

## Project information

Reference Submissions
Step
Application
Award Schedule
Offer Letter Acknowledgement

### Grants for the arts

**Applicant name:** Tamworth Borough Council

**Project title:** Arts in Unusual Spaces

**Project number:** GFTA-00005921

**Amount awarded (£):** £68,000

**Report type:** Interim activity report

## Introduction

This online submission allows you to complete either:

- an interim report form (completed during your activity); or
- an activity report form (completed at the end of your activity)

The report forms are pre-populated with information from your original application but you may still find it useful to refer to the submitted application and any changes you have agreed with us when you complete the report.

Please complete all questions marked with a symbol \*. If you do not fill in these questions you will not be able to submit this report.

Interim report form (Grants for £15,000 or more)

If your grant was for more than £15,000, your payment schedule will show that you must complete an interim report form in order to release a payment part way through your activity. This report updates us on your activity's progress and budget to date.

Activity report form (all grants)

Please read this introduction and the information sheet on Final income and expenditure for Grants for the Arts activities carefully before filling in this form.

Everyone who receives a grant from Arts Council England must complete a final activity report form. You should use the information (or 'evidence') collected throughout your project to inform your report.

Our Terms and Conditions for grants specify that you must use the grant exclusively for the activity described in your application form. We are therefore unable to allow you to keep any part of our funding for activity that is not related to the activity we originally funded. If you have any questions relating to this, please contact us before submitting your Activity report form at [grant.management@artscouncil.org.uk](mailto:grant.management@artscouncil.org.uk)

Please note that this online form must only be used for your final report once your activity is complete.

# Evaluation

**1. An outline of the activity delivered to date, and summary of progress against the activity plan:**

No more than 3000 characters.

10 project strands are underway, being delivered by partners, artists and organisations identified in our bid. Below is a status summary for each strand.

\*See Challenges

Touring performances 1/10/16–31/7/18 On target\*  
NPO 'Live and Local' are up-skilling community leaders to develop future venue programming. One outcome is a community church, planning to develop a theatre space.

Roundabout Art 1/9/16–31/12/16 Extended project deadline\*  
Returning artist Luke Perry led consultation to produce a public piece of art raising the local heritage profile. A reviewed time scale allows us to coincide with a larger project, receiving a wider regional reach to celebrate the anniversary of Aethelflaed,

Catch Art 1/2/17–31/7/17 Extended project deadline\*  
Catch Art has enhanced engagement with schools, community groups and artists. Consultation with schools has led to an extended project deadline to match the academic calendar.

Focus 24 1/9/17–31/10/17 Ahead of schedule (expected completion 1/10/16)  
The model of home engagement through social media has been successful receiving many public submissions.

24 Hours in Tamworth 1/9/17-31/10/17 On target  
A series of workshops saw individuals make the 24 hrs in Tamworth film with industry experts. The film launches at the 'We love Tamworth' event taking advantage of high footfalls.

Mercian Mosaic 1/5/17–30/6/17 Extended project deadline\*  
Extending the deadline has enabled us to maximise participation levels and build exposure by linking to the anniversary of Aethelflaed.

Creative Network 1/8/16–30/6/18 On target  
Consultation with Tamworth's Arts sector identified personal career development needs and how we can support. As a result, networking, promotional activity and a website will be launched in early 2018. The newly developed Tamworth Cultural Education Partnership will support this initiative.

Art Attack 1/10/16–31/10/17 On target  
Art Attack has successfully linked with the national campaign, The Big Draw broadening our audience and partnership reach. Various artists are involved from a range of backgrounds, including the Head of Art at South Staffordshire College.

Music Outside 1/8/16–30/9/17 On Target  
Tamworth Jam in partnership with Make Some Noise has enabled us to connect with a younger, creative audience; generated confidence amongst participants and up-skilled their musicianship. Moving forward, the participants have been successful in obtaining a 1 year music industry programme and as an organisation we have successfully produced a Tamworth Busking Policy. CPD days with Mr Wilsons 2nd Liners and local brass bands are planned to take place. Whilst, Local performers have showcased themselves in the Music

Outside bandstand programme.

We Will Remember 1/9/16–13/11/16 Complete

This project has resulted in an original score for Tamworth working with returning artists. Successful re-engagement has up-skilled our choirs, continued local collaboration and ensured quality and trust in the Arts and Events brand.

## **2. Issues/challenges encountered and action taken:**

No more than 3000 characters.

The project has faced a range of challenges most all of which we have felt we have found alternatives for and in some cases have improved the project. They have also provided us with key learning outcomes to apply to the project as it moves forward, particularly around recruitment of participants in some key projects. This has resulted in us delaying the completion of some strands to be able to maximise participation levels and marketing opportunities to celebrate to a wider audience.

The Roundabout Art project started on time however due to various challenges including planning permission, public consultation and the scale of the sculpture, design and manufacturing it has taken longer than initially anticipated. In order to fit in with the Gateway Project timetable and really make the most of the project the sculpture will be installed mid-November (end date was December 2016). Due to the scale of the project and feedback from consultation with historians, we have amended the timetable accordingly to ensure the art work really achieves key goals and also to ensure we are staying as factually correct as possible.

Focus 24 – The workshop element of the project hasn't been as successful as hoped, although social media engagement levels are higher than expected. This is a key learning process that we will be able to use for future programming and public engagement. We believe a lot of the issues were around the timing of workshops and promotion meaning it was often difficult for people to attend. This is something we have addressed moving forward.

Mercian mosaic – We started this strand earlier than planned and will be extending the project to increase participation figures and raise the profile of the project. We are now linking into wider celebrations with the anniversary of queen Aethelflaed. Celebrations will include Talks and tours attended by academics and historians. The mosaic is a very ambitious piece and has received a much larger amount of interest from groups wanting to participant than expected. We felt these changes allowed this to happen and has enabled Artists to work with a wider range of schools, sheltered housing schemes, arts organisations and community groups.

Catch Art - The interest in this project led to partners paying for their own designer bus stop that has been delivered. Unfortunately this bus stop has been vandalised and we are reviewing the bus stops we will be using. However it's important to note positive press around community ownership has given localised exposure to the project and reunited the community into supporting public art. The community were particularly keen to ensure the artwork was repaired and reinstated. This has also led to a review of materials to be used on the project.

## Activity income

We require you to complete an income and expenditure statement for your activity. The first column below shows what you estimated in your application. Please use the second column to show the actual figures for your activity. Please enter full pounds only and check your figures carefully.

For more information about entering income and expenditure, please refer to the Finance section of the 'How to apply' guidance.

### Income summary

If this is an interim report, please give 'Actual' amounts to date.

If this is a final Activity Report Form, please give 'Actual' amounts to reflect the full final income.

Income heading	Budgeted income (£)	Actual income (£)
Earned income	£4,000	£2,000
Local authority funding	£59,000	£22,283
Other public funding	£0	£0
Private income	£0	£0
<b>Income total (cash)</b>	<b>£63,000</b>	<b>£24,283</b>
Support in kind	£19,740	£12,240
<b>Arts Council England funding</b>	<b>£68,000</b>	<b>£34,000</b>
<b>Income total</b>	<b>£150,740</b>	<b>£70,523</b>

Please click the 'ADD' button above the table at the bottom of the page to add items of income.

Income heading	Description	Budgeted income	Actual income
Local authority funding	Tamworth	£59,000	£22,283
Earned income	Sponsorship	£4,000	£2,000
Support in kind	Building Use and Equipment Hire	£19,740	£12,240
Other public funding	Error	£0	£0
Other public funding	Error	£0	£0
Other public funding	Error	£0	£0

## Income details

**Income heading:** Local authority funding  
**Description:** Tamworth  
**Budgeted income (£):** £59,000  
**Actual income (£):** £22,283

## Income details

**Income heading:** Earned income  
**Description:** Sponsorship  
**Budgeted income (£):** £4,000  
**Actual income (£):** £2,000

## Income details

**Income heading:** Support in kind  
**Description:** Building Use and Equipment Hire  
**Budgeted income (£):** £19,740  
**Actual income (£):** £12,240

## Income details

**Income heading:** Other public funding  
**Description:** Error  
**Budgeted income (£):** £0  
**Actual income (£):** £0

## Income details

**Income heading:** Other public funding  
**Description:** Error  
**Budgeted income (£):** £0  
**Actual income (£):** £0

## Income details

**Income heading:** Other public funding  
**Description:** Error  
**Budgeted income (£):** £0  
**Actual income (£):** £0



## Activity expenditure

### Spending (expenditure) summary

If this is an Interim Report, please give 'Actual' amounts to date.

If this is a final Activity Report Form, please give 'Actual' amounts to reflect the full final expenditure.

Expenditure heading	Budgeted expenditure (£)	Actual expenditure (£)
Artistic spending	£64,300	£30,750
Making your work accessible	£0	£0
Developing your organisation and people	£0	£0
Marketing and developing audiences	£29,000	£14,700
Overheads	£16,700	£10,927
Assets - buildings, equipment, instruments and vehicles	£15,000	£156
Other	£6,000	£1,750
Personal access costs	£0	£0
<b>Expenditure total (cash)</b>	<b>£131,000</b>	<b>£58,283</b>
<b>Support in kind</b>	<b>£19,740</b>	<b>£12,240</b>
<b>Expenditure total</b>	<b>£150,740</b>	<b>£70,523</b>

Please click the 'ADD' button above the table at the bottom of the page to add items of expenditure.

Expenditure	Description	Budgeted expenditure	Actual expenditure
Artistic spending	Artist Cost	£64,300	£30,750
Marketing and developing audiences	Marketing and Development plan	£29,000	£14,700
Other	Contingency	£2,000	£0
Overheads	Materials, resource and equipment	£16,700	£10,927
Assets - buildings, equipment, instruments and vehicles	Equipment Hire	£15,000	£156
Other	Evaluation	£4,000	£1,750
Other	Error	£0	£0
Other	Error	£0	£0
Other	Error	£0	£0
Other	Error	£0	£0
Other	Error	£0	£0
Other	Error	£0	£0

## Expenditure details

**Expenditure heading:** Artistic spending  
**Description:** Artist Cost  
**Budgeted expenditure (£):** £64,300  
**Actual expenditure (£):** £30,750

## Expenditure details

**Expenditure heading:** Marketing and developing audiences  
**Description:** Marketing and Development plan  
**Budgeted expenditure (£):** £29,000  
**Actual expenditure (£):** £14,700

## Expenditure details

**Expenditure heading:** Other  
**Description:** Contingency  
**Budgeted expenditure (£):** £2,000  
**Actual expenditure (£):** £0

## Expenditure details

**Expenditure heading:** Overheads  
**Description:** Materials, resource and equipment  
**Budgeted expenditure (£):** £16,700  
**Actual expenditure (£):** £10,927

## Expenditure details

**Expenditure heading:** Assets - buildings, equipment, instruments and vehicles

**Description:** Equipment Hire

**Budgeted expenditure (£):** £15,000

**Actual expenditure (£):** £156

## Expenditure details

**Expenditure heading:** Other

**Description:** Evaluation

**Budgeted expenditure (£):** £4,000

**Actual expenditure (£):** £1,750

## Expenditure details

**Expenditure heading:** Other

**Description:** Error

**Budgeted expenditure (£):** £0

**Actual expenditure (£):** £0

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**Expenditure heading:** Other  
**Description:** Error  
**Budgeted expenditure (£):** £0  
**Actual expenditure (£):** £0

## Finance narrative

**Income: You should explain any differences between the actual figures and the original figures in this space using the relevant budget heading.**

Earned Income: To date we have received £2,000 from our Sponsor for the first half of the project, an additional £2,000 of sponsorship is to be finalised in January 2018 for the second part of the project.

Local Authority Funding: This figure is less than the budgeted income as the project is only halfway through its timeline.

**Expenditure: You should explain any differences between the actual figures and the original figures in this space using the relevant budget heading.**

Artist Spend, Marketing, Overheads and Assets: The project is just over halfway through the activity timeline therefore the Artist spend, overheads and assets are below the budgeted expenditure however there are still invoices due for project completion.

**Support in kind: You should explain any differences between the actual figures and the original figures in this space using the relevant budget heading.**

Support in Kind: The Support in kind actual income is less than the budgeted income due to the current project timeline. We are due to receive more support in kind within the next 11 months

## Attachments

You can use the links below to upload documents. Please note that the maximum file size you can upload is 10MB and we accept pdf, MS Word, MS Excel, MS PowerPoint and jpeg files.

**Web link:**

**Web link:**

**Web link:**

Document Type	Required?	Document description	Date attached	Attachment type
Click to add attachment...	No	Interim Report- Budget Breakdown	04/09/2017	Additional information
Click to add attachment...	No	Tamworth Arts in Unusual Spaces Leaflet	24/08/2017	Additional information
Click to add attachment...	No	Project Highlights	25/08/2017	Additional information

## **Attachment details**

**Document description:** Interim Report- Budget Breakdown

**Activity report attachment type:** Additional information

## **Attachment details**

**Document description:** Tamworth Arts in Unusual Spaces Leaflet

**Activity report attachment type:** Additional information

## **Attachment details**

**Document description:** Project Highlights

**Activity report attachment type:** Additional information

# Declaration

## Data protection and freedom of information

We comply with all aspects of the Data Protection Act 1998 – to find out more about how we use your information please read our data protection policy which is available from our website.

As a public organisation we also have to follow the Freedom of Information Act 2000, which may mean we have to provide information about your grant to a member of the public if they request it under the Act.

**Tick this box if you consider any part of your activity report or any supporting documentation to be confidential information and would expect us to treat as such on receipt of a request for information under the Freedom of Information Act.**

Please be aware that if we do receive a request for information we will contact you in the first instance to obtain your views on disclosing the information relating to your application and whilst we will take on board your response above, we cannot guarantee that information will not be provided in response to a request as we are required to approach each case individually and ultimately meet our legal obligations.

## Checklist for submitting your activity report form

**Have you met all the payment conditions attached to your next payment?**

**Have you checked that the bank account details we hold are still correct?**

**I confirm that, as far as I know, the information in this activity report is true and correct.**



**I understand that Arts Council England conduct checks on a sample of applications each year to ensure that the funding is being used appropriately and that it reserves the right to ask grant holders for access to all project management and financial documentation relating to their activity.**

**I confirm I am authorised to submit this activity report.**

**Name:** Laura Hastilow

## Submission summary

Page	Last Updated
<b>Project information</b>	No Input Required
<b>Introduction</b>	No Input Required
<b>Evaluation</b>	24/08/2017
<b>Activity income</b>	04/09/2017
<b>Activity expenditure</b>	04/09/2017
<b>Finance narrative</b>	No Input Required
<b>Attachments</b>	04/09/2017
<b>Declaration</b>	25/08/2017

## Introduction

Over the next two years art in all its forms will be popping up in some unusual spaces across Tamworth.

The project will be made up of a wide variety of exciting and never-before-seen initiatives for Tamworth, including a striking new sculpture for the town centre, bus shelter art, street music, a big draw, a massive community mosaic, theatre in new community locations, a film depicting a day in the life of Tamworth and an original WWI commemorative song performed by local choirs.

We look forward to seeing you there.

Tamworth Arts in Unusual Spaces has been made possible after Tamworth Arts & Events team successfully won funding from Arts Council England.

Page 2 of 3

**We Will remember**

Local poets and performers come together to mark the centenary of World War I in the beautiful venue of St Editha's Church. Including an original score composed by Sophy Smith and conducted by Dan Watson which will be produced and premiered at the event.

**Autumn 2016**

**CREATIVE network**

A new website for artists to highlight the creative talent on offer in Tamworth, developing links for local artists and the creative industries.

**2017 - 2018**

**roundabout art**

The creation of a permanent piece of visual art in the town centre, situated on the roundabout outside Tamworth Railway Station. The commissioned piece will highlight the area's heritage and culture.

**Autumn 2017**

**TOURING THEATRE**

A range of wonderfully exciting theatre, music and public art performances will be found touring around Tamworth.

**2017 - 2018**

**mercian mosaic**

An ambitious community mosaic will be created on the Lower Lawn in the Castle Grounds. The individual tiles will contribute to an overall image of Tamworth.

**Spring 2017**

**Funded by**

Tamworth Borough Council

T I A&E Tamworth Arts & Events

Supported using public funding by

ARTS COUNCIL ENGLAND

**Supported by**

Tamworth Herald

Sturfordshire County Council YOUR LIBRARY

Community Together CIC

TCR fm 106.8 Get Creative



Creating music opportunities for gifted and talented musicians in unusual outdoor spaces.

Plus-an extension of the usual bandstand programme and busking opportunities for talented musicians.

Winter 2016 – Summer 2017



Catch our bus shelter art project. Bus shelters will be improved with artwork designed by members of the community.

Working with local groups and artists to take art into the everyday by creating artwork and murals for bus shelters throughout the town.

Summer 2017



24 hours...  
24 photographs...  
24 exhibition days.

A photography project capturing moments of Tamworth in a 24 hour period. Featuring a number of workshops and social media involvement.

Autumn 2017



24 hour film project providing an insight into the day of lives in Tamworth.

Autumn 2017



A weekend of arts events and activities linked to the world's biggest drawing festival, The Big Draw! Allowing the town centre to come alive as people of all ages are encouraged to pick up a pencil or paintbrush and get creative!

Autumn 2017

Please contact the Arts & Events team if you have a group that would like to participate in these activities.

TARartsdevelopment@tamworth.gov.uk  
Tamworth Assembly Rooms,  
Corporation Street,  
Tamworth,  
Staffordshire B79 7DN



Tel: 01827 709618

#Tamworth#ArtsinUnusualSpaces

www.tamworthartsandevents.co.uk



MAY 17  
TAMWORTH JAM  
BUSKING LAUNCH



JULY 17  
IN BLOOM BUS STOP



NOVEMBER 16  
CHOIR REHEARSAL



APRIL 17  
FABULARIUM



AUGUST 17  
SCULPTURE IN  
PROGRESS



JULY 17  
YNDAU FORTE SIXTH  
FORM WORKSHOP



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