

Chichester District Council

OVERVIEW AND SCRUTINY COMMITTEE

13 November 2018

Pallant House Gallery Monitoring Report

1. Contacts

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2. Recommendation

- 2.1 To receive the six monthly update from Pallant House Gallery 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. These have now been completed.
- 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 Pallant House Gallery 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 include:-

Activity	Measurements
Produce gallery exhibition programme to attract a broad range of visitors.	Audience numbers (physical, digital) Audience profiling report.
Contributions to wider activity with local partners in the City or wider region that promotes	A description of individual or partnership activity undertaken in

Chichester as a visitor destination.	the period.
Undertake a Community Programme within Chichester District with social objectives and measureable outcomes.	Summary of projects undertaken; number of participants and geographic spread.
Arts Council England (ACE) National Portfolio Organisation (NPO), 2018-2022 funding confirmed. Subject to government settlement 2020, status to be confirmed to CDC at that time.	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.
Maintain ongoing internal arrangements to monitor and oversee the financial stewardship of the organisation.	Key issues of quarterly reporting of F&IC and A&RC to Board of Trustees.
Implement strategic projects that ensure the future success of PHG as a resilient and sustainable organisation.	Description of projects or initiatives, identification of the particular benefits.

4.2 While unrelated to this funding agreement, regular reporting to the Council will also reflect on the requirements of the Hussey Bequest as follows:

- Details of conservation work and or collections care of the artworks in the Hussey Bequest in the period.
- Details of any loans made of artworks in the Hussey Bequest.

4.3 An update to all of the activities identified above is provided in appendix 1 update report by Pallant House Gallery.

5. Resource and legal implications

5.1 In line with the monitoring framework, Pallant House Gallery have shared their Terms of Reference documents for the Finance and Investment Committee, and the Audit and Risk 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 Pallant House Gallery that demonstrate the benefits to the District generated by the District Council's funding of Pallant House Gallery. 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. Appendices

7.1 Appendix 1 – Pallant House Gallery April – September 2018 six monthly update report

8. Background Papers

None