

**FALKIRK COUNCIL CORPORATE & NEIGHBOURHOOD SERVICES  
FOLLOWING THE PUBLIC POUND ANNUAL REPORTING STATEMENT  
2013/2014**

Organisation Name	Bo'ness Children's Fair Festival Executive, Registered Charity Ref.. SC031990
Project	Annual Children's Day Festival
Agreement Dates	Annual application
Name of Lead Officer	Fiona Campbell

### **A OVERALL ORGANISATION AIMS**

#### Summary of Key Aims & Objectives

Provision of an annual children's fair festival.

#### List of Agreed Outcomes

Children of Bo'ness will benefit by participation in an event that will be in the interests of social welfare with the object of improving the condition of their lives.

#### Why Service/Project is Funded Externally Rather than by the Council

This annual event is a community-based initiative that has been led by members of the community for the community. The event in its current form began in 1897 and has been held each year since then apart from the periods of the two world wars. This is not a universal service but one that reflects and celebrates the heritage of Bo'ness.

### **B ACTUAL PERFORMANCE vs. OBJECTIVES / AGREED OUTCOMES**

#### Summary of Key Achievements

Around 2000 children attend schools in Bo'ness. All can participate in the event which is also enjoyed by other family members and the wider community as well as those who return to the town for the event. All primary schools in Bo'ness are involved in and contribute to the event. Each school elects a Queen and provide principal characters for the event in rotation. This tradition originated in 1897 to mark Queen Victoria's diamond jubilee. All the primary schools select and provide themed entertainment on the day. This requires commitment from the schools for some time before the event. The event is organised by a strong committee that holds fundraising events throughout the year. In the year to 31 August 2012, £58,386 was raised from a number of sources, including: Ladies Days, Sportsman's Dinners, sponsored walks, quiz nights, appeals, charity football games, a Victorian Street Fair, sale of DVDs of the event, bingo events, collections and through an online shopping site. The organisation has increased its monetary assets from £46,183 at 31 August 2008 to £81,360 in the year to 31 August 2012.

The independently examined accounts for the year to 31 August 2012 show:

**income** of £58,386 from a range of sources including: donations, street collection, park collection, programme income, entertainments, bingo and appeals event, video income, stance fees and bank interest,

**expenditure** of £46,089 on bands and entertainment, catering, hire of equipment, insurance, Queen & Chief lady, transport, gifts, prize money, security, reception costs, stationery & postage, sundry and shed expenses, children’s medals and gifts, street collection expenses and printing costs.

Net receipts for the year of £12,297.

Summary of Key Issues/ Challenges Facing Organisation

These include:

- Increased costs of the event
- Lack of performance framework and designated monitoring officer
- Changed financial climate
- Move from historical support to support that aligns with Council policies
- Change of Community Planning Partner policies, e.g. Police Scotland’s approach to road closures and potentially policing the event itself
- Supporting what may be considered as “special treatment” in relation to other area
- The current method of providing support for the event has its roots in historical circumstances and no longer represents the most efficient way of working, either for the Council or for the Fair Committee.

How has Organisation Contributed to Council/ Service Priorities

The organisation does not align strongly with Council policies and no Council Services currently identifies the event as a priority within the context of statutory service delivery. However the event may be seen to strengthen and encourage community cohesion and is an example, though there are many other examples not receiving such funding, of the effectiveness of active and continued volunteer activity in the area.

List any Areas where there has been Shortfall in Performance

As there is no performance monitoring framework in place, the organisation has overspent budget in earlier years. Overspends were previously deducted from the following year’s budget, but it was agreed that, from 2013/14, the organisation would be invoiced for any overspend incurred. It is difficult for the organisation to monitor spend on “in kind support”, such as stage hire, provision of barriers, flower tubs, mobile grandstands and toilets hire, as they are not aware of the actual cost and are not in a position to negotiate. It has now been agreed by Council that this organisation will receive a direct grant and will therefore be involved in procuring services.

How often are Review Meetings held with Lead Officer

Annually

**C FINANCIAL / RISK ASSESSMENT OVERVIEW**FC funding, in £s and also as % of organisation's income, (Financial & In- Kind Contributions) provided in past three years, and £s FC funding committed to next two years

Falkirk Council funding in the current year is £30,429, and following the decision by Council on 12 February 2014, funding will remain at the same level. No financial award has been made to the organisation – all support is in-kind. This level of funding equates to 52% of the organisation's income for the current year.

Last Period of Submitted Audited Accounts

Year to 31<sup>st</sup> August 2012

Future Risks (Financial, Operational or Structural) Faced by Organisation

- Current fiscal climate re pressure on Council to align spend with its priorities
- Time required to organise the event and associated fundraising events may put pressure on Committee members
- Reliance on Council officer and Trust support to provide in-kind support such as contracting with suppliers e.g. stage hire companies, to run the event.

Overall Risk Rating (Low/Medium/High)

Medium

**D CONCLUSIONS**Summary/ opinion of organisations overall progress carried forward from last report, and also during this year

Organisation currently unable to effectively monitor or quantify support from Council, therefore it can overspend. There is potential to allocate budget to the Fair Committee to enable them to control and negotiate best value and therefore work within the parameters of the budget, while continuing to receive support from Council officers and Trust. The current method of providing support for the event has its roots in historical circumstances and no longer represents the most efficient way of working, either for the Council or for the Fair Committee. The hiring of equipment such as stages is effected by contracts between the Council and external suppliers for the use of the Fair Committee. This is a risky situation in that the equipment is then used by a third party, the Fair Committee, over whom the Council has no control nor any legal recourse. This has now been addressed by the Council agreeing to award a direct grant to the organisation.

<b>E COMPLETED BY</b>	
<u>Name</u>	Chloe Hunter
<u>Designation</u>	Funding Support Officer
<u>Date</u>	05 March 2014