

COMMITTEE REPORT

Subject:	End of Project Reporting - Cultural Grants 2025-2026
Committee:	The Communities Committee
Item Number:	9
Date:	12 October 2026
Author:	Louise Webber, Head of Communities
Report status:	Decision
Confidential / Exempt:	No

1. Report Summary

- 1.1 The purpose of this report is for Communities Committee to carry out committee duties required to sign off on end of project reporting for Cultural Grant funding for 2025-2026.
- 1.2 Committee is to receive a presentation of end of project reporting from Salisbury Museum for their 2025-2026 cultural grant funded programme of activity.
- 1.3 Salisbury Museum end of year reporting is being brought forward at this time as their reporting timeframe changed with an approved extension to their programme delivery timescale of 5 months. This extension was due to late grant payment and associated changes to scheduled delivery as a result of delayed start dates and staffing changes. Salisbury Museum's funded activity ended on 31 August 2026 with end of project reporting coming to the next Communities Committee (12 October 2026).
- 1.4 The Wiltshire Creative end of project presentation was received and noted in the Communities Committee held on 1 June 2026. The presentation is attached for information.
- 1.5 This report provides the background, financial implications, legal and governance considerations, risks, and recommended course of action to support informed decision-making.

2. Recommendations

It is recommended that the Committee:

2.1 Receive Salisbury Museum's end of project reporting presentation.

2.2 Note that 2025–26 cultural grant reporting requirements have been completed.

2.3. Decide whether Salisbury Museum may retain and use the £1,803.57 underspend for children's activity costs in 2026–2027 as recommended by the Head of Communities.

2.4 Approves the satisfactory completion and formal sign-off of the 2025-2026 cultural grant reporting for Salisbury Museum and Wiltshire Creative for audit purposes.

3. Background

3.1 Salisbury Museum received £16,000 cultural grant funding for a programme of cultural community activity to be delivered from April 2025 to end March 2026. Staffing changes and committee reporting requirements resulted in delays to the award and late payment of this grant in August 2025.

3.2 In response to delays, Salisbury Museum requested an extension of 5 months to the programme delivery end date. This amendment to grant request was provided with a project and delivery plan update, submitted to the Head of Communities and approved in writing, in line with grant policy requirements.

3.3. Salisbury Museum's 2025-2026 cultural grant programme is now satisfactorily completed with end of year project reporting requirements of grant conditions being met.

3.4. Salisbury Museum's end of project reporting demonstrates a project underspend of £1,803.57.

4. Proposal

4.1 The end of project report details an underspend of £1,803.57 against the budget for refreshments and materials expenses for children's group activities. These costs were lower than forecast following changes to the delivery programme.

4.1.1 The Salisbury Museum have requested a carry forward of underspend from their 2025/2026 financial year cultural grant allocation.

4.1.2 Grants must only be used for the approved purpose unless prior written approval is obtained from the Council. The proposed use for project underspend is in line with the original intended use of this funding, to continue to support refreshment and materials costs for children's group activities in 2026/2027 financial year.

4.1.3 The Salisbury Museum did not apply for cultural or community grant funding for the 2026-2027 financial year, however in 2026/2027 they intend to continue delivery of two groups at Friary Community Centre for children ranging in ages from toddler to teenager.

4.2 There are noted benefits for approving carry forward of end of project underspend. Funds will enable continued financial support for project costs for refreshments and materials for Salisbury Museum's youth activity delivered from the Friary Centre.

4.2.1 End of year reporting has provided positive feedback on these sessions from participants and families.

4.2.2 Should carry forward of underspent not be approved, project refreshments and material costs would not be funded and would result either as a cost burden to the Museum, funding project costs themselves, or would not be met, diminishing the project offer to current participants.

4.3 The Head of Communities recommends approval of the carry forward of end of project underspend which will support the continuation of these groups, being delivered in a priority area to wide range of children.

4.3.1 Given that Salisbury Museum did not apply for SCC grant funding in 2026/2027 and does not therefore have earmarked funding for the continuation of project funding for these projects, a carry forward request of underspend of under £2,000 to is considered to be a fair and reasonable request and would be spent in line with the original intended use of this funding therefore not deviating from original grant requirements.

5. End of project sign off process - Cultural grants 2025-2026

5.1 All reporting for 2025-2026 Cultural Grants is completed satisfactorily in line with grant conditions.

5.2 Committee are requested to propose a resolution to sign off on end of project reporting for Cultural grants 2025-2026 with a record of the proposer, seconder and voting result to be minuted.

5.3 This action is required in line with grant policy and audit requirements following the satisfactory completion and required end of project reporting for all grant holders receiving 2025-2026 cultural grants, namely Wiltshire Creative and the Salisbury Museum.

6. Financial Position

6.1 In line with Grants policy, any unspent portion of the grant must be returned to SCC within 12 months of the grant being awarded unless otherwise agreed in writing by SCC.

6.2 The request for project underspend carry forward has been received in writing by the Head of Communities.

7. Legal and Governance Considerations

7.1 In line with grant policy, following completion of funded activity and satisfactory end of grant reporting meeting grant requirements, grant holders may apply for another grant without prejudice for new activity.

7.2 Communities committee has delegated authority to make this decision as part of its communities' committee work programme.

8. Strategic and Policy Alignment

8.1 This reporting requirement sits alongside the Communities committee work programme, providing oversight of community grants in line with grants policy and the Communities Strategy and Priorities 2026-2029. During this policy transition year, this includes oversight and sign off for previously awarded Cultural grant funding.

9. Implications

Implication Area	Impact	Comments / Mitigation
Financial	Low	Misuse of funds awarded. Risk managed through monitoring and reporting process.
Legal	High	Parish Councils who give grants must do so lawfully and properly including: • Acting within statutory powers • Demonstrating clear public benefit

		• Making decisions lawfully and transparently • Managing and accounting for public money properly • Ensuring openness, fairness, and audit compliance • Monitoring the use of funds and enforcing conditions.
Risk	Medium / High	Organisations who fail to comply with grant conditions may be refused future funding and need to seek alternate funding or amend service offer to Salisbury.
Personnel	Medium / High	Communities staff need to be trained and the level of resource needed to administer and manage community grants be maintained to support effective delivery of grants and end of grant reporting.
Environmental Impact	None / Low	No negative environmental impact is anticipated. Environmental projects delivered with funding may contribute to improved health and wellbeing outcomes.
Equalities Impact Statement	Medium	Equalities are considered as a part of key grants eligibility criteria, ensuring that equalities impacts are embedded in the approach.
Community / Public Impact	Medium	Effective use of SCC grants through projects supported will have a positive benefit to the wider Salisbury community with demonstrable positive impacts and outcomes against our community priorities and an audit trail of completed project delivery and grant condition compliance.
Procurement / Contractual	None / Low / Medium / High	None known at this time.
Property / Asset	None / Low / Medium / High	None known at this time.
Data Protection	Medium / High	Data collected as part of the grant application process will be used only for its intended use. This is stated in the application process.

10. Appendices

12.1 Salisbury Museum - End of project report presentation

12.2 Wiltshire Creative - End of project report - presentation given to 1st June Communities committee.

The SALISBURY museum

**What did we
do and what
did we
learn?**

CITY COUNCIL COMMUNITY
GRANT REPORTING 2025-6



Giant Friends! Schools outreach



Friary Under 5s outreach

A Safe Space for SEND
Children

Supporting local families on the Friary with creative fun and snacks.

From one off events and community picnics was remodelled to a weekly group in replace of Homestart with 2-7 families regularly attending.

Each family received Golden Ticket membership to the museum with all reporting they have visited with it at least once.

Discovery Days



real yet otherworldly, glittering, still. Then she looked directly at us, before jumping down from her moon swing, giggling and running off, turning as she did so as if she wanted us to follow her.

What followed then was the most extraordinary sequence of rooms we had ever seen.

Fairy lights festooned like glittering garlands around the walls and ceiling. We entered a bedroom that felt like it belonged in a magical treehouse or deep in an old thatched cottage in a hedgerow. There were chandeliers like bunches of flowers and vintage flower designs on the bedding. But the bed itself was even stranger – shaped like a mushroom, it almost seemed to grow from the floor. We stood there, almost mesmerised, when we noticed something else even more magical – on the walls writing began to appear like in a bewitched ancient grimoire. We stepped closer – the words seemed those of a diary, swirling



Friary Creative Club



Community Celebration – Festival of Archaeology

Golden Tickets – the legacy

**A local
museum
for all local
people.**

60 Golden Tickets – free membership for two adults and four children – were funded.

Distributed through the projects, Spurgeons and the Pantry. Includes refugee and asylum seeker families living in priority neighbourhoods.

Early signs are that they are being used. At least 20 families have directly reported using them, but there will be more.

Now have newer membership system so in future will track golden ticket visits automatically.

WILTSHIRE CREATIV



Invigorating our venues and city spaces with a diverse range of creative experiences that deliver surprise, delight and wonder

Sparking imagination through a wide range of participatory opportunities, inviting more people in our region to live creative lives

Growing talent development and skills pathways to nurture new work and new voices



Our Year In Numbers 2025/26

- **200,658 people engaged** with our venues, performances, events and activities
 - **347 shows** and events in our venues
 - **205 freelance artists and creatives** employed on our productions
 - **1385 educational visits, workshops and sessions** delivered by our take part team
 - **960 hours of free rehearsal space** given supporting local artists and theatre companies
- 

Our Year In Numbers 2025/26

- **33 students graduated from Wiltshire Creative Academy** with level 2 or 3 Production and Performing Arts
- **1 Apprenticeship** – Venue Technician
- **10,637 school students** attended productions and events
- **4 education packs** produced reaching **1050 students** supporting GCSE and A-level curriculum
- **565 school students** reached via in-school **curriculum linked workshops**
- **52 SEND sessions** in support of specialised education
- **49 work experience placements**
- **19 careers and early career development workshops** in schools and college settings reaching **over 2000 young people**

Our Year In Numbers 2025/26

- **161 members of Stage 65 Youth Theatre** (ages 6 - 19)
- **10 young Technicians**
- **11 Young Ambassadors**
- **65 Bursaries** for youth arts programmes.
- **14 local professional production opportunities** for local young people
- **17 young bands** platformed
- **23 performances created by young people** across our 3 performance spaces

Our Year In Numbers 2025/26

- **140 regular sessions for older people** (Theatre Arts, Dance, Music)
- **152 adult volunteering opportunities**
- **6 sustainability volunteers** supporting re-use and repurpose initiatives
- **21 Access Performances** (BSL, Audio Described, BSL Signed and Relaxed Performances)
- **300 Bemerton Heath families** reached via our free provision on the estate
- **18,617 subsidised or free tickets** given to people who would otherwise be unable to attend
- **40 free performances in community settings**

Young People

Youth Music – reaches hundreds of local young people creating safe spaces to create, perform and socialize

- 3 Band Nights
- 3 Jam Nights

Youth Theatre – Building trusted adult relationships, teaching communication and collaboration skills and giving access to high quality professional performance training and techniques with no barrier to entry.

- Jungle Book – Main Stage Production
- Budget investment of £23,000
- 119 young people on and off stage
- Audience of over 2000

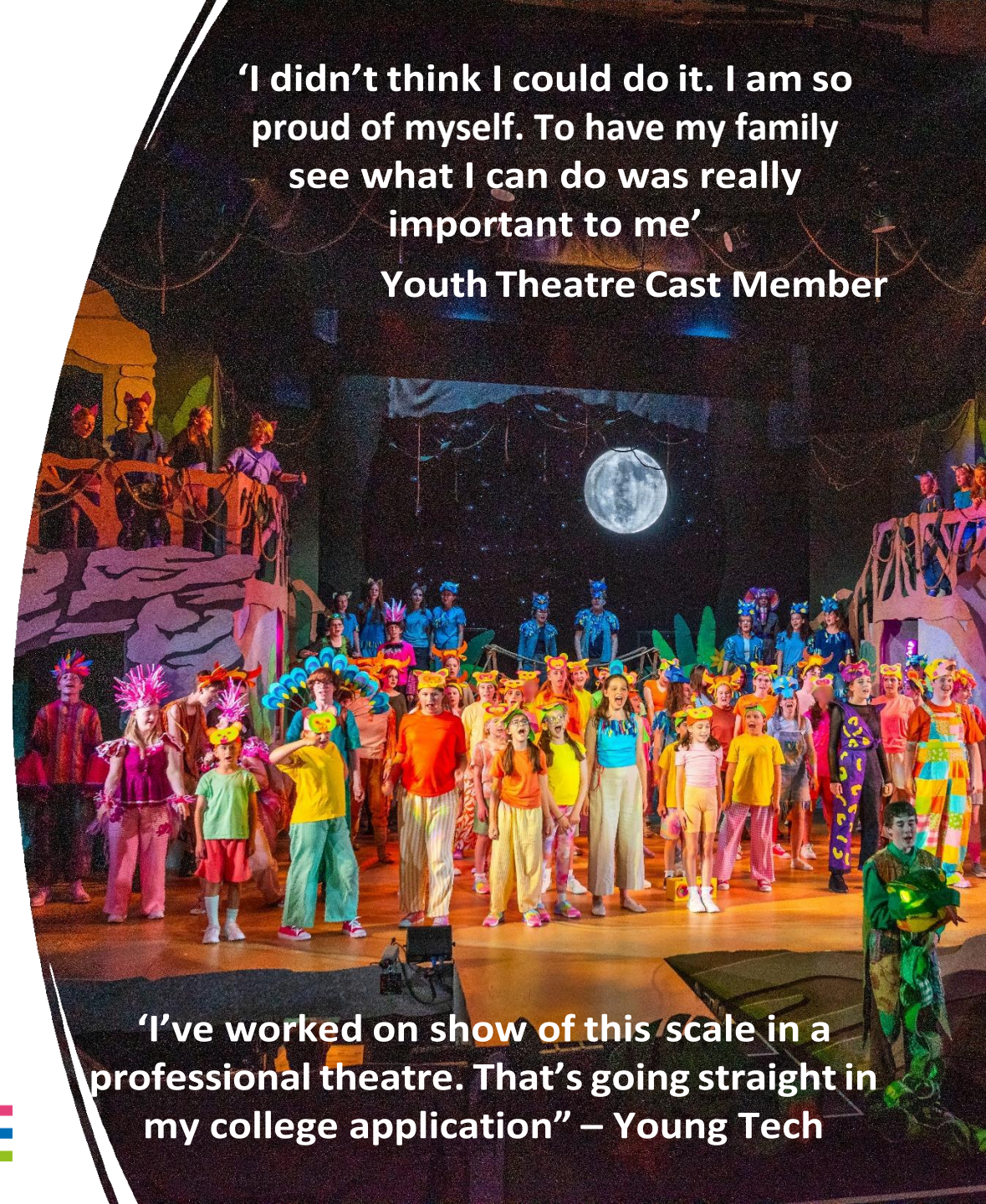
Young Technicians - The start of our technical skills pathway connecting young people to jobs in the cultural industries by providing training and real-world experience in professional settings

- 10 training sessions
- 20 professional shadowing opportunities
- Technical leadership of youth music events

**WILTSHIRE
CREATIVES**

‘I didn’t think I could do it. I am so proud of myself. To have my family see what I can do was really important to me’

Youth Theatre Cast Member



‘I’ve worked on show of this scale in a professional theatre. That’s going straight in my college application’ – Young Tech

Young People

Youth Volunteering – This year we offered bespoke opportunities for young people to gain experience in archiving, exhibition curation, theatre practice, front of house/visitor experience work, marketing, contributing to

- 12 Duke of Edinburgh awards
- 4 Arts Awards
- Providing references for 11 young people

Platforming Creativity – Performances made by young people enabling them to share their creativity with their trusted adults

- 8 local schools performed at the Salberg as part of our Beginners Please Schools' programme
- 3 in-school performances of our practitioner led drama clubs
- 12 end of term showings for Stage 65

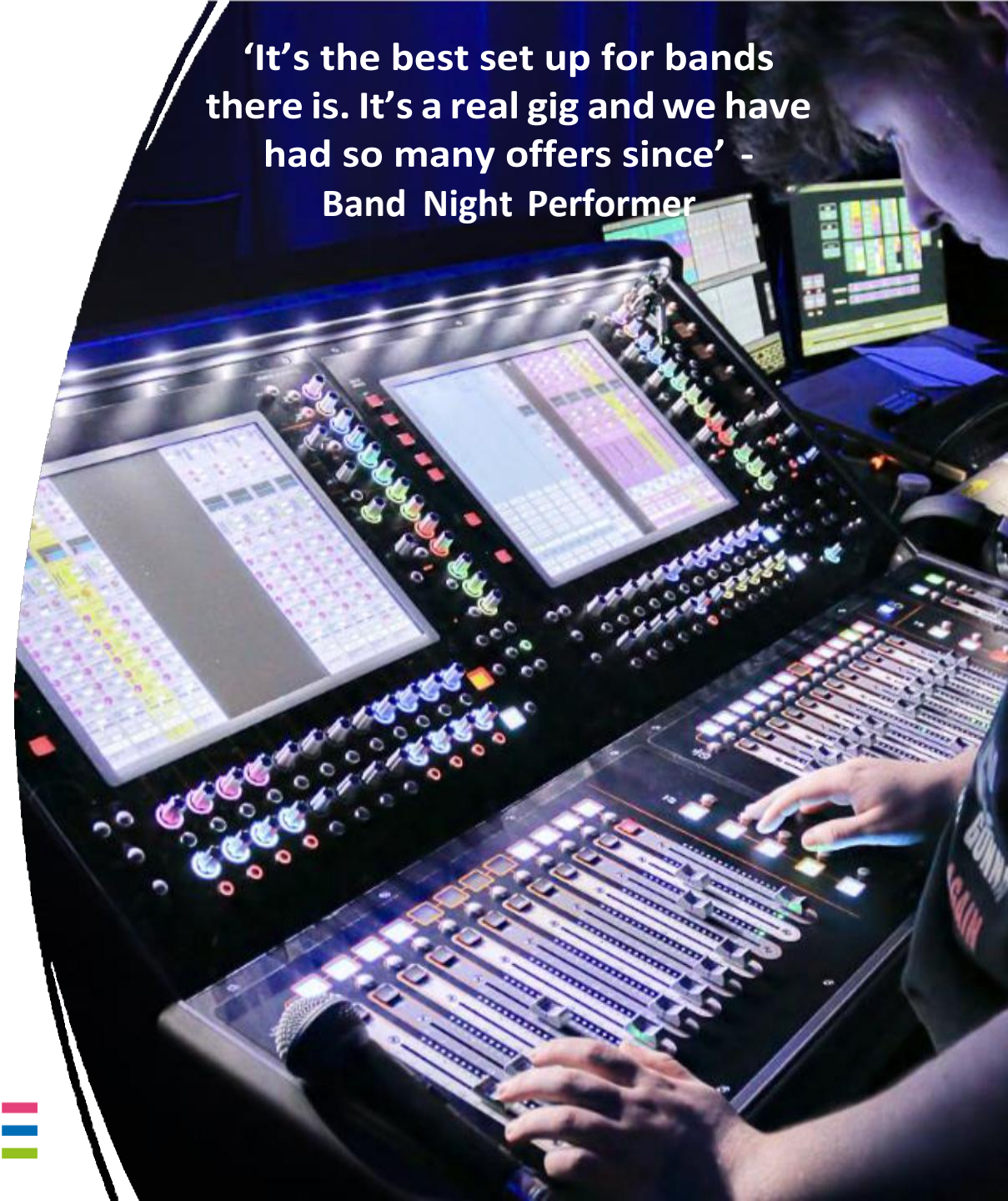
Home Education Inclusion

- 4 creative learning events
- 45 young people
- 3 opportunities to connect many with our research and development companies in the creation of new work

Young Ambassadors – Connecting young people with decision making in our organisation. Young ambassadors lead projects, and change our approach to engaging young audiences

**WILTSHIRE
CREATIVE**

**'It's the best set up for bands there is. It's a real gig and we have had so many offers since' -
Band Night Performer**



Older People

Mind The Gap

Our Multi-arts creative and social offer with 28 regular sessions, plus public outcomes celebrating the voices and creative skills of adults of all ages

- 12 local creative professionals
- 11 Art forms
- 1 intergenerational project with Exeter House School
- 2 performances
- 1 exhibition

Silver Salisbury – Wiltshire Creative led – Older People's Day

- 10 activities across three art forms
- Free access to all

Dance 60 – Resident company at Salisbury Arts Centre, supported by the Take Part Team, specialising in mobility, fitness and creativity through dance for people over 60

- 120 sessions
- 3 performances

Vinyl Café/Happy Café/Dig In – Supporting local people to make a safe space for themselves

- 12 open social music sharing sessions
- 12 Happy Café's
- 9 Dig in mental health sessions

Volunteering – 113 core volunteers

- 7936 hours of volunteering
- 85% of our core volunteers are over 60



'Since losing my wife, the playhouse has been a lifeline'
Volunteer

**WILTSHIRE
CREATIVE**

Responding to Inequality

Bemerton Heath

- **Drama Club** – weekly free after school provision at Sarum Academy
- **Free English curriculum support** – Romeo and Juliet workshops for 97 G.C.S.E pupils at Sarum Academy
- **Play in a day** – 4 free holiday full day activities in response to the Community Conversations Outcomes
 - 6 Bursaries resulting from these programmes in Stage 65
 - 7 Placements
- **Bemerton Heath Sign Project** - completed with Wiltshire Creative artists and facilitators in 2025
- **Community events** – provision at three community events enabling est 200 children and young people to create for free
- **Family Fiesta** – Feb 2026 – reaching just over 300 people on the Heath
- **Panto visits** - 102 free tickets to Bemerton residents
- **Well-City** – visual arts mental health course with place-based approach to addressing health inequalities

**WILTSHIRE
CREATIVE**



“Working with partners who really spend time here is really important in building community resilience. Wiltshire creative has a huge influence in letting families and residents have their day using creativity”

Jenny Bolwell – Chair of Bemerton Heath Residents Association



Responding to Inequality

- **FUEL programme provider** – providing free Holiday activity for 35 Pupil Premium Students
- **Weekly SEND drama club** - provision via the Exeter House Vocational Centre
- **Support of SCC Provision for LGBTQ+ Youth** – BU @ Salisbury Arts Centre
- **New community relationships** developed with the Ukrainian and Afghan refugee Communities
 - Ukrainian Cultural Festival – September 2025
 - 3 Confidence and whole-body communication workshops with the women of the Afghan Community Kitchen



**Participation, Learning and Engagement
Programme Full Cost**
£305,346

SCC Investment
£47,000

Leveraging directly
£6.49 for every £1 invested by SCC

Leveraging indirectly
£6,826,105

Activity Area	Full Cost	SCC Grant	Other Grants and Public funding	Direct income
Whole Programme	£305,346	£47,000 (15.5%)	£115,068 (37.6%)	£143,278 (46.9%)
Youth Arts	£152,673	£21,150 (13.8%)		
Older People	£54,962.28	£9,750 (17.73%)		
Disadvantaged Communities	£91,603	£16,100 (17.5%)		
Other (inc resources, training etc)	£15,267	£0.00		



Reporting Data 2025/26

Activity Area	Target Participation Instances	Actual Participation Instances
Young People (ages 10 – 19)	5207	7024
Older People	405	2757
Disadvantaged Communities	2814	2258

IMPACTS

Young People

- 62% of young participants felt more confident in workplace or interview situations as a result of participating with us.
- 45% of young participants intended to take up 1 or more further activity, course or volunteering opportunity because of participating with us.
- 78% said taking part at Wiltshire creative gave them a sense of belonging and community
- 66% of our participants ages 14+ believe that participating with us has directly contributed to them accessing further work or training opportunities
- 100% of participants with SEND felt that they were welcomed by staff and fellow participants at Wiltshire Creative

Adults

- 88% of adult participants felt more confident as a result of participating with us
- 92% had made new social connections in our sessions
- 39% had taken up a further opportunity (volunteering, creative participation) as a direct result of participating.
- 88% said taking part at Wiltshire creative gave them a sense of belonging and community
- 55% of people attending groups in our public spaces said this was their only regular social activity
- 79% of our adult participants over 70 said they felt much more positive as a result of participating.

POSITIVE FUTURES FOR CHILDREN AND YOUNG PEOPLE

WILTSHIRE
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- **Youth Arts** – Continuing, and expanding, our strong offer of youth arts opportunities for young people across theatre, music, visual arts, making, writing and programming
- **Community Theatre - Romeo and Juliet** – Youth Music Makers, Young Stewards, Young Company – at the heart of our City’s cultural life
- **Skills Development and Pathways and Careers**
 - **Technical Theatre Skills Hub Development** - Industry Partnerships – Zapp Design Agency, Major Tom
 - **Level 2 and 3** – Production and Performing Arts – University of the Arts London - Wiltshire College Partnership
 - **Apprenticeship development & feasibility study** for Level 4 & 5 qualifications
 - **Careers support** in schools
 - **Creative Careers Days**
 - **Access to work volunteering** – Partners – Mencap & Salisbury Foodbank
 - **Youth Music Opportunity Market Place Event** (Training, platforms, mentoring)

POSITIVE FUTURES FOR CHILDREN AND YOUNG PEOPLE

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Essential Skills to support curriculum and opportunity access

- **Oracy Skill Through Drama** – Currently in Pilot at Sarum Academy
- **Primary Oracy offer** - through the Beginners Please Programme

Children and Families

- **Free Family Activity** - 2 family fiestas
- **Under 5s Friday** subsidy & Free sessions
- **Increased children's holiday offers** – Targeted and Subsidised

Youth Voice and Advocacy

- **Youth Music** - Consultation
- **See Space Differently** – Public Spaces consultation
- **Young Ambassadors** - Programming a children and youth festival in 2027

Across the programme we will be working in new ways to ensure diversity of access to our programmes in SEND and Socio-economic exclusion

REDUCE INEQUALITY

The Arts Entitlement Gap

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Socio-economic inclusion

- **65 bursaries** available across the year
- **Subsidised costs** - Momentum (formerly Mind the Gap), Dance 60, Dementia Arts, Under 5's Fridays, Youth Theatre, Young Technicians
- **Free careers** workshops talks and industry skills days
- **Working with Fair Play** to improve our socio-economic inclusion processes for employment and work with freelancers
- **Free access** to Theatre performances and festival events

SEND Inclusion

- **Exeter House School** Drama and Skills Club
- **Sensory Profiling** of all activity
- **Access Performances** and Touch Tours
- **Inclusive Youth Theatre**
- **Mencap** Over 30's Group

Place-based Work & Targeted Engagement

- **Bemerton Heath** - Continuing embedded delivery
- **Friary** – re-ignite the relationship
- **Bridge Partnerships** – RISE 61, Sarum Academy, MenCap, Beyond Dementia
- **Dementia Arts Partnership** – Health inequalities
- **Well City Targeted** work – Young NEET adults

VIBRANT AND CONNECTED COMMUNITIES

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People-led Programming

- **Arts Centre programming** - Creative Circle & Community Circle
- **Momentum** – re-visioned provision for adults of all ages
- **Children and Families Week** – Festival 2027

Safe Spaces

- **Free meeting space** - Dig in, Grandparents group, Happy Café, Vinyl Café
- **Pop Up Cafe**
- **Homework space** around Youth Theatre

Celebrating Diverse Cultures and Local People

- **2 Cultural Festivals** – free venue provision for minority communities at Salisbury Arts Centre
- **Oral Histories project** in partnership with Salisbury Museum as resource for 2 professional projects rooted in diverse local voices

WILTSHIRE CREATIV



Invigorating our venues and city spaces with a diverse range of creative experiences that deliver surprise, delight and wonder

Sparking imagination through a wide range of participatory opportunities, inviting more people in our region to live creative lives



Growing talent development and skills pathways to nurture new work and new voices