

Chichester District Council

OVERVIEW AND SCRUTINY COMMITTEE

18 June 2019

Pallant House Gallery Monitoring Report

1. Contacts

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2. Recommendation

2.1 To receive the annual report 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.

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 April annually. These include:-

Activity	Measurements
Produce gallery exhibition programme to attract a broad range of visitors.	<ul style="list-style-type: none">- Audience numbers (physical, digital)- Audience profiling report- Summary of exhibitions, displays and other events

Ensure the cultural offer for residents of the District is maintained and developed	<ul style="list-style-type: none"> - Annual visitor numbers, Friends and Patrons (to include number from Chichester District) - Monitor geographic spread of audience, identify split between residents from inside and outside District
Support initiatives that bring new groups or organisations into the Gallery, such as Open Days, hosting local community events, or other promotions.	Summary of activity, number of new visitors who attended
Achieve audience targets as per PHG Forward Plan	<ul style="list-style-type: none"> - Audience numbers (physical, digital) - Audience profiling report
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.	<p>Key measures: Annually updated figures:</p> <ul style="list-style-type: none"> - Net payroll - Attendance figures from within the District - Audience numbers visiting District <p>Figures that will reflect 2015-16 study findings with percentage inflationary increase:</p> <ul style="list-style-type: none"> - Spend per District resident audience member - Spend per audience member visiting District
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.
Maintain and further enhance the social impact of PHG's work for young people and families.	<p>School programme:</p> <ul style="list-style-type: none"> - Number of schools/pupils visiting from within the District and as % of total Children, young people and families: - Participant numbers and geographic spread <p>College and University:</p> <ul style="list-style-type: none"> - Number of student placements - Description of projects/activities with students from the District
Undertake a Community Programme within Chichester District with social objectives and measureable outcomes.	Summary of projects undertaken; number of participants and geographic spread.
Continue to develop volunteering opportunities within the Gallery and Community Programme.	<ul style="list-style-type: none"> - Total number of volunteers and geographic spread.

	- Report on training and opportunities for volunteers.
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. Other Implications

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

8. Appendices

8.1 Appendix 1 – Pallant House Gallery annual report 2018-19.

9. Background Papers

None