


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

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

Executive Summary

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

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

Strategic Alignment

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

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

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

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

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

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

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

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

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

The events are expected to achieve the following:

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

The projects are expected to demonstrate:

Administration and management of events

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

A robust process for collaborating with community groups or organisations

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

A strong understanding of equality, including:

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

Monitoring & evaluation

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

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

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

Recommendations:

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

1. REASONS FOR THE DECISIONS

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

2. ALTERNATIVE OPTIONS

2.1 There are no alternative options.

3. DETAILS OF REPORT

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

- 3.1 The Event Fund is a small grant fund for community arts events. The events supported by the Fund must take place in Tower Hamlets and benefit Tower Hamlets residents but the organisers applying for funding do not have to be Tower Hamlets based. The purpose of the Event Fund is to provide small grants for high quality public events and festivals, which are accessible to, and of benefit to the community.
- 3.2 The annual budget for the Event Fund is £52,500. The maximum grant award is £2,500. However, most awards are in the region of £500 - £1,500. The Event Fund works on a rolling programme with monthly deadlines. The available budget is projected forward over the year and an estimated budget allocation is identified for each quarter. Initial projections are based on historical performance and knowledge of the annual cycle of peaks and troughs in the number of events throughout the year. Projections are updated on a monthly basis depending on demand and supply of funds. This is done in order to ensure funding is available to applicants and for events throughout the year.
- 3.3 The Event Fund is administered and managed through the Arts, Parks and Events service, and assessment of the applications is carried out by three officers following a scoring system against a list of criteria as set out in the Event Fund application form. The assessments are carried out monthly and the amounts recommended for award are dependent on the amount of funding remaining available for the quarter, the assessment score and the number of applications.
- 3.4 Applications are assessed by three officers independently of each other. Applications are initially checked for eligibility. If not eligible they are rejected and not assessed. If eligible, applications are scored across a number of areas:

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

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

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

4. COMMENTS OF THE CHIEF FINANCE OFFICER

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

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

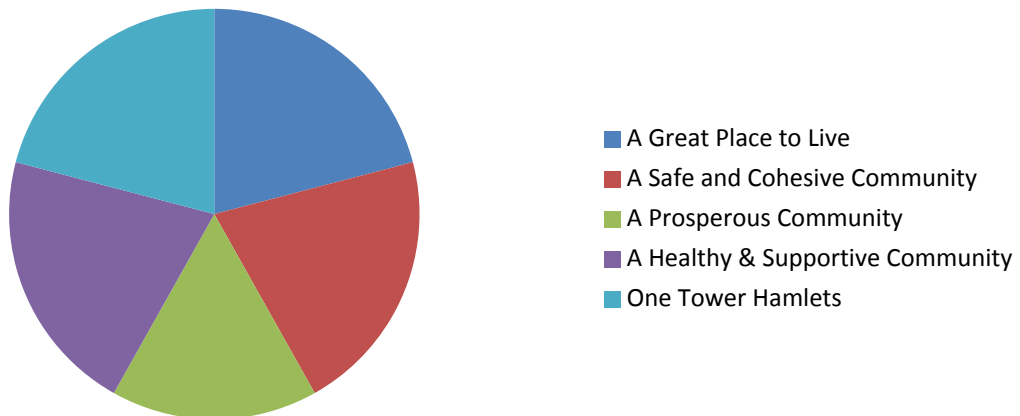
5. LEGAL COMMENTS

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

6. ONE TOWER HAMLETS CONSIDERATIONS

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

Community Plan Themes Qtr 3



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

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

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

N/A

9. **RISK MANAGEMENT IMPLICATIONS**

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

10. **CRIME AND DISORDER REDUCTION IMPLICATIONS**

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

11. SAFEGUARDING IMPLICATIONS

11.1 There are no specific safeguarding implications

Linked Reports, Appendices and Background Documents

Linked Report

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

Appendices

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

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

- None

Officer contact details for documents:

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