

<b>Committee</b> Education Charity Sub (Education Board) Committee	<b>Dated:</b> 17th July 2018
<b>Subject</b> Grant Recommendations – City Educational Trust Fund (290840) & City of London Corporation Combined Education Charity (312836)	<b>Public</b>
<b>Report of:</b> Chief Grants Officer	<b>For Decision</b>
<b>Report author:</b> Jack Joslin, Senior Grants Officer, Central Grants Programme	

### Summary

The City of London Corporation is the sole corporate trustee of the following two small charities which operate to further education for the public benefit: the City Educational Trust Fund (290840) and the City of London Corporation Combined Education Charity (312836).

Following a review of the City Corporation's grant-making activities, the City Corporation, as charity trustee of each charity, has resolved that it is expedient and in the best interests of those small charities for their funds to be applied within the administrative framework of the City Corporation's new Central Grants Programme (CGP) which last opened to applications in March 2018. Operating within the charitable objects of each charity, a policy has been set to guide the application of those funds under an 'Education and Employment' funding theme and this Sub-committee has been given delegated authority to make grants in accordance with the agreed eligibility criteria. Those policies remain under review. **(Appendix 1)**

The second closing date for the 'Education and Employment' theme grant applications under the Central Grants Programme was on 25<sup>th</sup> May 2018. These applications have been assessed and this report makes recommendations in respect of funding awards from both charities **(Appendices 2, 3A, 3B & 4)**.

### Recommendations

- To note the Central Grants Programme eligibility criteria and budget.
- To review the recommendations for grant funding from the City Educational Trust Fund at **Appendices 2, 3A & 3B** and to make funding decisions.
- To review the recommendations for the grant funding from the Combined Education Charity **Appendix 4** and to make funding decisions.

## Main Report

### Background

1. Following the corporate cross-cutting review of grant-making by the City Corporation in 2015/16, responsibility for the management of the City of London Corporation Combined Education Charity (Combined Education Charity) (312836) and the City Educational Trust Fund (290840) has been delegated to the Education Board, subject to consulting with the Community and Children's Services Committee as to any policy to be adopted for the application of each charity's funds, it being considered to be expedient and in the best interests of each charity that they be administered by the City Corporation as trustee through a centrally managed grant-making programme. The City Corporation, as trustee of each charity, in delegating the exercise of these functions also resolved that this sub-committee should be established with membership drawn from both Grand Committees and which takes grants decisions for each charity.
2. At the Education Charity Sub-Committee meeting on 21 November 2017, Members met to make decisions on applications received by the City of London Corporation Combined Education Charity and the City Educational Trust Fund. At the meeting, Members decided that the criteria were too restrictive and provided input to officers on how amendments could be made.
3. Officers drafted revised eligibility criteria for the two charities to incorporate the comments made by members of the Sub-Committee who were subsequently consulted on the revised wording. These were noted by the Community and Children's Services Committee on the 9<sup>th</sup> February 2018 and approved on the 8<sup>th</sup> March 2018 by the Education Board.
4. The current eligibility criteria for both charities, together with the charitable purposes of each, are provided at **Appendix 1**. These policies remain under review to ensure that they remains effective in supporting the relevant charity's objectives.

### Central Grants Assessment Process

5. The Central Grants Unit (CGU) grant assessment process draws on City Bridge Trust's expertise in the field of charitable grant-making and demonstrates good practice in the sector. Due diligence checks are undertaken by the CGU to ensure any application recommended for approval meets the proposed funding charity's objects and complies with the agreed eligibility criteria.
6. Recommendations to this Sub-Committee are based on an assessment of how well applicants have demonstrated that their application aligns with the relevant charity's criteria, the required evidence to support the application having been provided, and a satisfactory financial assessment by the Head of Charity and Social Investment Finance in the Chamberlain's Department.
7. All individual applicants to the Combined Education Charity are requested to provide proportionate information regarding their personal circumstances to evidence need. The criteria provide that exceptional applications from individuals may be considered on provision of proof that the applicant has made determined

efforts to access sufficient funds from elsewhere (“the exceptional circumstances” criteria). The information provided in support of the application is then assessed, in addition to the matters noted above, in line with the Joseph Rowntree Minimum Income Standards.<sup>1</sup>

8. The deadline for applications received under the ‘Education and Employment’ theme of the CGP (second funding round) was 25<sup>th</sup> May 2018. All were assessed by the Senior Grants Officer overseeing the CGP in the four week period following the closing date. Additional benchmarking of applications has taken place in consultation with Officers in the Education Team in the Community and Children’s Services Department.

### **Combined Education Charity**

9. The Combined Education Charity received a total of 5 applications. One application has been received from a Charity and 4 applications from individuals. An overview of all applications recommended for approval, rejection or which were withdrawn is provided as **Appendix 4**.
10. The Combined Education Charity received applications totalling £23,800. The current cash available at the Charity for distribution is £48,563, an additional £37,386 income is expected in the financial year giving the Charity a total income available for the financial year of £85,949. Members should note that these figures are based on the returns from last financial year. Taking into account the maximum 12%<sup>2</sup> £10,314 management fee it is recommended that this Sub-Committee allocate no more than £75,635 in this financial year.
11. Following assessment by the Senior Grants Officer, it is recommended that this Sub-Committee approve three funding applications totalling £19,600.

### **City Educational Trust Fund**

12. The City Educational Trust Fund received a total of 16 applications for funding. The Senior Grants Officer assessment report for the recommended applications are provided at **Appendix 2**. At **Appendix 3A** the Senior Grants Officer has provided a report outlining a grant recommended for rejection that requires discussion from members. **Appendix 3B** outlines the applications that are recommended for rejection and have been withdrawn.
13. The City Educational Trust Fund received applications totalling £298,239. The current cash available at the Charity for distribution is £132,576, an additional £125,837 income is expected in the financial year giving the Charity a total income available for the financial year of £258,413. Members should note that these figures are based on the returns from last financial year. Taking into

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<sup>1</sup> The Minimum Income Standard for the UK shows how much money people need, so that they can buy things that members of the public think that everyone in the UK should be able to afford.

<sup>2</sup> Once the full extent of time spent by the Central Grants Unit is known, should the fee be less than the 12% stated, both the Combined Education Charity and City Education Trust Fund will be reimbursed, and the funds made available for the 2019/2020 funding cycle.

account the maximum 12%<sup>3</sup> (£31,009) management fee it is recommended that this Sub-Committee allocate no more than £227,404 in this financial year.

14. Following assessment by the Senior Grants Officer, it is recommend that this Sub-Committee approve eight funding applications totalling **£161,600**.

### **Conclusion**

15. This report asks Members responsible for discharging the City Corporation's grant-making functions as charity trustee of the Combined Education Charity and the City Educational Trust Fund, to consider the funding applications which have been assessed and which are now recommended for approval.

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### **Appendices**

Appendix 1	Eligibility Criteria – The City of London Corporation Combined Education Charity and the City Educational Trust Fund.
Appendix 2	The City Educational Trust Fund – Grant Recommendations
Appendix 3A	The City Educational Trust - Recommendation for Rejection for Discussion
Appendix 3B	The City Educational Trust – Recommendations for Rejection and Withdrawals
Appendix 4	The City of London Corporation Combined Education Charity – Grant Recommendations

### **Background Papers**

- Report and Minute of the Community and Children's Services Committee, 09 February 2018.
- Report and Minute of the Education Board, 08 March 2017.

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<sup>3</sup> Once the full extent of time spent by the Central Grants Unit is known, should the fee be less than the 12% stated, both the Combined Education Charity and City Education Trust Fund will be reimbursed, and the funds made available for the 2019/2020 funding cycle.