the colleges.

Usage & Equalities Targeting

- 5.4 The following information sets out the anticipated annual beneficiary take-up. In this regard it is extremely important that all Projects are fully aware of the Council's reporting expectations; including the requirement to collect; record and provide the Council with a range of beneficiary information as evidence of the take-up of services. This will involve the collection and reporting of personal data.
- 5.5 In order to ensure the accurate collection and reporting of information, where necessary, organisations should formally notify prospective beneficiaries (in advance of them taking up the offer of services) of the requirement to collect and provide this information to the Council.
- 5.6 The information captured by the Project will enable the Council to evaluate the effectiveness of the grant programme in meeting agreed corporate goals. And will therefore help with regard to the future targeting of resources.
- 5.7 In relation to those Projects targeting individuals:

The total estimated annual take up is individual beneficiaries. Of this figure the target breakdown by 'protected characteristic' are set out below.

Number of Beneficiaries by: **Age**

0-4 years	5-11 years	12-17 years	18-25 years	26-49 years	50-64 years	65+ years
			100	350	50	

- Breakdown of beneficiaries by **gender** – target no more gender imbalance than 60% of one gender type (women, men, transgender, intersexual)

- 5.8 Where the Project is working with organisations rather than directly with individuals the target take-up of services are as set out below.

The estimated number of organisations we will be working with annually is:

Of the target take-up, the following represents the estimated number of organisations that will be led by:

- Women
- People with a disability
- BME

- Young people

Of the target take-up, the following represents the estimated number of organisations by their primary beneficiaries target groups:

- Older People (50 +)
- Women / Girls
- Youth / Young People (12-25)
- People with a disability / long term illness
- Children / 11 and under
- BAME communities
- New Migrants
- Other

Of the organisational take-up, the following overall targets should also be considered:

- At least 2/3 of organisational membership in charge of their company (if applicable)
- No more than 1/3 of businesses in any one sector
- At least 2/ focus on impact as much or above finance
- At least 1/3 of businesses under 2 years old
- At least 30% non-White British ethnicity.

6. Project Reporting Requirements:

- 6.1 The table in section 4.5 above sets out the timelines and deadlines by which you must submit the required reports relating to your Project. Progress Reports must be submitted using the agreed template(s).
- 6.2 The required Progress reports including Outputs and Outcome, financial, equalities and other key operational performance information will be explained to you in detail by your Grant Officer. However, the key requirement is that all information must be appropriately evidenced.
- 6.3 You must also be aware that the completeness and timely submission of these Progress Reports is extremely important. Failure to provide the required information or to meet the set deadline allows the Council to reduce suspend and or withdraw the Grant Award.

7. Project monitoring arrangements:

- 7.1 Your Project will be scrutinised through a combination of desk-top and site-visit monitoring in order to verify achievement/completion of activities. This will be based on the information provided in/with your Project Progress Report together with other relevant information which you should be held with your Project/beneficiary files.
- 7.2 Where a site visit is required you will be contacted by your assigned Grant Officer to agree the time, date and location for the monitoring visit. At this time you will also be informed about the information/documentation or other requirements which must be made available for the visit.
- 7.3 As a general rule, monitoring visits will be scheduled in advance and agreed between the Grant Officer and the Project Manager.
- 7.4 However, the Grant Officer or other representative of the Council may undertake unannounced visits for the purpose of monitoring, reviewing or inspecting the Project activities, services or related matters.
- 7.5 Furthermore, the Grant Officer may visit the grantee organisation in order to discuss or assess the organisation's financial, administrative and general governance systems and procedures which may impact directly or indirectly on the management of the Project to which this Grant Offer Letter relates.
- 7.6 Additional support may be given to your Project by way of referral to another agency or project supported by the Council. It is your responsibility to actively engage with this agency and failure to do so may have implications for the ongoing funding of your Project.

8 General

The Council may vary the terms of this Grant Offer Letter and the Grant Agreement without notice either by writing to you or uploading such variations on the Council's website as appropriate. Any such variations will be appended to this original Grant Offer Letter.

9 Declaration

You agree that you:

- have read and accept the terms and conditions of this Grant Offer Letter and the terms and conditions of the Standard Terms and Conditions of Grant Agreement
- have all necessary resources and expertise to deliver the Purpose Of The Grant
- will at all times comply with all relevant Law and shall notify the Council immediately of any significant departure from the Law;
- have in place or will have in place systems to deal with the prevention of fraud and or administrative malfunction;
- disclosed all financial and other related information to the Council to the best of your knowledge and belief and that they are true and accurate in all material respects;

THE PARTIES TO THIS GRANT OFFER LETTER AND THE STANDARD TERMS AND CONDITIONS FOR GRANT AGREEMENT HAVE EXECUTED THIS AGREEMENT ON THE DATE SHOWN BELOW.

SIGNED BY THE MAYOR AND BURGESSES OF THE LONDON BOROUGH OF TOWER HAMLETS under the hand of

Signature:
(Authorised Signatory – Director)

Date:

SIGNED ON BEHALF OF THE RECIPIENT:


East London Small Business Charity

.....
Authorised Signatory

I declare that I have read, accept and sign this Grant Offer Letter together with the Standard Terms and Conditions of Grant Agreement and on the basis of the Declaration above.

APPENDIX A: GLA EVIDENCING REQUIREMENTS

APPENDIX B: WHITECHAPEL HSF GRANT FUNDING AGREEMENT - EXCERPT

<p>Commissioner Decision Report 5th July 2016</p>	
<p>Report of: Denise Radley – Director of Adults’ Services</p>	<p>Classification: Unrestricted</p>
<p>Adult Services Small Grants for Pensioners’ Groups 2016/17</p>	

Originating Officer(s)	Barbara Disney – Service Manager, Strategic Commissioning
Wards affected	All
Key Decision?	No
Community Plan Theme	<ul style="list-style-type: none"> A safe and supportive Community A Healthy Community

Executive Summary

Social isolation and loneliness are often considered to be particular problems of older age. Reduced social contact, loneliness, isolation and being alone are thought to affect older people’s quality of life and their health. There are a number of very small groups, often on estates, which go some way to alleviating social isolation and this funding offers support to these groups.

Reasons for Urgency

It was originally planned to present a Paper on this subject at the Commissioners’ Decision Making meeting scheduled for 16th August 2016. The cancellation of that meeting has required this report to be brought forward and presented urgently at this 5th July meeting; the 27th September 2016 meeting being too late to fund projects. This issue was raised at the pre-agenda meeting of 14th June 2016 under Any Urgent Business where Commissioners advised that this programme could be delegated to the Director of Adults’ Services and that a report be prepared for the 5th July meeting recommending the delegation.

Recommendations:

The Commissioners are recommended to:

1. Approve the process for inviting applications for Adults’ Services Small Grants for Pensioners’ Groups 2016/17.
2. Note the availability of funding for the proposal.
3. Agree the process for awarding the grant funding.

4. Agree to delegate responsibility for agreeing awards for this funding stream to the Director of Adults' Services.

1. REASONS FOR THE DECISIONS

- 1.1 To promote independence and alleviate social isolation amongst older Tower Hamlets residents by providing grant funding to a range of peer support groups for older Tower Hamlets resident.

2. ALTERNATIVE OPTIONS

- 2.1 A decision could be made not to support this proposal and to allocate the budget elsewhere, or indeed take it up as a saving proposal. In this event, a number of groups who apply annually and are reliant on the award of a Small Grant may be unable to deliver activities to their members or, in the worst case scenario, cease operating.

3. DETAILS OF REPORT

Reasons for

Background

- 3.1 On 17 December 2014 the Secretary of State for Communities and Local Government issued Directions that required the Council's functions in relation to grants will be exercised by appointed Commissioners.
- 3.2 At the Pre-Agenda meeting of 14th June 2016, Commissioners advised that the Small Grants for Pensioners' Groups programme could be delegated to the Director of Adults Services and that a report be prepared recommending the delegation.

Purpose of Grants and Prioritisation

- 3.3 The specific purpose of these Small Grants is to support small local organisations to provide social activities for pensioners in their neighbourhood, which helps to reduce social isolation and increase independence. In recent years Adults' Services were in a position to award grants to all eligible organisations that applied.
- 3.4 In considering the Small Grants allocation, officers take into consideration the Small Grants criteria and prioritise the funding requests in the following order:
 - a) Rent
 - b) Utilities bills, including gas, electricity, water rates, insurance etc;

- c) Small equipment, including bingo machines, kitchen equipment;
- d) Cost of facilitators, social activities, including day-trips and parties.

3.5 To be able to deal with all funding requests in a fair and equitable way:

- a) Budget permitting, all requests for rent, bills and small equipment will be met up to the maximum grant of £500 grant award per organisation
- b) Traditionally, the Small Grants budget meets the level of grants requested, meaning there is an underspend
- c) Groups requesting assistance with social activities and running costs are allocated awards based on the number of members currently registered with the group. The following guidelines are used:

Number of Registered Members	Proposed Awards
Up to 19 members	£300
20 to 29 members	£350
30 to 39 members	£400
40 to 70 members	£450
70 members and above	£500

3.6 In 2015/2016 £25,000 was allocated to support small local pensioners' groups. A total of £16,490 was awarded to 40 groups, including 13 who had not previously been in receipt of a Small Grant.

3.7 This year, £20,000 will be available for allocation to these small community groups. This represents a saving of £5,000 on the budget made available in 2015/16 which, as mentioned above, is traditionally underspent.

3.8 The 2015/16 Small Grants scheme benefitted in the region of 1,817 older Tower Hamlets residents and was used in following ways:

- As a contribution towards rent (in six cases);
- As a contribution towards utilities (in one instance);
- To purchase equipment/materials (in seven cases);
- To fund social activities such as celebrations, day trips (in 26 cases)

Advertising and Evaluation process

3.9 It is proposed that an advertisement be placed in the East London Advertiser 14th July 2016 edition. The cost for placing this advert will be met from the Small Grants budget, as in previous years.

3.10 The 40 groups who received a Small Grant in 2014/15 will be sent application forms (appendix A) directly inviting them to apply for this year's programme. Any organisations replying to the published advert or requesting an application pack will receive the same. The application form will also be sent to five groups who applied in 2015/16 but were not recommended for a grant as they had not provided satisfactory evidence of spend for the Small Grant that they were awarded in 2014/15.

- 3.11 Applications will be assessed by an officer in line with the eligibility criteria. This includes a requirement for those groups operating from Council-owned buildings to have a formal written rental agreement in place. After assessing the applications, a report will be produced with award recommendations.

Agreeing awards

- 3.12 Assuming Commissioners agree to delegate responsibility for approving Small Grants awards, the report will be passed to the Director for Adults' Services for final sign off. It is anticipated that applicants can be notified in writing about the outcome of their applications of the decision in autumn 2016.

Small Grants Programme Indicative Timetable

	STAGES	DATE
	Post applications to currently funded organisations	by 13th July 2016
1	Advertisement in East London Advertiser	by 14th July 2016
2	Send application forms to new groups	by 12th August 2016
3	Closing date for applications	by 22nd August 2016
4	Assessment of applications	by 27th August 2016
5	Write report with recommendations	by 31st August 2016
6	Final approval received from Director	by 7th September 2016
7	Write to all applicants on outcomes	by 14th September 2016
8	Payments processed	by mid-October 2016
9	Reconciliation of Payments	by March 2017

Monitoring

- 3.12 Organisations are required to submit evidence that the grant has been spent as outlined in their application. An officer will check receipts etc. against the organisation's application to ensure this happens. Any applicant that has not provided suitable evidence for the any award made under the 2015/16 Small Grants programme, will not be considered for a grant award.

4. COMMENTS OF THE CHIEF FINANCE OFFICER

- 4.1 The total annual budget available for these Small Grant awards for 2016/17 is £20,000 including marketing costs. This budget represents a reduction of £5,000 on last year but is sufficient for the level of grant awarded last year at £16,490. The scheme would be administered by the Strategic Commissioning Team in the Adults' Services Directorate and final awards will need to be contained within the budget.

5. LEGAL COMMENTS

- 5.1 **Grants.** 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 these payments. The payments are discretionary and therefore considered to be a grant.
- 5.4 **Commissioners.** 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 **Delegations.** The Council shall also provide such information and assistance as the Commissioners may require for the purposes of exercising these functions. It is therefore open to the Commissioners to make arrangements for the decisions regarding these grants to be taken by the Corporate Director, Adults' Services.
- 5.7 **Power to make the grants.** These small grants for Pensioners' Groups would be 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 grants for small Pensioners' Groups as well as the Council's community care duties under National Health Service and Community Care Act 1990.
- 5.8 **Best Value Duty.** 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.

- 5.9 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. This report is asking the Commissioners to agree the criteria under which grants are awarded and which is set out in paragraph 7 of the report.
- 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 **Procurement Procedures and other appropriate domestic and European law.** When implementing this grants 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 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. The proposed grants would fall under the *de minimis* threshold for the purposes of European restrictions on State aid.
- 5.12 **Public Sector Equality Duty.** 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 service specification supports two of the four themes of the community plan:

A Healthy Community: Small groups such as these for older people support the prevention agenda and offer additional opportunities for

peer led advice around healthy living and exercise activities and health promotion.

A Safe and Supportive Community: Small group provision contributes to the safe and supportive community theme by promoting peer support and volunteering and ensuring that services are safe to use for service users

- 6.2. The small group's provision enables the needs of a wide range of clients including those with learning disabilities, physical disabilities and long term conditions to be catered for and included. Special focus can be given to providing services to the diverse faith and ethnic communities in Tower Hamlets.
- 6.3. However, due regard continues to be given to encourage people from protected groups to participate in public life or in other activities where their participation is disproportionately low through volunteering, and engagement in shaping services and decisions that affect their own lives, such as involvement in user groups.

7. BEST VALUE (BV) IMPLICATIONS

- 7.1 By prioritising funding for rent and other running costs, these Small Grants can potentially safeguard the existence of groups that provide our older residents with opportunities to socialise and both provide and receive support from peers, reducing isolation and increasing independence
- 7.2 Where a grant is used as a contribution towards social activities, the level of funding is determined by the number of members on a group's register (see section 3.1.4). This ensures that the available budget is tiered to reach a larger number of beneficiaries.
- 7.3 Loneliness has an impact on one's wellbeing and a range of personal circumstances such as poor health, living alone and lack of support network are factors contributing to feelings of loneliness¹. For such a small outlay this programme will contribute to preventing longer term effects.

8. SUSTAINABLE ACTION FOR A GREENER ENVIRONMENT

- 8.1 There are no immediate sustainability or environmental issues to consider. The prospective service providers, as organisations within the borough, would be required to comply with all national and local legislation regarding energy conservation, recycling etc. As services will be provided locally, most of their staff/volunteers would also be local, thereby reducing commuting.

9. RISK MANAGEMENT IMPLICATIONS

¹ ONS, 2015a; ONS, 2013a, Age UK, 2015

9.1 These are small one-off payments for which invoices and evidence are to be provided and monitored.

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

- Appendix A – Small Grants 2016/17 Application Form, including criteria for award

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

- NONE

Officer contact details for documents:

- Barbara Disney (x2025)

London Borough of Tower Hamlets Adults Services Directorate

Small Grants for Pensioners Groups (2016/17) Application Form

Completed forms should be returned by no later than 22nd August 2016 to:

Jamie Bird – Strategic Commissioning Officer
4th Floor, Mulberry Place Town Hall
5 Clove Crescent
London E14 2BG
eileen.forster@towerhamlets.gov.uk
Tel: 0207 364 2304

We aim to acknowledge receipt of your completed application form (by email or telephone). If you have sent a completed form and have not received an acknowledgement within a reasonable timeframe please contact us (before the deadline above). It is recommended that, where possible, you retain a copy of your completed application form for your own records.

Should you have queries related to the completion of this form, please contact Jamie Bird using the details above

Eligibility Criteria

- The organisation/project must be engaged in social activities exclusively for the benefit of older people who reside in the London Borough of Tower Hamlets;
- The organisation/project must have its own current bank account (which must be a current account) or instruct an organisation (such as a Housing Association or landlord) to manage the handling of the grant on its behalf, as grant payments cannot be made to an individual or to a personal bank account;
- Grants will not be given to organisations/projects already in receipt of funding from the Council for the purposes for which financial assistance is sought;
- Where an organisation/project delivers services from premises owned by the Council, a formal written lease or rental agreement with the Council must be in place;
- Organisations who received a Small Grant in 2015/16 must have provided satisfactory evidence (e.g. receipts) that the grant was used for the purposes outlined in their application (these would have been acknowledged);
- The organisation/project should satisfy the Council that it operates fair and equal practices in employment, and in the provision of services;

<p>1. Name of organisation:</p>
<p>2. Who may we contact to discuss this application?:</p> <p>Title (e.g. Mr/Mrs):</p> <p>Name:</p> <p>Position within organisation:</p> <p>Telephone no.:</p> <p>email address:</p>
<p>3. Delivery address of your organisation/project: (i.e. where do you meet?)</p>
<p>4. Who is the landlord for your delivery venue?</p> <p>Organisation:</p> <p>Contact name:</p> <p>Contact number:</p>
<p>5. Address for correspondence (including cheques) if different from above:</p>

6. Organisation details

- a) In which year was your organisation established?:
- b) Does your organisation have a constitution (yes/no)?:
If you answer yes, you MUST enclose a copy with your application.
- c) Charity/company number (if applicable):
- d) How many Tower Hamlets residents over 50 are members of your club, or are on your register?
- e) When does your group meet?:
(e.g. Wednesday at 1400)

- e) If your organisation does **not** have a constitution, briefly describe its main aim:

7. How do you plan to use the grant?

Purpose (e.g. rent)	Amount?
TOTAL	£
<i>This should not be a figure higher than the maximum Small Grant award of £500</i>	

8. Our preferred payment method is by BACS bank transfer. To enable payment by this method please provide your bank details below:

IMPORTANT: Payment cannot be made to an individual or personal bank account, or a savings account.

Bank account name:

This could be the name of your group (e.g. Bow Pensioners) not the name of your bank (e.g. Santander)

Bank account number:

Bank sort code:

Should you require payment by cheque, who should this be made payable to:

IMPORTANT: If any of the bank details provided above have changed since you last applied (including any related postal address has changed), please provide your old details below:

Old bank account name:

Old bank account number:

Old bank sort code:

Old address:

9. If your group is in receipt of any other LBTH funding, please provide details below:

10. Monitoring Information

a) Did your organisation receive a small grant in 2015/16 (yes/no)?

11. Declaration:

I declare that the information in this application is accurate to the best of my knowledge (if you have an organisational stamp please use it).


Signature:

Name:

Position within organisation:

Date:

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<p>Commissioner Decision Report 5 July 2016</p>	
<p>Report of: Zena Cooke, Corporate Director Resources</p>	<p>Classification: Unrestricted</p>
<p>MSG Project Performance January - March 2016</p>	

Originating Officer(s)	Steve Hill, Everett Haughton and Robert Mee
Wards affected	All wards
Key Decision?	Yes
Community Plan Theme	All

EXECUTIVE SUMMARY

The Main Stream Grant (MSG) 2015/18 Programme was approved by Commissioners on 29 July 2015 and runs from 1 September 2015 through to 31 March 2018.

The Programme is made up of 5 broad themes covering a range of activities and services.

The activities and services are being delivered by a portfolio of projects each of which has targeted outcomes to achieve during the course of the programme period. This performance report covers Period 2 which was from 1st January to 31st March 2016. Each project has been classified as either: Green, Amber or Red within the Council's agreed performance management framework.

The report shows, that overall; and despite significant challenges, the programme has performed reasonably well during the January to March period, with only 7 projects currently rated Red and 9 rated Amber within the RAG rating process.

RECOMMENDATIONS

Commissioners are recommended to:

1. Note the content of the report and in particular:
 - (i) The make-up of the 2015/18 programme as set out in paragraphs 3.1-3.4
 - (ii) Key issues within the January to March as set out in section 3.5
 - (iii) Key programme performance information as set out in Appendices 1 & 2
 - (iv) Details of the 'spotlight' information relating to the Routeways to Employment information as set out in Appendix 3
2. Provide guidance on any required improvements or specific information to be provided in future performance reports

3. Approve the revised grant payment arrangements for GREEN rated projects as set out in paragraph 3.5.2
4. Approve the withdrawal of approved grants to projects as set out in paragraph 3.7.7
5. Note that the performance report for period 3 (April to June 2016) will be presented to the Commissioners Decision Meeting scheduled for 27 September 2016.
6. Appendix 4 of the report sets out the actions arising from the 24 May 2016 Commissioners Decision Making Meeting where the MSG Performance Report for period 1 September to December 2015 was discussed. Appendix 4 provides a quick reference guide to updates and references relevant sections within this report for period 2, in response to the actions arising from the meeting on 24 May 2016.

1. REASONS FOR THE DECISIONS

- 1.1 Regular performance updates ensure that the MSG Themes and individual projects are on track to deliver the agreed outputs and outcomes.
- 1.2 Any issues that raise concerns can be addressed by Commissioners and appropriate remedial actions agreed. Where necessary, this could include the reduction, withdrawal or reallocation of funds to ensure that the overall Programme is making the most effective use of resources and maximising the potential achievement of agreed aims and objectives.

2. ALTERNATIVE OPTIONS

- 2.1 Information relating to various aspects of project and monitoring activity has been provided within the report in an effort to give Commissioners and Members a good overall understanding of how projects performed against the key elements of their Grant Agreements.
- 2.2 Commissioners may wish to request either more or less information in relation to future quarterly performance reports.

3. DETAILS OF REPORT

Background

- 3.1 The Main Stream Grant (MSG) 2015/18 programme was approved by Commissioners on 29 July 2015.
- 3.2 The majority of approved projects had a scheduled start date of 1 September 2015 and were funded for 36 months up to end of August 2018. However, within Theme 3 (Prevention Health and Wellbeing), 4 projects were scheduled to commence on 1 October 2015 and 8 projects were scheduled to commence on 1 January 2016.

- 3.3 It should also be noted that Theme 5; Community Engagement, Cohesion and Resilience, approved funding for 19 months (1st September 2015 to 31st March 2017), with the intention to organise a further bidding round to agree a new portfolio of projects for the remaining 17 months of the programme period to run from 1st April 2017.
- 3.4 A breakdown of the current programme and projects is set out below. The MSG Programme also draws in additional monies from funded organisations, either from their own funds and/or from other external funders to add value to the programme. The additional funding is confirmed within project grant agreements and the current breakdown of live projects is shown in **Chart 1** below; and the forecast spend by category is set out in **Chart 2**.

Theme	Dir.	Total Grant £*	No. of approved projects	Live Projects Jan/Mar
Theme 1: Children, Young People and Families				
Raising Attainment	CS	185,949	11	9***
Vulnerable & Excluded Children & Families	CS	542,997	6	6
Culture	CLC	313,500	10	10
Sports	CLC	313,500	7	7
Community Languages	CLC	163,146	10	10
Youth	CLC	726,000	17	17
	Sub Total	£2,245,092	61	59
Theme 2: Jobs Skills & Prosperity				
Routeways to Employment	D&R	995,477	10	10
Social Welfare Advice Serves	D&R	2,671,776**	11	11
	Sub Total	£3,667,253	21	21
Theme 3: Prevention Health & Wellbeing				
Lunch Clubs	AS	611,640	12	12
Prevention Health & Wellbeing	AS	1,052,940	14	14
Sports & Lifelong Learning	CLC	626,400	9	9
	Sub Total	£2,290,980	35	35
Theme 4: Third Sector Organisational Development				
Support to Council Funded Projects	RES	210,000	1	1
General Support to Organisations in the Borough	RES	300,000	1	1
Strategic Partner Project	RES	270,000	1	1
	Sub Total	£780,000	3	3

Theme	Dir.	Total Grant £*	No. of approved projects	Live Projects Jan/Mar
Theme 5: Community Engagement Cohesion and Resilience				
Community Engagement	LPG	165,522	11	11
Sub Total		£165,522	11	11
TOTALS		£9,148,847	131	129

* The figures are the budgets approved by Commissioners on 29 July 2015

** Two projects were awarded additional funding totalling £8,319 pa. The decision sheet showed only the annual figure added to the Theme total (£3,650,615) rather than the 3 year lifetime amount. The correct figures are shown in the above table.

*** Decision for one project to be withdrawn: Commissioners Meeting, 24 May 2016

Chart 1 – Funding for Live Projects

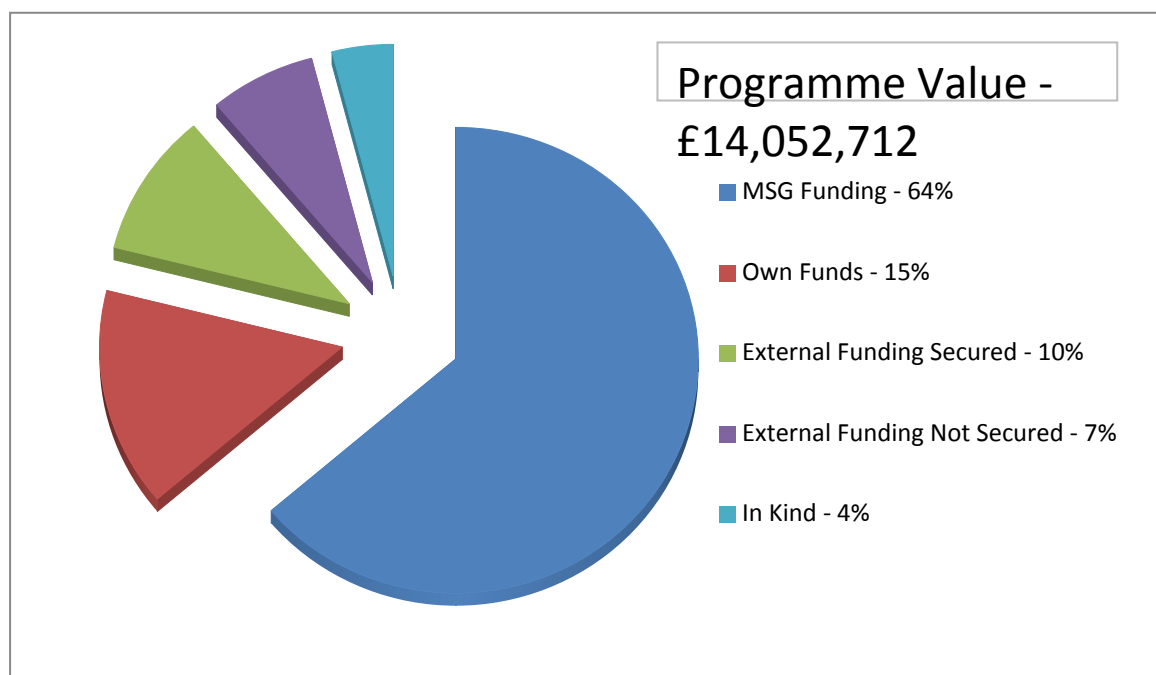
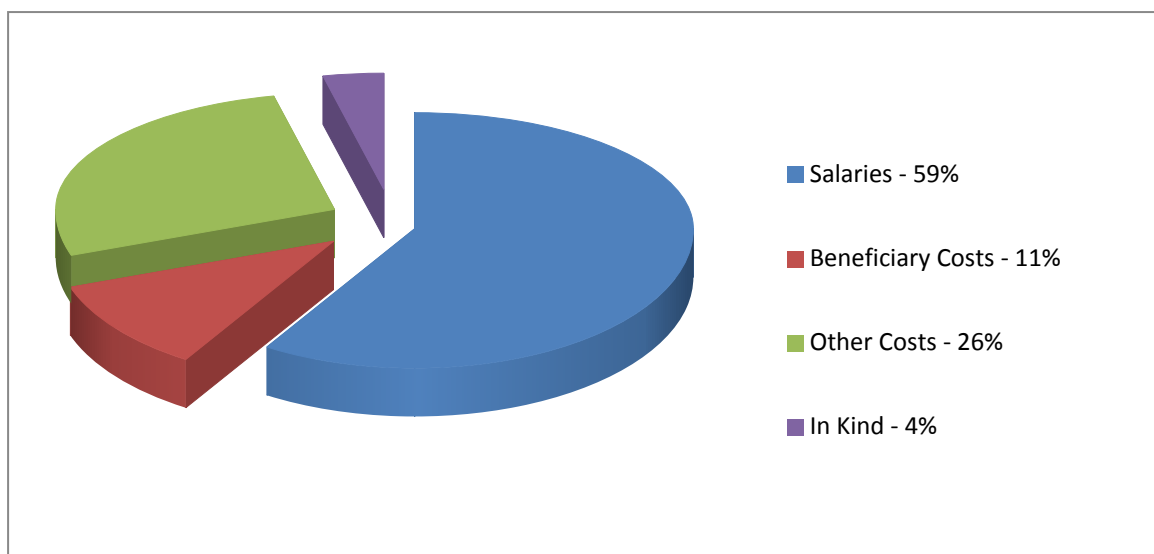


Chart 2 – Grants – Forecast spend



Key Issues Affecting Period 2 – January to March 2016

3.5 A number key issues and concerns including some which were identified as part of the original grant decision making process of 29th July together with operational matters which have come to light through the experience of managing the programme since September 2015. These matters are set out below with updates and recommendations.

3.5.1 Community Building Leases:

At the 29 July 2015 meeting Commissioners agreed that organisations based in Community Buildings were required to enter into a formal and appropriate property agreement for their use of the building: six organisations were identified and these listed below.

- (i) Bangladeshi Youth Movement
- (ii) Deaf Plus
- (iii) Dorset Community Association
- (iv) Limehouse Project
- (v) Somali Senior Citizen's Club
- (vi) Wapping Bangladesh Association

In relation to the above Deaf Plus, Wapping Bangladesh Association and Dorset Community Association have completed suitable property agreements and MSG funds are now released subject to standard arrangements for monitoring.

Somali Senior Citizen's Club are at an advanced stage in agreeing a licence.

Bangladesh Youth Movement and Limehouse Project has had no change in their status with a licence and lease respectively still to be confirmed.

Limehouse Project was able to receive pre-31 March 2016 funds but are now on hold pending the completion of the property agreements.

Subsequent to the 29th July meeting, the following were added to the list of organisations required to enter into formal lease arrangements.

- (i) Children Education Group
- (ii) Osmani Trust
- (iii) Stifford Centre

In relation to the above:

Stifford Centre has completed a suitable property agreement and MSG funds are now released subject to standard arrangements for monitoring.

Children Education Group has not yet agreed suitable arrangements but have been engaging with Officers in an effort to resolve their position.

The Osmani Trust has been given a deadline of 24 August 2016 for finalising their lease.

An updated Action Log from Asset Management is being produced to provide the latest position on the premises issues.

It should be noted that those organisations where appropriate lease arrangements are not yet in place are still delivering their projects at risk. However, as was brought to light at the previous Commissioners Decision Meeting on 24th May 2016, administrative errors resulted in project payments being released to Bangladeshi Youth Movement and the Osmani Trust. A thorough investigation has been undertaken and a separate report setting out the chronology and actions taken has been produced for Commissioners.

3.5.2 Grant Monitoring and Payments:

One of the major concerns within the Sector is the issue of 'cash-flowing' their projects. Although in theory the Council pays its grant funding in advance, that is only likely to be true of the first payment – if the Grant Agreement is signed prior to the project start date.

For all other periods/quarters, the payment is unlikely to be processed until about 8 weeks into the new period. This causes significant problems for some organisations which operate on very tight - and restricted - budgets.

In discussions with the CVS, Officers within the Third Sector Team worked up the following proposal designed to give a greater degree of support to those projects/organisations which are performing well.

Recommendation: Where a project has been rated GREEN for two or more successive quarters, Grant Officers will process their payment for the next quarter prior to a verification visit (which is the normal procedure). The aim will be to process payments within a maximum of 10 working days. Detailed procedures will be prepared in relation to this matter which will include a

requirement for the project performance report to be 'fully complete' and submitted within the agreed timeframe.

3.5.3 Organisations in Debt to the Council

An ongoing condition grant is that an organisation which is a debtor to the Council must clear the debt or have a satisfactory repayment arrangement in place in order for a grant payment to be released.

As at April 2016, 21 funded organisations were listed as having debts to the Council. The level of debt ranged from £14 to £19,049.

Another issue is that when Council staff raise invoices they are able to input any due date including the same date of the invoice. This means that in some cases an organisation becomes a debtor to the Council immediately, even before they have actually received the invoice.

An option for grant payment purposes if the invoice has not been paid within a set period of time would be to trigger withholding of grant payments until the situation is resolved.

The on-going debtor arrangements are being reviewed to devise proposals to improve working practices. Any proposals will go to Commissioners for their consideration.

3.5.8 Payment by Results

The Payment by Results arrangements was approved at the meeting of 29 July 2015. Details are set out within the report which is available on the Council's website.

The agreed arrangements were subsequently reviewed and amended following representation to Commissioners from the Tower Hamlets Council for Voluntary Services. The decision to amend the RAG Rating and related Payment by Results arrangements was taken by Commissioners on 12 January 2016. This process is now being implemented. Details of the Red projects this period under the new arrangements are shown below:

The following are RED rated projects:

- (i) **Opportunity** (*Teviot Bangladeshi Association*)
 - The organisation has not submitted a Monitoring Return for the January – March 2016 period.
 - The Grant Officer has been trying to reach the organisation by phone and email and has not been able to make contact.
 - Without a Monitoring Return and with no contact with the organisation it cannot be ascertained whether activity has taken place or if it has whether they are on track to meet targets.

- (ii) **Female Leadership and Empowerment Project** (*Mile End Community Project*)

- The organisation did not achieve any outputs in Period 1 and was classed as Red.
 - The Grant Officer attempted to meet with the organisation to discuss how the project could get back on track but the organisation has not been available.
 - The organisation has been referred to the CVS for support.
 - The Monitoring Return for Period 02 was not received within a reasonable time and there were still issues outstanding that led to the Red rating.
 - As per the programme procedure two periods classed as Red leads to a recommendation for withdrawal of the grant.
- (iii) **Life-changing Musical and Keep Fit Project** (*Monakka Monowar Welfare Foundation*)
- The organisation has shown significant under performance for their project in Period 2.
 - The group had not been in touch before the quarter end to alert the Grant Officer of issues in the period and was subsequently classed as Red for the period.
 - The organisation has been referred to the CVS for support.
- (iv) **Family Leadership Holiday Programme** (*Ragged School Museum*)
- The organisation has shown significant under performance for this project in Period 2.
 - The group has not been in touch before the quarter end to alert the Grant Officer of issues in the period and has subsequently been classed as Red for the period.
 - The Grant Officer will continue to support the organisation to help get the project back on track.
- (v) **The People Gap** (*The Shadwell Community Project*)
- The organisation has did not submit a Monitoring Return for Period 1 and was classed as Red.
 - Despite efforts the Grant Officer was not able to meet the group in January to March and the group did not alert the Officer of potential under performance before the quarter end.
 - There was significant under performance for Period 2 which resulted in another Red rating.
 - The organisation has been referred to the CVS for support.
 - As per the programme procedure two periods classed as Red leads to a recommendation for withdrawal of the grant.
- (vi) **Back on Track: Engagement and Progression** (*City Gateway*)
- In the Performance Report of 24 May, it was recommended that funding be withdrawn from this project. However, it was agreed that more time would be given to enable the Council and the organisation to resolve the issues related to the delivery location.
 - On 18 May the group stated they had identified a new delivery base in the borough, Mastmaker Court and in light of this will

want to re-negotiate the project. They were due to submit a revised delivery plan but this has not yet been received.

- The next step is for the revised delivery plan to be submitted and considered by the Youth Service.

(vii) **Live Healthy – Enjoy Life** (*Bangladeshi Youth Movement*)

- The project started in January 2016 and the organisation used its own funds to cover project expenditure as the grant could not be released until the Premises pre-award condition has been met.
- The organisation could only run the activities for the first month of the quarter so reported significant under performance for the quarter and was classed as Red for the period.
- If the premises issue cannot be resolved and the grant not paid then this will mean that there will be continued 'under performance' and the next period classed as Red.

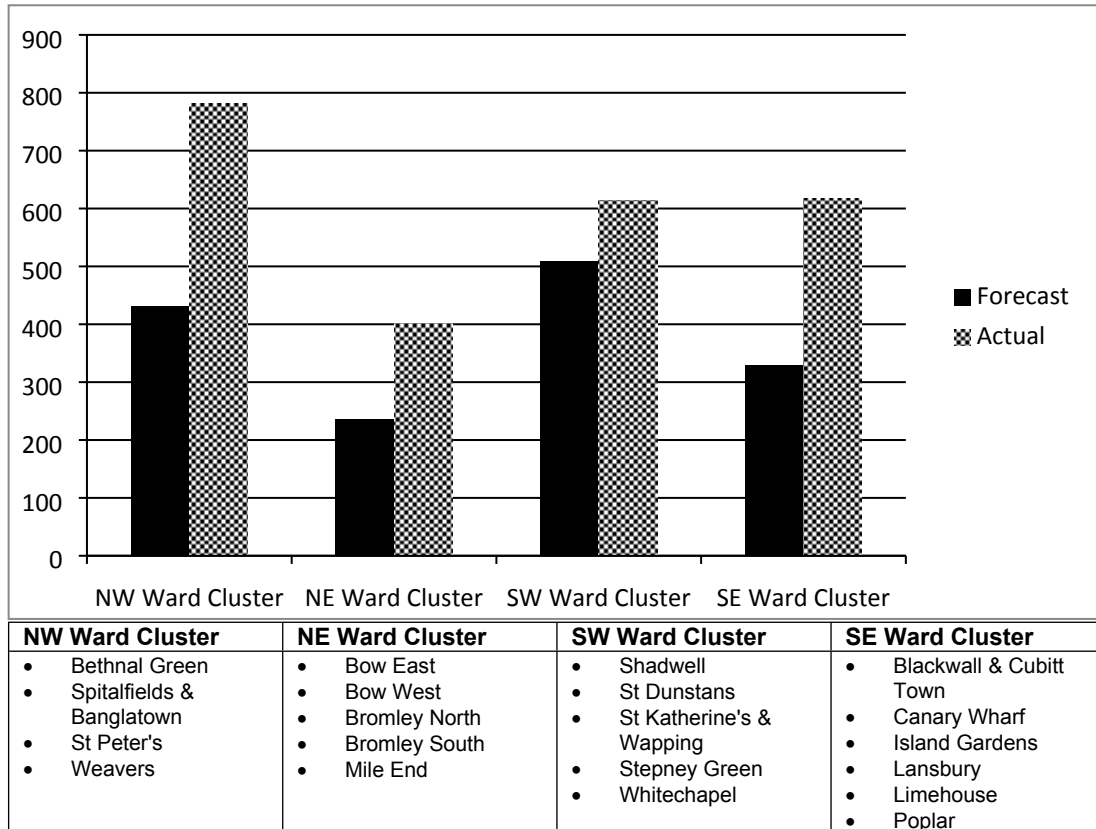
3.6 The following information provides an overview of performance within each of the 5 Themes. Further information is also attached as Appendix 1: setting out project level performance and payment information; and, Appendix 2 showing programme level equalities and geographical analysis.

3.7 **Theme 1 – Children, Young People & Families:** This theme focuses on seeking the following key outcomes:

- Improved levels of participation, educational attainment and progression for children and young people.
- Children and young people are protected from harm and families are supported to provide a safe environment.
- Harmful relationships among peer/gender groups are reduced.
- Improved physical (such as reduced levels of obesity) and emotional health and wellbeing in children and young people.
- Reduced levels of substance misuse and sexual abuse, violent crime (including domestic violence) and anti-social behaviour.

3.7.1 Geographical Breakdown

The table below shows the number of beneficiaries supported during the period January to March 2016 by Ward Cluster:



3.7.2 Raising Attainment Project Portfolio – Children's Services

No. of live projects – Jan-Mar 16	No. of projects classed as GREEN	No. of projects classed as AMBER	No. of projects classed as RED
9	8	1	0

Eight of the nine projects within this area are progressing well and have no performance concerns at this time. One of the 9 live projects within this area is rated as Amber within the Council's performance rating system, with all other projects being Green.

The Amber project: Culloden Supplementary School (Culloden Bangladeshi Parents Association) has underachieved against its targets in the quarter but action is being taken to catch up in the next quarter.

The Young People's Study Support project (Golden Moon) has been withdrawn following the decision by Commissioners at the 24 May 2016 meeting. No visible project activity had taken place and no payments had been made in relation to this project. Not classed as live for this period.

3.7.3 Vulnerable & Excluded Families Project Portfolio – Children’s Services

No. of live projects – Jan-Mar 16	No. of projects classed as GREEN	No. of projects classed as AMBER	No. of projects classed as RED
6	5	1	0

Of the six projects within this area 5 are rated Green and one is Amber.

The Amber project: Gamechangers (St Giles Trust) continues to be classed as Amber following a late start. Delivery started in January following planning, scoping and development meetings in December. Reported that the outputs are being met however substantial evidence not submitted with the return. Payment not released as waiting for this information to be provided and further verification. Will report on situation next quarter and give recommendations on how to proceed.

3.7.4 Community Languages Project Portfolio - CLC

No. of live projects Jan-Mar 2016	No. of projects classed as GREEN	No. of projects classed as AMBER	No. of projects classed as RED
10	8	1	1

Of the ten projects within this area 8 are rated Green, 1 is Amber and 1 is Red.

The Amber project: Culloden Bengali Mother Tongue Project (Culloden Bangladeshi Parents Association) has some under performance in the quarter and has slipped from Green in the previous period. Action is being taken to meet the targets in the next quarter.

The Red project: Opportunity (Teviot British Bangladeshi Association (TBBA)) has not submitted a quarterly monitoring return despite attempts to contact them from the Grant Officer. Attempts will continue to arrange a visit, verify activity and ensure that a return is submitted for April – June. If issues continue a recommendation will be made in the next report.

3.7.5 Youth Services Project Portfolio - CLC

No. of live projects – Jan-Mar 16	No. of projects classed as GREEN	No. of projects classed as AMBER	No. of projects classed as RED
13	11	1	1

Within this area there are 13 projects live in Jan-Mar where a return was expected, 11 of which are rated as Green, 1 is amber and 1 is Red.

The Red rated project: Back on Track: Engagement and Progression is not being delivered by the organisation (City Gateway) due to a continuing delivery location issue. The project was recommended to be withdrawn at the Commissioners meeting of 24 May 2016 however the decision was for more

time to be given to resolve the issue. On 18 May the group stated they had identified a new delivery base in the borough, Mastmaker Court and in light of this will want to re-negotiate the project. They were due to submit a revised delivery plan but this has not yet been received. The next step is the revised delivery plan to be submitted and considered by the Youth Service.

The Amber project: Ocean Youth Connexions (Ocean Youth Connexions) had some under performance in the quarter and slipped from Green in the previous period. Action is being taken to meet targets for the next quarter.

3.7.6 Sports Project Portfolio - CLC

No. of live projects – Jan-Mar 16	No. of projects classed as GREEN	No. of projects classed as AMBER	No. of projects classed as RED
7	7	0	0

All seven projects are rated Green and there are no issues at this time.

3.7.7 Culture Project Portfolio - CLC

No. of live projects – Jan-Mar 16	No. of projects classed as GREEN	No. of projects classed as AMBER	No. of projects classed as RED
10	6	0	4

Within this sub-theme four projects are classed as **Red** for the January to March period, two for the second consecutive quarter.

Mile End Community Project - No outputs for the Female Leadership and Empowerment Project were achieved during the first period as planned partnership work, essential to the project, did not materialise. Despite support from the Grant Officer no return was received for the Jan-Mar period causing the project to be classed as Red for the second consecutive quarter. This project is now being recommended to be withdrawn.

The Shadwell Community Project - The project in question is The People GAP. Significant under performance has been reported in the period. This project has now been classed as Red for the second consecutive quarter. This project is now being recommended to be withdrawn.

No advanced payments for the Jan-Mar or Apr-Jun periods have been made to either of the above organisations. Both projects are now recommended to be withdrawn. It will have to be established whether the initial grant payments have been spent on eligible expenditure and activity before confirming whether the payments should be returned.

Projects classed as Red for the first time this period:
Life Changing Musical and Keep Fit project (Monakka Monowar Welfare Foundation) – significant underperformance in the period

Family Learning Holiday Programme (Ragged School Museum) – significant underperformance in the period

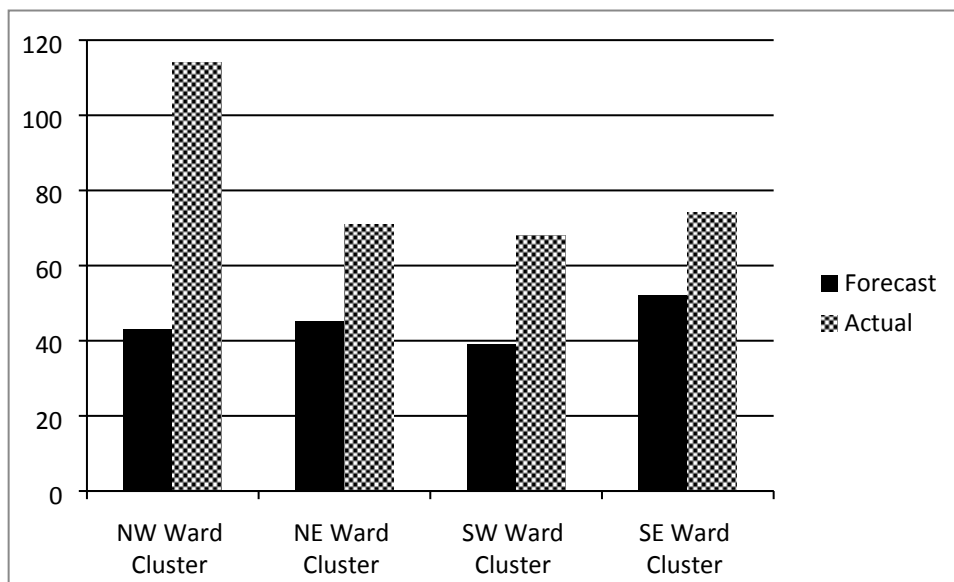
3.8 Theme 2 – Jobs, Skills & Prosperity: This theme focuses on seeking key outcomes including:

- Measurable increase in the numbers of people moved closer to the labour market and prepared for sustained employment.
- Reduce the numbers of residents in the borough with no qualifications or training
- Improved integration of pathway to work employment support services
- Reduction in numbers of residents negatively impacted by welfare reforms
- Minimisation of the number of residents facing housing repossessions
- Increase in the numbers of residents supported with addressing problem debts
- Increases in number of residents on low incomes receiving their correct benefit /tax credit entitlement
- Empowering residents and building resilience

3.8.1 Routeways to Employment

Geographical Breakdown

The table below shows the ‘number of people’ supported during the January to March 2016 period by Ward Cluster.



NW Ward Cluster	NE Ward Cluster	SW Ward Cluster	SE Ward Cluster
<ul style="list-style-type: none"> • Bethnal Green • Spitalfields & Banglatown • St Peter's • Weavers 	<ul style="list-style-type: none"> • Bow East • Bow West • Bromley North • Bromley South • Mile End 	<ul style="list-style-type: none"> • Shadwell • St Dunstons • St Katherine's & Wapping • Stepney Green • Whitechapel 	<ul style="list-style-type: none"> • Blackwall & Cubitt Town • Canary Wharf • Island Gardens • Lansbury • Limehouse • Poplar

Routeways to Employment Project Portfolio – D&R

No. of live projects – Jan-Mar 16	No. of projects classed as GREEN	No. of projects classed as AMBER	No. of projects classed as RED
10	10	0	0

The ten projects within this area are rated Green.

The project classed as Amber in the previous quarter is now on track to meet its targets.

Appendix 3 Theme Spotlight looks at the Routeways to Employment strand.

For Sept-Dec 15 and Jan-Mar 16 key output and spend information is provided in chart form.

Theme outputs in this strand are:

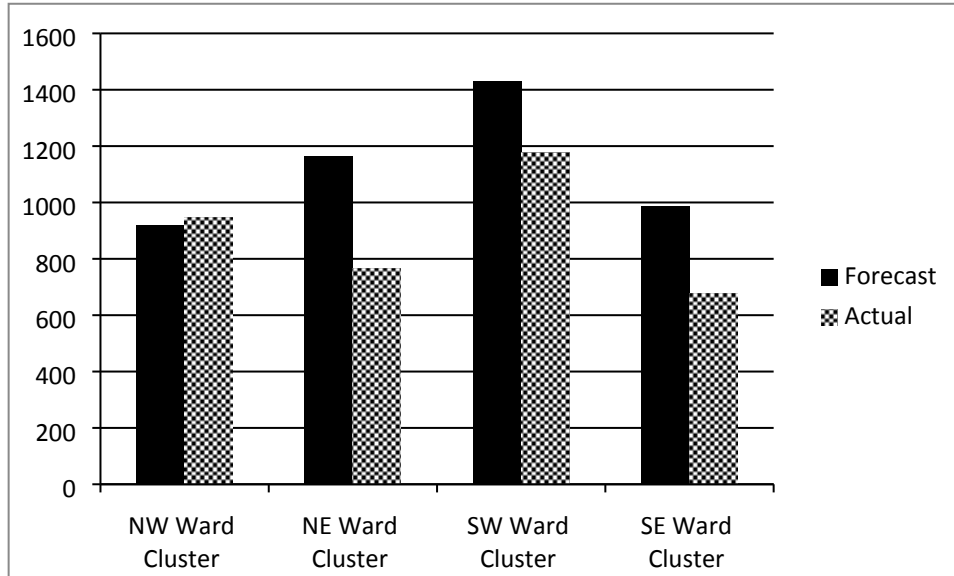
- Number of residents initially engaged and assessed
- Number of residents given ongoing employment related support
- Number of residents engaged in accredited training
- Number of residents engaged in confidence building and basic skills including digital skills
- Number of residents referred to other organisations
- Number of residents referred to job brokerage services
- Number of residents into employment with jobs that are sustained for at least 13 weeks

As shown in Appendix 3, in general outputs are being met or exceeded for the two periods. As expected the outputs being achieved early in the programme are those around initial engagement and training.

3.8.2 Social Welfare Advice Services

Geographical Breakdown

The table below shows the number of beneficiaries supported during the January to March 2016 period by Ward Cluster.



NW Ward Cluster	NE Ward Cluster	SW Ward Cluster	SE Ward Cluster
<ul style="list-style-type: none"> • Bethnal Green • Spitalfields & Banglatown • St Peter's • Weavers 	<ul style="list-style-type: none"> • Bow East • Bow West • Bromley North • Bromley South • Mile End 	<ul style="list-style-type: none"> • Shadwell • St Dunstons • St Katherine's & Wapping • Stepney Green • Whitechapel 	<ul style="list-style-type: none"> • Blackwall & Cubitt Town • Canary Wharf • Island Gardens • Lansbury • Limehouse • Poplar

The beneficiary data does not include the Tower Hamlets Law Centre who have not submitted the geographical breakdown in time to be included in this report.

The low actual against target for the NE Ward Cluster is also down to several projects that have under reported for the period:

- Bromley by Bow Centre – Integrated Generalist Advice – Forecast 300, Actual 201
- Citizens Advice Bureau - Tower Hamlets Borough Wide Advice – Forecast 338, Actual 252
- Legal Advice Centre - Social Welfare Advice - NW Ward Cluster
- (LAP 1 and 2) – Forecast 138, Actual 13

The Grant Officer will be working with these organisations to confirm whether this is an issue with capturing the geographical data or there is less demand than expected.

Social Welfare Advice Service Project Portfolio – D&R

No. of live projects – Jan-Mar 16	No. of projects classed as GREEN	No. of projects classed as AMBER	No. of projects classed as RED
11	11	0	0

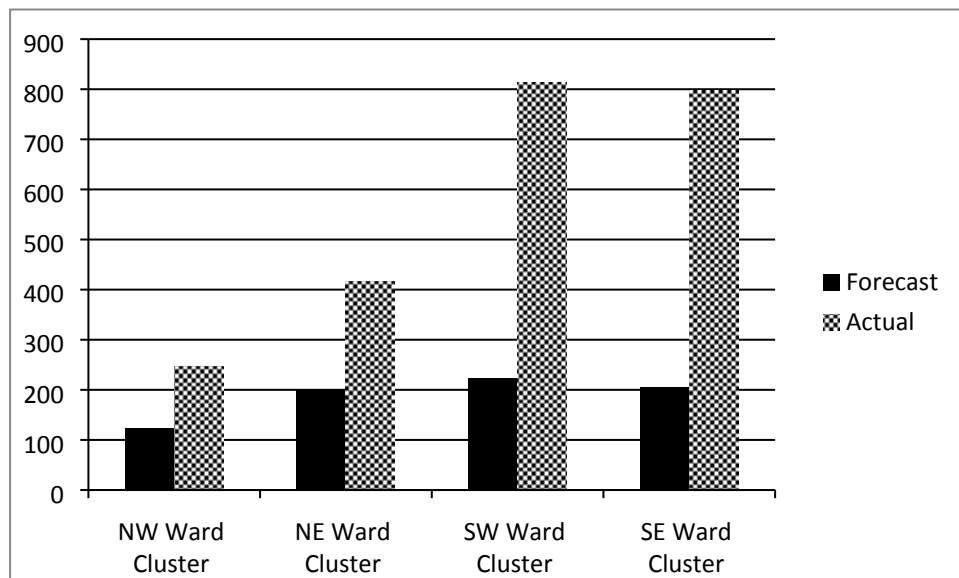
All eleven projects within this area are rated Green and there are no current performance issues.

3.9 Theme 3 – Prevention, Health & Wellbeing: This theme focuses on seeking key outcomes including:

- Increased number of vulnerable residents leading healthier lifestyles through improved diets, taking regular exercise and related activities, including lunch club attendees
- Improved emotional health and wellbeing of children and young people and families
- Reduced loneliness and social isolation
- Greater community cohesion
- Increased knowledge about where to go for advice and information
- Improved health and well-being through access to cultural activity that brings people together, allows for self-expression including projects around memory and cross generational activity

Geographical Breakdown

The table below shows the number of beneficiaries supported in January – March 2016 by Ward Cluster:



NW Ward Cluster	NE Ward Cluster	SW Ward Cluster	SE Ward Cluster
<ul style="list-style-type: none"> • Bethnal Green • Spitalfields & Banglatown • St Peter's • Weavers 	<ul style="list-style-type: none"> • Bow East • Bow West • Bromley North • Bromley South • Mile End 	<ul style="list-style-type: none"> • Shadwell • St Dunstons • St Katherine's & Wapping • Stepney Green • Whitechapel 	<ul style="list-style-type: none"> • Blackwall & Cubitt Town • Canary Wharf • Island Gardens • Lansbury • Limehouse • Poplar

3.9.1 Prevention, Health & Wellbeing Project Portfolio – Adult Services

No. of live projects – Jan-Mar 16	No. of projects classed as GREEN	No. of projects classed as AMBER	No. of projects classed as RED
14	11	2	1

Of the 14 projects 11 are Green, 2 Amber and 1 Red in the period.

The Red project: "Live Healthy - Enjoy Life" Bangladeshi women Health & Development Project (Bangladesh Youth Movement) – Project started in January 2016 and has showed significant underperformance. Awaiting confirmation from commissioners to release the first grant due to on-going lease issue. Without the release of grant the project is having serious difficulties in continuing as they have only managed to run the project for a month with their own funds. Project is at a high risk of closure unless funds are released.

The Amber projects:

Fit for All (Bromley by Bow Centre) – Project started in January 2016 and showed significant underperformance. Action plan agreed to ensure targets are met.

Dance for Health at Oxford House (Green Candle Dance Company) - Under performance on some key outputs. Setting up meeting with Commissioning Team and group to discuss their offer to vary the contract by reducing the outputs.

3.9.2 Lunch Clubs Project Portfolio – Adult Services

No. of live projects – Jan-Mar 16	No. of projects classed as GREEN	No. of projects classed as AMBER	No. of projects classed as RED
12	11	1	0

11 projects within this area are rated Green and 1 is Amber.

The Amber project: Wellbeing Centre (Toynbee Hall) - Under performance against targets in the period, awaiting verification before payment. Was Green in the previous period.

3.9.3 Lifelong Learning & Sports Project Portfolio - CLC

No. of live projects – Jan-Mar 16	No. of projects classed as GREEN	No. of projects classed as AMBER	No. of projects classed as RED
9	9	0	0

There are nine projects providing services within the January to March period all of which are rated Green.

3.10 Theme 4 – Third Sector Organisational Development: This theme focuses on seeking key outcomes including:

- Increased number of local VCS organisations with Quality Assurance accreditations
- Increased levels of external grant funding secured by local VCS organisations
- Increase in the number of organisation able to effectively manage grant funded activities and better demonstrate the impact of their work
- Improved sustainability of specialist resources that are used by a wide range of third sector organisations to deliver their work

3.10.1 Geographical Breakdown

Theme 4 is focused on supporting organisations rather than individual beneficiaries. Organisations from all Ward Clusters across the borough are being supported.

The Support for Council Funded Organisations Project (Priority 1 project) has provided support on a range of areas to Council-funded organisations:

- employment contracts
- volunteer agreements
- involving service users as volunteers
- developing a feedback questionnaire for volunteers
- fundraising, providing advice on how to develop funding proposals
- advice on policy and procedures

The Supporting VCS Organisations Based in Tower Hamlets Project (Priority 2 project) has provided support to non-Council funded organisations on the following areas:

- insurance for volunteer drivers
- volunteer recruitment and management
- Investing in Volunteers' Quality Accreditation
- monitoring and evaluation of a volunteer programme
- crowdfunding publicity materials
- health and safety
- policies and procedures

The Training which has been delivered through the Priority 1 and Priority 2 project includes:

- Managing Risks In Your Volunteer Programme: attended by 3 MSG-funded groups and 3 non-MSG-funded groups
- New to Fundraising: course in January attended by 2 MSG-funded groups and 5 non-MSG-funded groups, plus a further course in March
- Involving Service Users as Volunteers: attended by 3 MSG-funded groups and 4 non-MSG-funded groups

- Monitoring and Evaluation of Volunteer Programmes: attended by 3 MSG-funded groups and 3 non-MSG-funded groups
- Introduction to Investing in Volunteers: attended by 1 MSG-funded groups and 3 non-MSG-funded groups

Feedback from organisations who have participated in training has been very favourable.

The Priority 2 project has also delivered four Minibus driving training courses for 28 candidates, including at least 3 places for smaller organisations, leading to successful accreditation.

THCVS has worked through the Strategic Partner Project to support the Council in developing its Voluntary Sector Strategy. It has supported and helped co-ordinate a number of voluntary sector forums, including the Training & Employment & Enterprise Forum, the Health & Wellbeing Forum and the Leadership Forum.

3.10.2 Project Portfolio - Resources

No. of live projects – Jan-Mar 16	No. of projects classed as GREEN	No. of projects classed as AMBER	No. of projects classed as RED
3	3	0	0

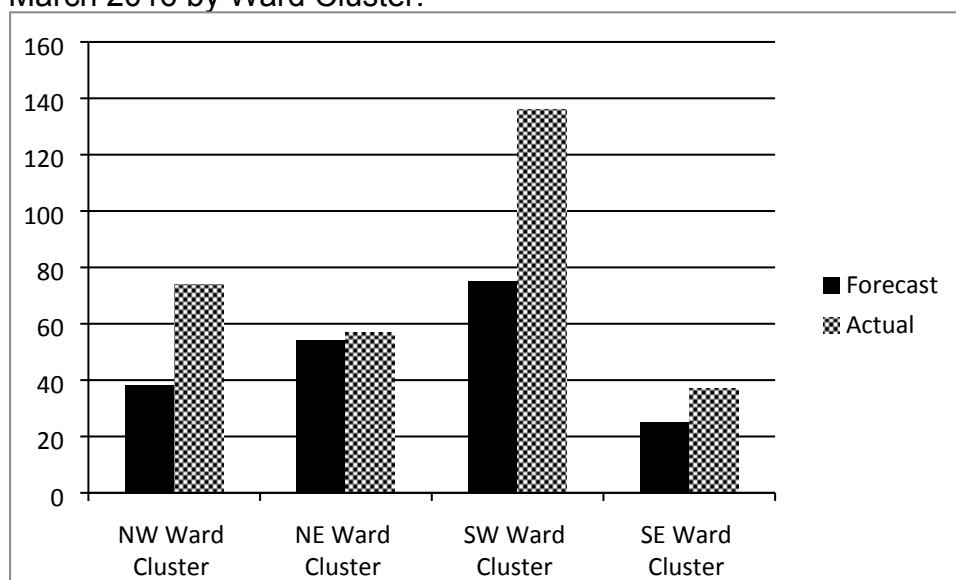
The Tower Hamlets Council for Voluntary Services (THCVS) leads three partnership projects focused on the following areas. There are no performance issues.

3.11 Theme 5 – Community Engagement, Cohesion and Resilience: This theme focuses on seeking key outcomes including:

- Identifiable increase in numbers of local residents taking on key leadership and representational roles within the community
- Increase in number of people who feel they are getting on better with others in their communities, as identified from annual community surveys
- Increased opportunities for communities to work together on local improvement projects, cultural celebration and exchange

3.11.1 Geographical Breakdown

The table below shows the number of beneficiaries supported in January – March 2016 by Ward Cluster.



NW Ward Cluster	NE Ward Cluster	SW Ward Cluster	SE Ward Cluster
<ul style="list-style-type: none"> • Bethnal Green • Spitalfields & Banglatown • St Peter's • Weavers 	<ul style="list-style-type: none"> • Bow East • Bow West • Bromley North • Bromley South • Mile End 	<ul style="list-style-type: none"> • Shadwell • St Dunstons • St Katherine's & Wapping • Stepney Green • Whitechapel 	<ul style="list-style-type: none"> • Blackwall & Cubitt Town • Canary Wharf • Island Gardens • Lansbury • Limehouse • Poplar

3.11.2 Theme 5 Project Portfolio – Law, Probity & Governance

No. of live projects – Jan-Mar 16	No. of projects classed as GREEN	No. of projects classed as AMBER	No. of projects classed as RED
11	11	0	0

The 11 projects in the period are all classed as Green.

3.12 Programme Management

3.12.1 Online Monitoring

Following feedback from workshops held in March and a submission from the Tower Hamlets Council for Voluntary Services on behalf of the sector a number of improvements have been made to the Online Monitoring Form.

The following areas have been changed ready for the April-June period reporting:

Standard form simplification

Staff details – A section was included to capture the staff that delivered the project and the percentage time they spent on the project. The way the form

was set up they would have to complete this section each period even if there was no change. Also, the attached Financial Transaction List captured this information. On the simplified form the requirement is to include any changes to the staffing in the Progress Update section.

Milestone updates – All milestones for the duration of the project were included on each period form regardless if it related to the specific period. On the simplified form the requirement is to include any milestones met or not met in the Progress Update section.

Outcomes progress – A section to report on progress towards achieving the project outcomes was included on the form. For the standard form the project should report this as part of the Progress Update section.

Conditions progress – All conditions for the duration of the project were included on each period form regardless if it related to the specific period. For the simplified standard form there will be a question – have all relevant conditions set out in the Grant Offer Letter been met in the period. If not there will be space to give an explanation.

Format – The form contained information already stated in the Grant Offer Letter including output definitions, evidence required and planned outcomes. This resulted in the form being long and looking unwieldy. Removing this information and focusing on the fields that capture the actual information for the period should make it easier for the person completing the form.

Theme specific forms

Some themes, such as Social Welfare Advice Services, require more detailed data to be collated. Now this will only be requested from the relevant projects.

Some themes, such as Community Engagement, Cohesion and Resilience have more focus on the outcome of the activities and impact these have on the residents of Tower Hamlets. The form used for these projects will have this focus.

Clearer Guidance

Clearer guidance will be incorporated into the form itself so the people completing the form will not have to rely on being sent a separate document.

Monitoring Task Group

The Monitoring Task Group comprising representatives of the sector and Council Officers is due to have the first meeting in June. This Group will look at how the monitoring process can be improved so that it is proportionate while still providing the information required to ensure that the grant is being used for the purpose it was given.

Proposals from the Group will be reported to the Commissioners at a future meeting for consideration.

3.12.2 Project Progress Reports

January – March 2016 – deadline 14 April 2016

Project Progress/Monitoring Reports for the January to March period should have been submitted by 14 April 2016. There were 127 live projects running in period 02 where a monitoring return was expected. The 2 projects where returns were not expected - the Shadwell Basin Outdoor Activity Centre and Stifford Centre 'Youth Innit!' projects (the former has project start date in April 16 and the latter was still negotiating the Grant Offer Letter)

The following information shows when reports were actually received.

- 89 - were received by the deadline
- 31 - were received up to 5 days late
- 2 - were received between 6 & 10 days late
- 1 - was received between 11 & 20 days late
- 4 – were received more than 20 days late

2 returns were not received as at 9 June 2016

3.12.3 Recommendations

Two projects - as outlined below - did not submit project progress reports for the January to March period.

- Theme 1: Youth Service - Back on Track: Engagement and Progression Project - approved grant for the 3-year programme period: £45,000 (paid to date £0) – this project was recommended for withdrawal at the 24 May Commissioners meeting however more time was given to sort out delivery location issues. A revised delivery plan is due to be submitted which will be reviewed by the Youth Service and a further recommendation will then be made.
- Theme 1: Community Languages – Opportunity – approved grant for the 3-year programme period: £6,000 (paid to date £666) – this is the first period classed as Red.

3.12.4 Future Programme Improvements

A number of points for consideration which could lead to a more effective and efficient programme are outlined below:

- The Task Group to report back on improvements to the monitoring process and continuous review during the Programme period.
- Monitoring forms by Theme if required
- Better use of GIFTS for analysis and reporting

4. COMMENTS OF THE CHIEF FINANCE OFFICER

- 4.1 *This report provides an update on the Councils MSG programme, budgeted at approximately £3.049m per annum or £9.148m, over the three year period 2015/18.*
- 4.2 *There are sufficient resources within directorate budgets to fund the agreed programme over the 3 year period.*
- 4.3 *The report highlights a number of instances where approved grant awards will not be made, either because the organisation has declined the award or organisations have not met project milestones. Section 3.12.1 above refers to £102,456 that will no longer be awarded and relevant lead officers will need to bring forward alternative proposals to utilise the potential underspend.*

5. LEGAL COMMENTS

- 5.1. 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.
- 5.2. Applying this duty to grants, 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. 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.
- 5.3. This report provides the Commissioners with a performance update advising as to the MSG Themes and whether individual projects are on track to deliver the agreed outputs and outcomes.
- 5.4. With regard to the projects referred to in paragraph 3.7.7, the organisations have not performed as required. These grants are discretionary and as performance measured against the expected outcomes is not satisfactory then it is appropriate that the approved funding for these projects be withdrawn.

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 agreed Voluntary and Community Sector Strategy.

- 6.2 VCS Organisations play a key role in delivering services that address inequality, improve cohesion and increase community leadership. These services are real examples of 'One Tower Hamlets' in practice.
- 6.3 The opportunities offered through the MSG Programme will play a key role in delivering the aims of One Tower Hamlets.

7. BEST VALUE (BV) IMPLICATIONS

- 7.1 The level of awards to organisations was determined by the quality of their individual applications as well as the overall demand for the funds available within each Theme.
- 7.2 Additionally, the application appraisal process took into consideration the proposed levels of outputs and outcomes to be delivered as well as the organisation's track record and the bid's overall value for money rating.
- 7.5 There will be ongoing performance management of the approved portfolio of projects to ensure that interventions meet the required standards; that the evidencing of project achievements and expenditure are accurately recorded and reported.
- 7.6 Monitoring and reporting arrangements are in place to ensure that payments to organisations are in line with performance. The agreed Payment By Results process will ensure that grants will not be paid to organisations that either significantly or consistently under-perform, or those that are not able to properly evidence the work/outcomes for which funding has been approved.

8. SUSTAINABLE ACTION FOR A GREENER ENVIRONMENT

- 8.1 The MSG 2015/18 Programme has a broad focus including developing new skills for local people and organisations that are disadvantaged and perhaps facing multiple barriers to achieving a sustainable future.
- 8.2 All programme beneficiaries be they individuals or local organisations 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 The monitoring being undertaken has identified a small number of projects that have been rated either Red or Amber within the Council's RAG performance rating process. In these circumstances either formal project improvement plans or other appropriate arrangements have been put in place to minimise the risk of further/significant underperformance.

9.3 As part of the ongoing programme management arrangements, support, advice and guidance will be made available projects to ensure that all performance and other risks are minimised.

10. CRIME AND DISORDER REDUCTION IMPLICATIONS

10.1 The activities, services and outcomes that are being targeted through the MSG Programme support the objectives of reducing crime and disorder; this is particularly true of the projects delivering under the Community Engagement Cohesion and Resilience Theme.

10.2 Throughout the programme as a whole however, those people involved in, or at risk of involvement in the criminal justice system will be targeted for support.

11. SAFEGUARDING IMPLICATIONS

11.1 As part of the initial application process organisations were required to provide details of their safeguarding policy if appropriate. The Grant Agreement that funded organisations have entered into includes requirements in relation to safeguarding.

11.2 Organisations providing services to children or 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, are required to fully comply with all necessary safeguarding requirements.

Linked Reports, Appendices and Background Documents

Linked Report:

- MSG 2015/18 Programme – available via the following link:
<http://moderngov.towerhamlets.gov.uk/documents/b16444/Item%205.4%20Main%20Stream%20Grants%20201518%20Programme%2029th-Jul-2015%2018.30%20Commissioners%20Decision%20Making%20M.pdf?T=9>

Appendices:

- Appendix 1 - Project by project information spreadsheet
- Appendix 2 - Beneficiaries data
- Appendix 3 – Theme spotlight – Theme 2.1 Routeways to Employment
- Appendix 4 – Actions from the previous meeting

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

- None

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Organisation Name	Project Title	Project Description	Start Date	End Date	Grant Amount	Forecast	Paid Amount	Variance	RAG Status	P02 January - March 2016 Comments
Theme 1 Children Young People and Families - Community Languages										
Black Women's Health and Family Support	BWHAFS' Somali Mother Tongue Programme	BWHAFS' Somali Mother Tongue classes for 7-13 year old girls and boys are facilitated during term times from 4-6 pm on Tuesdays to help young people learn and progress in spoken, reading and written Somali with the option of taking Tower Hamlets' Community Language exams at the end of year.	01/09/2015	31/08/2018	9,000.00	2,500.00	1,000.00	-1,500.00	GREEN	Performance on schedule to deliver targets. Payments on hold due to debtor issue.
Boundary Community School	BCS Mother Tongue Project	The BCS Mother Tongue project aims to provide out of school language classes (Bangla) and cultural activities for local young people (age from 6 to 16) from Boundary Estate of Weavers Ward to help boost their confidence. The classes run from 5:30-7:30pm on Tuesday, Wednesday and Thursday (School Term only).	01/09/2015	31/08/2018	12,000.00	3,333.00	3,333.00	0.00	GREEN	Performance on schedule to deliver targets
Chinese Association of Tower Hamlets	Chinese Independent School of Tower Hamlets (Mother Tongue Classes)	CISTH is one of the earliest established Chinese Schools in London. We aim to offer a complete education framework for children that inspires, energizes and develops them to excel as great thinkers and leaders in any field with an integrated background of Chinese language and culture as a key asset.	01/09/2015	31/08/2018	34,995.00	9,722.00	9,722.00	0.00	GREEN	Performance on schedule to deliver targets
Cubitt Town Bangladeshi Cultural Association	Cubitt Town Bangladeshi Cultural Association	The Project aims to provide mother tongue classes to students, supplementary education and homework support, organise cultural events for the community and to also arrange educational visits for the students. Sessions run Thursday and Friday. All the classes will take place at St. Luke's Primary School between 5pm and 7pm.	01/09/2015	31/08/2018	6,666.00	1,852.00	1,296.00	-556.00	GREEN	Performance on schedule to deliver targets. Additional information requested before payment.
Culloden Bangladeshi Parents Association	Culloden Bengali Mother Tongue Programme	CBPA will deliver Bengali Mother Tongue Classes to local children living on the Aberfeldy, Brownfield and Teviot estates where by children will improve their educational attainment, participation and progression by learning their Mother Tongue through reading, writing and speaking skills and cultural studies in the Bengali language .	01/09/2015	31/08/2018	24,750.00	6,874.00	4,813.00	-2,061.00	AMBER	Some underperformance but agreed action being taken to meet targets
EC Lighthouse Ltd	EC Lighthouse/ Lithuanian School	EC Lighthouse School classes take place on Saturdays (10 am - 5 pm). We teach Lithuanian language, history, dance, drama, music. The school is awarded a Silver Award in the Quality Framework for Supplementary School, has won the British Academy Schools Language Awards. Students participate in local and international projects.	01/09/2015	31/08/2018	29,400.00	8,167.00	5,717.00	-2,450.00	GREEN	Performance on schedule to deliver targets. Additional information requested before payment.
Limehouse Welfare Association	Limehouse Mother Tongue Classes (Bengali)	Mother Tongue Bengali classes will allow disadvantaged children of the local area to learn an additional language and gain a foundation for a qualification in GCSE/A level MFL Bengali. Learning the language will increase students' self-confidence, develop cognitive abilities and foster good relations in the community and wider British society.	01/09/2015	31/08/2018	16,242.00	4,511.00	3,158.00	-1,353.00	GREEN	Performance on schedule to deliver targets. Payments on hold due to debtor issue.
Stifford TJRS Community Centre	Stifford Community Language Services	Community language classes for 40 children aged 6 -11 years, who wish develop their language skills in Bengali and Arabic. The service runs from Monday to Friday from 5pm to 7pm. It is linked to a referral programme for children who wish to undertake GCSE Bengali & Arabic in future.	01/09/2015	31/08/2018	15,093.00	4,193.00	4,193.00	0.00	GREEN	Performance on schedule to deliver targets
Teviot British Bangladeshi Association (TBBA)	Opportunity	The project is intended to provide Mother Tongue classes for local Bangladeshi children around Teviot areas LAP 7 age between 8-12 years old.	01/09/2015	31/08/2018	6,000.00	1,666.00	666.00	-1,000.00	RED	Organisation did not submit a Monitoring Return
Wapping Bangladesh Association	Wapping Bengali Mother Tongue Community Languages Project	The project will raise the academic achievements, participation and progression of disadvantaged Bangladeshi children through the provision of Bengali Mother Tongue Education. It will help to strengthen the identity of Bangladeshi Children through cultural awareness through studies in Bengali history, the arts and culture and promote community cohesion.	01/09/2015	31/08/2018	9,000.00	2,500.00	2,500.00	0.00	GREEN	Performance on schedule to deliver targets

Organisation Name	Project Title	Project Description	Start Date	End Date	Grant Amount	Forecast	Paid Amount	Variance	RAG Status	P02 January - March 2016 Comments
Theme 1 Children Young People and Families - Culture										
Green Candle Dance Company	BanglaHop! after school project	BanglaHop! After school dance project for children and young people of South Asian backgrounds, offering secondary school children regular dance workshops, specialist dance photography sessions and exhibition and performance opportunities,	01/09/2015	31/08/2018	31,374.00	9,805.00	9,805.00	0.00	GREEN	Performance on schedule to deliver targets
Half Moon Young People's Theatre	Professional theatre venue for young people in Tower Hamlets	Half Moon is an accessible, friendly venue presenting professional theatre shows for young audiences from birth to 18. The company also runs inclusive out of school drama groups for young people aged 5 to 18 (or 25 for disabled young people), providing free access support to those who require it.	01/09/2015	31/08/2018	61,374.00	17,048.00	17,048.00	0.00	GREEN	Performance well above planned targets
Mile End Community Project	Female Leadership and Empowerment Project	This project is a targeted intervention programme working with 13-19 year old girls and women to support and empower in areas of communication and inter-personal skills to develop transferable skills that deal with issues that affect them.	01/09/2015	31/08/2018	21,375.00	5,937.00	2,375.00	-3,562.00	RED	No monitoring return submitted for January-March within a month of the deadline and no outputs delivered in Sep-Dec 2015.
Monakka Monowar Welfare Foundation (MMWF)	Life-changing Musical and Keep-fit Project	We aim to engage vulnerable children and young people, regardless of their background, to discover their creativity and fulfil their potential. We will use music and drama to transform the lives and dance as keep-fit exercise to keep them healthy (reduce obesity) who have least opportunity within the community.	01/09/2015	31/08/2018	30,000.00	8,333.00	5,833.00	-2,500.00	RED	Significant underperformance
Pollyanna Training Theatre	Musical Theatre & Performance Arts Course	Acting , Dancing, Singing and Performance Skills for ages 12-16yrs. Create and devise performances, learn new skills, make friends, gain confidence. Work with industry professionals to achieve excellence.	01/09/2015	31/08/2018	27,999.00	8,427.25	5,444.00	-2,983.25	GREEN	Performance on schedule to deliver targets. Awaiting additional information before making payment.
Ragged School Museum	Family Learning Holiday Programme	The Ragged School Museum will provide 23 - 25 days of creative family learning activities. These will be free and drop-in, aimed at children from 1 month to 12 years old. Activities are designed so that families feel that learning together is inspirational.	01/09/2015	31/08/2018	18,000.00	5,000.00	3,500.00	-1,500.00	RED	Significant underperformance
The Shadwell Community Project	The People GAP	The Shadwell Community Project is local; it is parent and community led. It focuses on the needs of children, young people and their families. It runs an adventure playground, hosts youth work, a bike workshop and allotments and, from summer 2016, a unique children's café: run by children for children.	01/09/2015	31/08/2018	24,999.00	6,944.00	2,778.00	-4,166.00	RED	Significant underperformance
Udichi Shilpi Gosthi	Udichi Performing Arts and Festivals Programme for Young People	The Udichi Performing Arts and Festivals Programme aims to increase participation in celebratory cultural events, promoting diversity and improving social cohesion, whilst increasing participation in cultural activity in the Bengali community in Tower Hamlets as whole, specifically to young people from our specialist Performing Arts facilities at the Brady Centre	01/09/2015	31/08/2018	30,000.00	8,333.00	8,333.00	0.00	GREEN	Performance on schedule to deliver targets
Wapping Bangladesh Association	Wapping Children's Arts Education Project	To promote Bengali history, art, culture and heritage to the British--Bangladeshi and other BME children through an array of creative and visual arts activity that will support children to build their creative skills to enhance their educational attainment and contribute to bridge building between different cultures.	01/09/2015	31/08/2018	12,000.00	3,333.00	2,333.00	-1,000.00	GREEN	Performance on schedule to deliver targets. Awaiting additional information before making payment.
Weavers Adventure Playground Association	Play On	An all weathers, drop in, inclusive, adventure playground situated in Bethnal Green, serving children, young people and their families across Tower Hamlets. Attendees enjoy a wide variety of physical and social play opportunities in a child and youth centred, safe, staffed environment five days a week, term time and holidays.	01/09/2015	31/08/2018	56,376.00	15,660.00	10,962.00	-4,698.00	GREEN	Project significantly exceeding agreed levels of performance. Awaiting additional information before payment.

Organisation Name	Project Title	Project Description	Start Date	End Date	Grant Amount	Forecast	Paid Amount	Variance	RAG Status	P02 January - March 2016 Comments
Theme 1 Children Young People and Families - Raising Attainment										
Black Women's Health and Family Support	BWHAFS Supplementary School Programme	BWHAFS' Homework Club helps young people aged 7-13 with maths, science, English and IT support to improve study skills, address learning through a mix of approaches including digital learning and help young people improve their educational achievements.	01/09/2015	31/08/2018	12,600.00	3,500.00	1,400.00	-2,100.00	GREEN	Performance on schedule to deliver targets. Payments on hold due to debtor issue.
Chinese Association of Tower Hamlets	Chinese After School Homework Club	The Chinese After School Homework Club provides bilingual support, homework assistance, cultural awareness for children ages 5 to 17. It is aimed primarily, but not exclusively, at pupils attending the Saturday's Chinese School. We operate every Saturdays between 12:30 and 3:30 pm during school terms.	01/09/2015	31/08/2018	12,015.00	3,338.00	3,338.00	0.00	GREEN	Performance on schedule to deliver targets
Community of Refugees from Vietnam - East London	Home-School Liaison Project	The Home-School Liaison Project provides active links between Vietnamese children, families and schools to raise attainment and improve the quality of life for vulnerable Vietnamese children and young people especially those with special needs or disability.	01/09/2015	31/08/2018	12,600.00	3,500.00	3,500.00	0.00	GREEN	Evidence based monitoring visit and submissions demonstrate this project is on track to bring about expected outcomes and outputs.
Culloden Bangladeshi Parents Association	Culloden Supplementary School	The Culloden Supplementary School will provide education support, assistance and guidance to underachieving children with their learning and school - work that underpins the National Curriculum -- to deliver educational support in English and Maths -- from Key Stage 1 to 4.	01/09/2015	31/08/2018	19,140.00	5,317.00	3,722.00	-1,595.00	AMBER	Some underperformance but agreed action being taken to meet targets
Graduate Forum	Top Tutors	The Top Tutors Project aims to alleviate the cycle of poverty in low income families by offering Numeracy & Literacy intervention through tuition for children aged 7-16 from BAME low income families. Programme will ensure children raise their aspirations and motivate them for further education.	01/09/2015	31/08/2018	15,000.00	3,750.00	3,750.00	0.00	GREEN	Performance on schedule to deliver targets
Headliners (UK)	Digital Citizens	The Digital Citizens programme offers multi-media courses which supports young people to explore issues of concern to them and campaign through the media. You will gain the digital skills to make films and podcasts for online publication/broadcast. Programmes offer accreditation and the opportunity to attend Master Classes delivered by Creative Industry professionals.	01/09/2015	31/08/2018	44,058.00	11,013.00	11,013.00	0.00	GREEN	Performance on schedule to deliver targets
Newark Youth London	Newark Study Support Club	We want to run a Study Support Club in the Stepney and St. Dunstan's area for children 13-16 year olds, to help them improve their educational attainments, especially supporting those in Year 11, going onto doing their GCSE exams the coming year.	01/09/2015	31/08/2018	11,880.00	2,970.00	2,970.00	0.00	GREEN	Performance on schedule to deliver targets.
SocietyLinks Tower Hamlets	Raising Attainment Children and Young People Support Projects 1. Study Support	Children and Young People Support: Study Club -- study support to boost attainment levels, two hours per week	01/09/2015	31/08/2018	12,600.00	3,500.00	3,500.00	0.00	GREEN	Performance well above planned targets
Tower Hamlets Parents' Centre	THPC Saturday Study Support Project	This Project will deliver a 3 hour weekly study support session on a Saturday morning for 40 weeks each year that help improve the attainment of 75 disadvantaged local young people at Key Stages 1 and 2.	01/09/2015	31/08/2018	12,600.00	3,500.00	2,450.00	-1,050.00	GREEN	Activity visit, evidence based monitoring visit and submissions demonstrate this project is on track to bring about expected outcomes and outputs. Payment scheduled.

Organisation Name	Project Title	Project Description	Start Date	End Date	Grant Amount	Forecast	Paid Amount	Variance	RAG Status	P02 January - March 2016 Comments
Theme 1 Children Young People and Families - Sports										
Children Education Group	Berner Football Academy	Benner Football Academy provides football Club, hosted at CEG, team based activity football on the pitches, enter in locale leagues and tournaments training every Sunday from 11.30 am to 1.30pm. There will be 12-15 children per session with one coach and one volunteer	01/09/2015	31/08/2018	18,135.00	4,534.00	0.00	-4,534.00	GREEN	Performance on schedule to deliver targets. Payments on hold due to lease issue.
Lord's Taverners	Wicketz	Wicketz' will use the sport of cricket as a catalyst to change the lives of disadvantaged young people across Tower Hamlets. Our aim is to work in partnership with community organisations, to help improve the overall quality of life locally by utilising the power of sport, social and educational opportunities.	01/09/2015	31/08/2018	24,000.00	6,667.00	6,667.00	0.00	GREEN	Performance on schedule to deliver targets
Somali Parents and Children's Play Association	Girls' Active play & sports	Girls' Active play & sports provide physical activities for unfit/obese Somali girls in NW, NE and SE clusters; between the ages of 8 to 13 years old. The sessions are unstructured, spontaneous and involve children following their interests and ideas. One session per week at Mile End Adventure Park	01/09/2015	31/08/2018	35,010.00	9,724.00	6,807.00	-2,917.00	GREEN	Performance on schedule to deliver targets. Additional information requested before payment.
Splash Play	Sports & Play Sessions	SPLASH Play provides inclusive play sessions for children of all abilities & backgrounds, aged 5-13. Play sessions, from different sites, offer various demanding and fun play activities, arts & crafts, sports, healthy cooking, indoor & outdoor games. Volunteers programme gives young people training and work opportunities.	01/09/2015	31/08/2018	69,594.00	19,332.00	13,532.00	-5,800.00	GREEN	Performance well above planned targets. Monitoring Visit to be undertaken before payment.
Tower Hamlets Youth Sport Foundation	Hub Club Programme	The Hub Club programme is a borough-wide scheme where young people can take their first steps into community sports participation as both participants and leaders.	01/09/2015	31/08/2018	55,455.00	11,917.00	7,378.00	-4,539.00	GREEN	Some underperformance but agreed action being taken to meet targets. Awaiting additional information before payment made.
Tower Hamlets Youth Sport Foundation	Stepping Stones Programme	The Stepping Stones programme is a borough-wide scheme where young people can take their first steps into community sports participation as both participants and leaders.	01/09/2015	31/08/2018	30,000.00	4,860.00	2,261.00	-2,599.00	GREEN	Some underperformance but agreed action being taken to meet targets. Awaiting additional information before payment made.
Vallance Community Sports Association Limited	Sports Access for All	The overall aim of our project is to improve physical and emotional health and wellbeing in children and young people. We aim to work with our partners including Attlee Centre and local secondary schools to target vulnerable groups particularly young people with disabilities.	01/09/2015	31/08/2018	81,306.00	22,584.00	15,809.00	-6,775.00	GREEN	Performance on schedule to deliver targets. Additional information requested before payment.
Theme 1 Children Young People and Families - Vulnerable & Excluded Children and Families										
Attlee Youth and Community Centre	Connecting Children and Families	Attlee, Home-Start Tower Hamlets and Praxis in collaboration providing inclusive services for children 0-16 years and their families; including migrant families. Services include support in the home, structured drop in sessions, peer therapeutic support, skills, health and wellbeing workshops and exercise classes for adults and play and informal learning for children	01/09/2015	31/08/2018	61,770.00	15,442.00	15,442.00	0.00	GREEN	Performance well above planned targets
Osmani Trust	Shaathi Family Support Programme	The Shaathi Family Support programme is both a prevention and intervention programme seeking to work with families that are at risk of breaking down and/or are facing multiple social, financial or health related difficulties	01/09/2015	31/08/2018	99,000.00	27,500.00	11,000.00	-16,500.00	GREEN	Performance well above planned targets. Payments on hold due to unresolved lease issues.
Step Forward	Young Peoples Counselling and Support Project	You are welcome to speak in confidence to one of our counsellors at Step Forward about anything that is on your mind, no matter how big or how small it seems. You might want someone to talk to because there are difficulties in your life or because you feel worried, anxious, upset or confused. We will not judge you or tell you what to do. We are here to listen to you and help you to deal with any issues you have and support you to make informed choices about your life. Please contact us to find out more.	01/09/2015	31/08/2018	150,000.00	41,667.00	41,667.00	0.00	GREEN	Project significantly exceeding agreed levels of performance

Organisation Name	Project Title	Project Description	Start Date	End Date	Grant Amount	Forecast	Paid Amount	Variance	RAG Status	P02 January - March 2016 Comments
Toyhouse Libraries Association of Tower Hamlets	Mellow Parenting	Mellow Parenting is an evidence based, in depth, early intervention suite of parenting programmes targeted to support families who are finding parenting a struggle so they can develop more positive ways to interact & remain a family. Courses are designed for parents & pre-school children together & also for parents-to-be.	01/09/2015	31/08/2018	50,478.00	15,111.00	15,111.00	0.00	GREEN	Performance on schedule to deliver targets
Family Action	Tower Hamlets Young Carers Support Service	The Young Carers Schools Project will provide consultancy/capacity building support to local primary and secondary schools to help raise awareness of the needs of young carers and improve processes and around identifying and supporting them to fulfil their potential.	01/09/2015	31/08/2018	58,749.00	14,686.00	14,686.00	0.00	GREEN	Performance on schedule to deliver targets
St Giles Trust	Gamechangers	A borough wide service providing holistic casework support for families with complex issues; including housing support and help to access education, training and employment. Gamechangers has experience of working with families where members are gang involved or otherwise involved with the criminal justice system.	01/09/2015	31/08/2018	123,000.00	27,487.00	17,237.00	-10,250.00	AMBER	Reported that the outputs are being met however substantial evidence not submitted with the return. Payment not released as waiting for this information to be provided and further verification. Will report on situation next quarter and give recommendations on how to proceed.
Theme 1 Children Young People and Families - Youth										
Bangladesh Youth Movement	"Challenge For Youth" BME & Bangladeshi Girls Development Programme.	"Challenge for Youth" BME & Bangladeshi Girls' Development Programme will operate from BYM's dedicated Youth Centre and via outreach providing myriad activities which enable girls to address social, educational, employment and health issues via constructive leisure activities, health workshops and training programmes on a gender specific basis.	01/09/2015	31/08/2018	39,000.00	9,750.00	6,500.00	-3,250.00	GREEN	Performance on schedule to deliver targets. Lease issues still unresolved so payments currently on hold (payments to date released in error).
City Gateway	Back on Track: Engagement and Progression	This project will reach out to the most vulnerable, disengaged and hard to reach young people aged 13 to 19 (up to 25 with SEN), reduce their risks and engage them in positive activities that motivate them to the point that they want to take on training/education or work.	01/09/2015	31/08/2018	45,000.00	11,250.00	0.00	-11,250.00	RED	Return not received. Group is trying to resolve delivery location issue. A revised delivery plan is due to be received and then considered by the Youth Service. No grant payments have been made.
ELT Baptist Church	Young Women's Project	After-School Club for young women aged 13-19 on Friday afternoons (3.15-5.30pm) with a wide range of activities:- arts, crafts, sports, dance, drama, cooking, and workshops. Day trips during school holidays such as rock climbing, AirHop, theatre and Southend. Summer project/residential. Lunch-time arts & crafts clubs in 2 local secondary schools.	01/09/2015	31/08/2018	24,000.00	6,000.00	6,000.00	0.00	GREEN	Performance well above planned targets
Island House Community Centre	Island House YOU Project	A Youth Project for teenagers in Tower Hamlets South East locality. Working collaboratively with other providers, we aim to increase participation, reduce isolation, raise attainment, improve health wellbeing and promote citizenship through a wide range of weekly activities including sport, street dance & scouting; plus daily diversionary activities throughout school holidays.	01/09/2015	31/08/2018	45,000.00	12,500.00	12,500.00	0.00	GREEN	Performance well above planned targets

Organisation Name	Project Title	Project Description	Start Date	End Date	Grant Amount	Forecast	Paid Amount	Variance	RAG Status	P02 January - March 2016 Comments
Newark Youth London	Newark Adelina and Exmouth Youth Project	Our project will provide 9 hours of structured youth provision for children and young people (13-19 year olds) from Shadwell, St. Dunstan's, St. Katherine's & Wapping, Stepney Green and Whitechapel area. We will run 2 youth clubs; Adelina for 2 nights (6hours) and Exmouth 1 night for 3 hours.	01/09/2015	31/08/2018	45,000.00	11,250.00	10,402.00	-848.00	GREEN	Performance on schedule to deliver targets. There is a balance of £848 from this period. The monitoring report indicates that salaries and beneficiaries costs were much less than forecasted. Therefore Jan-Mar 2016 payment has been adjusted accordingly.
Ocean Youth Connexions	Ocean Youth Connexions	Ocean Youth Connexion will provide a safe place to be for young people aged 13-19 and up to 25 if SEN. We will provide a youth facility based around the needs of young people, a homework club to raise local young people's attainment levels and two fitness and wellbeing classes.	01/09/2015	31/08/2018	45,000.00	11,250.00	10,424.00	-826.00	AMBER	Some underperformance but agreed action being taken to meet targets
Osmani Development Trust	Aasha Peer Project	The Aasha Programme has a track record spanning over 15 years in dealing with disaffected young people who are involved in gangs, violent crimes and ASB. Aasha's Peer Programme engages these young people to become ambassadors to their peers, changes attitude, promotes understanding, reduces crime and ultimately empowers young people.	01/09/2015	31/08/2018	45,000.00	11,250.00	7,500.00	-3,750.00	GREEN	Performance on schedule to deliver targets. Lease issues still unresolved so payments currently on hold (payments to date released in error).
Our Base LTD	One Stop Youth Service	Our Base and Cannon Support Link will work in partnership to enhance life opportunities through education, training and recreational activities, provide skills to build self-confidence and prevent gang affiliation and organized crime through targeted youth service delivered in both NW and SW ward clusters over six evenings per week.	01/09/2015	31/08/2018	45,000.00	7,887.00	7,887.00	0.00	GREEN	Performance on schedule to deliver targets
Shadwell Basin Outdoor Activity Centre	Youth INNIT! - Shadwell Basin	'Girls Can Adventure' is a 'long term athletic development' programme open to all girls from the age of 9 up to 18 years old. It uses the vehicle of outdoor and adventure activities to allow young girls to achieve their potential through both gaining technical abilities in adventure sports and exploring and developing themselves in the fields of leadership, teamwork, problem solving and decision making. All this whilst creating a healthy lifestyle and living, with a chance at training for employment skills.	01/04/2016	31/08/2018	15,000.00	0.00	0.00	0.00	n/a	Project starts 1 April 2016
SocietyLinks Tower Hamlets	Youth Children and Young People Support Projects 1. Girls Group 2. Accredited Training	Children and Young People Support: 1. Girls Group -- diversionary activities and support for girls and young women, two sessions per week 2. Accredited Training -- opportunity for young people to participate in Arts Award or ASDAN accredited courses	01/09/2015	31/08/2018	45,000.00	12,500.00	12,500.00	0.00	GREEN	Performance well above planned targets
St Hilda's East Community Centre	St.Hilda's Youth Hub	St. Hilda's Youth Hub offers inclusive life enhancing social learning opportunities to male and female young people between 13 to 19 years, disabled young people up to 25 years old, delivering a range of innovative, creative and challenging activities within a safe and friendly environment founded on Child Rights principles.	01/09/2015	31/08/2018	39,000.00	9,750.00	9,750.00	0.00	GREEN	Performance well above planned targets
Stifford TJRS Community Centre	Stepney YouthInit	A female only provision for young girls aged 13-19 (up to 25 if SEN), delivering a range of activities and workshop which tackle issues related to bullying, self-harming, sexual exploitation, relationships, body image and more.	01/09/2015	31/08/2018	15,000.00	4,167.00	0.00	-4,167.00	n/a	The project started in September 2015. Grant Agreement being finalised. No monitoring return received no payments have been made.

Organisation Name	Project Title	Project Description	Start Date	End Date	Grant Amount	Forecast	Paid Amount	Variance	RAG Status	P02 January - March 2016 Comments
The Rooted Forum (TRF)	Interventions Without Borders	Interventions Without Borders (IWB) project is a peer-to-peer intermediary resolution and mitigation service that utilises innovative means of role modelling, mentoring and restorative justice to offer offenders/ ex-offenders pathways that reduce territorialism, avert antisocial behaviour, deglamourises gang culture with associated substance misuse, conflict and criminality.	01/09/2015	31/08/2018	45,000.00	12,500.00	12,500.00	0.00	GREEN	Performance on schedule to deliver targets
The Rooted Forum (TRF)	Youth INNIT!	A female only provision for young girls aged 13-19 (up to 25 if SEN), delivering a range of activities and workshop which tackle issues related to bullying, self-harming, sexual exploitation, relationships, body image and more.	01/09/2015	31/08/2018	15,000.00	4,167.00	4,167.00	0.00	GREEN	Performance on schedule to deliver targets
Wadajir Somali Community Centre	Wadajir Homework Club Two	Wadajir's After-school and Homework Club helps young people aged 11-16 with English, maths and sciences to build a strong academic foundation that will help students to become confident, creative and successful adults. Supervised IT facilities are also available to support students' learning.	01/09/2015	31/08/2018	39,000.00	10,833.00	10,833.00	0.00	GREEN	Performance on schedule to deliver targets
Weavers Community Forum (WCF)	Be Active in the Community (BAC)	Be Active in the Community project is to help inspire, activate & motivate young people learn about themselves, others, and Society, through non-formal education activities which combines enjoyment, challenge and learning.	01/09/2015	31/08/2018	45,000.00	11,250.00	11,250.00	0.00	GREEN	Performance on schedule to deliver targets
Young And Talented Ltd	Young and Talented Performing Arts Project	Young and Talented Performing Arts Project, to develop the confidence and skills of children and young people using theatre arts training. The sessions include the very best training with professional practitioners in acting, singing and dance and live performance showcases. Y&T nurtures and develops children for Stage, Screen and Life.	01/09/2015	31/08/2018	45,000.00	11,250.00	11,250.00	0.00	GREEN	Performance well above planned targets
Theme 1 Children Young People and Families - Total					2,121,633	553,591	441,512	-112,079		

Organisation Name	Project Title	Project Description	Start Date	End Date	Grant Amount	Forecast	Paid Amount	Variance	RAG Status	P02 January - March 2016 Comments
Theme 2 Jobs, Skills and Prosperity - Strand 1 Routeways to Employment										
Bowhaven	Equip Initiative	The Equip Initiative provides specialist training and support for people who have experienced mental illness to help them build skills and experience. We offer accredited training and support in I.T. skills; a 12 week volunteering opportunity with a Social Housing Provider; and employment brokerage for those completing the course.	01/09/2015	31/08/2018	61170.00	16991.67	11894.17	-5097.50	GREEN	Some underperformance but agreed action being taken to meet targets. Monitoring visit scheduled prior to payment.
DeafPLUS - Breakthrough Deaf and Hearing Integration	Employment for Deaf and Disabled people in Tower Hamlets (EDITH)	A specialist pan-disability Employment Service in Tower Hamlets provided by deafPLUS and Real will provide IAG to address barriers to employment, accredited and non-accredited training including digital skills, volunteering and employment support. Skills of job seekers will be enhanced to gain confidence and motivation to gain and sustain employment.	01/09/2015	31/08/2018	114357.00	31765.00	12706.00	-19059.00	GREEN	Performance on schedule to deliver targets. Monitoring Visit has taken place and payment to be paid shortly.
Four Corners	ZOOM (formerly known as Creativity Plus)	ZOOM: FUTURES IN CREATIVE MEDIA is a specialist, 3-month training scheme, offering high-quality training in film/TV craft/production skills, followed by mentoring and employability support. Applications are invited from unemployed people aged 18-30 in Tower Hamlet	01/09/2015	31/08/2018	104169.00	28935.83	20255.08	-8680.75	GREEN	Performance on schedule to deliver targets. Monitoring visit to take place prior to payment.
Island House Community Centre	ABLE - Adult Basic Learning & Employment - Readiness Project	This collaborative consortium project works to integrate basic skills and adult education training with employment preparation courses and volunteer work placements to help support & up-skill people in SE locality of Tower Hamlets to move them closer to the job market.	01/09/2015	31/08/2018	90000.00	25000.00	25000.00	0.00	GREEN	Performance on schedule to deliver targets
Limehouse Project Limited	Enhancing Vocational Access (EVA)	EVA offers economically inactive/unemployed women an integrated incremental programme of personal development, employability and vocational training to improve their life chances. EVA targets women who seek work opportunities compatible with their experience, interests and family commitments such as Health & Social Care, childcare or self-employment based on domestic skills.	01/09/2015	31/08/2018	138849.00	38570.00	38570.00	0.00	GREEN	Performance on schedule to deliver targets
Mind In Tower Hamlets	Upskill	Upskill is a new service which aims to support people with mental health issues to get closer to the labour market. Developing social enterprise models of employment, we will offer direct work place experience, training and placements in related business areas which will support our clients to access work.	01/09/2015	31/08/2018	207504.00	57640.00	57640.00	0.00	GREEN	Performance on schedule to deliver targets
Newark Youth London	Women into Work	Our project aims to increase employability skills of all women in Tower Hamlets, specifically targeting BAME women and supporting them to move closer to the job market and into work through assessment, one to one support, supported work placements/volunteering, improving essential basic skills, training, enterprise and back to work seminars.	01/09/2015	31/08/2018	58431.00	16230.83	16230.83	0.00	GREEN	Performance on schedule to deliver targets
Osmani Development Trust	Education & Employment	The Education & Employment Project was established in 2006. Our aim is to develop the capacity, knowledge and skills of young people, especially those facing barriers, marginalised, so that they are able to access and benefit from training and developmental opportunities with the view to improving their quality of life.	01/09/2015	31/08/2018	90291.00	25081.00	0.00	-25081.00	GREEN	Performance on schedule to deliver targets. The organisation has not signed a lease with the Council, which is a pre-award condition of grant. No payment has been released to date.
The Prince's Trust	Bridging The Gap	Led by The Prince's Trust, the 'Bridging the Gap' programme is an innovative, high impact course designed for marginalised young people living Tower Hamlets. Through targeted outreach we will engage those young people furthest from the job market and provide them with 1-1 support, development opportunities and employment skills.	01/09/2015	31/08/2018	110148.00	30597.00	21418.00	-9179.00	GREEN	Performance on schedule to deliver targets. Payment not made pending monitoring verification visit

Organisation Name	Project Title	Project Description	Start Date	End Date	Grant Amount	Forecast	Paid Amount	Variance	RAG Status	P02 January - March 2016 Comments
Tower Hamlets Parents' Centre	THPC ICT Embedded Women's ESOL Project	The THPC ICT Embedded Women's ESOL Project is a three year initiative that will offer ICT embedded ESOL Classes to 90 unemployed women from the Borough. It will improve their skills thus, helping them to enhance employment prospects.	01/09/2015	31/08/2018	20559.00	5710.83	3997.58	-1713.25	GREEN	Performance on schedule to deliver targets. Monitoring visit place prior to payment.
Theme 2 Jobs, Skills and Prosperity - Strand 2 Social Welfare Advice Services										
Account3 Ltd	LAP 5 Advice Partnership	This project operates across LAP5 and will be providing Social Welfare Advice Services based on the needs of Tower Hamlets residents. The advice sessions will be provided in DDA compliant, comfortable and friendly setting, maintaining confidentiality and trust. The service will be delivered by Account3 in partnership with Legal Advice Centre. Free face-to-face advice service for residents includes: 1. Welfare Benefits 2. Money/Debt 3. Employment 4. Housing/Homelessness 5. Council Tax 6. Education and special educational needs 7. Consumer 8. Civil litigation and small claims	01/09/2015	31/08/2018	150000.00	41667.00	41667.00	0.00	GREEN	Performance on schedule to deliver targets
Bromley By Bow Centre	Integrated Generalist Advice Service for the North East Cluster	Using new design methods and creative approaches we will provide a whole person focused advice service that equips local people to lead independent, resilient and sustainable lives, whilst producing better outcomes and reducing public sector costs.	01/09/2015	31/08/2018	150000.00	41667.00	29167.00	-12500.00	GREEN	Performance on schedule to deliver targets. Payment not made pending monitoring verification visit.
Citizens Advice Bureau (East End CABx)	Tower Hamlets Borough Wide Advice	Free, confidential and independent advice to help all Tower Hamlets residents resolve the problems they face including Benefits, Housing, Money/Debt, Employment, Immigration, Consumer, Family and Personal issues. Tower Hamlets Citizens Advice Bureau leads the service with partners including Ocean Somali Community Association, Praxis, Chinese Association of Tower Hamlets and DeafPLUS.	01/09/2015	31/08/2018	735000.00	204168.00	142918.00	-61250.00	GREEN	Performance on schedule to deliver targets. Awaiting further information prior to payment.
Island Advice Centre	LAP 8 Generalist Advice Service	General Help and Casework in benefits, debt and housing, open door sessions Wednesday, Thursday and Friday 10 to 12, telephone advice 020 7987 9379 Monday, Tuesday, Thursday 10 to 12, appointments available daily. Check website island-advice.org.uk for more details.	01/09/2015	31/08/2018	150000.00	41667.00	41667.00	0.00	GREEN	Performance on schedule to deliver targets
Island Advice Centre	Tower Hamlets Trainee Advice Project	The project aims to improve capacity, quality and access to the boroughs advice services. We recruit and train volunteers to become advice workers, liaising with advice agencies to secure voluntary work placements. We deliver training for volunteers and paid workers and facilitate/develop LBTH's advice sector website www.thcan.org.uk and network meetings.	01/09/2015	31/08/2018	138000.00	38333.00	38333.00	0.00	GREEN	Performance on schedule to deliver targets
Legal Advice Centre	Social Welfare Advice - NW Ward Cluster (LAP 1 and 2)	The project will provide a free, confidential welfare and legal advice services to local residence based in LAP 1&2 on a range of areas including welfare benefits, housing, debt, employment, education and consumer law. The services will be delivered across various venues in the Bethnal Green, Spitalfields and Whitechapel areas.	01/09/2015	31/08/2018	300000.00	83333.00	83333.00	0.00	GREEN	Performance on schedule to deliver targets
Limehouse Project Limited	Advice Consortium LAP 7	We work alongside local communities in Limehouse, Lansbury, Poplar and East India to offer high quality information and advice services on welfare rights, debt, money and housing issues.	01/09/2015	31/08/2018	180000.00	50000.00	35000.00	-15000.00	GREEN	Performance on schedule to deliver targets. Awaiting further information prior to payment.
Limehouse Project Limited	LAP 3 & 4 Advice Service	We work alongside local communities in Shadwell, St Dunstan's, Stepney Green and St Katharine's and Wapping to offer high quality information and advice services on welfare rights, debt and money and housing issues.	01/09/2015	31/08/2018	165000.00	45833.00	32083.00	-13750.00	GREEN	Performance on schedule to deliver targets. Awaiting further information prior to payment.

Organisation Name	Project Title	Project Description	Start Date	End Date	Grant Amount	Forecast	Paid Amount	Variance	RAG Status	P02 January - March 2016 Comments
Stifford TJRS Community Centre	South-west cluster Advice Partnership	The provision of locality generalist advice (Welfare, Debt and housing) services, for residents of the SW Ward Cluster (Laps 3 & 4 -- Stepney, Whitechapel, Wapping & St Katherine's and Shadwell), delivered in partnership with Wapping Bangladeshi Association(WBA), Bangladeshi Youth Movement (BYM) and Fair Finance.	01/09/2015	31/08/2018	150000.00	41667.00	29167.00	-12500.00	GREEN	Performance on schedule to deliver targets. Awaiting further information prior to payment.
Tower Hamlets Law Centre	Specialist Welfare Advice Partnership	The Specialist Welfare Advice Partnership comprising Tower Hamlets Law Centre, Island Advice Centre and Legal Advice Centre aims to deliver a quality assured service providing legal advice, casework and representation in Welfare Benefits, Housing, Education and Employment.	01/09/2015	31/08/2018	433776.00	120493.00	120493.00	0.00	GREEN	Performance on schedule to deliver targets
Toynbee Hall	Tower Hamlets Debt and Money Advice Service	Our team can help you in complete confidence with a wide range of debt problems including: pay-day loans, credit or store cards, council tax arrears, catalogue or hire purchase debt, overdrafts, court fines, rent or mortgage arrears, bankruptcy and utility debt. For details please visit our website: http://www.toynbeehall.org.uk/debt-advice	01/09/2015	31/08/2018	120000.00	33332.00	33332.00	0.00	GREEN	Performance on schedule to deliver targets
Theme 2 Jobs, Skills and Prosperity - Total					3,667,254.00	1,018,682.1	834,871.66	-183,810.50		

Organisation Name	Project Title	Project Description	Start Date	End Date	Grant Amount	Forecast	Paid Amount	Variance	RAG Status	P02 January - March 2016 Comments
Theme 3 Prevention Health and Wellbeing - Lifelong Learning and Sport										
Bethnal Green Weightlifting Club	Bethnal Green Weightlifting Club	Strength training classes for all. We offer Open Session training in Weightlifting and Powerlifting and special classes for the over 55s, 14-18 Year Olds and Female Beginners.	01/09/2015	31/08/2018	56,880.00	15,800.00	15,800.00	0.00	GREEN	Some underperformance but agreed action being taken to meet targets
Black Women's Health and Family Support	BWHAFS Lifelong Learning programme: Textile & Designs Project, ESOL Classes, and ICT Drop-in Project	BWHAFS weekly Textile & Designs project, ESOL Classes, and ICT Drop-in Project during term-time is open to women seeking basic English language and digital skills for improved communication, access to services and wellbeing. Learners will be signposted to our fitness classes, swimming sessions, health talks and welfare advice sessions.	01/09/2015	31/08/2018	37,800.00	10,500.00	4,200.00	-6,300.00	GREEN	Performance on schedule to deliver targets. Payments held due to debtor condition.
Limehouse Project Limited	Fit4Life Women In Sport Programme	The LHP Fit4Life Women in Sports programme aims to reduce barriers to, and increase participation in, fitness and group sports activities for young women aged 18-25 and women aged 45+ through the delivery of scheduled keep-fit sessions, team sports activities, walking excursions, and swimming opportunities.	01/09/2015	31/08/2018	62,640.00	17,400.00	12,180.00	-5,220.00	GREEN	Performance on schedule to deliver targets. Monitoring Visit has taken place and payment to be paid shortly.
Limehouse Project Limited	Limehouse Project's 'First Steps for Women Learning English and ICT'	Limehouse Project runs 38-week pre-entry ESOL and ITC courses in the autumn of each year from 2015 for women aged 20+ who can benefit from spoken, reading and written English skills for practical every day communication.	01/09/2015	31/08/2018	31,680.00	8,800.00	8,800.00	0.00	GREEN	Performance on schedule to deliver targets
London Tigers	London Tigers Healthy Living Project	London Tigers Healthy Living Project runs sessions in badminton, cricket, football and aerobics for men, women and children to support those people into developing healthier lifestyles.	01/09/2015	31/08/2018	126,000.00	27,250.00	27,250.00	0.00	GREEN	Performance on schedule to deliver targets.
Magic Me	Intergenerational Arts Programme	Magic Me will run a programme of intergenerational arts projects bringing together older people 55+ and young people 9-16. Working with specialist creative artists, in weekly sessions, younger and older participants will learn new skills, share existing experience, exchange ideas and create performances, exhibitions etc for public audiences.	01/09/2015	31/08/2018	46,440.00	12,900.00	12,900.00	0.00	GREEN	Performance on schedule to deliver targets.
Royal London Society for Blind People	Health and Wellbeing Group	Health and Wellbeing Groups to provide VI young people aged 11-25 with the opportunity to participate in physical activity sessions that develop their resilience, confidence and independence. The sessions allow children to learn about healthy lifestyles and the fundamentals of movement and signpost them to other opportunities in their community.	01/01/2016	31/08/2018	43,520.00	8,160.00	4,080.00	-4,080.00	GREEN	Performance well above planned targets. Awaiting verification.
Tower Hamlets Youth Sport Foundation	Active Families	A project aimed at improving understanding of health, increasing levels of physical activity, reducing obesity and improving knowledge of borough sporting opportunities amongst parents and families at schools focussed on by Tower Hamlets' National Child Measurement Programme.	01/09/2015	31/08/2018	126,000.00	31,504.00	31,504.00	0.00	GREEN	Performance on schedule to deliver targets.
Vallance Community Sports Association Limited	SEN Health Development Programme	The aim of our project is to the improve health and wellbeing of people with disabilities through healthy lives activities, weekly physical activity and annual sporting events. We aim to work with our partners including LBTH Sport Development Team, the Core Project based at the Attlee Centre and 10 Disabled Groups.	01/09/2015	31/08/2018	90,000.00	25,000.00	25,000.00	0.00	GREEN	Performance on schedule to deliver targets
Theme 3 Prevention Health and Wellbeing - Lifelong Learning and Sport										
Age UK East London	Appian Court Activity Centre & Lunch Club	Appian Court Health Activity Centre and Lunch Club is a vibrant community Hub for older people based in Bow, open to all Tower hamlets residents. A wide range of activities are offered five days a week. The centre is led and shaped by service users. Newcomers Welcome! 02071833032 or info@ageukeastlondon.org.uk	01/09/2015	31/08/2018	94,860.00	26,350.00	10,540.00	-15,810.00	GREEN	Performance on schedule to deliver targets. Awaiting verification before payments made.
Children Education Group	Harkness Luncheon Club	CEG Harkness Luncheon club provide freshly cooked Meal on site for over fifties; 7 years experience chef maintaining food safety rating 5. Serve fresh meal, health and social activities and support for older people, as well as the opportunity to meet up with other people who share similar interests.	01/09/2015	31/08/2018	33,120.00	9,200.00	0.00	-9,200.00	GREEN	Performance on schedule to deliver targets. The lease condition is still unresolved so no payments have been made.

Organisation Name	Project Title	Project Description	Start Date	End Date	Grant Amount	Forecast	Paid Amount	Variance	RAG Status	P02 January - March 2016 Comments
Chinese Association of Tower Hamlets	Chinese and Vietnamese Elderly Luncheon Club	CATH's Luncheon Club is aimed primarily, but not exclusively, at Chinese and Vietnamese Elders who wish to improve their physical and mental wellbeing. Through our programme of fun and informative activities, and exercise classes, we wish to give attendees the awareness and knowledge to work on raising their own health.	01/09/2015	31/08/2018	30,600.00	8,500.00	8,500.00	0.00	GREEN	Performance on schedule to deliver targets
Community of Refugees from Vietnam - East London	Vietnamese/Chinese Elderly Luncheon Club	The Elderly Luncheon Club opens twice a week on Monday and Thursdays from 9am - 3pm, providing a Vietnamese healthy hot meal and different activities including monthly health talks, tai chi, table tennis and indoor games, to enhance the lives of Vietnamese/Chinese people reducing social isolation, loneliness and promoting independence.	01/09/2015	31/08/2018	51,480.00	14,300.00	5,720.00	-8,580.00	GREEN	Performance on schedule to deliver targets. Awaiting verification before payments made.
Dorset Community Association	Older People Lunch Club	The projects to provide older people per week aged fifty and over the opportunity to attend a locally lunch club provision. To enhance the lives of older people who may be at risk of social isolation or gradually losing their independence, through the provision of a range of activities.	01/09/2015	31/08/2018	39,060.00	10,850.00	10,850.00	0.00	GREEN	Performance on schedule to deliver targets
Ensign Youth Club	Unity	The project is intended to provide social interactive service for local elderly people 50+ from Bangladeshi and Somali by providing weekly structure coffee morning and healthy affordable meal with health and recreation activities based on their need and abilities.	01/01/2016	31/08/2018	24,320.00	4,560.00	0.00	-4,560.00	GREEN	Performance on schedule to deliver targets. No payments have been made due to conditions not having been met.
Limehouse Project Limited	Limehouse Luncheon Club for Elders	The LLCE brings people aged 55+ together to enjoy a healthy meal, socialise and partake in group activities such as gentle exercises and games. With general advisers on hand to assist with any worries being faced, it aims to help relieve loneliness, increase self-confidence and enhance each elder's quality of life.	01/09/2015	31/08/2018	42,120.00	11,700.00	11,700.00	0.00	GREEN	Some underperformance but agreed action being taken to meet targets
Somali Senior Citizens Club	Somali Senior Citizens Club	Our project aims to promote health and well being of vulnerable local community (Tower Hamlets). This project is to support and enhance the lives of elderly individuals who suffer from social isolation, economic deprivation and lack of independence by providing luncheon club and supplementary activities, social and cultural integration. The project will be delivering at our Granby Hall Centre address .	01/09/2015	31/08/2018	97,560.00	27,100.00	10,840.00	-16,260.00	GREEN	Performance on schedule to deliver targets. Payments on hold due to lease issue.
St Hilda's East Community Centre	St Hilda's Lunch Club Plus	St. Hilda's Lunch Club Plus service provides health and wellbeing opportunities to older people from Weavers Ward and wards elsewhere in Tower Hamlets. Open to all, our service offers activities enabling users to stay active, including group exercises, Computer classes, nutritious lunches, opportunities to meet others in a friendly setting, and much more.	01/09/2015	31/08/2018	50,400.00	14,000.00	14,000.00	0.00	GREEN	Performance well above planned targets
Toynbee Hall	Wellbeing Centre	The Wellbeing Centre is a welcoming community space for any person over 50 to meet, learn, socialise, get fit and stay healthy. It offers a wide variety of health, fitness, learning and social activities, support planning, translation skills and a light lunch Tuesday -- Thursday.	01/09/2015	31/08/2018	42,120.00	11,700.00	4,680.00	-7,020.00	AMBER	Under performance against targets. Awaiting verification.
Wadajir Somali Community Centre	Wadajir Poplar Elderly Lunch Club Two	Wadajir's Poplar Lunch Club for older women meets four days a week from Monday to Thursday 10 am--2pm to share freshly cooked halal meals. Women are also welcome to join in traditional Somali dance sessions, craft workshops for improved physical and mental health as well as regular health talks.	01/09/2015	31/08/2018	56,160.00	15,600.00	10,920.00	-4,680.00	GREEN	Performance on schedule to deliver targets. Awaiting verification before payments made.
Wapping Bangladesh Association	Wapping Senior Citizen's Lunch Club	The lunch club will enable WBA to increase socialisation to reduce loneliness, social isolation and promote a healthier lifestyle through improved healthy lives activities that will encourage and engage older people. The Lunch Club will give them the chance to socialise while enjoying a hot, healthy balanced and nutritious meal.	01/09/2015	31/08/2018	46,800.00	13,000.00	13,000.00	0.00	GREEN	Performance on schedule to deliver targets.

Theme 3 Prevention Health and Wellbeing - PHW

Organisation Name	Project Title	Project Description	Start Date	End Date	Grant Amount	Forecast	Paid Amount	Variance	RAG Status	P02 January - March 2016 Comments
Ability Bow	Keep Moving	Keep Moving supports people with long-term health conditions or disabilities to take part in exercise and improve their self-management of health. This borough-wide project offers one:one gym sessions, small exercise groups and empowers participants to make healthy choices including improved activity, nutrition and taking a fuller part in the community.	01/01/2016	31/08/2018	88,000.00	16,500.00	8,250.00	-8,250.00	GREEN	Performance on schedule to deliver targets. Awaiting verification before payments made.
Age UK East London	Friend at Home	Funded by the London Borough of Tower Hamlets, Age UK East London Befriending Service brings together socially isolated older people with volunteers living or working in Tower Hamlets to share experiences and enhances each other's lives by providing social and emotional support through linking generations within the local community	01/10/2015	31/08/2018	102,083.00	26,250.00	17,500.00	-8,750.00	GREEN	Performance on schedule to deliver targets. Awaiting verification before payments made.
Bangladesh Youth Movement	"Live Healthy - Enjoy Life" (Bangladeshi women Health & Development Project	"Live Healthy -- Enjoy Life" will operate from BYM's Women's Centre providing a programme of proactive and responsive health development activities ensuring women stay healthy and attend to their own health needs. Added value will be achieved by engaging volunteers to build capacity and foster self-help.	01/01/2016	31/08/2018	54,400.00	10,200.00	0.00	-10,200.00	RED	Significant underperformance. Awaiting confirmation from commissioners to release the first grant due to on-going lease issue. Without the release of grant project having serious difficulties in continuing as they have only managed to run the project for a month with their own funds. Project is at a high risk of closure unless funds are released.
Breathing Space	Breathing Space	Breathing Space teaches Mindfulness Based Approaches (MBAs) to help people look after their mental health. We use MBA's for preventing relapse into depression, addiction and to manage stress and anxiety. Our teachers are trained and supervised by an NHS consultant psychiatrist and have extensive experience of mindfulness practice and teaching.	01/10/2015	31/08/2018	43,750.00	11,250.00	11,250.00	0.00	GREEN	Performance on schedule to deliver targets
Bromley By Bow Centre	Fit for All	Fit for All a peer-lead physical activity programme enhancing the lives of older Tower Hamlets residents aged 50+ to be well and live life to the full, focusing on the North East Cluster, Fit for All engages those experiencing social isolation who want to increase independence while having fun.	01/01/2016	31/08/2018	68,480.00	12,840.00	6,420.00	-6,420.00	AMBER	Significant underperformance. Action plan agreed to ensure targets are met.
DeafPLUS - Breakthrough Deaf and Hearing Integration	Deaf+Positive Wellbeing Project	This project will tackle health inequalities and social isolation amongst deaf and hard of hearing people by providing lipreading classes, accessible mental health workshops and accessible walking tours. This project will also provide free Deaf Awareness Training to GPs and health professionals to crucially improve access for deaf people.	01/01/2016	31/08/2018	88,000.00	16,500.00	8,250.00	-8,250.00	GREEN	Some underperformance but agreed action being taken to meet targets. Monitoring visit scheduled.
Family Action	Somali Mental Health Promotion	This project will deliver an schools-based project, designed to build the capacity of local primary and secondary schools to identify and support young carers. A dedicated schools worker will deliver resources, training and advice to schools to help them gain Young Carers Charter status.	01/01/2016	31/08/2018	36,800.00	6,900.00	3,450.00	-3,450.00	GREEN	Performance on schedule to deliver targets. Awaiting verification before payments made.
Green Candle Dance Company	Dance for Health at Oxford House	Dance for Health at Oxford House is for older people aged 55+, and delivers two, thirty week workshops a year from 10.30 - 12.30. The Tuesday sessions are aimed at more active older people, whilst the Friday sessions are specifically aimed at participants with mild - moderate dementia and their carers.	01/10/2015	31/08/2018	83,125.00	21,375.00	14,250.00	-7,125.00	AMBER	Under performance on some key outputs. Setting up meeting with Commissioning Team and group to discuss their offer to vary the contract by reducing the outputs.

Organisation Name	Project Title	Project Description	Start Date	End Date	Grant Amount	Forecast	Paid Amount	Variance	RAG Status	P02 January - March 2016 Comments
Island House Community Centre	Health & Wellbeing Project 2015-18	The Island House Health & Wellbeing project delivers a full and varied holistic programme of activities to promote health awareness, encourage healthy lifestyles, reduce isolation and improve mental health & wellbeing for adults in the SE ward cluster of Tower Hamlets. We're helping you build a better quality of life.	01/09/2015	31/08/2018	87,120.00	24,200.00	24,200.00	0.00	GREEN	Performance on schedule to deliver targets
Mind In Tower Hamlets	Wellbeing Service - Coping with Life Recovery Training Programme	Coping with Life Recovery Training programme - A 6 week course of workshops based on a person's individual Wellness Recovery Action Plan (Wrap). Designed to support participants to gain knowledge, skills and coping strategies to make positive life changes. This workshops will help participants discover their own simple, safe Wellness Tools and develop a list of things to do every day to stay as well as possible The coping with life skills workshops and WRAP are for anyone, any time. They will support you in being the way you want to be and doing the things you want to do. This will include the option of accessing the peer-facilitator training.	01/01/2016	31/08/2018	81,600.00	15,300.00	7,650.00	-7,650.00	GREEN	Some underperformance but agreed action being taken to meet targets. Monitoring visit scheduled.
Praxis Community Projects Ltd	Praxis Health Check	A holistic health & wellbeing service for Tower Hamlets residents including initial assessment, advice & casework to resolve practical & legal issues, health & wellbeing group work, workshops & activities, & onward referral to health screening, counselling & therapy services, and other wellbeing activities in the borough.	01/01/2016	31/08/2018	64,000.00	12,000.00	6,000.00	-6,000.00	GREEN	Performance on schedule to deliver targets. Awaiting verification before payments made.
The Rooted Forum (TRF)	Bridging The Gap	Bridging The Gap (BTG) intergenerational project brings together the elderly and younger residents of the Borough from diverse cultures and faiths to overcome prevalent distrust, stereotypes and prejudices often held between people of varied ages. BTG enables digital inclusion, independence, wellbeing, shared learning of life lessons and transferable skills.	01/01/2016	31/08/2018	48,000.00	9,000.00	4,500.00	-4,500.00	GREEN	Performance on schedule to deliver targets
Tower Hamlets Friends and Neighbours	Older People's Befriending Project	This project will focus on older people, many whom have depression or dementia, and aim to reduce loneliness and social isolation and improve their health and well-being through targeted interventions. We will work throughout the borough providing one to one befriending and advocacy support to people in their own homes.	01/10/2015	31/08/2018	102,083.33	26,250.00	26,250.00	0.00	GREEN	Performance on schedule to deliver targets
Toynbee Hall	Wellbeing in Tower Hamlets	Wellbeing in Tower Hamlets (WITH) delivers workshops to vulnerable clients including older people, people with mental health issues and people with learning disabilities around wellbeing, staying safe, mental health awareness and stigma, and memory. WITH comes to your site and facilitates discussions and conversations to increase wellbeing.	01/09/2015	31/08/2018	29,880.00	7,470.00	2,490.00	-4,980.00	GREEN	Performance on schedule to deliver targets. Awaiting verification before payments made.
Theme 3 Prevention Health and Wellbeing - Total					2,206,881	540,209	382,924	-157,285		

Organisation Name	Project Title	Project Description	Start Date	End Date	Grant Amount	Forecast	Paid Amount	Variance	RAG Status	P02 January - March 2016 Comments
Theme 4 Third Sector Organisational Development										
Tower Hamlets Council for Voluntary Service	Support to Council funded organisations	This project will help LBTH funded voluntary organisations to develop and maintain effective systems, improve their financial and project management and achieve quality assurance accreditations. We will provide in depth development support, training courses and information to help organisations to ensure that they are well-run, effective, stable and sustainable.	01/09/2015	31/08/2018	166,800.00	46,333.00	46,333.00	0.00	GREEN	Performance on schedule to deliver targets
Tower Hamlets Council for Voluntary Service	Supporting VCS organisations based in Tower Hamlets	This project will help Tower Hamlets voluntary organisations to develop and maintain effective systems, plan effectively, raise funds, manage projects and staff, and achieve quality assurance accreditations. We will provide development support, training courses and information to help local organisations ensure that they are well-run, effective, stable and sustainable.	01/09/2015	31/08/2018	343,200.00	95,333.00	95,333.00	0.00	GREEN	Performance on schedule to deliver targets
Tower Hamlets Council for Voluntary Service	Strategic partner project	THCVS's strategic partner project provides and supports representation, networking and partnership among voluntary organisations and between the statutory, business and voluntary sectors. We run forum meetings, courses and an annual conference for the sector and gather information about provision in the borough in online directories of projects and premises.	01/09/2015	31/08/2018	270,000.00	75,000.00	75,000.00	0.00	GREEN	Performance on schedule to deliver targets
Theme 4 Third Sector Organisational Development - Total					780,000	216,666	216,666	0		

Organisation Name	Project Title	Project Description	Start Date	End Date	Grant Amount	Forecast	Paid Amount	Variance	RAG Status	P02 January - March 2016 Comments
Theme 5 Community Engagement, Cohesion and Resilience										
Betar Bangla	Positive Citizenship	Betar Bangla together with Citizenship Foundation UK will through this "Positive Citizenship" project hold 10 x 5 hour workshop on Citizenship and related issues to explain and answer questions from 120 local residents. It will also transmit 12 programmes of discussion on the same issues with a panel of experts.	01/09/2015	31/03/2017	14,727.00	7,751.05	7,751.05	0.00	GREEN	Performance on schedule to deliver targets
City Gateway	Women's Voice	Women's Voice seeks to empower women to become leaders and spokespersons in their communities. This project provides Women's Voice sessions for 80 marginalised women from a variety of cultural backgrounds. 15 participants will act as Community Advocates using leadership skills and attend local community forums/ meetings, providing a voice to the most excluded members of the community. Women's Voice aims to help women overcome barriers to participation in their wider community and create sustainable, inter-generational change.	01/09/2015	31/03/2017	16,000.00	8,421.05	8,421.05	0.00	GREEN	Performance on schedule to deliver targets
Dorset Community Association	Get Involved	Weavers community forum meetings bringing together local residents to share issues and resolve them by supporting participants to implement innovative community based activities. The project aims to develop positive inclusion, cohesion and resilience whilst bringing about positive social impact. Activities includes volunteers working with groups of residents to tackle 10 issues over length of grant, training and community events.	01/09/2015	31/03/2017	15,551.00	8,184.74	5,729.32	-2,455.42	GREEN	Performance on schedule to deliver targets. Follow up work from Monitoring Visit needs to be completed before payment can be made.
East London Advanced Technology Training	Equal Voices	A programme of participatory citizenship sessions, skills-sharing and community organising that supports effective communication between cultural groups. The project aims to create more equal voices in local community life by empowering people in Tower Hamlets to recognise their role and skills in contributing to their communities.	01/09/2015	31/03/2017	15,073.00	7,007.00	7,007.00	0.00	GREEN	Performance on schedule to deliver targets
London Gypsy and Traveller Unit	We are Tower Hamlets Residents too!	We are Tower Hamlets Residents too! Is a project supporting the representation and strengthening the voice of Gypsies and Travellers in Tower Hamlets. It aims to increase understanding of Gypsy and Traveller culture, breakdown barriers and celebrate the Traveller community as part of the rich diversity in Tower Hamlets.	01/09/2015	31/03/2017	15,020.00	7,905.26	3,162.10	-4,743.16	GREEN	Performance on schedule to deliver targets. Monitoring Visit to take place prior to payment.
Newark Youth London	Newark Women's Project	Our project will organise 4 borough wide women's events per year with a view to creating a more inclusive and tolerant 'One Tower Hamlets' where disadvantaged and excluded women are made aware of mainstream services and other support services and given information on how to access these services.	01/09/2015	31/03/2017	13,239.00	6,967.92	6,967.92	0.00	GREEN	Performance on schedule to deliver targets
Somali Parents and Children's Play Association	Somali Women Engagement Forum	This project aims to develop Somali women as leaders who can speak for the interests of their community and promotes community cohesion to help build strong and resilient community. Activities include weekly sessions, coffee / discussion events with women from other communities volunteering and supporting the women with community engagement.	01/09/2015	31/03/2017	16,000.00	8,421.05	5,894.74	-2,526.31	AMBER	Evidence based monitoring visit and returns demonstrated that this project needed some changes to bring about agreed outcomes. There is a proposed time table demonstrating changes to be agreed prior to next payment. If the timetable is not agreed there is likely to be a recommendation for withdrawal of funding.

Organisation Name	Project Title	Project Description	Start Date	End Date	Grant Amount	Forecast	Paid Amount	Variance	RAG Status	P02 January - March 2016 Comments
Stifford TJRS Community Centre	Residents and Neighbours Club	A Residents & Neighbours Club (R&NC) in the Stepney & St Dunstan's wards aiming at developing positive inclusion, cohesion and resilience social impact. This project aims to recruit 125 residents to participate in the meetings/visits of the R&NC, ensuring that the recruitment is representative of the demographic profile of Stepney & St Dunstan's wards. Activities include community based workshops and eight key neighbourhood/ward issues/ concerns responded to by the end of the project.	01/09/2015	31/03/2017	14,936.00	7,861.07	5,502.76	-2,358.31	GREEN	Performance on schedule to deliver targets. Evidence based monitoring due to take place prior to payment.
The Rooted Forum (TRF)	Collective Conscience Project	A localised strategic partnership that brings together local service providers, community groups and other stakeholders to address local issues that undermine community cohesion. Forum activities include youth outreach provision in Shadwell and Wapping during Ramadhan, developing Watney Market and a Community Fun Day. The project aims to engage, support and sustain cohesion and resilience amongst local residents and organisations through diversity representation, regional activism and community leadership.	01/09/2015	31/03/2017	15,200.00	8,000.00	8,000.00	0.00	GREEN	Performance on schedule to deliver targets
UpRising	UpRising East London Leadership Programme	UpRising is a youth leadership development organisation. Our mission is to open pathways to power for young people from under-represented backgrounds. We equip them with the knowledge, networks, skills, and confidence to fulfil their leadership potential, find new opportunities and transform their communities through social action projects.	01/09/2015	31/03/2017	14,256.00	10,654.48	3,001.26	-7,653.22	GREEN	Performance on schedule to deliver targets. Evidence based monitoring to take place on 14 June prior to payment.
Wapping Bangladesh Association	WBA Community Engagement & Citizenship Project	Working with local residents to build a stronger community where people come together and work with the wider community to tackle community issues collectively and build a stronger community. This project aims to bring about integration and partnership work with the focus on a healthier and active community. Activities includes supporting volunteers to undertake community activity with local residents, developing residents to participate in community activities and themed workshops for local communities.	01/09/2015	31/03/2017	15,520.00	8,168.42	3,267.36	-4,901.06	AMBER	WBA has still to evidence sufficient outputs and outcomes. Another evidence based monitoring meeting is to take place prior to payment and further recommendation.
Theme 5 Community Engagement, Cohesion and Resilience - Total					165,522	89,342	64,705	-24,637		

MSG 2015-18 - January - March 2016

8,941,290 2,418,490 1,940,678 -477,812

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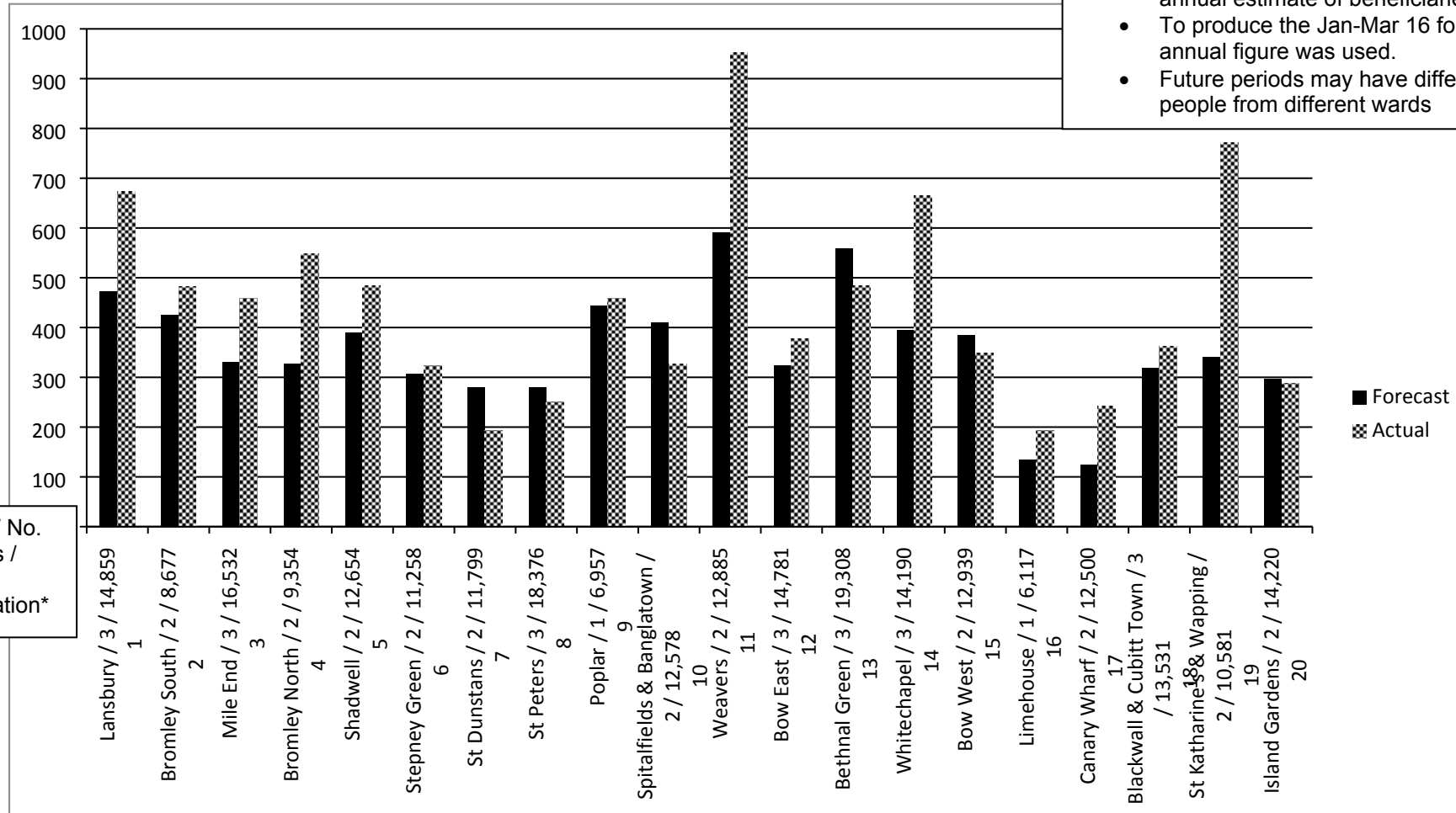
MSG 2015-18 January- March 2016
Beneficiaries Data

Appendix 2

Geographical Breakdown

Note: –

- Each Project Grant Offer Letter contained an annual estimate of beneficiaries by ward.
- To produce the Jan-Mar 16 forecast 3 / 12 of the annual figure was used.
- Future periods may have different cohorts of people from different wards



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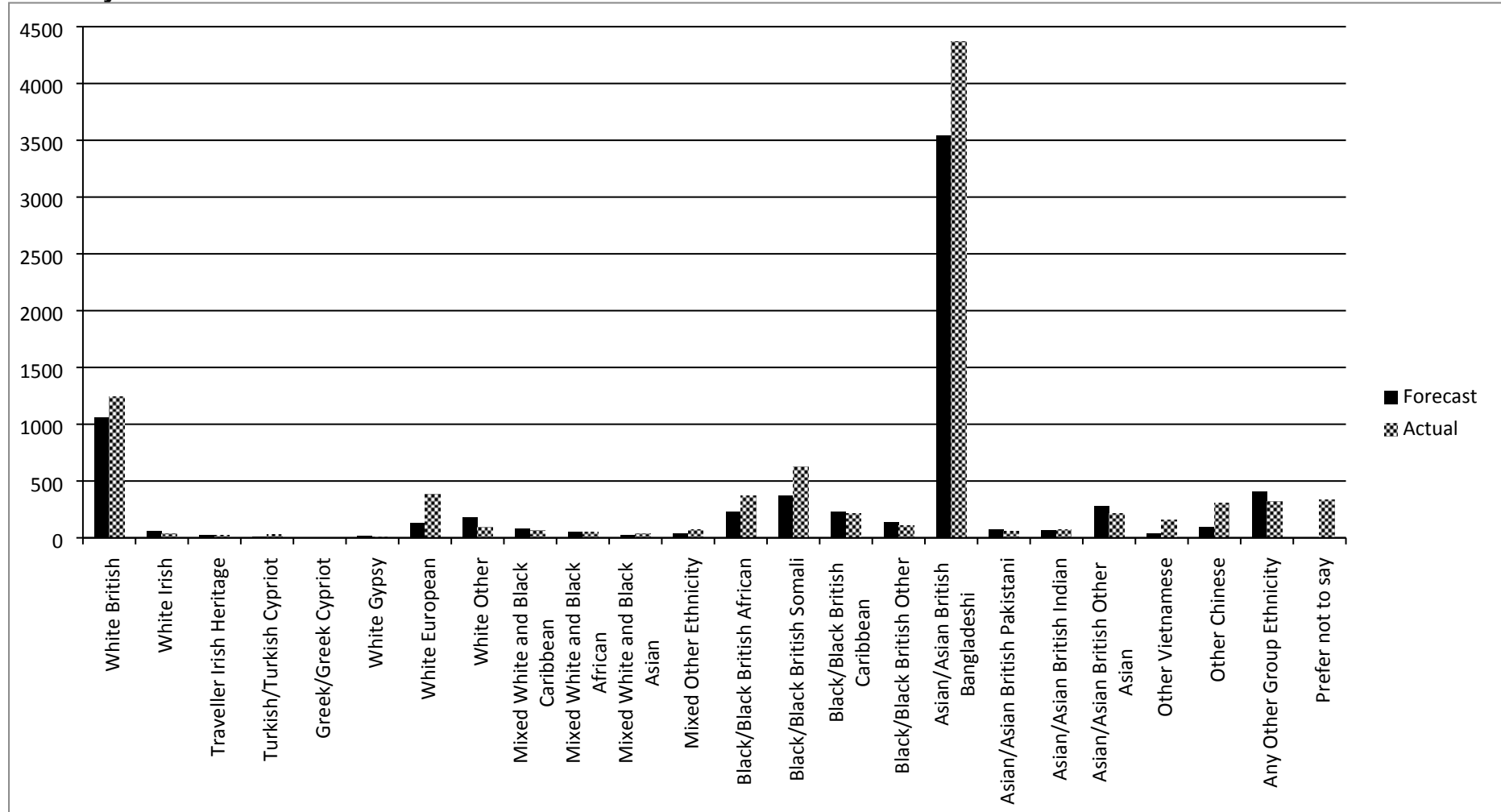
Ward / No. of Cllrs / Ward Population*

Wards are ranked using the Index of Multiple Deprivation, Lansbury ward is the most deprived and Island Gardens is the least deprived ward in the borough (from LGA ward estimates: IMD 2015)

*Ward Population from Area Profiles – Corporate Research Unit May 2014

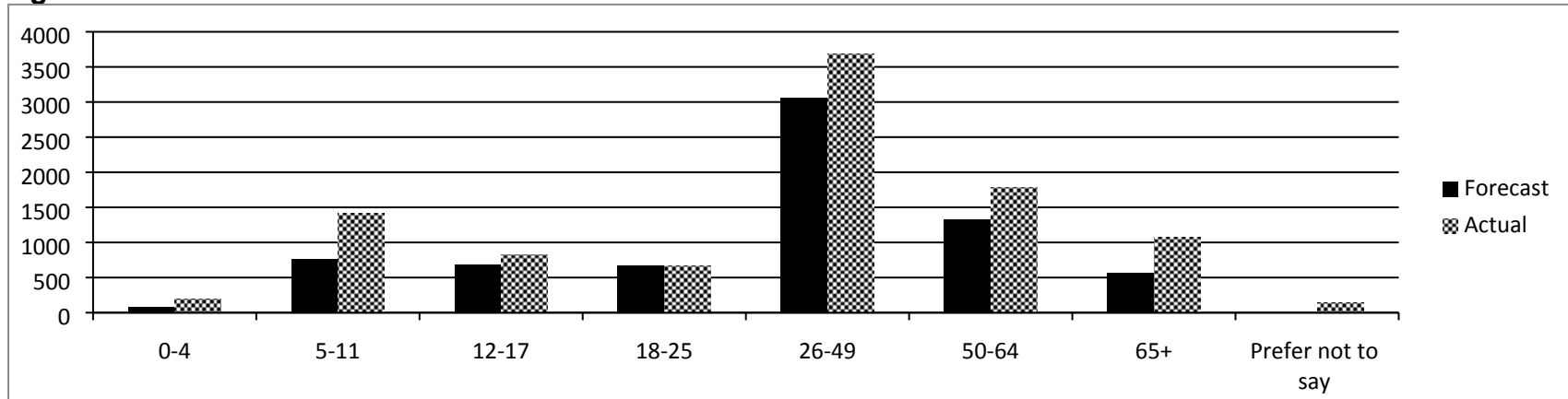
Equalities Breakdown

Ethnicity

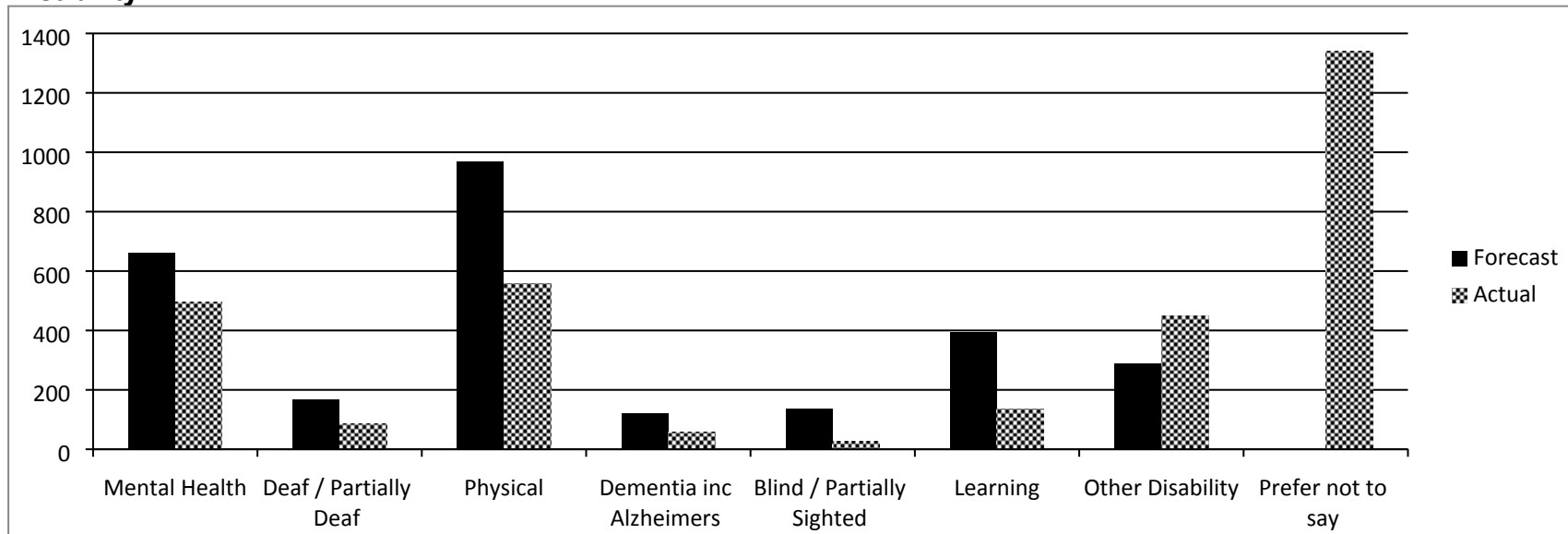


MSG 2015-18 January- March 2016
Beneficiaries Data

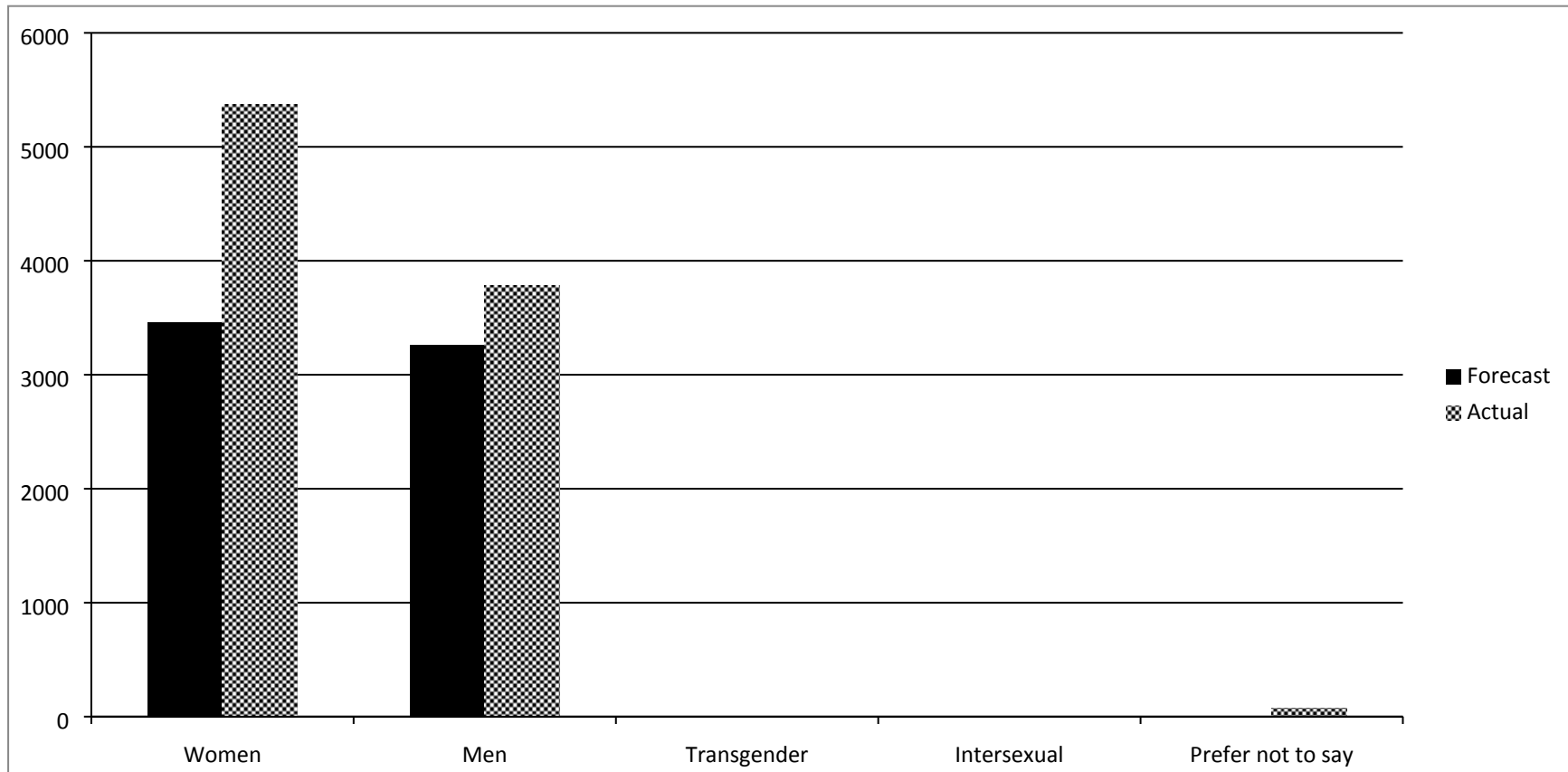
Age



Disability

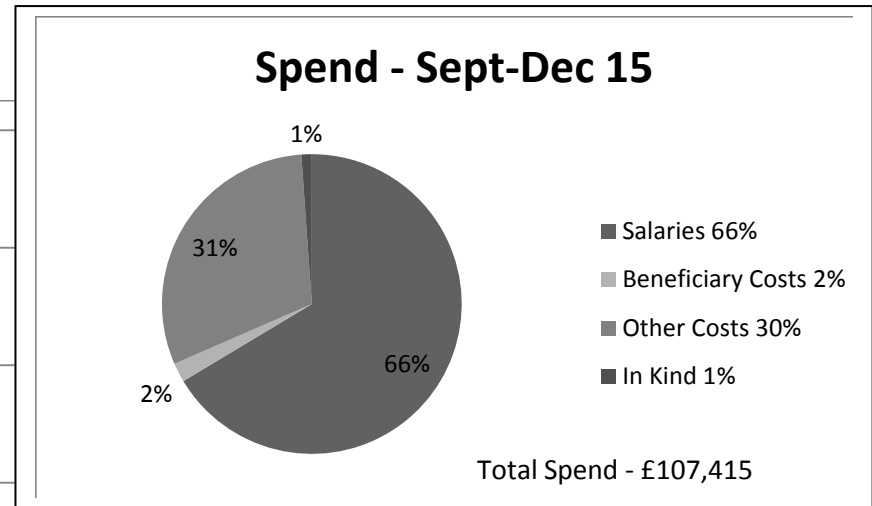
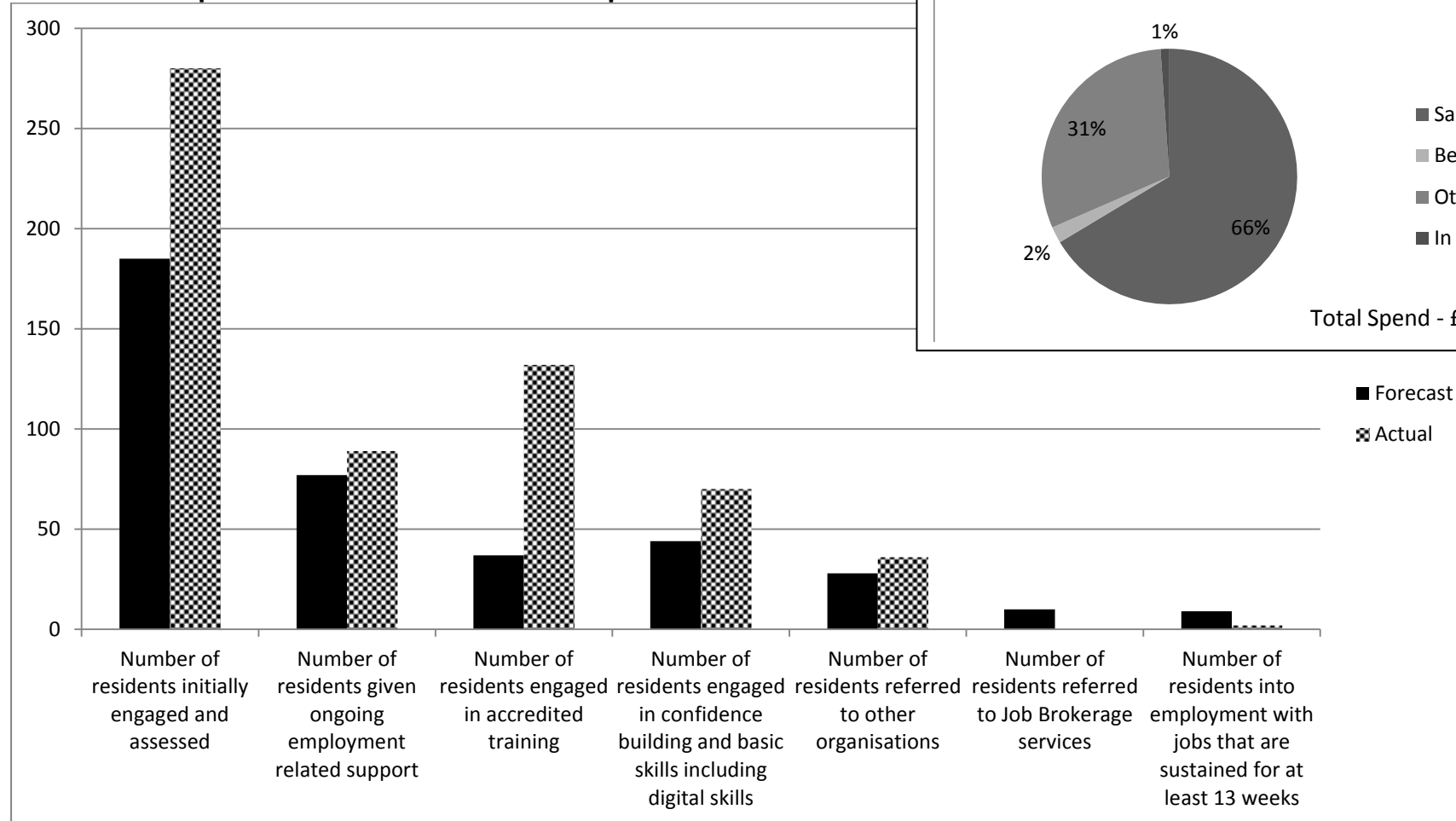


Sex and Gender

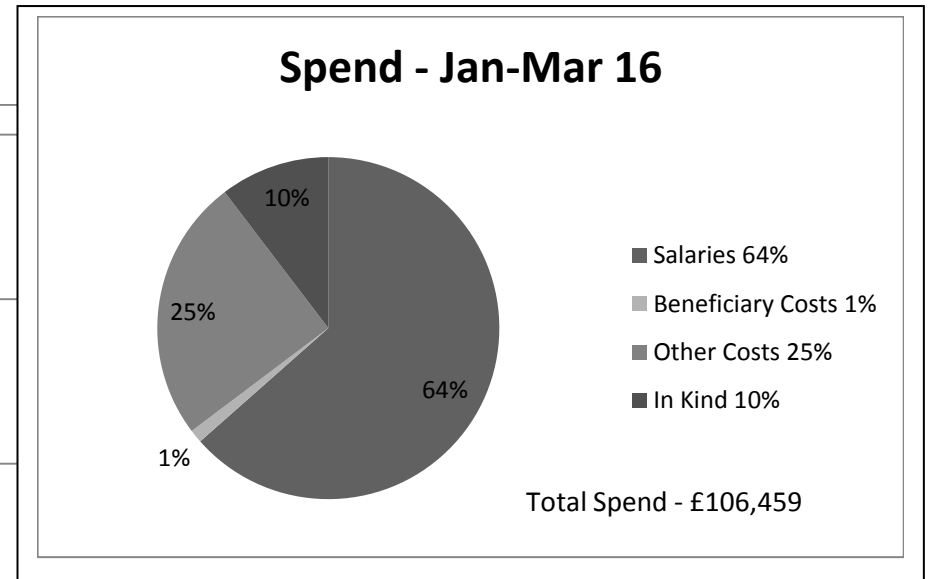
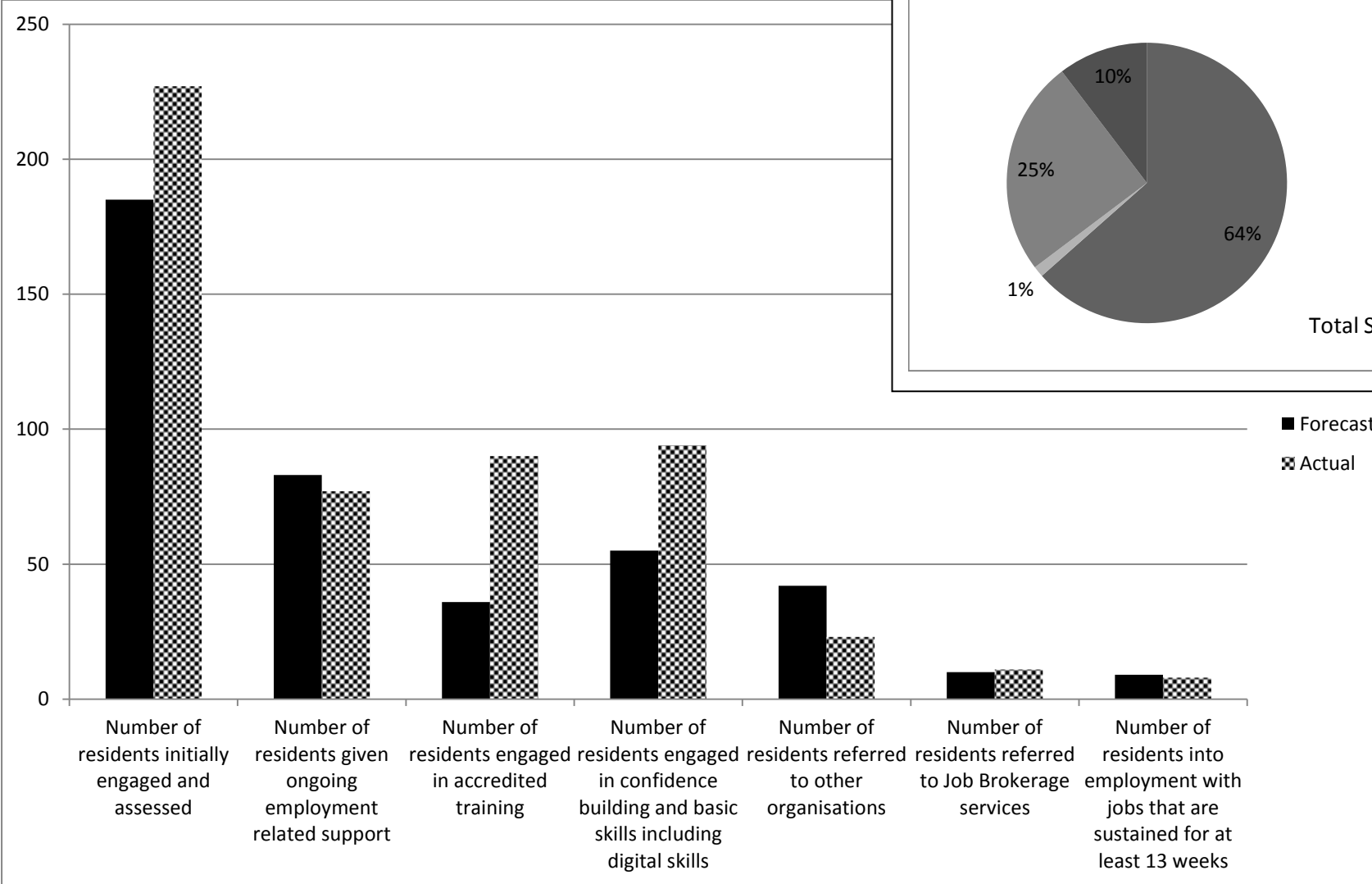


Theme 2 Jobs, Skills & Prosperity – Routeways to Employment

Period 01 – September – December 2015 - Outputs



Period 02 – January – March 2016 - Outputs



Actions from Previous Meeting – 24th May 2016

The Commissioners Decision Making Meeting in Public took place on 24 May 2016 and there were a number of comments/actions relating to the MSG 2015-18 Performance Report for period 1 September to December 2015.

Each comment is addressed below and the relevant section in the MSG 2015-18 Performance Report for period 2 January to March 2016 is referenced.

Cllr John Pierce, chair of the Grants Scrutiny Sub Committee (GSSC) welcomed the report. These regular Performance Reports would be considered as part of the GSSC meetings.

Additionally GSSC:

- *was looking for improvements in some of the reporting processes especially those concerning grants of less of less than £10,000.*
- *was interested to ensure that multiple applications from organisations presenting themselves under different identities would be prevented*
- *wished to be able to fully utilise the “Gift” system/application to enable interactive information to be accessed for better governance monitoring.*

The GSSC will be a useful body to provide feedback and help improve the performance reporting.

Commissioners Alan Woods and Chris Allison recommended that community organisations should only be requested to submit data essential to enable proper monitoring, but avoid burdensome bureaucracy. It was important that the authority receive good quality data but it was also necessary to not to impose too much bureaucracy.

Section 3.12.1 Online Monitoring set out the actions taken to simplify the form and reduce the data requested to be submitted while still collecting sufficient data for robust monitoring. This is an ongoing process with input by the sector and further proposals are anticipated to follow.

Mayor Biggs welcomed the performance information reported on the whole. However

- *he wished to know the basis which emergency funding for third sector organisations operated. The Chair noted the request and agreed that further information would be provided outside of the meeting.*
- *he suggested that performance monitoring should be on the basis of users of the services provided by the organisations. He was informed that such data could be provided but confidentiality issues may arise through this method of monitoring.*

Councillor Rachel Saunders provided the following feedback:

- *the presentation of data according to Ward cluster is was not useful as each area had different characteristics and therefore could not serve as comparator. She asked that performance data should compare like with like*

Appendix 2 Beneficiaries Data chart now includes the ward population and number of councillors per ward in addition to the wards being listed in Index of Multiple Deprivation order. It is the intention for the regular performance reports to provide useful data and feedback is welcomed and will be taken into account in devising future reports.

- *She also noted that City Gateway had met with her to advise that they had decided to deliver their project from another location and therefore the grant should not be withdrawn at this stage.*

Section 3.5.8 (vi) gives an update on the City Gateway project. Although continuing to be Red due to not delivering the project there are actions still to be completed before a further recommendation is made.

Commissioner Max Caller:

- *noted that at an earlier meeting, Commissioners had agreed a variation of the RAG approach on the basis that organisations would come forward with action plans rather than wait for formal monitoring visits. Zena Cooke advised that since January 2016 all had signed up to online monitoring and officers were receiving approaches from these organisations in the current quarter.*

Appendix 1 shows the RAG rating for Period 2 January to March 2016. The RAG rating was calculated using the revised approach agreed at the January 2016 Commissioners meeting.

- *agreed that Ward comparisons did not provide a good method for ensuring that key community areas had been targeted and that the Council needs to ask for proper data to ensure that it can obtain meaningful information without excessive bureaucracy.*

Alternatives to Wards could be Super Output Areas which is a smaller geographical area. To report on beneficiaries within these areas we would need to collect post code data. In general it is always the intention to ask for proper data in order to report meaningful information. This is a process of continuous improvement and all suggestions will be considered.

- *asked that the performance of the Somali Parents and Childrens Play association project be reassessed by the officers to be consistent with other ratings and the results be reported back*

Appendix 1 shows the RAG rating and comments for the two Somali Parents and Children's Play Association projects (Theme 1 – Sports, Theme 5 – Community Engagement, Cohesion and Resilience) for the January to March 2016 period. There are specific issues with the Theme 5 project that need to

be resolved prior to the next payment which has resulted in the rating being Amber for the period. One Grant Officer looks after all Theme 5 projects so this encourages a consistent approach to these projects. A specific report on the organisation/project can be provided.

- *expressed concern around inconsistencies shown towards some organisations around premises leases, in particular the payment in error to the Bangladeshi Youth Movement and the 2 payments to the Osmani Development trust in contravention of earlier CDMM decisions*

3.5.1 Community Building Leases – The payment errors have been subject to an investigation and a separate report setting out the chronology and actions taken as a result of the error is being produced for Commissioners.

- *the following actions to conclude outstanding lease issues; Bangladeshi Youth Movement be requested to provide an indication of timescales; Osmani Trust be given a period of three months to develop proposals for a lease after which MSG would be withdrawn if the lease arrangement could not be complete concluded.*
- *requested that Co-optees Mayor Biggs and Councillor Rachel Saunders should henceforth be copied into reports which are presented to commissioners for signature.*

The Chair responding to the feedback given, suggested that officers re-examine the data to look at how it could be made more meaningful. Notwithstanding the improvements suggested, all agreed the report had provided useful data on the use of grants by community organisations.

RESOLVED

That the contents of the report be noted

That the recommendations made by Commissioners and Co-optees be incorporated into future performance reports

Resolved and implemented.

That the completion of suitable property agreements with Deaf Plus, Wapping Bangladesh Association, Dorset Community Association and Stifford Centre be noted and that normal release of MSG funds be approved subject to standard arrangements for monitoring.

Section 3.5.1 Community Building Leases includes an update on the organisations subject to a Premises Condition. Appendix 1 shows payments made to the funded organisations.

That provided the license for the Somali Senior Citizens Club is completed MSG be released following Commissioners Decision.

On 14 June 2016 Commissioners met in public and agreed a grant for the Somali Senior Citizens Club subject to receipt of a signed licence agreement from the organisation.

That the programme for completion of the works at the Limehouse Project be monitored so that on completion of the lease formalities by the end of August 2016 their MSG can be released.

Section 3.5.1 Community Building Leases includes an update on the organisations subject to a Premises condition. The latest Action Log produced by Asset Management will include key dates for the completion of works.

That once the Bangladeshi Youth Movement have formally relinquished occupation of the Berners Centre their MSG can be paid but that no interim payment be made in the meantime

and that as far as the Osmani Development trust is concerned a lease which is capable of being recommended to Cabinet and approved by Commissioners be offered and provided this is completed by no later than 24th August 2016 MSG be released but that no further interim payments be made and that in the event that this deadline is missed the offer of MSG be withdrawn.


If the deadline of 24th August 2016 is missed the recommendation for the grant to be withdrawn will be included in the period 4 July to August 2016 Performance Report.

As far as the Childrens Education Group is concerned officers be instructed to report an achievable timeline at the earliest opportunity

Section 3.5.1 Community Building Leases includes an update on the organisations subject to a Premises Condition. Officers have met with the Childrens Education Group and progress is being made.

That the project Young People Study Support under Theme 1 at paragraph 3.12.4 have its MSG allocation withdrawn but that a decision on the Back on track Engagement project be deferred to the next monitoring report to allow them the opportunity to commence the project in a new location.

The Young People Study Support project is no longer classed as ‘live’ in the January – March 2016 Performance Report. Section 3.5.8 (vi) gives an update on the City Gateway project.

<p>Commissioner Decision Report 5 July 2016</p>	 TOWER HAMLETS
<p>Report of: Zena Cooke, Corporate Director Resources</p>	<p>Classification: Unrestricted</p>
<p>Grants Review – Commissioning Intentions</p>	

Originating Officer(s)	Mohammed Ahad – Community Programmes Officer
Wards affected	All wards
Key Decision?	Yes
Community Plan Theme	One Tower Hamlets

Executive Summary

A key action within the refreshed Voluntary and Community Sector (VCS) Strategy is to move Council grants, where appropriate, to an outcome based commissioned approach. A comprehensive review of all existing grants is being undertaken to identify which grants could become commissioned services and to establish the timeframe within which that would happen.

Recommendations:

The Commissioners are recommended to:

1. To note the report and that the outcome of the review will be reported to the next meeting.

1. REASONS FOR THE DECISIONS

- 1.1 A review of existing Council grant streams is required in order to identify which streams are to be commissioned in future. This review is necessary in order to meet some of the actions within the VCS Strategy Action, including identifying *“clear processes for transitioning specific grant funding streams to commissioning”*

2. ALTERNATIVE OPTIONS

- 2.1 Refreshing the VCS Strategy and developing a new action plan was a requirement within the Best Value Action Plan. Work has now commenced on delivering against the VCS Strategy action plan, including moving towards an outcomes based commissioned approach, where appropriate. No alternative options are proposed.

3. DETAILS OF REPORT

3.1 After extensive consultation with the Tower Hamlets Council for Voluntary Services, The Voluntary and Community Sector, Businesses, Council staff, elected members and Commissioners the refreshed VCS Strategy and Action Plan was approved by the Mayor in Cabinet on 5th April 2016.

3.2 A key part of the strategy is a move from grant funding to commissioned services. In particular the Strategy highlights:

“All council funding to the VCS will be reviewed to ensure it is contributing to priority outcomes and with a general preference for commissioning rather than grants. The model will ensure that funding processes are transparent and fair and are clear on how provision is contributing to outcomes. There will be a coordinated process for transition from grants to commissioning for particular funding streams, which will be transparent and communicated in a clear and timely way to grant funded organisations.”

Grant funding will however remain appropriate in some circumstances, for specific purposes, where there is a clear case for funding to be provided by grant rather than commissioning and a clear benefit to the service being funded.

3.3 The Council will be using its grants register as a mechanism to identify which grants could be commissioned in future. The relevant grant leads in Directorates are reviewing their existing grants to confirm the future arrangements for each grant and the timeframe for those that will become commissioned services. The review will be completed by the end of July 2016.

3.4 A further report detailing the outcome of the review will be presented to the next Commissioners Decision Making Meeting on 27th September 2016.

4. COMMENTS OF THE CHIEF FINANCE OFFICER

4.1 The Council is undertaking an Outcomes Based Budgeting approach to the delivery of its Medium Term Finance Strategy. The proposals set out in this report are therefore consistent with that approach and will assist in ensuring that the Council focusses its limited resources on its priority outcomes and maximises value for money.

4.2 There are no direct financial implications from this report.

5. LEGAL COMMENTS

5.1 The Tower Hamlets Community Plan sets out the vision and priorities for the borough which have been set by the Council and its partners. Having regard to the Community Plan, the Council has developed an updated VCS Strategy and Action Plan and which was approved by the Mayor in Cabinet on 5th April 2016.

5.2 The Council has a range of specific statutory powers and duties which provide for partnership and community arrangements. In addition Section 111 of the

Local Government Act 1972 permits the Council to do things (whether or not involving the expenditure, borrowing or lending of money or the acquisition or disposal of any property or rights) calculated to facilitate, or conducive or incidental to, the discharge of any of its functions. Section 1 of the Localism Act 2011 gives the Council general power of competence to do anything that individuals generally may do, subject to specified restrictions and limitations imposed by other statutes. It may be considered that development of a strategy to support the VCS is something an individual may do and thus also something that the Council may do. The development and delivery of a Voluntary and Community Sector Strategy is within the powers of the Council.

- 5.3 As stated, a key part of the strategy is a move from grant funding to commissioned services. In particular the Strategy highlights:

“All council funding to the VCS will be reviewed to ensure it is contributing to priority outcomes and with a general preference for commissioning rather than grants. The model will ensure that funding processes are transparent and fair and are clear on how provision is contributing to outcomes. There will be a coordinated process for transition from grants to commissioning for particular funding streams, which will be transparent and communicated in a clear and timely way to grant funded organisations.”

- 5.4 It is recognised however, that grant funding will be appropriate in some cases where there is a clear case for funding to be provided by grant rather than commissioning and a clear benefit to the service being funded.

- 5.5 In reviewing these grants schemes ,the Council must comply with its obligation 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”. This is addressed further in paragraph 7 below.

- 5.6 In exercising its functions, 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. Equality analysis will be required as identified in paragraph 6 below.

6. ONE TOWER HAMLETS CONSIDERATIONS

- 6.1. The Council’s support of the voluntary and community sector through grants contributes to the delivery of One Tower Hamlets priorities and objectives.

7. BEST VALUE (BV) IMPLICATIONS

- 7.1 Refreshing the VCS Strategy was an action within the Best Value Action Plan. This noting report is related to implementing a component of the VCS Strategy Action Plan regarding Moving grants to a commissioned approach.

8. SUSTAINABLE ACTION FOR A GREENER ENVIRONMENT

8.1 There are no immediate sustainable or environmental issues arising from this report.

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 VCS Strategy and Action Plan.

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 safeguarding risks or benefits from the proposals detailed in the report.

Linked Reports, Appendices and Background Documents

Linked Report

- **Cabinet 5 April 2016:** Voluntary and Community Sector Strategy

Appendices


- NONE

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

- NONE

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<p>Commissioner Decision Report 5 July 2016</p>	 TOWER HAMLETS
<p>Report of: Zena Cooke, Corporate Director Resources</p>	<p>Classification: Unrestricted</p>
<p>Grants Decision Making – Transitional Arrangements</p>	

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

Executive Summary

The Council's arrangements for allocation of grants lacked rigour in a number of areas which led to weaknesses in internal control and a failure to comply with the council's best value duty. Key concerns included a lack of transparency over the rationale for decision making on grant awards and ineffective governance and scrutiny arrangements.

The Council's Grants' Best Value Action Plan (BVAP) was produced to acknowledge and address the failings that were identified and to respond to the requirements of the Directions issued in December 2014. The purpose of the BVAP was to set out the specific actions that were considered necessary to deliver improvements in the grants decision making arrangements and to provide clarity in terms of the timeframe within which those actions would be delivered.

A key action within the BVAP was the need to put in place a Mayor and cross-party consultation and review forum as a pre-cursor for the Council taking back full responsibility for decision making in this area. This priority action was to ensure and embed open and transparent decision making in the award of grants.

Substantial progress has now been made in implementing the actions contained within the BVAP. Commissioners and the Overview and Scrutiny Committee have endorsed the establishment of the Overview and Scrutiny Grants Sub-Committee as the 'cross party consultation and review forum'. The Sub-Committee has met on three occasions to scrutinise officer recommendations prior to their consideration at a Commissioners' Decision Making Meeting.

At the Commissioners' Decision Making meeting on 24th May 2016, Commissioners also agreed arrangements for making decisions on grants once they have withdrawn, where a model of the Executive Mayoral decision in Cabinet would replace the current Commissioners' Decision making meetings. Both the establishment of the grants scrutiny sub-committee and the model of the Executive Mayoral decision in Cabinet promote and ensure transparency and strengthen governance arrangements.

This report sets out for consideration, transitional arrangements for grants' decision making before the recommendations contained in the 24th May report are fully implemented.

Recommendations:

The Commissioners are recommended to:

1. Consider and agree the proposed transitional arrangements for Grants Decision Making as set out in paragraphs 3.11 and 3.12 of this report.
2. Agree that the Secretary of State be asked to withdraw the Direction of 17th December 2014 in so far as it relates to grants and that, if he considers necessary impose a new Direction returning the grants function to the Council but with Commissioner oversight,

1. REASONS FOR THE DECISIONS

- 1.1 The Council has implemented a number of actions to significantly improve the way the Council makes decisions in relation to grant making. This includes a number of actions that will ensure that Members of the Council have timely, transparent and informed input into the decision making process for the allocation of grants.
- 1.2 An Overview and Scrutiny Grants Sub-Committee has been established to oversee grant allocations. The Council is also clear about the processes that will operate once the Commissioners have withdrawn from this area. Together these arrangements provide a cross-party forum for grants scrutiny; ensuring the objectives of the grant schemes are reviewed and are being met; and that a fair geographical distribution of funding and community needs are delivered.
- 1.3 The transitional arrangements will allow the Council to complete delivery of the actions set out in the Best Value Action Plan (BVAP) in relation to governance and decision making and provide the mechanism for the Council to take back full responsibility for grants decision making.

2 ALTERNATIVE OPTIONS

- 2.1 Commissioners may decide to continue with the existing arrangements or suggest alternative or additional approaches.

3. DETAILS OF REPORT

- 3.1 The Council's arrangements for grant making lacked rigour in a number of areas which led to weaknesses in internal control and a failure to comply with the Council's best value duty. Key concerns included a lack of transparency over the rationale for decision making on grant awards and ineffective governance and scrutiny arrangements.
- 3.2 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 ('the Directions'): specifically 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). . In addition to this, paragraph 9 of Annex A of the Directions required the Council to provide their views on specific grants as requested by Commissioners. The Commissioners have discharged the functions in relation to grants by establishing a Decision Making Meeting which meets in public and it is at this meeting where the vast majority of grant decisions are made. The 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.

- 3.3 The Council's Grants' Best Value Action Plan (BVAP) was produced to address the failings that were identified and to respond to the requirements of the Directions. The purpose of the BVAP was to set out the specific actions that were considered necessary to deliver improvements in the arrangements for allocating grants and to provide clarity in terms of the timeframe within which the actions would be delivered.
- 3.4 The BVAP on Grants includes within the heading "*Governance Arrangements*" two recommendations that relate specifically to a transparent, executive and cross party decision making process. The two recommendations are as follows:
1. Ensure and embed open and transparent decision-making
 2. Review arrangements post Commissioners for future executive decision making.
- 3.5 Significant progress has been made in implementing actions which meet these recommendations. At their Decision Making Meeting on 1st March 2016, the Commissioners considered a report on the establishment of governance arrangements that included a "cross-party forum" to review and input to the grants decision making process and agreed the recommendations set out in that report. Subsequently on 4th April 2016 the Overview and Scrutiny Committee established the Overview and Scrutiny Grants Sub-Committee as the cross-party forum to review Officers' recommendations on grants prior to their consideration at Commissioners' Decision Making Meetings. Overview and Scrutiny Committee agreed the following:
- Any decision relating to the composition of the Grants Sub-Committee should be made independently of any political bias;
 - the Grants Sub-Committee should also include in its membership co-opted non-voting members as required;
 - Training would be required to promote and maintain high standards of conduct by Elected and Co-opted Members; and
 - Nominees would be sought from the Leaders of the 3 political groups for members of the Sub-Committee.
- 3.6 Terms of reference have been developed and agreed by the Overview and Scrutiny Grants Committee and noted by the Sub-Committee. Training has

been delivered and the Grants Sub-Committee has now met on three occasions to scrutinise officer recommendations prior to their consideration at a Commissioners' Decision Making Meeting. As previously agreed the Sub-Committee will also be working to the Centre for Public Scrutiny Standards.

- 3.7 Following Overview and Scrutiny Committee's decisions on grants scrutiny arrangements, at the Commissioners Decision making meeting on the 12th April 2016, the Commissioners advised that they would be writing to the Mayor to invite the Mayor and/or his delegate to be part of future Commissioners' Decision Making Meetings in a non-voting capacity. In addition, The Chair of the Overview and Scrutiny Grants Sub-Committee was invited to attend in his scrutiny role, to provide feedback from the Grants Sub-Committee arising from the review of officer recommendations on grants.
- 3.8 A further report was also considered and agreed by Commissioners at their Decision Making Meeting on 24th May 2016 on the Post Commissioner Grants' Decision Making and Scrutiny Arrangements. The report states that the current arrangements for grant decision making would be maintained once the Commissioners have withdrawn. The Overview and Scrutiny Grants Sub-Committee will continue to provide cross-party pre-scrutiny and feedback on grant recommendations and report back to the Mayor in Cabinet prior to a decision being made to award a grant. This model of Executive Mayoral decisions in Cabinet will replace the current Commissioners Decision making meetings. The arrangements will ensure the continuation of an open and transparent process and will require minimal change in terms of both the governance and administrative arrangements.
- 3.9 As the Overview and Scrutiny Grants Sub-Committee is now established and fully operational and the arrangements for how grants decisions will be made in the future have been set out and agreed, the Council has delivered the actions as set out within the Best Value Action Plan for Grants relating to "*Governance Arrangements*".
- 3.10 The Council now considers it is in a good position to propose transitional grants' decision making arrangements, pending the return to the Council of all powers relating to the making of grants under statutory powers.
- 3.11 The proposed transitional arrangements would see the Mayor (or his delegate) chair the Decision Making Meetings in Public to consider officer recommendations on grants. The meetings would operate as a Committee of the Executive with the Mayor (or his delegate) making the decision in public in the presence of a Commissioner. The Commissioner will not be a formal member of the Committee, but will be given the opportunity to ask questions or make observations prior to the decision being made. The Commissioner will be asked to confirm that the decision taken has been done so to the satisfaction of the Commissioner. The Council also has the ability to call extraordinary Committee of the Executive in public should the need arise.
- 3.12 It is proposed that all decisions will be made in public with the exception of those decisions relating to Emergency Fund applications, as is currently the case. Emergency Fund applications can be made at any time and are considered by officers against a strict set of criteria which are limited to cases of

genuine emergency. These applications may require a decision in a very short timeframe. In order to ensure transparency of decision making it is proposed that a written report will be presented to the Mayor setting out the officer recommendation in relation to the Emergency Grant Fund application. The report will also be sent to the Chair of the Grants Sub-Committee. The report will be considered by the Mayor in the normal way and the decision made will be considered and endorsed by the Commissioners. The report and decision will be formally noted at the following decision making meeting in public.

- 3.13 The proposed transitional arrangements for grants' decision will require the Direction of 17th December 2014 in so far as it relates to grants to be withdrawn. The Secretary of State can issue a fresh Direction returning the function to the Council but with Commissioner oversight if considered necessary.

4. COMMENTS OF THE CHIEF FINANCE OFFICER

- 4.1 The Chief Finance Officer has been consulted in the preparation of this report. There are no direct financial implications arising from this report given that the proposed governance arrangements will be undertaken from within existing resources.
- 4.2 However, the value of grants that will be allocated through the proposed process is significant and it is imperative therefore that the arrangements provides the appropriate level of scrutiny and transparency of decision making to demonstrate that Value for Money is being achieved through the grant allocation process.

5. LEGAL COMMENTS

- 5.1 Where the Secretary of State is satisfied that an authority is not meeting its best value duty, the Secretary of State may: (1) direct the authority to take action to bring itself into compliance with that duty; (2) direct that specified functions be carried out by the Secretary of State or a nominee and that the authority follow the Secretary of State's instructions and provide such assistance as may be required.
- 5.2 In accordance with this power the Secretary of State gave directions to the Council and it is from the directions that the power of the commissioners to make decisions in relation to grants derives. Specifically, 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).
- 5.3 The Secretary of State will be required to withdraw that part of the Direction of 17th December 2014 relating to grants and, if considered necessary, to issue a

fresh Direction returning the function to the Council but with Commissioner oversight.

5.4 Any Committee where the Mayor is taking a decision will be an Executive Committee of the Council and Terms of Reference for that Committee will have to be prepared and then adopted in the normal way.

5.5 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 Council's support of the of the voluntary and community sector through grants contributes to the delivery of One Tower Hamlets priorities and objectives, particularly those relating to reducing inequalities and promoting cohesion. To ensure responsibility for grants decision making returns to the Council promotes the community leadership aspect of One Tower Hamlets.

7. BEST VALUE (BV) IMPLICATIONS

7.1 Best value implications are detailed within the report, in particular how the recommendations support the implementation of actions within the Grants Best Value Action Plan.

8. SUSTAINABLE ACTION FOR A GREENER ENVIRONMENT

8.1 There are no immediate sustainable or environmental issues arising from this report.

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 safeguarding risks or benefits from the proposals detailed in the report.

Linked Reports, Appendices and Background Documents

Linked Report

- **Commissioners Decision Making Meeting 1 March 2016:** Initial Proposals for a Cross Party Forum on Grants
- **Overview and Scrutiny Committee 4 April 2016:** Establishment of an Overview and Scrutiny Grants Sub-Committee
- **Commissioners Decision Making Meeting 24 May 2016:** Post Commissioner Grants Decision Making and Scrutiny Arrangements

Appendices

- NONE

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

- NONE

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Grants Forward Plan 2016/17

16 August 2016 – Commissioners Decision Making Meeting in Public - Cancelled				
	Report Title	Lead Officer	Officer Confirmation	Notes
				Meeting cancelled.

27 September 2016 – Commissioners Decision Making Meeting in Public				
	Report Title	Lead Officer	Officer Confirmation	Notes
1	MSG Quarterly Monitoring Report	Steve Hill / Zena Cooke		
2	Exercise of Commissioners Discretion	Steve Hill		
3	Resolution of Grant Payments: Children's Services (Educational Maintenance Allowances)	Terry Parkin		
4	Tower Hamlets Education Partnership	Kate Bingham		
5	MSG Cohesion Grant Funding – how it will be commissioned	Emily Fieran-Reed		
6	Exercise of Commissioners Discretion	Steve Hill		
7	Grants Forward Plan	Steve Hill		

8 November 2016 – Commissioners Decision Making Meeting in Public

	Report Title	Lead Officer	Officer Confirmation	Notes
1	Event Fund Applications	Shazia Hussain		
2	MSG Quarterly Monitoring Report	Steve Hill / Zena Cooke		
3	Exercise of Commissioners Discretion	Steve Hill		
4	Grants Forward Plan	Steve Hill		

20 December 2016 – Commissioners Decision Making Meeting in Public				
	Report Title	Lead Officer	Officer Confirmation	Notes
1	Exercise of Commissioners Discretion	Steve Hill		
2	Grants Forward Plan	Steve Hill		

14 February 2017 – Commissioners Decision Making Meeting in Public

	Report Title	Lead Officer	Officer Confirmation	Notes
1	Exercise of Commissioners Discretion	Steve Hill		
2	MSG Quarterly Monitoring Report	Steve Hill / Zena Cooke		
3	Event Fund Applications	Shazia Hussain		
4	Incentives to Tackling Overcrowding	Jackie Odunoye		
5	Grants Forward Plan	Steve Hill		

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