

MEETING : 09/01/2014

Ref: 11986

ASSESSMENT CATEGORY - Positive Transitions to Independent Living

Shoreditch Trust

Adv: Karisia Gichuke

Base: Hackney

Benefit: Hackney

Amount requested: £125,800

{Revised request: £132,816}

Amount recommended: £132,700

Purpose of grant request: Funding towards the Blue Marble Training programme to support care leavers and ex-offenders to develop skills and access opportunities for fulfilling careers in food.

Background

Shoreditch Trust (ST) is a charity formed in 2000 to support communities to address the causes of disadvantage in the most deprived areas of the London Borough of Hackney, through community regeneration enterprises. It tackles a range of issues in a multidisciplinary way towards four strategic priorities (i) addressing health inequalities; (ii) skills development through work based training for young adults and those who are long term unemployed; (iii) enriched living and learning to improve the quality of life of residents, such as London Children's Book Swap, Shoreditch Festival, and Starlit Children's Literature festival; (iv) and supporting enterprise and facilitating small business growth by providing incubator workspace for the creative industry and through this connecting young people to careers in the creative economy and social enterprise sector. The charity's fixed assets all contribute towards the delivery of these charitable outputs.

Funding History

No previous funding history.

Current Application

The proposal is for ST's Blue Marble Training programme, which supports adults and young people to develop skills, gain qualifications and access opportunities to achieve careers in food and hospitality. The programme exclusively targets care leavers and ex-offenders, in recognition that they are disproportionately affected by a lack of access to the labour market and face multiple barriers that hinder the transition to living independently. 2011 census data for Hackney showed that 21% of the borough's working age population was claiming benefits compared with 14.3% across London, with a 75% increase in JSA claimants under 25 years old, over twice the national average.

On the positive side, however, catering is a key growth sector in east London. The Council's 'Skills Strategy for Hackney' (2009) highlights the growth in employment in the hotel and restaurant sector between 2000 and 2006, and projects increasing growth during 2006-14. At the same time the report highlights the shortage of skilled chefs in the borough.

The training will predominantly take place at Waterhouse Restaurant – ST's social enterprise training restaurant where, unusually, trainees are exposed to a commercial, customer-facing, environment from the outset. It will operate across three tiered levels offering a clear route of progression into the labour market. There will be a rolling intake at foundation level, to offer a two week 'taster' developing core practical skills such as knife work, stock making, achieving a City and Guilds accredited certificate. It is anticipated that a minimum of 52 would go through this stage. The majority then progress to the 'intermediate' stage offering over 100 training hours in professional kitchens, and opportunities to gain further qualifications (e.g. in hygiene). The duration depends on the individual but normally lasts approx. 3-4 months. The advanced level training lasts around 12 months, and offers participants training placements in a restaurant, accredited qualifications, employability tasks, seminars and field trips. ST works closely with referral partners and provides pastoral support alongside individual skills training and personal development opportunities to aid successful transition into independent living.

The grant will pay for the salary of the lead facilitator and a proportion of project costs. Since submitting the original application to City Bridge Trust the organisation has restructured how the project is delivered and a new budget reflecting this is appended. The amount requested has also been amended following discussion with the organisation and the new amount requested (shown as highlighted items within the appendix and totalling £132,816 over three years) is reflected in this assessment.

Financial Observations

Audited accounts for the year ended 31 March 2013 show a deficit of £115,604 (5% of turnover), comprising £445,811 on restricted funds partially offset by a surplus of £330,207 on unrestricted funds, which includes a gain on disposal of fixed assets of £503,474. The charity's reserves policy is for unrestricted reserves to be held at a level equivalent to three months' worth of expenditure, which based on the current year budget equates to £395,274. At 31 March 2013 free unrestricted reserves were £397,354 ahead of this target at £792,628, equating to 6 months' worth of total expenditure. The budget for the current year 2013/14 shows total income of £1,571,052 of which £1,437,552 (91.5%) has been confirmed. After expenditure of £1,581,098 an overall deficit of £10,046 (0.6% of turnover) is anticipated, comprising a deficit of £200,476 on unrestricted funds partially offset by a surplus of £190,430 on restricted

28

funds. The unrestricted fund deficit of £200,476 would reduce the free unrestricted reserves position to £592,152 at 31 March 2014, equivalent to 4.5 months' worth of expenditure. The budgeted expenditure of £1,581,098 for 2013/14 is £858,496 (35%) lower than expenditure of £2,439,594 in 2012/13. The charity says that it had to reduce expenditure due to no longer receiving regeneration funding from the government's New Deal for Communities Programme, which supported some of England's most deprived neighbourhoods.

Officer's Appraisal

This project provides ex-offenders and care leavers with routes into employment in the food and hospitality industry. There are very few opportunities for this demographic to access training and development that also tailor to individual need and provide high-quality pastoral support alongside the skills training to aid a successful transition to independent living through stable employment. Key to this particular programme's success is the Waterhouse Restaurant, established as a social enterprise by Shoreditch Trust in 2008, which is open to the public and provides trainees with real industry experience.

Recommendation

£132,700 over three years (£43,000; £44,000; £45,700) towards a full time Lead Facilitator and the running costs of Blue Marble Training programme to support care leavers and ex-offenders to develop skills and access opportunities for fulfilling careers in food.



The City Bridge Trust

Charity Registration Number: 1035628

Working with Londoners: Application for a grant

Please read the guidance notes before completing this form

Reference:
(office use only)

11986

Date Received:

05/07/2013

Programme
Area:

06

1. About your organisation

Name of organisation applying for grant: Shoreditch Trust	
If the organisation is part of a larger organisation, what is its name?	
Address for correspondence: Units 1-2 Waterhouse 8 Orsman Road London	
Postcode: N1 5QJ Is this your home address? No	
Contact person: Ms Jacqui Roberts	Position: Chief Executive Officer
Phone: 08442252051	Fax:
E-mail: info@shoreditchtrust.org.uk	
Website: http://www.shoreditchtrust.org.uk	
Legal status of organisation: Registered Charity	
If registered, please give charity number: 1086812	
Date organisation established: 09/12/1999	

2. Request for funds

Under which of the Trust's themes are you applying (see our website or brochure for further details)? Positive Transitions to Independent Living
Purpose for which funds are requested: (25 words maximum) Funding towards 2 x Blue Marble Trainer salaries to support care leavers and ex-offenders to develop skills and access opportunities for fulfilling careers in food.
How much funding is requested? Year 1: £41,000 Year 2: £41,870 Year 3: £42,870 Total: £125,800

3. Aims of your organisation

Shoreditch Trust is a charity and a company limited by guarantee, originally established through the Government's New Deal for Communities programme in 2000.

Shoreditch Trust supports and empowers communities to address inequality and exclusion across deprived and disadvantaged neighbourhoods in London Borough of Hackney and beyond.

By focussing on the root causes of inequality we aim to help individuals, families and communities improve their mental, physical and social wellbeing enabling citizens to take responsibility for themselves, in their own spaces across the entire Hackney borough.

The Trust delivers a holistic community wellbeing programme across priority areas; Skills for Life, Enriched Living and Learning, Addressing Health Inequalities, Financial Inclusion and Enterprise Support.

In addition to targeted project delivery Shoreditch Trust manages a mixed asset portfolio including four Business Incubator Workspace Schemes, a Healthy Living Centre, Waterhouse Restaurant and Conference Centre.

4. Main activities of your organisation

Shoreditch Trust delivers a holistic Community Wellbeing programme maximising synergy across priority areas;

1. Tackling Health Inequality - adopting a person centred approach to improve physical and mental wellbeing . Projects include; Smoking Cessation services, Bump Buddies ante-natal support for vulnerable women, Peace of Mind therapies and Community 'grow, cook and eat' workshops.
2. Strengthening Skills for Life - working with those severely disengaged from the labour market to offer work based training opportunities in key growth industries. Projects include; Creative Mentoring to connect young people with Shoreditch creative and tech companies, Blue Marble Training to nurture and train chefs.
3. Enriched Learning and Living - improving quality of life offering experiences that facilitate enjoyment, enrichment and raised aspirations. Projects include; Elders Christmas Lunches, StarLit Children's Literature Festival and Shoreditch Festival.
4. Embedding Financial Inclusion in the Trust programmes, working with partners to widen access to appropriate financial services, and supporting individuals to make well informed financial decisions.
5. Supporting Enterprise - Projects include; four Business Incubator Workspace Schemes, a Healthy Living Centre, Waterhouse Restaurant and Conference Centre.

5. Number of staff

Full-time	Part-time	Management committee members	Active volunteers
15	23	8	70

6. How do you support your volunteers?

Shoreditch Trust manages a dedicated 'Hackney Shares' volunteer time bank programme. It is a trading network of skills, resources and assets from individuals and organisations where the currency is time rather than money. The programme provides an intelligent mechanism to broker and sustain volunteer relationships.

7. Property occupied by your organisation

Is the main property owned or leased/rented by your organisation?	If leased/rented, how long is the outstanding lease/rental agreement?
Owned	

8. Finance

From your most recent audited or independently examined accounts, complete the following:

Financial year ended - **31** Month: **March**

Year: **2013**

Income received from:	£
Voluntary income	65,838
Activities for generating funds	145,545
Investment income	126,423
Income from charitable activities	1,504,660
Other sources	481,526
Total Income	2,323,990

Expenditure:	£
Charitable activities	2,320,506
Governance costs	67,834
Cost of generating funds	51,254
Other	0
Total Expenditure	2,439,594
Net (Deficit)/Surplus:	(115,604)
Other Recognised Gains/(Losses)	0
Net Movement in Funds	(115,604)

Asset position at year end	£
Fixed assets	6,671,094
Investments	31,038
Net current assets	804,930
Long-term liabilities	1,594,324
*Total A	5,912,738

Reserves at year end	£
Endowment funds	0
Restricted funds	5,120,110
Unrestricted funds	792,628
*Total B	5,912,738

* Total A and Total B must be the same and should be taken from your balance sheet

9. Statutory funding

For the financial year above, what % of your income was from statutory sources?
20%

10. Material changes

Describe any material changes to the organisation's activities, structure or financial position since the date of the most recent accounts:

None

11. Previous applications to the Trust

Have you applied to the Trust before? If so, please give details:

Month/Year:	04/10	Ref:	9830	Grant received:	£0	OR application rejected?	Yes
Month/Year:		Ref:		Grant received:		OR application rejected?	
Month/Year:		Ref:		Grant received:		OR application rejected?	

12. Previous funding received

Funding received by your organisation from the following sources during the last **THREE** years:
(i) City of London (other than the City Bridge Trust) **(ii)** London boroughs **(iii)** London Councils (formerly ALG)
(iv) Health authorities **(v)** Central government departments **(vi)** Other statutory bodies (e.g. Housing Corporation, Arts Council) - List source, years and annual amounts:

	Year: 2010	Year: 2011	Year: 2012
(i) The Barbican	0	0	3500
(ii) London Borough of Hackney	44982	397722	525762
(iii)			
(iv) City and Hackney Primary Care Trust	350903	782840	866450
(v) Dept Communities & Local Government	3861857		
(vi) Arts Council England	20000	0	13599

13. Previous grants received

Grants received by your organisation from charitable trusts and foundations (other than the City Bridge Trust) during the last **TWO** years. List source, years and annual amounts:

	Year: 2011	Year: 2012
Big Lottery	39434	168321
Harbour Foundation	15000	
Action for Children	9139	
Harold Hyam Wingate Foundation	6500	
British Heart Foundation		4995
SAE Education		9705

14. What steps is your organisation taking to reduce its carbon footprint?

Shoreditch Trust comply and exceed the requirements of available environmental legislation to be an exemplar of excellence in environmental management.

Waterhouse Restaurant was awarded Three Star Sustainability Champion status (83%) from the Sustainable Restaurant Association in February 2012.

Initiatives include :

In house production of filtered bottled water on-site, eliminating emissions from mineral water transportation.

Cooling and heating provided by an energy efficient fresh air displacement ventilation system through panels made of woven wicker.

An onsite food dryer macerator. The machine reduces the volume of food waste by over two-thirds, transforming it into a dried, stable material that will biodegrade a lot more slowly. The dried material is used in Shoreditch Trust's growing areas, slowly releasing nutrients as it rehydrates naturally.

Vertical salad wall. Plants are grown vertically in our patented modular, hydroponic-fed system. The benefits of green walling include reduced thermal loading on buildings and natural air filtration.

15. Purpose

Complete this section whatever the amount of grant requested. **In addition**, if the request is for £25,000 or more in total, a fuller proposal should be sent with this form. Also, if your application is for all or part of new or existing post(s), please enclose a copy of the relevant job description(s) including the salary level.

In order to provide the right information, please refer to guidance note 15 before completing this section.

Shoreditch Trust's Blue Marble Training programme supports and nurtures care leavers and ex-offenders to develop skills, gain qualifications, experiences and access opportunities to achieve fulfilling careers in food and hospitality.

Objectives :

- Increased engagement in education and training
- Reduction in youth offending (and re-offending)
- Sustained transitions from care to independent living
- Increased peer to peer mentoring in communities with endemic underemployment

Ex-offenders and care leavers are disproportionately affected by a lack of access to the labour market in Hackney, facing multiple barriers that hinder their transition to independent living. The risk of entrenched social exclusion, offending or re-offending is high as a result.

Hackney is ranked the second most deprived local authority area in England and Wales (2010 Index of Multiple Deprivation) with high levels of youth unemployment. However, catering is a key growth sector in east London and the Council's Skills Strategy for Hackney (2009) highlights the shortage of skilled chefs in the borough. Blue Marble Training seeks to meet this need by training chefs from ex-offender or care leaver backgrounds.

BMT operates across three tiered levels -- Foundation, Intermediate & Advanced - offering a clear route of progression into the labour market. The training takes place at Waterhouse Restaurant, Shoreditch Trust's social enterprise training restaurant, and its Healthy Living Centre. Trainees are exposed to a commercial, customer-facing environment from the outset.

All trainees start at the Foundation Level and are supported by the Head Chef Trainer and Training & Engagement Coordinator to progress to the Advanced Level. The hierarchical structure demonstrates a transparent route of progression, rewards skills development and encourages mentoring relationships between trainees.

Shoreditch Trust works with east London partners including probation and statutory services to recruit at least one new trainee every week. We operate a rolling intake (rather than academic or financial calendars) across the year. This allows ex-offenders and care leavers to join the programme when their social workers or probation officers recommend they are ready to commit to, and benefit from, the training opportunities on offer.

Each year, BMT works with a minimum of 52 ex-offender or care leaver trainees. Since 2009, 75% of all BMT trainees (>150 individuals) recruited have been ex-offenders and over a quarter have been in care. Of those completing 12 months on the programme, 91% have remained employed in food & hospitality 6 months after leaving.

Shoreditch Trust is a charity that provides specialised pastoral support alongside individual skills training and personal development opportunities to aid successful transition to independent living.

Trainees are challenged to see themselves as leaders in the kitchen and in the community. BMT integrates a strong social and ethical message into its work, emphasising the important and positive impact good food and food businesses have in the local community. Advanced Level trainees are offered the opportunity to gain teaching qualifications, to design and improve course modules and are expected to cascade their learning to new trainees.

Advanced Level trainees are paid a living wage whilst furthering their training. In contrast to other apprenticeship and college based vocational courses, this assists greatly in enabling trainees to achieve independent living; financial stability, fiscal responsibility and budget management skills.

Environmental sustainability is a key focus of Blue Marble Training. Trainees gain knowledge of 'field to fork' processes, high ethical standards and key skills to limit environmental impact in the catering and hospitality industry.

BMT benefits from outstanding training facilities and experienced training staff led by the Head Chef Trainer and supported by the Training Coordinator. We seek support to continue to provide educational and employment opportunities for young care leavers and ex-offenders.

16. Explain how you will monitor and evaluate both your own outcomes and those of the programme under which you are applying.

Shoreditch Trust records and analyses datasets to map an individual's progression through BMT and beyond. We capture; background information at application and interview, personal learning portfolios, qualifications, timesheets, work based appraisals, employment outcomes on graduating from the programme, plus tracking at a further 6 and 12 months.

BMT's curriculum and accredited qualifications meet the requirements of OFSTED's Common Inspection Framework and are assessed by a Quality Assurance Officer.

Shoreditch Trust commissions a 'Social Return on Investment' report conducted independently every two years. The last report was published in August 2012. The SROI model generated outcome mapping and determined that for every £1 invested in BMT, the social value of the outcomes created is £3.42.

Alongside independently conducted SROI evaluation, The Trust's senior management team meet with BMT training personnel on a quarterly basis to interpret monitoring data and analyse success against targets, enhancing programme delivery strategies as required.

17. Beneficiaries

In line with our anti-fraud policies, we may, in exceptional circumstances, require you to provide contact details of your beneficiaries (see Guidance Notes).

How many people will benefit from the grant per year?

52

What age group will benefit? **Over 16 years, Adult**

In which local authority is your organisation based?

Hackney

Which borough(s) of Greater London will benefit from this grant?

(if more than one, please give % for each)

Hackney 75%, Tower Hamlets 5%, Waltham Forest 5%, Newham 5%, Islington 5%, Haringey 5%.

At what address will the activity be located?

**Shoreditch Trust Healthy Living Centre, 170 Pitfield Street, London N1 6JP
Waterhouse Restaurant, 10 Orsman Road, London N1 5QJ**

What will the ethnic grouping(s) of the beneficiaries be?

	%		%
White - British		Black - Caribbean	
White - Irish		Black - African	
White - Other (please describe)		Black - Other (please describe)	
Asian - Indian		Black - British	
Asian - Pakistani		Chinese	
Asian - Bangladeshi			
Asian - Other (please describe)		Other (please describe)	
Open to everyone			100

What proportion of the beneficiaries will be disabled people?

10%

18. Funding required for the project

What is the total cost of the proposed activity/project?

(List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
Training Venue	20,000	20,000	20,000	60,000
Training Equipment & Course Materials				0
Foundation Level (50 x £500)	25,000	25,000	25,000	75,000
Intermediate Level (25 x £1,250)	31,250	31,250	31,250	93,750
Advanced Level (15 x £2,000)	30,000	30,000	30,000	90,000
Evaluation	6,500	6,500	6,500	19,500
Marketing - Design and Print	2,000	2,000	2,000	6,000
Seminars and Field Trips (12 x £500)	6,000	6,000	6,000	18,000
Management				0
Service Desk & Communications	9,960	9,960	9,960	29,879
Trainee Management Software Licence	1,000	1,000	1,000	3,000
Assessment and Verification Officer Services (8 x £500 per day)	4,000	4,000	4,000	12,000
Chef Trainer Salary	30,000	30,600	31,200	91,800
Training Coordinator Salary	22,000	22,660	23,340	68,000
TOTAL	187,710	188,970	190,249	566,928

What income has already been raised? (List amounts and main sources)

Source	Year 1 £	Year 2 £	Year 3 £	Total £
Savoy Educational Trust	13,750	0	0	13,750
LBH Virtual School for Looked after Children	20,000	10,000	10,000	40,000
Shoreditch Trust	100,000	75,000	50,000	225,000
TOTAL	133,750	85,000	60,000	278,750

What other funders are currently considering the proposal?

Funder	£
JP Getty Foundation	10,000
East London Business Alliance	15,000
Trusthouse Charitable Foundation	15,000
Worshipful Company of Cooks	20,000
TOTAL	60,000

19. Funding requested from the Trust

How much is requested from the Trust? (List main expenditure headings and amounts)

Expenditure heading	Year 1 £	Year 2 £	Year 3 £	Total £
Chef Trainer (full salary)	30,000	30,600	31,200	91,800
Training Coordinator (50% salary)	11,000	11,330	11,670	34,000
TOTAL	41,000	41,930	42,870	125,800

20. Funding requested from the Trust (continued)

When will the funding be required? 01/01/2014
Is the activity to continue beyond the period for which funding is requested? If so, how will it be resourced? Shoreditch Trust will continue to develop its social enterprise Waterhouse Restaurant as the home of Blue Marble Training. The restaurant has been open since 2009 and the business plan confidently projects increased income over the next three years to support BMT - alongside a limited amount of rental income through The Trust's property portfolio.
If any planning or other statutory consents are required for the project to proceed, what stage have the applications reached? None required.

21. Referee

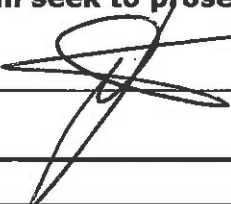
Please provide us with the contact details of a current or recent funder of your organisation who is willing to act as a referee.

Referee
Name: Nick Corker
Organisation: Virtual School for LAC, Hackney Learning Trust
Address: Hackney Technology and Learning Centre London E8 1GQ
Tel: 020 8356 5016
E-mail: Nick.Corker@Hackney.Gov.UK

Declaration on behalf of applicant organisation

I, JACQUI ROBERTS (your name)
am an authorised representative of
SHOREDITCH TRUST (your organisation)
within which I am CHIEF EXECUTIVE (your position)

To the best of my knowledge, all the information that I have provided in this application form is correct. I fully understand that the City Bridge Trust has zero tolerance towards fraud and will seek to prosecute and recover funds in every instance.

Signature  Date 17 JULY 2023

How your information will be used by the Trust

City Bridge Trust (which is administered as part of the Bridge House Estates by the City of London Corporation) processes personal data in compliance with the Data Protection Act 1998. The Trust obtains and uses information, including personal data, as part of the process of assessing grant applications and monitoring the use of grants. The information you provide on the application form may be made public as part of the assessment of this application. In addition, the Trust may share this information with third parties, including other funders, its external consultants and external auditors, police and regulatory bodies for the purpose of determining, preventing or detecting crime; or ensuring that no organisation is receiving duplicate funding; or the validation of contracts; or where this is otherwise required by law.

By signing and submitting your application form you give your explicit consent for us to use data relating to your application as set out above.

Our contact details for enquiries about how we process your information are:

The City Bridge Trust, City of London, PO Box 270, Guildhall, London EC2P 2EJ. Telephone: 020 7332 3710

Concerns over fraud and corruption

Should you, at any time, have concerns of fraud and corruption within your organisation relating to the grant, then please raise your concerns with us using our Whistle Blowing facilities. You may use our Audit team's 24 hour answer phone number, 020 7332 3663, to report the details or email

raiseyourconcern@cityoflondon.gov.uk

Return the completed form to: The City Bridge Trust

City of London
PO Box 270
Guildhall
London EC2P 2EJ

Please

- **do not send this application by fax or e-mail** – unless applying online, applications must be posted to the Trust
- **do send the information in the checklist** – if items are missing, your application will be returned to you
- **do send only the information in the checklist** – if further information is required, we will contact you
- **do ensure you have signed and dated this form** – we cannot accept forms which have not been signed and dated
- **do use the correct postage** – the completed form and additional materials are likely to exceed 100g in weight

APPENDIX - REVISED PROJECT COSTINGS

BMT WH Budget Three Years

2014-15 2015-16 2016-17

Direct project costs

Salaries

Accreditation and Quality Manager	35,077	35,778	37,493
Facilitator Lead	31,730	32,365	33,917
Facilitator	23,489	23,959	25,125
Engagement Coordinator	23,489	23,959	25,125
Total salary costs	113,785	116,061	121,659

**Advanced Trainee Wages	53,787	54,862	55,960
Advanced Trainee induction	4,800	4,896	4,994
Total Trainee costs	58,587	59,758	60,954

Equipment/materials	99,000	100,980	103,000
Travel expenses	3,640	3,713	3,787
Recruitment	2,500	2,550	2,601

Total direct project costs	277,512	283,062	292,001
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Support costs

Management, oversight & supervision - CEO	24,262	24,747	25,242
Finance - budget management, payroll - FD	14,240	14,525	14,815
Administration, office management	6,847	6,984	7,124
Marketing, communications	6,525	6,656	6,789
IT, web & data management	4,847	4,944	5,043
Total support costs	56,721	57,855	59,013

Overheads

Rent, rates, utilities	63,620	64,892	66,190
IT	7,071	7,213	7,357
Training, staff development	4,500	4,500	4,500
Audit & governance	4,023	4,103	4,185
Legal & professional fees	8,800	8,976	9,156
Phones, stationery, office costs	7,103	7,245	7,390
Total overheads	95,117	96,929	98,778
Total indirect project costs	151,838	154,785	157,791

Total project cost	429,350	437,847	449,791
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Project Income

Income generated through sales & events	140,000	142,800	145,656
Virtual School-unsecured	10,000	10,000	10,000
* Accreditation	129,908	132,506	135,157
Getty Foundation-Unsecured	40,000	40,000	40,000
City Bridge Trust-Unsecured	40,000	40,000	40,000
Total Project Income	359,908	365,306	370,813

Current Fundraising Target	69,442	72,541	78,979
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