

The City Bridge Trust

Investing In Londoners: Application for a grant



About your organisation

Name of your organisation: Tricycle Theatre Company	
If your organisation is part of a larger organisation, what is its name? n/a	
In which London Borough is your organisation based? Brent	
Contact person: Ms Celine Gagnon	Position: Head of Development
Website: http://www.tricycle.co.uk	
Legal status of organisation: Registered Charity	Charity, Charitable Incorporated Company or company number: 276892
When was your organisation established? 01/12/1978	

Grant Request

Under which of City Bridge Trust's programmes are you applying? Making London More Inclusive
Which of the programme outcome(s) does your application aim to achieve? Community buildings that are more accessible and as a result
Please describe the purpose of your funding request in one sentence. To make the Tricycle Theatre fully accessible by removing physical barriers preventing disabled users from fully accessing theatre-going and theatre-making at the Tricycle.
When will the funding be required? 24/06/2016
How much funding are you requesting? Year 1: £100,000 Year 2: £0 Year 3: £0 Total: £100,000

Aims of your organisation:

The Tricycle Theatre views the world through a variety of lenses, bringing unheard voices into the mainstream. It presents high quality and innovative work, which provokes debate and emotionally engages. Located in Brent, the most diverse borough in London, the Tricycle is a local venue with an international vision and a national reputation. With this in mind, the Tricycle Theatre aims to:

- present high quality theatre which shows us the world through different lenses;
- inspire young people by creating opportunities to help support future artists and audiences from all backgrounds, regardless of class, ethnicity, sexuality or gender;
- remove the obstacles that prevent theatre from being accessible to all;
- be a safe space where communities can mix and creativity can flourish.

Main activities of your organisation:

We present 8 productions a year in our 232-seat auditorium. Recent plays include the sell-out run of 'The Father', a co-production with Theatre Royal Bath which received 5-star reviews in 11 national newspapers; 'Multitudes', the first full Tricycle commission and directed by Indhu Rubasingham; and 'The Dissidents', specially commissioned for the Tricycle Young Company and the centre piece of our annual Takeover. Our Creative Learning Programme engages with local young people through 2 strands: Tricycle Young Company and Schools & Pathways. Tricycle Young Company opportunities include workshops and performances, collaboration with specially-commissioned writers, producers and directors, and the Takeover - an annual festival of theatre created for and by young people. Schools & Pathways seek to improve literacy and engagement with theatre through regular workshops, learning packs, storytelling, playwriting and subsidised visits to Tricycle productions. This includes Minding the Gap (working with recently-arrived young migrants) which was generously supported by CBT until July 2015.

Number of staff

Full-time:	Part-time:	Management committee members:	Active volunteers:
21	9	13	5

Property occupied by your organisation

Is the main property owned, leased or rented by your organisation?	If leased/rented, how long is the outstanding agreement?
Leased	106 (out of 125)

Summary of grant request

We are requesting a grant from City Bridge Trust (CBT) to make the auditorium, front-of-house and backstage areas Disability Discrimination Act (DDA) compliant and fully accessible to staff, artists, participants and visitors.

This work is part of a £5million capital project to improve accessibility and audience experience inside the auditorium and in the public areas. We will also improve our financial resilience by adding 60 seats, enhancing our catering offer and making the building more energy efficient.

A priority of the project is to remove barriers preventing disabled users from fully accessing theatre-going and theatre-making at the Tricycle.

Need

The auditorium offers a poor experience for users with access needs as it currently is. There are multiple steps limiting accessible seating for those with mobility impairments and no permanent wheelchair positions. Two temporary wheelchair spaces exist, but can only be accessed via a scissor lift which is situated in such a way that wheelchair users must wait after the performance until all other patrons have left the auditorium.

We commissioned the Centre for Accessible Environments (CAE) to conduct an access audit in March 2014, with generous support from CBT. The RIBA Stage D design by Ian Ritchie Architects incorporates their key recommendations, primarily:

- reconfiguring the Kilburn High Road entrance;
- creating level access to and in the auditorium;
- increasing the number of wheelchair positions in the auditorium;
- providing accessible backstage and dressing room facilities for the first time.

The Design team held a series of workshops and focus groups to inform the design, including with groups and associations of people with access requirements. The improvements suggested above were warmly welcomed: the shallower entrance ramp, the seamless and equitable journey to the auditorium, the number and positioning of wheelchair spaces and the accessible backstage area. Many commented that the design would place them on an equal status with non-disabled users and ensure that the building was more accessible for everyone, not just those with specific needs.

Accessibility and inclusivity are key to the Tricycle's ethos; we strive to ensure access to arts for all whatever people's socio-economic background, ethnicity or disability. We believe that our commitment to accessibility and diversity should be reflected in our physical environment.

Delivery

The Executive team, supported by Capital Project Manager Neil Biscoe, manages the project delivery. The team ensures that the project gives form to the artistic vision; assesses value for money and risk; ensures financial control; reports to the Board of Trustees. The Board provides strategic oversight and scrutiny, offering specialist advice and fundraising whilst ensuring effective cost control and risk management. A Building Steering Committee interrogates plans, budgets and contracts to ensure work progresses in a timely, cost-effective and appropriate way within the given budget. A Capital Appeals Committee supports the Executive and Development teams in approaching foundations and major donors to fund the works.

Outcomes

If you need any planning or other statutory consents for the project to proceed, what stage have the applications reached?

YES - APPROVED
BA

Do you have a Vulnerable Adults policy? **Yes**

What Quality Marks does your organisation currently hold?

None

Outputs and outcomes

What are the main activities or outputs you want to deliver? Please include no more than 5. By activities or outputs we mean the services, products or facilities you plan to deliver. If you plan to deliver work over more than one year you should include activities over the full grant period requested. Try to be specific.

Entrance -- we will replace the existing steep entrance ramp, which takes visitors from Kilburn High Road to the auditorium, with two 2-metre wide slopes with a gradient of 1:21 separated by a central landing. This will make our entrance DDA compliant.

Auditorium -- we will make the auditorium more accessible by lowering the stage and stalls pit. This reduces the number of steps and increases the number of seats with level access. It also gives level access to the auditorium from the building entrance, without the use of a lift as currently.

Auditorium -- we will significantly increase the number of wheelchair positions available from 2 to 8 (3 permanent; 5 flexible). The permanent positions will be spread through the auditorium to give wheelchair users a choice of view points for the first time.

Backstage -- we will reconfigure the existing space to provide level access to backstage, a safe escape route and a level get-in. We will create a level access dressing room located at stage level of the auditorium for the first time, with an associated unisex accessible WC and shower.

What main differences or outcomes do you hope the activities you have described above will achieve? Please include no more than 5. By differences or outcomes we mean the changes, benefits, learning or other effects that result from the work your project would deliver. These might be for individuals, families, communities or the environment.

The shallower ramp and step-free access to seats and wheelchair positions in the auditorium will place users with mobility or access requirements on an equal status with able-bodied users, ensuring that the building is truly accessible to everyone whilst not isolating those with specific needs from other visitors.

Creating level access to the auditorium will make it easier and more discreet for wheelchair users to access their position and enable them to leave the auditorium with other users rather than wait for assistance and until all other patrons have left at the end of a performance.

Up to 8 wheelchair users will have access to the auditorium at any one time, 6 more than currently. The positions will offer a number of different viewpoints, therefore giving a greater choice to wheelchair users.

By creating a level-access dressing room with accessible WC and shower backstage, at stage level, we will be able to provide opportunities to disabled artists, creatives and participants for the first time in the Tricycle's history, enabling them to take an active part in the artistic programme.

Do you plan to continue the activity beyond the period for which you are requesting funding? If so, how do you intend to sustain it? If not, what is your exit strategy?

The capital refurbishment project will start in July 2016 and complete in April 2017, when the auditorium will be reopened to the public. Ongoing funding from Arts Council England, trusts, individual donors and ticket sales will enable us to continue providing theatre and creative learning activities to our patrons after the capital project is completed.

Who will benefit?

About your beneficiaries

How many people will benefit directly from the grant per year?

150,000

In which Greater London borough(s) or areas of London will your beneficiaries live?

Brent (11%)

Camden (9%)

Westminster (5%)

London-wide (75%)

What age group(s) will benefit?

All ages

What gender will beneficiaries be?

All

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

A range of ethnic groups

If Other ethnic group, please give details:

What proportion of the beneficiaries will be disabled people?

1-10%

Funding required for the project
What is the total cost of the proposed activity/project?

Expenditure heading	Year 1	Year 2	Year 3	Total
Auditorium: alterations, refurbishment and new seating	1,640,000	0	0	0
Auditorium: new control room on 1st floor	198,000	0	0	0
Front of House: refurbishment of social spaces	306,591	0	0	0
Front of House: furniture and fittings	247,000	0	0	0
Back of House: access to stage and plant renewal	167,000	0	0	0
Professional fees & charges	809,349	0	0	0
Closure costs & allowance for inflation	603,424	0	0	0
Additional contingency & miscellaneous costs	235,636	0	0	0
Irrecoverable VAT	793,000	0	0	0

TOTAL:	5,000,00	0	0	0
---------------	-----------------	----------	----------	----------

What income has already been raised?

Source	Year 1	Year 2	Year 3	Total
John Lyon's Charity	250,000	0	0	0
Backstage Trust	250,000	0	0	0
Garfield Weston Foundation	200,000	0	0	0
Others (Warburg, Getty, 29th May 1961, individuals)	472,500	0	0	0

TOTAL:	1,172,50	0	0	0
---------------	-----------------	----------	----------	----------

What other funders are currently considering the proposal?

Source	Year 1	Year 2	Year 3	Total
Arts Council England (pending - July 2015)	3,152,909	0	0	0
Wolfson Foundation	100,000	0	0	0
Roddick Foundation	50,000	0	0	0
Fidelity Foundation UK	100,000	0	0	0

TOTAL:	3,402,90	0	0	0
---------------	-----------------	----------	----------	----------

How much is requested from the Trust?

Expenditure heading	Year 1	Year 2	Year 3	Total
Auditorium: wheelchair units	3,000	0	0	0
Auditorium: reinforced concrete slab & retaining walls for lowering stalls pit	97,000	0	0	0
	0	0	0	0
	0	0	0	0
	0	0	0	0
	0	0	0	0
	0	0	0	0
	0	0	0	0

TOTAL:	100,000	0	0	0
---------------	----------------	----------	----------	----------

Finance details

Please complete using your most recent audited or independently examined accounts.

Financial year ended:	Month: March	Year: 2014
-----------------------	------------------------	----------------------

Income received from:	£
Voluntary income	2,125,114
Activities for generating funds	266,009
Investment income	6,136
Income from charitable activities	1,954,699
Other sources	105,056
Total Income:	4,457,014

Expenditure:	£
Charitable activities	2,661,563
Governance costs	29,257
Cost of generating funds	286,366
Other	118,107
Total Expenditure:	3,095,293
Net (deficit)/surplus:	1,361,721
Other Recognised Gains/(Losses):	0
Net Movement in Funds:	1,361,721

Asset position at year end	£
Fixed assets	2,731,757
Investments	0
Net current assets	2,397,262
Long-term liabilities	0
*Total Assets (A):	5,129,019

Reserves at year end	£
Restricted funds	576,782
Endowment Funds	2,667,226
Unrestricted funds	1,885,011
*Total Reserves (B):	5,129,019

*** Please note that total Assets (A) and Total Reserves (B) should be the same.**

Statutory funding

For your most recent financial year, what % of your income was from statutory sources?
21-30%

Organisational changes

Describe any significant changes to your structure, financial position or core activities since the date of your most recent accounts:

The Executive team has been restructured following the departure of Kate Devey as Executive Director. Indhu Rubasingham remains Artistic Director and CEO, whilst Bridget Kalloushi becomes Deputy Chief Executive as well as Executive Producer. Bridget continues to lead the capital project internally.

Previous funding received

Please list the funding received by your organisation from the following statutory sources during the last THREE years.

	2012 £	2013 £	2014 £
City of London (except City Bridge Trust)	0	0	0
London Local Authorities	198,000	207,847	198,000
London Councils	0	0	0
Health Authorities	0	0	0
Central Government departments	0	0	0
Other statutory bodies	1,173,315	806,570	809,519

Previous grants received

Please list the grants received by your organisation from charitable trusts and foundations (other than City Bridge Trust) during the last THREE years. List source, years and annual amounts. Please include the 5 largest only.

Name of Funder		2012 £	2013 £	2014 £
Siegmund Warburg Settlement	0	150,000	0	
J Paul Getty Jn Charitable Trust	0	75,000	75,000	
Backstage Trust	0	25,000	250,000	
Garfield Weston Foundation	0	200,000	0	
John Lyon's Charity	32,300	280,000	30,000	

Declaration

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

Please confirm: Yes Full Name: **Celine Gagnon**

Role within **Head of Development**
Organisation: