



Everyone Here & Workington Town Council Partnership Proposal 2026



Who are we?

Everyone Here is a community led arts company based in West Cumbria.

We believe creativity is for everyone and can be explored, expressed and enjoyed in many ways. It's a powerful tool that brings value to people's lives and can inspire real change in the places people call home.

To help local communities bring to life the kind of creative activity they want to experience on their own doorstep, we've established a citizens-led vision for creative activities and events here in West Cumbria in partnership with local people and organisations. The group that leads the vision for our Creative People and Places project, funded by ACE, is called the Jury for Joy and they are the first long term citizens Jury with an allocated budget for a cultural programme.

We are trying to do things differently and work in partnership with researchers, third sector groups and individuals to keep thinking about how we can do things in a way that keeps local people at the heart of our creative events, projects and activities.

One way we are trying to do things differently is to think about the way that we deliver our work, and embedding local people in the artistic collaboration, producing, production and management of Everyone Here. We offer extremely flexible ways of working with Everyone Here, from one hour a week to 5 days a week, and our very small team find ways to support and nurture each other to get involved and find a purpose in our company. We work alongside local people to co-deliver our evaluation and reflective development holding small and larger group sessions regularly.

We hope to not only provide high quality creative opportunities for everyone but also to develop the diversity of people and processes delivering, deciding upon and attending creative and cultural events here in West Cumbria.

Our programme of events and projects builds on the already great work being done in West Cumbria by brilliant arts organisations and groups, making sure that access to making, watching and being creative is something that everyone can be a part of.



Everyone Here & Workington Town Council Working in Partnership

Everyone Here would like to work alongside Workington Town Council to develop a local collective of stakeholders and people that can help to shape the events that take place in the area.

We would advertise this as a paid opportunity for 10 local people to take part in a Creative Steering Group that could think about what they would like to see in the major events in the town led by WTC. Everyone Here staff would facilitate a monthly meeting of two hours with the group using creative activities to help them think about what kind of creative activities they would like to see at the programme WTC have proposed, agreeing with the group key artistic commissions. These might range from asking a local amateur dramatics company to prepare a performance, to contacting a local artist to create a particular piece of work, to commissioning a workshop in arts and crafts.

In parallel to the Creative Steering Group would be the Stakeholder Group who we predict to be the organisations that would be involved in the delivery of the creative programme. We would work with WTC to think about who would be on this group but we would want to work closely with the Carnegie Arts Centre, Helena Thompson Museum and Workington Transport Heritage Trust, Theatre Royal, Ground Works, Moorclose Community Centre and Lakes College.

Following each Creative Steering Group we would have a meeting with the Stakeholder Group to think about how they could assist in delivering the ideas of local people and use the budgeted commissioning funds to do so.

We would recruit organisations and people for both groups via a small print and local press campaign in Feb/March, to begin meeting in late March 26.

We would also recruit for a series of trainees to be supported to learn about production management (the things) and producing (the people) offering them opportunities to attend skills building workshops once a month with Everyone Here and scheduling them to take part in the events across Workington.

EH roles and responsibilities:

EH will host and run a Creative Steering Group and Stakeholder Group that supports Workington Town Council to shape a programme of events throughout the year by creating clear briefs for artists and local groups to deliver the programme.

EH will recruit and contract artists for each event in accordance with the vision of local people, assuring the quality of their delivery is in line with expectations.

EH will develop opportunities for up to 4 trainees a year to take part in their emerging trainee scheme gaining experience with the company in producing, production management, facilitation and community led arts work.

EH will assist in producing all creative work liaising with stakeholders and contracting delivery partners where necessary.



Event Management and Production

EH would like to suggest that we work alongside WTC to develop a tender for a separate Production and Event Lead Company to deliver your proposed programme of work. The company that is commissioned will lead on the operational delivery of each event, supplying materials and co-ordinating services needed to make the event safe, compliant and secure. This company would be directly contracted to WTC rather than EH, but would be supported by EH to assure the creative programme is rooted in the vision of the local people and organisations. If this Production and Event Lead Company tender were set at around £55K to deliver all events on the WTC programme we would expect to receive interest from both national and Cumbria wide production companies. We would aim to build a tender document that reflected the locally led creative programme and embed the opportunity for the event companies to include elements of production management traineeships within this fee (see Annex 1 for suggested structure).

The list of duties for the Production & Event Lead Company would pertain to the following elements across the whole programme:

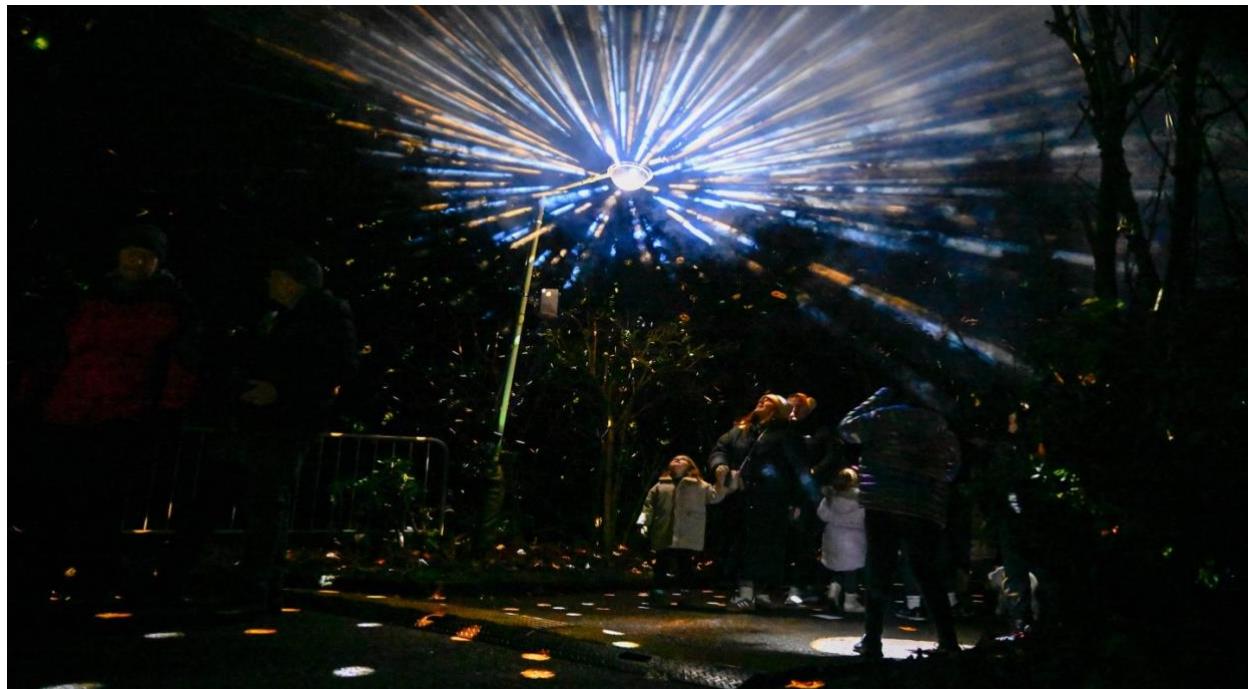
- First aid
- Photography
- Stage, lights, audio, fencing, noise management plan, backline, generator
- Security
- Portaloos
- Bins
- Licenses / permissions
- Road closures (inc fencing)
- Marquee and gazebo hire
- Table and chair hire
- Posters, leaflets and banners
- Stage management fee
- Room hire / car park usage charge
- Staff & volunteer refreshments

Additionally they would be expected to have regular meetings with EH (once or twice per month) to understand the creative elements of the programme and community engagement.

We think that moving forward with this relationship will allow WTC to get to know EH's process and methods, with the council maintaining control of the specific event delivery. It also allows EH time to get to know how WTC works, expectations for events and to develop a potentially



longer term partnership in the future where the programme is developed by the CSG. EH would manage the recruitment process for WTC.



[HPLW 2025, 'glittering grove' installation by Dan Fox (artist)]

Light Works

EH would like to deliver Workington & Copeland Light Works again in 2026 and intend to submit a bid to Arts Council England to support this event. Our intention is to submit in February 26 so that we could begin work on the Light Works in May 26 avoiding the short space of time we had last year. We would benefit from this partnership with WTC in order to demonstrate the significant local buy in and cash match towards the Workington Light Works that we would allocated from this partnership. The town event and light switch on would therefore be integrated into the Light Works in Hall Park. The Creative Steering Group would be integrated into our ACE bid and we would look to form a similar group in Copeland, and we would expect some interaction as we make decisions about how to develop the project moving forward.



Community-Led Marketing Approach

Based on Independent & Community Evaluation and ongoing feedback from our **Jury for Joy** and **Community Producers**, Everyone Here is refining and reflecting upon its marketing process to ensure it is genuinely community-led, locally responsive and effective in reaching people who may not traditionally engage with arts and cultural events.

Rather than relying solely on centralised marketing activity, our approach will embed local people directly into the creation, delivery and ongoing refinement of marketing campaigns. This ensures that messaging, channels and formats are informed by lived experience and local knowledge, while remaining strategically coordinated and consistent.

How the Community-Led Process Will Work

Community Producers and Jury Members actively contribute to marketing activity by:

- **Identifying target audiences** and advising on the most effective ways to engage them within their own communities
- **Advocating for events locally**, including posting online, sharing through informal networks, and encouraging participation
- **Identifying appropriate physical spaces** for print marketing, including flyers, posters, and banners



- **Providing feedback on the design and tone** of marketing assets to ensure they are accessible, relevant, and locally resonant
- **Feeding back public response**, questions, and barriers to engagement, and supporting the development of appropriate solutions and responses

This feedback loop allows marketing activity to remain flexible and responsive throughout the delivery period, rather than being fixed at the outset.

Coordination and Oversight

Everyone Here works with a **Marketing Developer** (on a similar basis to our Project Developer) who works closely with EH's **General Manager** to coordinate all marketing campaigns. Together, they are responsible for:

- Developing clear marketing plans and timelines
- Coordinating activity across digital and print channels
- Ensuring brand consistency, accessibility, and quality
- Integrating community insight into final marketing outputs
- Monitoring reach, engagement, and feedback

This structure ensures that community-led input is supported by professional marketing coordination, allowing campaigns to be both locally authentic and operationally effective.

Application to Workington Town Council Events

This model would be applied to the Workington Town Council events programme. Community Producers, stakeholders and members of the Creative Steering Group would be supported to shape and deliver marketing activity, working alongside Everyone Here's Marketing Developer, General Manager and WTC officers.

This approach will:

- Strengthen local awareness and ownership of events
- Improve reach into under-represented communities
- Ensure marketing budgets are used efficiently and strategically
- Align event promotion with the values and vision of local people

Marketing activity would be coordinated with Workington Town Council to ensure consistency with council communications while retaining the flexibility needed for locally led engagement.



Annex 1:

Production & Event Lead Company Tender Pack Outline Description

1. Background & Vision

Workington Town Council in partnership with Everyone Here seeks a Production & Event Lead company to deliver a year-round programme of community-led creative events shaped by local people through the Creative Steering Group and Jury for Joy model.

2. Contract Overview

Single annual contract. Estimated value £55K. Term: 12 months. Contractor will be directly contracted by WTC and work in close partnership with Everyone Here.

3. Scope of Services

Full production delivery including staging, lighting, sound, security, licensing, infrastructure, traffic management, waste, welfare facilities, and on-site management.

4. Community & Governance

Contractor must attend monthly meetings with Everyone Here and support the Creative Steering Group, embedding community decision making into event delivery.

5. Traineeships & Skills Legacy

Contractor must provide opportunities for traineeships and skills development for local residents within the contract value.

6. Budget & Payments

Payments will be staged against milestones agreed with WTC and EH.

7. Safeguarding, H&S, Access & EDI

All events must meet safeguarding, health & safety, equality, diversity, and access standards.

8. Evaluation Criteria

Experience, community engagement approach, value for money, sustainability, and quality of delivery.

9. Submission Instructions

Suppliers must submit proposals including methodology, team, costs, and examples of previous work.

10. Contract Award Timeline

Indicative issue, clarification, submission, and award dates to be confirmed by WTC, suggested advert in February 2026, recruitment March 2026.



Workington
Town Council

CULTURE & SOCIAL INVESTMENT COMMITTEE

Meeting date: 10th February 2026

From: Chief Officer/RFO

Agenda
Item
No.
9

Title: Events Programme 2026-2027

1. RECOMMENDATION

Committee to note the report for information.

2. DETAIL

a) Events Programme

Following budget revisions, the Council's programme of events for 2026-2027 has been approved as follows:

Workington Town Council - DRAFT Events Programme 2026

Date	Event	Venue	Time
Saturday 27th June 2026	Armed Forces Day**	Vulcan Park	11am
Friday 3rd July	Romeo and Juliet - Schools performance	Vulcan Park	10.30am
	Romeo and Juliet - evening performance		7pm
Saturday 4th July	Party in the Park	Vulcan Park	11am to 6pm
	Romeo and Juliet evening performance		7pm
Sunday 5 th July	Party in the Park	Vulcan Park	11am to 3pm
Sunday 2nd August 2026	Festival of Running	Cricket Club	9am - 4pm
Saturday 28th November 2026	Christmas Festival	Town Centre	11am - 5pm

**Note: AFD is not a WTC event.

b) Event Management

Everyone Here will present their proposal to committee with regards to executing the Council's events for 2026-2027. Official appointment will be confirmed following a meeting with relevant Cllrs not part of the Culture committee.

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If appointed, EH will work with WTC to tender for a Production and Event Lead company to manage the operational delivery of the events.

See appendix one for the full proposal.

3. BUDGET IMPLICATIONS:

Budget implications will be approved by those with delegated authority as agreed at Full Council once appointments have been made and confirmed, a breakdown of these costs will be brought to the next meeting, but no additional budget will be required other than what has been set in the 26-27 budget.

Detailed Culture and Social Investment Budget 2025-26

Code	Event	Confirmed Budget	Income	Committed	Invoiced	Difference
4545	Christmas Festival	£30,000.00	£0.00	£2,056.68	£27,056.20	£887.12
4545	Christmas Lights	£60,000.00	£0.00	£0.00	£55,489.77	£4,510.23
4545	Christmas	£90,000.00	£0.00	£2,056.68	£82,545.97	£5,397.35
4580	Cultural Marketing	£6,000.00	£0.00	£500.00	£5,500.00	£0.00
4590	Funding	£15,000.00	£0.00	£0.00	£14,996.00	£4.00
4595	Schools Competition	£3,000.00	£0.00	£0.00	£107.84	£2,892.16
4595	Science Workshops	£4,000.00	£0.00	£192.40	£2,386.50	£1,421.10
4595	Teddy Bear's Picnic	£3,000.00	£0.00	£200.00	£2,285.69	£514.31
4595	Youth & Social Investment	£7,000.00	£0.00	£0.00	£3,627.96	£3,372.04
4595	Citizens Advice	£5,000.00	£0.00	£0.00	£5,000.00	£0.00
4595	Youth & Social Investment	£22,000.00	£0.00	£392.40	£13,407.99	£8,199.61
4650	Armed Forces Day support	£600.00	£0.00	£0.00	£304.06	£295.94
4650	Cultural Celebrations	£10,000.00	£0.00	£3,000.00	£3,478.31	£3,521.69
4650	Easter	£2,100.00	£0.00	£150.00	£1,637.96	£312.04
4650	Halloween	£10,000.00	£300.00	£376.00	£10,037.93	-£113.93
4650	Oddsocks	£15,500.00	£0.00	£41.31	£14,234.85	£1,223.84
4650	Pride Event	£5,000.00	£0.00	£0.00	£2,000.00	£3,000.00
4650	VE Day Beacon Lighting	£1,500.00	£0.00	£103.74	£1,254.46	£141.80
4650	Cultural Celebrations	£44,700.00	£300.00	£3,671.05	£32,947.57	£8,381.38
4652	Party in the Park	£25,000.00	£0.00	£209.68	£24,285.92	£504.40
4655	Festival of Running	£10,000.00	£0.00	£700.00	£9,179.34	£120.66
4685	Reach Out	£10,000.00	£0.00	£100.00	£10,616.82	-£716.82
Total		£222,700.00	£300.00	£7,629.81	£193,479.61	£21,890.58



CULTURE & SOCIAL INVESTMENT COMMITTEE

Meeting date: 10th February 2026

From: Chief Officer/RFO

Agenda Item No. 11

Title: Events Programme 2025-2026 update

1. RECOMMENDATION

Members are recommended to receive the report for information.

2. DETAIL

Bus Station 100 Years Celebration

Workington Bus Station will be 100 years old on 19th March 2026.

Officers are continuing to work with Workington Transport Heritage Trust with regards to a celebration to take place on Saturday 14th March 2026:

Stagecoach was originally running a competition with the local schools to design new artwork to feature inside the bus station and were planning a vintage rally with Transport Heritage Trust at their Lillyhall depot, with buses running from town to the depot. However, due to resource Stagecoach have advised that neither of these will take place.

Stagecoach have purchased commemorative pin badges with 100% of the proceeds donated to The Mayor of Workington's charities. The selling of the badges has fallen to WTC.

The Council will support with:

Selling of pin badges.

Vintage buses on display in Vulcan Park and Stagecoach's specially wrapped 100 years bus to also feature in the park. Face painting, graffiti workshops, crafts, fun fair and trail through the town.

There will be photo displays in the heritage buses in the park.

The clock that will be donated to the bus station by the Council is now at the town hall and Officers are working on logistics for installation.

A plaque will sit alongside the clock advising the date, celebration etc and will be unveiled by The Mayor on the 14th March 2026 – time tbc.

The clock will be illuminated and will make a welcome addition to the station.



3. BUDGET IMPLICATIONS:

No additional budget implications.

Workington Town Council

Town Hall, Oxford Street, Workington, CA14 2RS

Telephone: 01900 702986

Email: office@workingtontowncouncil.gov.uk

Website: www.workingtontowncouncil.gov.uk



GRANT CONSIDERATION FORM

Name of the lead organisation and any partner organisations:
(Provide registered company and/or charity numbers where applicable)

*Harrington Youth Club
Charity Number 1054679*

Have we received a full breakdown of the lead organisation's annual income and expenditure:
(this as a separate document)

Income and Expenditure (CC16) included with application for our 2023/24 audited accounts. Our 2024/25 accounts are currently with the accountant to be signed off and submitted to the charity commission.

Have we received a copy of the last bank statement:
(this as a separate document)

YES

Does the lead organisation have a constitution and have we received a copy

YES

Summary of the lead organisation proposal:

After the huge success of last year's Children and families Easter Egg Hunt, we would like to run the same event again, broadening the search area to include cycle tracks, parks and play areas, and making some of the Easter eggs more difficult to find. We are applying for £200 from yourselves, and matching this from our own community fundraising to buy Easter eggs of different shapes and sizes, and be added to the donated Easter eggs from our local Asda-volunteers will use maps to walk the Harrington area and hide all the eggs, so children and families can enjoy time out in nature, enjoy walking, enjoy meeting each other while hunting; promoting community spirit and allowing a fun, nature, outdoor, exercise activity for all ages, no matter what belief system, race, ethnicity or disability. Volunteers will use maps to collect any

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Amount of funding the lead organisation wishes to apply for:

Have we received a full breakdown of how the funding will be spent:

Have they approached other funding sources? If so, please list them and the amount you have applied for.

Has the lead organisation previously had funding from Workington Town Council? If so, when was it, how much & what was the funding spent on?

Did we receive a grant feedback form?

When does the lead organisation need the funding by:

unfound eggs, making sure these make it to anyone who didn't find anything on Easter Sunday.

£200

We are applying for £200 towards the costs of Easter Eggs and volunteer expenses (drinks and fuel/bus fares) in order to run the event along with match funding from ourselves and donated eggs from Asda.

Yes – approached our local Asda for any Easter Eggs they could help with (this is usually 10-20 eggs). We hope this, along with any funding from yourselves, and our own funds from community fundraising, we can make the outdoor Easter egg hunt cover a larger area this year. Thanks to community fundraising, we can match fund your own contribution up to £200

£250 – November 2025

£325 – March 2025

Yes.

Ideally, 01/03/2026



Grant Feedback Form

About this form

We are delighted that Workington Town Council was able to fund/contribute towards your project/event and we hope it was a success.

It is a condition that the recipient completes a form confirming that the funding has been used for the purpose requested. Therefore, please take a few moments to complete this form within six months of completing your project or event to tell us how it went and please feel free to upload any photos, we would love to see them.

If you have not yet spent the entire grant, we ask that you return this form as an interim report and then submit a final report no later than eight months after receiving the grant.

1. Organisation Name:
WORKINGTON MUSICAL FESTIVAL
2. Date grant was awarded:
OCTOBER 2025
3. Amount of grant awarded:
£500
4. Purpose of grant:
The Town Council over the past 12 years have supported 3 classes in junior section – Glee Class Under 18yrs, Vocal Solo U12yrs And Vocal Solo 20-U18yrs. The aforementioned 3 classes are included in this year's festival and will give the opportunity for approximately 60 U18's to participate, gain experience and enjoy performing. These classes were introduced to give young person's early experience in performing. This year we have once again included a special educational need section of which 14 will be performing in dance and 12 in music.
5. Please describe how your grant was used:
3X£50 Bursery prizes were awarded to the winners of the 3 sections together with medals for each performer in those sections. Medals and certificates were also given to our SEND performers in their sections
6. Is your project/event finished: **YES**

7. What were/are the results so far of your use of the grant:

The Bursaries were granted to the identified individuals/group following competitive class at the 2025 Workington Musical Festival

Medals were awarded to all participants in the identified sections

8. How many members/volunteers took part in your project/event?

12

9. How many people benefitted from your project/activity?

4 sections were entered by 110 u18yr of age performers

10. What difference has the funding made in the locality/community?

The funding has given the opportunity for young people to gain experience and further their skills and techniques in their chosen discipline.

Gives the opportunity to undertake further specialist training, purchase further music and provide means of transport to/from lessons.

11. Please provide a breakdown as to how you spent your grant:

A bursary of £50 was presented to the winners 4 sections of performers u18yrs

All who participated in the 4 sections received medals on a ribbon bearing the WTC logo, which were presented to them by the Chair of the Culture Committee Cllr. Ellie Wood

1. What other funding if any

The specific 4 classes – none

The overall festival received financial support from:

Holmen - £150 to help toward professional fees

Dobies Cumbria Charitable Trust - £300 – to help toward production of Certificates and Feedback sheets for performers

The Cumberland Building Society £150

Adverts displayed in our programme.

2. Please provide copies of any publicity material you used, any press cuttings and other publicity achieved.

THURSDAY 13TH NOVEMBER 2026

6PM – CLASS 44

VOCAL SOLO U12YRS (Using a backing Track)

TROPHY SUPPORTED BY WORKINGTON TOWN COUNCIL

CLASS 41 GLEE CLUB U18YRS (Using a backing track)

SUPPORTED BY WORKINGTON TOWN COUNCIL

CLASS 40 VOCAL SOLO 12-U18YRS (Using a Backing Track)

SUPPORTED WORKINGTON TOWN COUNCIL

CLASS 45 (New) JUNIOR SELF ACCOMPANIED SOLO U18YRS OF AGE

3. The Chair of Workington Town Council Culture Committee Cllr. Elle Wood attended the event and presented the Medals and Bursaries. Thank you was given verbally on the night followed by a letter.

Thank you was displayed on our notice board situated in the foyer of the Theatre, in the programme and on Social Media.

Unfortunately, the local press does not show any interest in our annual festival.

4. Please (where appropriate) provide photographs of your event/project (ideally in electronic format attached to this document or to the email address below).

Apologies as no photographs were taken on this occasion for the aforementioned sections. The numbers of entries had risen this year and due to safeguarding requirements time was of the essence.

APPROVED Budget 26-27

Culture & Social Investment	Base Budget 26-27
Christmas	
Christmas festival	£33,000.00
Christmas lights	£57,000.00
Cultural marketing	£6,000.00
Youth & Social Investment	
Schools Competition	£3,000.00
Science Workshops	£0.00
Teddy Bear's Picnic	£0.00
Youth & Social Investment	£20,000.00
Citizens Advice	£5,000.00
Cultural Celebrations	
Armed Forces Day Support	£600.00
Cultural celebrations	£5,000.00
Easter	£0.00
Halloween	£0.00
Theatre by the Hall	£15,500.00
Pride event	£0.00
Beacon lighting	£0.00
Funding	£8,000.00
Reach Out	£0.00
Party in the Park	£25,000.00
Festival of Running	£12,000.00
Sport	£6,000.00



CULTURE & SOCIAL INVESTMENT COMMITTEE

Meeting date: 10th February 2026

From: Chief Officer/RFO

**Agenda
Item
No.
14**

Title: Tennis Programme

1. RECOMMENDATION

Committee to consider the report.

2. DETAIL

When the tennis courts were originally opened the Environment committee covered the costs for the tennis coach's free sessions. However, ongoing this falls under Culture as it is sport.

Officers have been working with Cumbria Tennis and the Lawn Tennis Association to confirm a new community tennis programme for 2026-2027; aimed at increasing participation in sport and improving access to physical activity for residents of all ages.

The programme has been developed to remove financial barriers and encourage more people to enjoy the health and social benefits of tennis.

The programme offers weekly coached sessions at Vulcan Park's public courts, with equipment provided for anyone who needs it. Sessions are open to children, young people, adults, families and those with additional needs, ensuring that the programme is inclusive and accessible to the whole community

The below sessions will be provided free to participants, funded by WTC.

Saturday

10am – 11am – Free Park Tennis – all year round

11.05am - 11.50am - Mini red, orange and green tennis (Primary School ages)

12pm - 1pm – Junior (Secondary School ages) tennis

Wednesday

5pm - 6pm - Inclusive tennis session (e.g. Walking Tennis etc)
6pm - 7pm - Adult tennis

Aside from FPT the rest of the sessions will run from Tuesday 5th May to Saturday 12th September 2026.

The aim is for attendees to continue playing, sign up for an annual membership or even pay for their own private coaching.

Officers are also working with the local schools; LTA has a great programme to train teachers to carry out their own tennis coaching to schools and we hope to have some school PE sessions coming soon. The contribution from WTC would be to provide a court FOC.

3. BUDGET IMPLICATIONS:

Estimated programme cost of £3,850 from the 2026-2027 sport budget line.



Workington
Town Council

CULTURE & SOCIAL INVESTMENT COMMITTEE	Agenda Item No. 15
Meeting date: 10 th February 2026	
From: Chief Officer/RFO	
Title: Living Heritage	

1. RECOMMENDATION

Committee to consider the report.

2. DETAIL

In 2024, the UK joined many countries in supporting the 2003 UNESCO Convention for the Safeguarding of the Intangible Cultural Heritage.

The convention looks at Intangible Cultural Heritage (ICH) or living heritage, which is cultural heritage that is living and practised.

Examples of living heritage in the UK range from bellringing to boatbuilding, ceilidh to carnival, pantomime to pancake day.

As part of this, the UK is setting up inventories of living heritage in the UK. There are four separate inventories for England, Scotland, Wales and Northern Ireland, and these will combine into one inventory of living heritage in the UK.

2025 is the first year of accepting submissions.

There has been a suggestion that the Council could submit Uppies and Downies as an ICH.

Council must be clear that it is not endorsing or taking any responsibility/liability for the event.

Committee to consider if there are other ICH's in Workington they wish to include.

More information can be found here – <https://livingheritage.unesco.org.uk/>

3. BUDGET IMPLICATIONS:

None.