

# Chichester District Council

## OVERVIEW AND SCRUTINY COMMITTEE

15 January 2019

### Chichester Festival Theatre Monitoring Report

#### 1. Contacts

**Report Author:**

Sarah Peyman, Culture & Sport Divisional Manager,  
Tel: 01243 534791 E-mail: [speyman@chichester.gov.uk](mailto:speyman@chichester.gov.uk)

#### 2. Recommendation

- 2.1 To receive the annual report from Chichester Festival Theatre and assess performance in line with the monitoring framework.**

#### 3. Background

- 3.1 In 2016, a formal review of funding for Chichester Festival Theatre and Pallant House Gallery was initiated to consider the future of the funding arrangements, under the heading of "Cultural Grants". Recommendations were presented to Overview and Scrutiny Committee in November 2016 and were approved by Cabinet in December 2016.
- 3.2 Funding for the years 2018 to 2022 was committed, which was intended to be formalised within Funding Agreements. It was delegated to the Head of Community Services, in consultation with the Deputy Leader and Cabinet Member for Wellbeing and Community Services, to agree the terms of the Funding Agreements including relevant break clauses.
- 3.3 Cabinet further delegated that the monitoring of these Funding Agreements would, as with previous arrangements, be conducted by Overview and Scrutiny Committee.
- 3.4 The funding agreement for Chichester Festival Theatre is conditional upon the reporting to the satisfaction of the Council (acting reasonably) on annual activity. The content of the reporting is outlined in, but need not be limited to, the monitoring framework.

#### 4. Outcomes to be achieved

- 4.1 In line with the Monitoring Framework there are a number of activities and measurements to be reported to the Council in October annually. These are provided in the form of an annual report to reflect the previous year April to March.

Activity	Measurements
Produce Festival season programme to include new commissions and a range of drama forms to attract a broad range of audiences.	CFT Annual review document.
Ensure the theatrical offering for residents of the District is maintained and developed.	Monitor geographic spread of audience, identify split between

	residents from inside and outside District.
Engage world-class theatre professionals to direct, produce, perform and design and technically support the Festival season.	CFT annual review
Programme a Winter season with a diverse range of work aimed at a broad audience to maintain cultural benefit to the District.	Number of productions and performances; audience numbers. Reviews and Audience Surveys
Achieve audience targets as per CFT Business Plan.	Audience numbers and as percentage against targets.
Annually indicate gross economic impact based on key measures utilised to calculate the gross economic impact in the 2015-16 financial year economic impact study.	Annually updated figures: <ul style="list-style-type: none"> <li>- Net payroll</li> <li>- Catering payroll</li> <li>- Spending with suppliers</li> <li>- Total audience numbers</li> <li>- Audience numbers in District</li> <li>- Audience numbers visiting District</li> </ul> <p>Figures that will reflect 2015-16 study findings with percentage inflationary increase:</p> <ul style="list-style-type: none"> <li>- Spend per District resident audience member</li> <li>- Spend per audience member visiting district</li> <li>- Spend by artist and crew</li> </ul>
Contributions to wider activity with local partners in the City or wider region that promotes Chichester as a visitor destination.	A description of individual or partnership activity undertaken in the period
Continue to develop the output of the Learning, Education and Participation (LEAP) department at CFT to maintain and further enhance the social impact of CFTs work for District Residents.	LEAP programme (number and type of youth theatre and community activities). Participant numbers and geographic spread
Provide audiences with a better understanding of CFT through a series of supporting events.	LEAP report included in the annual report to CDC
Undertake community projects within Chichester District with social objectives and measurable outcomes.	LEAP Programme. Participant and Strategic Partner Surveys. Evaluation reports of events or projects including case studies.
Continue to develop and attract young audiences	Audience demographics and take up of specific initiatives.
Arts Council England (ACE) National Portfolio Organisation (NPO), 2018 – 2022 funding confirmed.	Annual ACE feedback
Continue to seek new and alternative sources of funding, evidence the value of CDC funding.	Details of successful funding bids in the period, requests to CDC for evidence of support. Details of growth in non-box office income.

Maintain ongoing internal arrangements to monitor and oversee the financial stewardship of the organisation.	Annual accounts prepared and shared with CDC.
Implement capital projects that reduce energy consumption or offer other efficiency savings.	Description of projects or initiatives, identification of the particular benefits.

4.3 An update to all of the activities identified above is provided in appendix 1 annual report by Chichester Festival Theatre.

## 5. Resource and legal implications

5.1 In line with the monitoring framework, Chichester Festival Theatre shared their Terms of Reference documents for the Finance and Audit Committee. They are also required to submit accounts to the Council within 6 months of the end of each financial year.

## 6. Community impact and corporate risks

6.1 The monitoring agreement outlines the areas of activity undertaken by Chichester Festival Theatre that demonstrate the benefits to the District generated by the District Council's funding of Chichester Festival Theatre. The main risk to this Council is a loss of economic and community benefits if the actions outlined in the monitoring framework are not met.

## 7. Other Implications

	Yes	No
<b>Crime &amp; Disorder:</b>		X
<b>Climate Change and Biodiversity:</b>		X
<b>Human Rights and Equality Impact:</b>		X
<b>Safeguarding and Early Help:</b>		X
<b>General Data Protection Regulations (GDPR):</b>		X

## 8. Appendices

8.1 Appendix 1 – Chichester Festival Theatre Annual Report 2017/18

## 9. Background Papers

None