

City of London School for Girls (CLSG) Bursary Fund

Incorporating:

City of London School for Girls (CLSG) Scholarships  
and Prizes Fund

Annual Report and Financial Statements for the year  
ended 31 March 2020

Charity registration numbers 276251 and 276251-5

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## **ORIGINS OF THE CHARITY**

The governing document for the City of London School for Girls Bursary Fund (charity registration 276251; charity 1), incorporating the City of London School for Girls Scholarships and Prizes Fund (charity registration 276251-5; charity 2) is the Scheme approved by The Charity Commission for England and Wales on 1 December 2011. This Scheme replaced the previous charitable trust deed dated 29 June 1978, subsequently amended 28 June 1990, 23 December 1997 and 30 November 1999, for the City of London School for Girls Bursary Fund, and the various individual governing documents of the City of London School for Girls Scholarships and Prizes Fund.

# **TRUSTEE'S ANNUAL REPORT**

## **STRUCTURE AND GOVERNANCE**

### **GOVERNING DOCUMENTS**

The governing document for the City of London School for Girls Bursary Fund (charity registration 276251; charity 1), incorporating the City of London School for Girls Scholarships and Prizes Fund (charity registration 276251-5; charity 2) is the Scheme approved by The Charity Commission for England and Wales on 1 December 2011. This Scheme replaced the previous charitable trust deed dated 29 June 1978, subsequently amended 28 June 1990, 23 December 1997 and 30 November 1999, for the City of London School for Girls Bursary Fund, and the various individual governing documents of the City of London School for Girls Scholarships and Prizes Fund. The charity is constituted as a charitable trust.

This scheme further directs that the City of London School for Girls Scholarships and Prizes Fund shall be treated as forming part of the City of London School for Girls Bursary Fund solely for the purpose of Part II (registration) and Part VI (accounting) of the Charities Act 2011.

### **GOVERNANCE ARRANGEMENTS**

The Mayor and Commonalty and Citizens of the City of London (also referred to as 'the City Corporation' or 'the City of London Corporation'), a body corporate and politic, is the Trustee of the City of London School for Girls Bursary Fund and the City of London School for Girls Scholarships and Prizes Fund. The City Corporation is Trustee acting by the Court of Common Council of the City of London in its general corporate capacity and that executive body has delegated responsibility in respect of the administration and management of these charities to the Board of Governors of the City of London School for Girls. In making appointments to committees, the Court of Common Council will take into consideration any particular expertise and knowledge of the elected Members, and where relevant, external appointees. External appointments are made after due advertisement and rigorous selection to fill gaps in skills. Members of the Court of Common Council are unpaid and are elected by the electorate of the City of London.

The key Committee which has responsibility for directly managing matters related to the charity is the Board of Governors of the City of London School for Girls, which is ultimately responsible to the Court of Common Council of the City of London. Committee meetings are held in public, enabling the decision-making process to be clear, transparent and publicly accountable. Details of the membership of Committees of the City Corporation are available at [www.cityoflondon.gov.uk](http://www.cityoflondon.gov.uk).

The Trustee believes that good governance is fundamental to the success of the charity. A comprehensive review of governance commenced during the year and is ongoing to ensure that the charity is effective in fulfilling its objectives. Reference is being made to the good practices recommended within the Charity Governance Code throughout this review. Focus is being placed on ensuring regulatory compliance and

the ongoing maintenance of an efficient and effective portfolio of charities that maximise impact for beneficiaries.

## **ORGANISATIONAL STRUCTURE AND DECISION-MAKING PROCESS**

The charity is administered in accordance with its governing instruments and the City Corporation's own corporate governance and administration framework, including Committee Terms of Reference, Standing Orders, Financial Regulations and Officer Scheme of Delegations. These governance documents can be obtained via a request to the email address stated on page 32.

Each Member by virtue of their membership of the Court of Common Council, its relevant committees and sub-committees, has a duty to support the City Corporation in the proper exercise of its functions and in meeting its duties as Trustee of the charity by faithfully acting in accordance with charity law, the Terms of Reference of the relevant committee or sub-committee, and the City of Corporation's agreed corporate governance framework as noted above, backed up by its standards regime.

## **INDUCTION AND TRAINING OF MEMBERS**

The City Corporation makes available to its Members, seminars and briefings on various aspects of its activities, including those concerning the charity, to enable Members to carry out their duties efficiently and effectively. Induction meetings are provided on specific aspects of the work of City of London School for Girls Bursary Fund. If suitable seminars or other training options are identified that are relevant to the charity, Members are advised of these opportunities.

## **OBJECTIVES AND ACTIVITIES**

### **City of London School for Girls Bursary Fund (Charity 1)**

The objective of the charity is the promotion of education (including physical training) by the provision of bursaries and other forms of financial assistance for fees and/or other costs incurred through attendance at the School to enable pupils to further their education at the School by, for example, providing financial assistance to those who:

- (1) would not be able to enter the School having been accepted; or
- (2) having commenced education at the School would not be able to continue their education at the School.

### **City of London School for Girls Scholarships and Prizes Fund (Charity 2)**

The objective of the charity is to further the education (including physical training) of pupils attending the School, former pupils of the School or pupils of other schools with whom the School has cooperated under clause 7(11) of this Scheme, by the provision of scholarships, prizes or other suitable rewards or marks of distinction.

## **INVESTMENT POLICY**

The charity's investments are held in units of the City of London Charities Pool (registered charity 1021138). The investment policy is to provide a real increase in

annual income in the long term whilst preserving the value of the capital base. The annual report and financial statements of the Charities Pool (which include an analysis of investment performance against objectives set) are available from the Chamberlain of London, at the email address stated on page 32.

## **FUNDRAISING**

Section 162a of the Charities Act 2011 requires charities to make a statement regarding fundraising activities. The legislation defines fundraising as “soliciting or otherwise procuring money or other property for charitable purposes”. Such amounts receivable are presented in the financial statements as “voluntary income” including grants.

In relation to the above we confirm that all solicitations are managed internally, without involvement of commercial participators or professional fund-raisers, or third parties. The day to day management of all income generation is delegated to the executive team, who are accountable to the Trustee. The charity is not bound by any regulatory scheme and does not consider it necessary to comply with any voluntary code of practice.

The charity has received no complaints in relation to fundraising activities in the current year (2018/19: nil). Individuals are not approached for funds, hence the charity does not consider it necessary to design specific procedures to monitor such activities.

## **POLICY ON GRANT MAKING**

The charity has established its grant making policies to achieve its objects, as laid out above, for the public benefit. Applications are assessed via a robust process to ensure the proposed activities for funding will be supported by adequate and appropriate resources and will be used only for activities that match the charity’s criteria. The assessment, management and oversight of the charity’s grant making is provided by the City of London School for Girls, the Bursar and the Chamberlain’s, which is an internal department of The City of London Corporation. Grants are recognised in the Statement of Financial Activities when they have been approved by the Trustee and notified to the Beneficiaries.

## **PUBLIC BENEFIT STATEMENT**

The Trustee confirms that it has referred to the guidance contained in the Charity Commission’s general guidance on public benefit when reviewing the City of London School for Girls Bursary Fund and the City of London School for Girls Scholarships and Prizes Fund’s aims and objectives and in planning future activities. The purposes of the charity are as stated above.

Consequently, the Trustee considers that the City of London School for Girls Bursary Fund and the City of London School for Girls Scholarships and Prizes Fund operate to benefit the general public and satisfy the public benefit test.

## **REFERENCE AND ADMINISTRATIVE DETAILS**

The administrative details of the charity are stated on page 32.

## **ACHIEVEMENTS AND PERFORMANCE**

- 1) The aim for the City of London School for Girls Bursary Fund (charity 1) during 2019/20 was to continue to contribute towards the fees payable to the School of pupils who, but for financial assistance, having commenced at the school, would be unable to continue at, or to enter the school having been accepted. In accordance with this aim 50 bursaries were awarded during the year amounting to £820,752 (2018/19: 45 bursaries awarded amounting to £706,481); and
- 2) The aim for the City of London School for Girls Scholarships and Prizes Fund (charity 2) during 2019/20 was to continue to assist children to study various subjects at the School and to assist in further education. In 2019/20 24 prizes were allocated from this fund amounting to £1,740 (2018/19: no prizes were allocated from this fund in 2018/19 whilst the School reviewed its funding of scholarships and prizes).

## **PLANS FOR FUTURE PERIODS**

The aims for 2020/21 are:

- i) for The City of London School for Girls Bursary Fund (charity 1) to continue to contribute towards pupils' fees where financial hardship would cause the pupils to be unable to continue at the school; and
- ii) for the City of London School for Girls Scholarships and Prizes Fund (charity 2) to continue to assist children to study various subjects at the School.

Prior to the end of the financial year of the charity, the Coronavirus (COVID-19) pandemic began. This impacted on the value of the investments held by the charity and is expected to impact on the future level of income available to meet the objectives of the charity.

The Trustee is monitoring the situation and will continue with its operating model of only committing expenditure from available income funds. Where deemed necessary, future expenditure on charitable activities may be placed on hold until adequate investment income has been received.

## FINANCIAL REVIEW

### Overview of Financial Performance

#### Income

In 2019/20 the charity's total income for the year was £1,060,957, an overall increase of £132,407 against the previous year (2018/19: the charity's total income for the year was £928,550, an overall increase of £314,425 against the previous year).

The key contributor to income was from voluntary income, amounting to £902,211 (2018/19: £776,896), with further income from managed investments of £155,820 (2018/19: £149,586), £2,426 of interest from cash balances held (2018/19: £2,068) and £500 of other income (2018/19: nil).

#### Expenditure

Total expenditure for the year was £895,219, an overall increase of £170,730 against the previous year (2018/19: total expenditure was £724,489, an overall increase of £160,305 against the previous year). This comprised of spend on charitable activities of £828,983 (2018/19: £722,146) and the cost of raising funds, which amounted to £66,236 (2018/19: £2,343).

#### Investments performance

As at 31 March 2020, the investments held in the Charities Pool achieved a gross return of -14.78% (2018/19: 4.05%) compared to the FTSE All Share Index return of -18.45% (2018/19: 6.36%). Over three years this fund achieved a return of -2.44% (2018/19: 8.31%) compared to the FTSE All Share Index return of -4.24% (2018/19: 9.51%). Over five years, the fund achieved a return of 1.37% (2018/19: 6.77%) compared to the FTSE All Share Index return of 0.57% (2018/19: 6.10%).

Fund	2019/20		2018/19	
	3 year	5 year	3 year	5 year
Fund	-2.44%	1.37%	8.31%	6.77%
FTSE All Share	-4.24%	0.57%	9.51%	6.10%
Fund outperformance	+1.80%	+0.80%	-1.20%	+0.67%

#### Funds held

The charity's total funds held decreased by £589,951 to £3,884,746 as at 31 March 2020 (2018/19: the charity's total funds held increase by £167,100 to £4,474,697). This is largely due to losses of £755,689 (2018/19: losses of £36,961) on the investments held within the City of London Charities Pool based on valuations as at 31 March 2020. The valuations are linked to the UK stock market, which experienced a significant fall during February and March 2020 as a result of the Coronavirus (COVID-19) pandemic.

Funds are represented by permanent and expendable endowment funds. The permanent endowment is held to generate income that is accounted for within the



expendable endowment funds. The expendable endowment funds are used for the primary objectives of the charity.

The charity does not hold any unrestricted income funds.

Details of the funds held, including their purpose, is set out within note 11 to the financial statements.

### **Reserves policy**

The reserves policy is to maintain the endowment funds of the charity in investments in the Charities Pool administered by the City of London Corporation and use the donations and investment income together with other funds, in accordance with the objectives of the charity. The Trustee also has the discretion to distribute the expendable endowment as bursaries, prizes and other forms of financial assistance should they deem this is appropriate.

### **Principal Risks and Uncertainties**

The charity is committed to a programme of risk management as an element of its strategies to preserve the charity's assets. In order to embed sound practice the senior leadership team ensures that risk management policies are applied, that there is an on-going review of activity and that appropriate advice and support is provided. A key risk register has been prepared for the charity, which has been reviewed by the Trustee. This identifies the potential impact of key risks and the measures which are in place to mitigate such risks.

The principal risks faced by the charity, and actions taken to manage them are as follows:

<b>Risk</b>	<b>Actions to manage risks</b>
The income from investments in the Charities Pool may decline.	Funds are managed by professional fund manager. Monitoring of the fund manager's performance is carried out by the Chamberlain and the Financial Investment Board.
Funding from the City may be reduced following change in its budget policy which could result in serious impact on the charity and lead to adverse user reaction and bad publicity.	Timely representation to be made to the City Corporation if budget policy provides a risk to charity's income. Identify new funders.

## **TRUSTEE RESPONSIBILITIES**

The Trustee is responsible for preparing the Annual Report and the Financial Statements in accordance with applicable law and regulations.

Charity law requires the Trustee to prepare the financial statements for each financial year in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under charity law the Trustee must not approve the financial statements unless the Trustee is satisfied that they give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing these financial statements, the Trustee is required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustee is responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable the Trustee to ensure that the financial statements comply with the Charities Act 2011. The Trustee is also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the Trustee is aware:

- there is no relevant audit information of which the charity's auditors are unaware; and
- the Trustee has taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

Financial statements are published on the Trustee's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements, which may vary from legislation in other jurisdictions. The maintenance and integrity of the Trustee's website is the responsibility of the Trustee. The Trustee's responsibility also extends to the ongoing integrity of the financial statements contained therein.

Adopted and signed for on behalf of the Trustee.

Jeremy Paul Mayhew MA MBA  
Chairman of Finance Committee of  
The City of London Corporation  
Corporation  
Guildhall, London  
XX Month 2020

Jamie Ingham Clark FCA  
Deputy Chairman of Finance  
Committee of The City of London

# **INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEE OF CITY OF LONDON SCHOOL FOR GIRLS BURSARY FUND INCORPORATING CITY OF LONDON SCHOOL FOR GIRLS SCHOLARSHIPS AND PRIZES FUND**

## **Opinion**

We have audited the financial statements of the City of London School for Girls Bursary Fund incorporating City of London School for Girls Scholarships and Prizes Fund (the charity) for the year ended 31 March 2020 which comprise the statement of financial activities, the balance sheet and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2020 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

## **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

## **Conclusions related to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the Trustee's use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Trustee have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue

to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

### **Other information**

The other information comprises the information included in the Annual Report, other than the financial statements and our auditor's report thereon. The Trustee is responsible for the other information.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

### **Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters in relation to which the Charities Act 2011 requires us to report to you if, in our opinion;

- the information contained in the financial statements is inconsistent in any material respect with the Trustee's Annual Report; or
- adequate accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

### **Responsibilities of the Trustee**

As explained more fully in the Trustee's responsibilities statement, the Trustee is responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustee determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustee is responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustee either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

## **Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located at the Financial Reporting Council's ("FRC's") website at:

<https://www.frc.org.uk/auditorsresponsibilities>.

This description forms part of our auditor's report.

## **Use of our report**

This report is made solely to the charity's Trustee, as a body, in accordance with the Charities Act 2011. Our audit work has been undertaken so that we might state to the charity's Trustee those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's Trustee as a body, for our audit work, for this report, or for the opinions we have formed.

Fiona Condron (Senior Statutory Auditor)  
For and on behalf of BDO LLP, statutory auditor  
London

## **Date**

BDO LLP is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

BDO LLP is a limited liability partnership registered in England and Wales (with registered number OC305127).

## STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 MARCH 2020

	Notes	Restricted Funds £	Endowment Funds £	2019/20 Total Funds £	2018/19 Total Funds £
<b>Income and endowments from:</b>					
Voluntary income	2	97,994	804,217	<b>902,211</b>	776,896
Investments	3	-	158,246	<b>158,246</b>	151,654
Other	4	-	500	<b>500</b>	-
<b>Total income</b>		97,994	962,963	<b>1,060,957</b>	928,550
<b>Expenditure on:</b>					
Charitable activities	5	97,994	730,989	<b>828,983</b>	722,146
Raising funds	6	-	66,236	<b>66,236</b>	2,343
<b>Total expenditure</b>		97,994	797,225	<b>895,219</b>	724,489
Net (losses) on investments	9	-	(755,689)	<b>(755,689)</b>	(36,961)
<b>Net movement in funds</b>	12,13	-	(589,951)	<b>(589,951)</b>	167,100
<b>Reconciliation of funds:</b>					
Total funds brought forward		-	4,474,697	<b>4,474,697</b>	4,307,597
<b>Total funds carried forward</b>	12,13	-	3,884,746	<b>3,884,746</b>	4,474,697

All of the above results are derived from continuing activities.

There were no other recognised gains and losses other than those shown above.

The notes on pages 16 to 31 form part of these financial statements.

## BALANCE SHEET

AS AT 31 MARCH 2020

	Notes	2020 Total £	2019 Total £
<b>Fixed assets:</b>			
Investments	9	<b>3,304,448</b>	4,060,137
<b>Total fixed assets</b>		<b>3,304,448</b>	4,060,137
<b>Current assets</b>			
Debtors	10	<b>39,381</b>	53,863
Cash at bank and in hand		<b>804,276</b>	623,114
<b>Total current assets</b>		<b>843,657</b>	676,977
<b>Creditors: Amounts falling due within one year</b>	11	<b>(263,359)</b>	(262,417)
<b>Net current assets</b>		<b>580,298</b>	414,560
<b>Total net assets</b>		<b>3,884,746</b>	4,474,697
<b>The funds of the charity:</b>			
Endowment funds		<b>3,884,746</b>	4,474,697
Restricted funds		-	-
<b>Total funds</b>	12,13	<b>3,884,746</b>	4,474,697

The notes on pages 16 to 31 form part of these financial statements

Approved and signed on behalf of the Trustee.

Dr Peter Kane

Chamberlain of London

XX Month 2020



## CASH FLOW STATEMENT

AS AT 31 MARCH 2020

	Notes	2019/20 Total £	Restated 2018/19 Total £
<b>Cash flows from operating activities:</b>			
Net cash provided by operating activities	14	22,916	167,474
Cash flows from investing activities:			
Dividends, interest and income from investments		158,246	151,654
Proceeds from sale of investments		-	11,807
<b>Net cash provided by investing activities</b>		<b>158,246</b>	<b>163,461</b>
<b>Increase in cash in the year</b>		<b>181,162</b>	<b>330,935</b>
<b>Change in cash and cash equivalents in the reporting period</b>		<b>181,162</b>	<b>330,935</b>
<b>Cash and cash equivalents at the beginning of the reporting period</b>		<b>623,114</b>	<b>292,179</b>
<b>Cash and cash equivalents at the end of the reporting period</b>		<b>804,276</b>	<b>623,114</b>

The split between amounts within cash flows from operating activities and investing activities has been restated following review. The overall amounts reported as cash and cash equivalents remain unchanged.

## NOTES TO THE FINANCIAL STATEMENTS

### 1. ACCOUNTING POLICIES

The following accounting policies have been applied consistently in dealing with items that are considered material in relation to the financial statements of the charity.

#### (a) Basis of preparation

The financial statements of the charity, which is a public benefit entity under FRS102, have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice (SORP) Accounting and Reporting by Charities, published in 2015, Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (FRS 102) and the Charities Act 2011.

The governing Scheme, approved by The Charity Commission for England and Wales on 1 December 2011, directs that the City of London School for Girls Scholarships and Prizes Fund shall be treated as forming part of the City of London School for Girls Bursary Fund solely for the purpose of Part II (registration) and Part VI (accounting) of the Charities Act 2011.

#### (b) Going concern

The financial statements have been prepared on a going concern basis as the Trustee considers that there are no material uncertainties about the charity's ability to continue as a going concern. The charity only spends the income that is generated from donations and investments, so maintaining its capital base. The latest forecast anticipates that adequate funds will be available in the next five years to enable the charity to continue to fulfil its obligations.

In making this assessment, the Trustee has considered the potential impact of the Coronavirus (COVID-19) pandemic on the value of investment assets held, future income levels and the liquidity of the charity over the next 12-month period. The policy of only approving expenditure commitments from available income provides the flexibility to ensure the long-term viability of the charity despite reductions in investment values that have occurred. For this reason, the Trustee continues to adopt a going concern basis for the preparation of the financial statements.

#### (c) Key management judgements and assumptions

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the application of policies and reported amounts of assets and liabilities, income and expenditure. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances, the result of which form the basis of decisions about carrying values of assets and liabilities that are not readily apparent from other sources.

The resulting accounting estimates will, by definition, seldom equal the related actual results.

Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised and in any future periods affected. Management do not consider there to be any material revisions requiring disclosure.

**(d) Income**

All income is included in the Statements of Financial Activities (SOFA) when the charity is legally entitled to the income; it is more likely than not that economic benefit associated with the transaction will come to the charity and the amount can be quantified with reasonable certainty. Income consists of donations, managed investment income and interest.

**(e) Expenditure**

Expenditure is accounted for on an accruals basis and is classified under the principal category of 'expenditure on charitable activities'. Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required, and the amount of the obligation can be measured reliably.

The charity does not employ any staff. Officers of the City Corporation provide administrative assistance to the charity when required, but this is not considered material and is not separately calculated by the City Corporation. It is consequently not possible to quantify this assistance within expenditure in the Statement of Financial Activities. The costs of bursaries administration, incurred by the City of London Corporation are charged to the charity.

**(f) Taxation**

The charity meets the definition of a charitable trust for UK income tax purposes, as set out in Paragraph 1 Schedule 6 of the Finance Act 2010. Accordingly, the charity is exempt from UK taxation in respect of income or capital gains under part 10 of the Income Tax Act 2007 or section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

**(g) Investments**

Investments are made in the City of London Charities Pool (charity number 1021138) which is an investment mechanism operating in a similar way to a unit trust. This enables the City of London Corporation to "pool" small charitable investments together and consequently obtain better returns than would be the case if investments were made individually.

Investments were previously valued at mid-price. To ensure compliance with FRS102, bid-price is now used. The difference in valuation as a result in the year is considered immaterial. Gains and losses for the year on investments held as fixed assets are included in the Statement of Financial Activities.

**(h) Funds structure**

Income, expenditure and gains/losses are allocated to particular funds according to their purpose:

**Permanent endowment fund** – this fund consists of funds which are held in perpetuity for the benefit of the charity as a result of conditions imposed by the original donors and trusts. Income generated from the investments which represent these funds can be spent on the charitable purpose of the charity, hence is allocated to the expendable endowment fund. Gains/losses on the underlying assets remain as part of the permanent endowment.

**Expendable endowment fund** – this fund consists of funds that are expendable as a result of the charity's governing Scheme. Funds can also be invested to generate income which can be spent on the charitable purpose of the charity.

**Restricted funds** – these include income that is subject to specific restrictions imposed by donors, with related expenditure deducted when incurred.

**(i) Insurance**

The City of London Corporation takes out indemnity insurance in respect of all its activities. The charity does not contribute to the cost of that insurance.

## 2. INCOME FROM VOLUNTARY ACTIVITIES

	Restricted funds 2019/20 £	Endowment funds 2019/20 £	<b>Total 2019/20 £</b>
<b>Charity 1 - CLSG Bursary Fund</b>			
Donations and legacies	97,994	450,229	<b>548,223</b>
City of London Corporation match-funding	-	354,488	<b>354,488</b>
<b>Total</b>	<b>97,994</b>	<b>804,717</b>	<b>902,711</b>

	Restricted funds 2018/19 £	Endowment funds 2018/19 £	Total 2018/19 £
<b>Charity 1 - CLSG Bursary Fund</b>			
Donations and legacies	62,988	377,566	440,554
City of London Corporation match-funding	-	336,342	336,342
<b>Total</b>	<b>62,988</b>	<b>713,908</b>	<b>776,896</b>

Voluntary income consists of donations from individuals and organisations which are then match-funded by the City of London Corporation up to a maximum of 2.5% of tuition fee income. The match-funded value is included within note 14 - related party transactions.

### 3. INCOME FROM INVESTMENTS

	<b>Endowment funds 2019/20 £</b>	Endowment funds 2018/19 £
<b>Charity 1 - CLSG Bursary Fund</b>		
Investment income	152,547	146,444
Interest	2,174	1,729
<b>Total</b>	<b>154,721</b>	<b>148,173</b>
<b>Charity 2 - CLSG Scholarships and Prizes Fund</b>		
Investment income	3,273	3,142
Interest	252	339
<b>Total</b>	<b>3,525</b>	<b>3,481</b>
<b>Charities 1 &amp; 2 total</b>		
Investment income	155,820	149,586
Interest	2,426	2,068
<b>Total - charities 1 and 2</b>	<b>158,246</b>	<b>151,654</b>

### 4. OTHER INCOME

	<b>Endowment funds 2019/20 £</b>	Endowment funds 2018/19 £
<b>Charity 1 - CLSG Bursary Fund</b>		
Sponsorship	500	-
<b>Total</b>	<b>500</b>	<b>-</b>

## 5. EXPENDITURE ON CHARITABLE ACTIVITIES

	Restricted Direct costs £	Endowment funds Direct costs £	Support costs £	Total 2019/20 £
<b>Charity 1 - CLSG Bursary Fund</b>				
Bursaries awarded	97,994	720,004	2,754	<b>820,752</b>
Ancillary costs of education	-	6,491	-	<b>6,491</b>
<b>Total</b>	<b>97,994</b>	<b>726,495</b>	<b>2,754</b>	<b>827,243</b>
<b>Charity 2 - CLSG Scholarships and Prizes Fund</b>				
Prizes	-	1,740	-	<b>1,740</b>
<b>Total</b>	<b>-</b>	<b>1,740</b>	<b>-</b>	<b>1,740</b>
<b>Charities 1 &amp; 2 total</b>				
Bursaries awarded	97,994	720,004	2,754	<b>820,752</b>
Ancillary costs of education	-	6,491	-	<b>6,491</b>
Prizes	-	1,740	-	<b>1,740</b>
<b>Total</b>	<b>97,994</b>	<b>728,235</b>	<b>2,754</b>	<b>828,983</b>

## 5. EXPENDITURE ON CHARITABLE ACTIVITIES (CONTINUED)

	Restricted Direct costs £	Endowment funds Direct costs £	Support costs £	Total 2018/19 £
<b>Charity 1 - CLSG Bursary Fund</b>				
Bursaries awarded	62,988	642,596	897	706,481
Ancillary costs of education	-	15,665	-	15,665
<b>Total</b>	<b>62,988</b>	<b>658,261</b>	<b>897</b>	<b>722,146</b>
<b>Charity 2 - CLSG Scholarships and Prizes Fund</b>				
Prizes	-	-	-	-
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Charities 1 &amp; 2 total</b>				
Bursaries awarded	62,988	642,596	897	706,481
Ancillary costs of education	-	15,665	-	15,665
Prizes	-	-	-	-
<b>Total</b>	<b>62,988</b>	<b>658,261</b>	<b>897</b>	<b>722,146</b>

Charitable activities consist of 50 bursaries (2018/19: 45) and 24 prizes (2018/19: nil) awarded to individuals during the year. Further ancillary costs of education, noted above, were for the provision of uniforms and school trips.

## 6. EXPENDITURE ON RAISING FUNDS

	Endowment Funds 2019/20 £	Endowment Funds 2018/19 £
<b>Charity 1 - CLSG Bursary Fund</b>		
125th year celebration concert	66,236	2,343
<b>Total</b>	<b>66,236</b>	<b>2,343</b>



## 7. AUDITOR'S REMUNERATION

BDO are the auditors of the City of London's City's Cash Fund and all of the different charities of which it is Trustee. The City of London Corporation charges the audit fee to its City's Cash Fund and does not attempt to apportion the audit fee between the different charities. No other services were provided to the charity by its auditors during the year (2018/19: nil).

## 8. TRUSTEE EXPENSES

The members of the City of London Corporation acting on behalf of the Trustee did not receive any remuneration or reimbursement of expenses during 2019/20 (2018/19: nil).

## 9. INVESTMENTS

The investments are held in the City of London Corporation Charities Pool, a charity registered in the UK with the Charities Commission (charity number: 1021138). The Charities Pool is a UK registered unit trust.

The value of investments held by the charity are as follows:

	<b>Total 31 March 2020</b>	Total 31 March 2019
	£	£
<b>Charity 1 - CLSG Bursary Fund</b>		
Market value 1 April	3,974,864	4,022,603
Disposals	-	(11,554)
(Loss) for the year	(739,817)	(36,185)
<b>Market value 31 March</b>	<b>3,235,047</b>	3,974,864
Units held in Charities Pool	<b>455,833</b>	455,833
<b>Charity 2 - CLSG Scholarships and Prizes Fund</b>		
Market value 1 April	85,273	86,302
Disposals	-	(253)
(Loss) for the year	(15,872)	(776)
<b>Market value 31 March</b>	<b>69,401</b>	85,273
Units held in Charities Pool	<b>9,779</b>	9,779
<b>Total charities 1 and 2:</b>		
<b>Total market value 31 March</b>	<b>3,304,448</b>	4,060,137
<b>Total cost 31 March</b>	<b>1,765,156</b>	1,765,156
Total units held in Charities Pool	<b>465,612</b>	465,612

## 9. INVESTMENTS (CONTINUED)

A loss of £755,689 (2018/19: £36,961) occurred on investments, based on valuations as at 31 March 2020. The valuations are linked to the UK stock market, which experienced a significant fall during February and March 2020 as a result of the Coronavirus (COVID-19) pandemic.

The type of listed investments held as at 31 March was as follows:

	<b>Total 31 March 2020</b>	Total 31 March 2019
	£	£
Equities	<b>2,934,350</b>	3,601,342
Pooled Units	<b>237,920</b>	276,089
Cash held by Fund Manager	<b>132,178</b>	182,706
<b>Total</b>	<b>3,304,448</b>	4,060,137

## 10. DEBTORS – AMOUNTS FALLING DUE WITHIN ONE YEAR

	<b>Total 31 March 2020</b>	Total 31 March 2019
	£	£
<b>Charity 1 - CLSG Bursary Fund</b>		
Sundry debtors	<b>20,036</b>	38,066
Amounts due from HMRC for Gift Aid	<b>19,345</b>	15,797
<b>Total</b>	<b>39,381</b>	53,863

Note: for charity 2, debtors at 31 March 2020 were nil (31 March 2019: nil).

## 11. CREDITORS – AMOUNTS DUE WITHIN ONE YEAR

	<b>2020</b>	2019
	<b>£</b>	£
<b>Charity 1 - CLSG Bursary Fund</b>		
Bursaries awarded	<b>250,428</b>	262,417
Receipts in advance	<b>12,931</b>	-
<b>Total</b>	<b>263,359</b>	262,417

	<b>2020</b>	2019
	<b>£</b>	£
<b>Charity 1 - bursaries awarded analysis within creditors:</b>		
Commitments at 1 April	262,417	177,144
Commitments made in the year	817,998	705,584
Amounts paid in the year	(829,987)	(620,311)
Commitments at 31 March	<b>250,428</b>	262,417

Note: for charity 2, creditors at 31 March 2020 were nil (31 March 2019: nil).

## 12. ANALYSIS OF NET ASSETS BY FUND

### At 31 March 2020

	Endowment Funds		<b>Total at 31 March 2020</b>	Total at 31 March 2019
	Permanent	Expendable		
<b>Charity 1 - CLSG Bursary Fund</b>	£	£		£
Fixed assets - investments	42,589	3,192,458	<b>3,235,047</b>	3,974,864
Current assets	-	803,992	<b>803,992</b>	639,097
Current liabilities	-	(263,359)	<b>(263,359)</b>	(262,417)
<b>Total</b>	42,589	3,733,091	<b>3,775,680</b>	4,351,544

### Charity 2 - CLSG Scholarships and Prizes Fund

Fixed assets - investments	-	69,401	<b>69,401</b>	85,273
Current assets	-	39,665	<b>39,665</b>	37,880
<b>Total</b>	-	109,066	<b>109,066</b>	123,153

<b>Total (charities 1 and 2)</b>	42,589	3,842,157	<b>3,884,746</b>	4,474,697
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### At 31 March 2019

	Endowment Funds		Total at 31 March 2019	Total at 31 March 2018
	Permanent	Expendable		
<b>Charity 1 - CLSG Bursary Fund</b>	£	£		£
Fixed assets - investments	52,329	3,922,535	3,974,864	4,022,603
Current assets	-	639,097	639,097	341,689
Current liabilities	-	(262,417)	(262,417)	(177,144)
<b>Total</b>	52,329	4,299,215	4,351,544	4,187,148

### Charity 2 - CLSG Scholarships and Prizes Fund

Fixed assets - investments	-	85,273	85,273	86,302
Current assets	-	37,880	37,880	34,147
<b>Total</b>	-	123,153	123,153	120,449

<b>Total (charities 1 and 2)</b>	52,329	4,422,368	4,474,697	4,307,597
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## 13. MOVEMENT IN FUNDS

### TOTAL MOVEMENT IN FUNDS

#### At 31 March 2020

	Total 1 April 2019 £	Income £	Expend- iture £	Gains & (losses) £	Transfers £	Total 31 March 2020 £
Endowment funds:						
Expendable	4,422,368	960,955	(797,225)	(745,949)	2,008	<b>3,842,157</b>
Permanent	52,329	2,008	-	(9,740)	(2,008)	<b>42,589</b>
Restricted funds:						
11+ Tower Hamlets Bursaries (7 years)	-	28,818	(28,818)	-	-	-
11+ Bursaries (5 years)	-	26,712	(26,712)	-	-	-
Lower Sixth Bursaries (2 years)	-	23,058	(23,058)	-	-	-
Sixth Form STEM Bursaries (1 or 2 years)	-	14,000	(14,000)	-	-	-
11+ Bursaries (7 years)	-	5,406	(5,406)	-	-	-
<b>Total funds</b>	<b>4,474,697</b>	<b>1,060,957</b>	<b>(895,219)</b>	<b>(755,689)</b>	<b>-</b>	<b>3,884,746</b>

#### At 31 March 2019

	Total 1 April 2018 £	Income £	Expend- iture £	Gains & (losses) £	Transfers £	Total 31 March 2019 £
Endowment funds:						
Expendable	4,254,788	863,634	(661,501)	(36,481)	1,928	4,422,368
Permanent	52,809	1,928	-	(480)	(1,928)	52,329
Restricted funds:						
11+ Tower Hamlets Bursaries (7 years)	-	27,576	(27,576)	-	-	-
Lower Sixth Bursaries (2 years)	-	16,378	(16,378)	-	-	-
11+ Bursaries (5 years)	-	13,628	(13,628)	-	-	-
11+ Bursaries (7 years)	-	5,406	(5,406)	-	-	-
<b>Total funds</b>	<b>4,307,597</b>	<b>928,550</b>	<b>(724,489)</b>	<b>(36,961)</b>	<b>-</b>	<b>4,474,697</b>

## MOVEMENT IN FUNDS OF CHARITY 1 - CLSG BURSARY FUND

### At 31 March 2020

	Total 1 April 2019 £	Income £	Expend- iture £	Gains & (losses) £	Transfers £	Total 31 March 2020 £
Endowment funds:						
Expendable	4,299,215	957,430	(795,485)	(730,077)	2,008	<b>3,733,091</b>
Permanent	52,329	2,008	-	(9,740)	(2,008)	<b>42,589</b>
Restricted funds:						
11+ Tower Hamlets Bursaries (7 years)	-	28,818	(28,818)	-	-	-
11+ Bursaries (5 years)	-	26,712	(26,712)	-	-	-
Lower Sixth Bursaries (2 years)	-	23,058	(23,058)	-	-	-
Sixth Form STEM Bursaries (1 or 2 years)	-	14,000	(14,000)	-	-	-
11+ Bursaries (7 years)	-	5,406	(5,406)	-	-	-
<b>Total funds - charity 1</b>	<b>4,351,544</b>	<b>1,057,432</b>	<b>(893,479)</b>	<b>(739,817)</b>	<b>-</b>	<b>3,775,680</b>

### At 31 March 2019

	Total 1 April 2018 £	Income £	Expend- iture £	Gains & (losses) £	Transfers £	Total 31 March 2019 £
Endowment funds:						
Expendable	4,134,339	860,153	(661,501)	(35,704)	1,928	4,299,215
Permanent	52,809	1,928	-	(480)	(1,928)	52,329
Restricted funds:						
11+ Tower Hamlets Bursaries (7 years)	-	27,576	(27,576)	-	-	-
Lower Sixth Bursaries (2 years)	-	16,378	(16,378)	-	-	-
11+ Bursaries (5 years)	-	13,628	(13,628)	-	-	-
11+ Bursaries (7 years)	-	5,406	(5,406)	-	-	-
<b>Total funds - charity 1</b>	<b>4,187,148</b>	<b>925,069</b>	<b>(724,489)</b>	<b>(36,184)</b>	<b>-</b>	<b>4,351,544</b>

## MOVEMENT IN FUNDS OF CHARITY 2 - CLSG SCHOLARSHIPS AND PRIZES FUND

### At 31 March 2020

	Total 1 April 2019 £	Income £	Expend- iture £	Gains & (losses) £	Transfers £	Total 31 March 2020 £
Endowment funds:						
Expendable endowment	123,153	3,525	(1,740)	(15,872)	-	<b>109,066</b>
<b>Total funds - charity 2</b>	<b>123,153</b>	<b>3,525</b>	<b>(1,740)</b>	<b>(15,872)</b>	<b>-</b>	<b>109,066</b>

### At 31 March 2019

	Total 1 April 2018 £	Income £	Expend- iture £	Gains & (losses) £	Transfers £	Total 31 March 2019 £
Endowment funds:						
Expendable endowment	120,449	3,481	-	(777)	-	123,153
<b>Total funds - charity 2</b>	<b>120,449</b>	<b>3,481</b>	<b>-</b>	<b>(777)</b>	<b>-</b>	<b>123,153</b>

A loss of £755,689 (2018/19: £36,961) occurred on investments, based on valuations as at 31 March 2020. The valuations are linked to the UK stock market, which experienced a significant fall during February and March 2020 as a result of the Coronavirus (COVID-19) pandemic.

### Purpose of endowment funds

The permanent endowment fund is held in perpetuity as a capital fund to generate income for the activities of the charity. This consists of one scholarship and prize fund identified within the governing scheme, to be held by charity 1.

The expendable endowment fund is invested as a capital fund to generate income for the activities of the charity, including support in the form of bursaries, scholarships and prizes in accordance with the objectives of the charity. This consists of the seven scholarships and prizes funds identified in the charity's governing Scheme.

### Purpose of restricted funds

The following restricted funds are held within charity 1:

11+ Bursaries (5 years) – donations were received to fund full or partial bursaries for one or more pupils in year 7 for their studies up to and including year 11.

11+ Bursaries (7 years) – donations were received to fund full or partial bursaries for one or more pupils in year 7 for their studies up to and including year 13.

11+ Tower Hamlets Bursaries (7 years) – donations were received to fund full or partial bursaries for one or more resident in the London Borough of Tower Hamlets in year 7 for their studies up to and including year 13.

Lower Sixth Bursaries (2 years) – donations were received to fund full or partial bursaries for one or more pupils in the lower sixth for the duration of their studies in the sixth form.

Sixth Form STEM Bursaries (1 or 2 years) – donations were received to fund full or partial bursaries for one or pupils in lower or upper sixth studying subjects related to science, technology, engineering or mathematics.

## 14. NOTE TO THE STATEMENT OF CASH FLOWS

Reconciliation of net income to net cash inflow from operating activities:

	2019/20	Restated 2018/19
	£	£
Net income / (expenditure) for the reporting period as per the Statement of Financial Activities	<b>(589,951)</b>	167,100
Adjustments for:		
Dividends, interest and income from investments	<b>(158,246)</b>	(151,654)
Losses on investments	<b>755,689</b>	36,961
Decrease in debtors	<b>14,482</b>	29,794
Increase in creditors	<b>942</b>	85,273
<b>Net cash provided by/(used in) operating activities</b>	<b>22,916</b>	167,474

### Analysis of cash and cash equivalents

	2019/20	2018/19
	£	£
Cash in hand	<b>804,276</b>	623,114
<b>Total cash and cash equivalents</b>	<b>804,276</b>	623,114

The split between amounts within cash flows from operating activities and investing activities has been restated following review. The overall cash and cash equivalents remain unchanged.



## 15. RELATED PARTY TRANSACTIONS

The City Corporation is the sole Trustee of the charity, as described on page 2.

The charity is required to disclose information on related party transactions with bodies or individuals that have the potential to control or influence the charity. Members are required to disclose their interests, and these can be viewed online at [www.cityoflondon.gov.uk](http://www.cityoflondon.gov.uk).

Members and senior staff are requested to disclose all related party transactions, including instances where their close family has made such transactions.

Figures in brackets represent the amounts due at the balance sheet date. (Update table in Excel with the amounts due at balance sheet date).

<b>Related party</b>	<b>Connected party</b>	<b>2019/20</b>	<b>2018/19</b>	<b>Detail of transaction</b>
		<b>£</b>	<b>£</b>	
City of London Corporation	The Trustee of the charity	<b>354,488</b>	336,342	Match-funding up to a maximum of 2.5% of tuition fee income
City of London Corporation	The Trustee of the charity	<b>155,820</b>	149,586	Distribution from the Charities Pool
City of London Corporation	The Trustee of the charity	<b>(2,754)</b>	(897)	Bursary administration costs

## REFERENCE AND ADMINISTRATION DETAILS

**CHARITY NAMES & NUMBERS:** City of London School for Girls Bursary Fund (276251; charity 1) incorporating City of London School for Girls Scholarships and Prizes Fund (276251-5; charity 2).

**PRINCIPAL OFFICE OF THE CHARITY & THE CITY CORPORATION:**

Guildhall, London, EC2P 2EJ

**TRUSTEE:**

The Mayor and Commonalty & Citizens of the City of London

**SENIOR MANAGEMENT:**

**Chief Executive**

John Barradell OBE - The Town Clerk and Chief Executive of the City of London Corporation

**Treasurer**

Dr Peter Kane - The Chamberlain of the City of London Corporation

**Solicitor**

Michael Cogher - The Comptroller and City Solicitor of the City of London Corporation

**AUDITORS:**

BDO LLP, 55 Baker Street, London, W1U 7EU

**BANKERS:**

Lloyds Bank Plc., PO Box 72, Bailey Drive, Gillingham Business Park, Kent ME8 0LS

**INVESTMENT ADVISORS:**

Artemis Investment Management Limited, Cassini House, 57 St. James's Street, London, SW1A 1LD

Contact for The Chamberlain, to request copies of governance documents:

[PA-DeputyChamberlain@cityoflondon.gov.uk](mailto:PA-DeputyChamberlain@cityoflondon.gov.uk).