

24 MARCH 2016

BRIEFING NOTE BY FUNDING & PROJECT OFFICER

LOCAL FESTIVAL GRANT SCHEME

1 PURPOSE

- 1.1 The purpose of this Briefing Note is to advise Elected Members on the various changes to the delivery of the Local Festival Grant Scheme (the Scheme) following its review in 2014.**
- 1.2 In particular, the Briefing Note outlines the new requirements of the Scheme in relation to Equalities.**

2 BACKGROUND

- 2.1 Following a review of the Scheme in 2014, the Executive Committee of 10 March 2015 approved funding for the 'allocation-based' Local Festival Grant Scheme. Currently, 29 Local Festivals are part of the Scheme and each one receives a pre-determined annual grant towards certain festival costs. (Appendix 1 lists the participating festivals, groupings and grant award levels).
- 2.2 As an 'allocation based' scheme there is no application form. Funding decisions are made by Executive Committee on a three yearly basis. Three year funding is approved to 2017/18 with an annual budget of £85,110.
- 2.4 Grants are provided to support the increasing costs of public liability insurance and public protection measures for festivals with horse cavalcades
- 2.3 Although the Executive Committee approved funding to 2017/18, the report outlined a number of risks and mitigations which required further action as the three year funding progressed.

3 UPDATE ON MITIGATION ACTIONS UNDERTAKEN DURING 2015/16.

RISK	Mitigation
<i>No standard grant control measures.</i>	<ul style="list-style-type: none"> • All constitutions held and reviewed. • All annual accounts held and reviewed. • Accounts checked to ensure that grant award is shown as income. • Income and expenditure information gathered in support of next review. • Equalities Policies, where they exist, are requested and held for all Festival Committees. • Where a Festival Committee has no

	<p>Equalities Policy they are required to sign a pre-prepared Equalities Statement prior to grant release. (See Appendix 2 for pre-prepared statement).</p>
<p><i>No grant contract stipulating the purpose of the award.</i></p>	<ul style="list-style-type: none"> • Grant contract issued and signed by Festival Committee prior to grant release.
<p><i>No information held on what the grant was used for.</i></p>	<ul style="list-style-type: none"> • Prior to subsequent grant releases an Monitoring Form now requires information and evidence on how the was grant spent. • Form is checked to ensure spend complies with the grant purpose. • From 2016/17 the Monitoring Form will include feedback on how the grant spend complied with equalities. • Annual accounts are also requested annually.
<p><i>Various legislation changes that may affect the operation of some Festival Committees.</i></p>	<ul style="list-style-type: none"> • Advice notes drafted for issue with 2016/17 grants. • Advice notes include signposting in relation to: <ol style="list-style-type: none"> 1) Recent voluntary sector governance changes and new options in Scotland; 2) The Equalities Act and potential impacts on the voluntary sector; 3) The services and support information of the Safety Advisory Group and Events Team.
<p>Equalities Act 2010 (Specific Duties) (Scotland) Regulations 2012</p>	<ul style="list-style-type: none"> • All of the above control measures will work together to reduce the council's risk. • The grant purpose is for public liability insurance and crowd control measures. • Ensuring the grant is spent for the specific purpose of wider unrestricted community participation will help to ensure equality of access to the funded element. • All 29 committees ether have an Equalities Policy or have signed the statement. <p>Three new measures for 2016/17:</p> <ul style="list-style-type: none"> • As part of the 2016/17 grant issue we will assess whether there has been any movement by Committees who signed the prepared equalities statement to move towards a full policy. Next steps will be to refer them to the Councils of Voluntary Service for

	<p>advice and support to develop a relevant policy.</p> <ul style="list-style-type: none"> • Issue the Guidance Notes with 2016/17 grants. • Amend the Monitoring Form for 2016/17 grant to include feedback on how the grant spend complied with equalities
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Author(s)

Name	Designation
Jean Robertson	Funding & Project Officer

Background Papers: Executive Committee Report 10 March 2015

Previous Minute Reference:

Appendices: 1 – Local Festival Grant Scheme Groupings and Grant Award Levels.
2 – Prepared Equalities Statement.