

Registered CIO Number: 1172145

CAMDEN SPARK

RECEIPTS AND PAYMENT ACCOUNT

AND

STATEMENT OF ASSETS AND LIABILITIES

31 MARCH 2023

Camden Spark

Trustee Annual Report 31st March 2023

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Legal and Administrative Information

Charitable Incorporated Organisation No: 1172145

Address: Fitzjohn's Primary School
86A Fitzjohn's Avenue
London NW3 6NP

Trustees:

Moira Ugoji (resigned 10.10.22)

Ria Bartlett

Zerritha Brown (appointed 10.10.22)

Rob Earrey – Vice Chair

Richard Harrison – Chair

Sarah McGann

Tina Ramdeen

Deborah Rees

Danielle Tobin-Haughan (appointed 20.03.22)

Independent Examiners:

CVS Northamptonshire

32-36 Hazelwood Road

Northampton

NN1 1LN

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The members of the Board of Trustees of Camden Sparks present their report together with Receipts and Payments Accounts and Statement of Assets and Liabilities for the year ended 31st March 2023.

Trustees are appointed as individuals, but where feasible, with representation from: a Camden primary school, a Camden secondary school; an alternative education provider in Camden; Camden Learning; Camden Council's Culture Service; Camden Music Service; a Camden-based Cultural Organisation; a higher education institution; and a freelance cultural education practitioner. This is to ensure that the board represents the viewpoints of the stakeholders it strives to represent and engage.

Camden Spark has a Trustee Induction Pack to support the induction and training of trustees. Induction and training are led by the Chair of the Board of Trustees with the support of the other trustees.

The charity is led by the Board of Trustees.

The charity's work has been managed by a 0.5 FTE Programme Manager and a 0.5 FTE Arts Development Officer (on secondment from Camden Council). During the reporting period, the Programme Manager remained on maternity leave between April-November 2022, and during this period was covered by the Arts Development Officer whose secondment was increased to 1 FTE. Further detail is provided below.

The charity works closely to align aims with various Camden Council departments, including Culture, Inclusive Economy and Youth Service as well as Camden Learning and STEAM.

The charity is a member of Knowledge Quarter London Ltd and A New Direction's Connected London network.

Objectives & Activities and Public Benefit

The advancement of education in the arts and culture for children and young people in Camden and surrounding areas.

Camden Spark undertakes the following activities for public benefit:

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- provision of a brokerage service between schools, colleges, and cultural organisations to provide cultural education opportunities for children and young people in Camden.
- provision of CPD and networking opportunities for teachers of cultural education subjects and cultural education practitioners in cultural organisations.
- project management of cultural education opportunities for schools with cultural and business partners.
- support to, and encouragement of, Camden schools considering embarking on an Artsmark application.
- research surrounding ways of engaging young people and organisations in offering Arts Award.
- support to London Borough of Camden in the delivery of its cultural programming.
- advocacy within Camden's schools, local authority, and cultural organisations for the benefits of rich and broad cultural education provision for all the borough's children and young people.

The trustees of Camden Spark confirm that they have had regard to the guidance issued by the Charity Commission on public benefit.

Achievements and Performance

Camden Spark is Camden's Local Cultural Education Partnership (LCEP). Camden Spark became a Charitable Incorporated Organisation on 20 March 2017 and has since grown its Board of Trustees and begun to implement its strategy and business plan.

Camden Spark has employed a 0.5 FTE Programme Manager since November 2019 to co-design and deliver our programme for partners. The Programme Manager continues to work alongside a seconded 0.5 FTE Arts Development Officer role in Camden Council. Over the reporting period, this combined capacity of 1 FTE has enabled Camden Spark to further its charitable objectives and to consolidate its annual programme of activities, as well as continue to develop strategic partnerships in the borough to ensure the long-term stability and local relevance of the charity.

In October 2021 the Programme Manager went on maternity leave and returned to the role in November 2022. During this period, Camden Council agreed to increase the Arts Development

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Officers seconded hours to full time. This enabled the continuation of the charity's programme delivery and operation without the need for recruiting temporary maternity cover. Camden Spark was then able to use the salary saving to recruit a freelance Fundraising and Development Manager, to develop a fundraising strategy to sustain the charity's long-term future.

Camden Spark strives to maintain excellent governance structures and systems. We are proud to be led by a group of dynamic and committed Trustees, representing internationally-renowned, locally-based cultural venues (The British Library, The Roundhouse, The Royal Opera House) as well as schools and public sector bodies that serve some of the most diverse communities in the country (Fitzjohn's Primary School, Camden Music Service, Camden Council, IOE, UCL's Faculty of Education and Society).

Moir Ugoji both left her role in Camden and as a result resigned as trustees during this period. We are delighted that the new Head of Culture at Camden Council, Zerritha Brown, has recently been recruited to the Board and we are in negotiations with Camden Learning over a new board representative, which we are hoping to appoint in summer 2023. Camden Spark has a clear plan in place to bring the board to full quota by Summer Term 2023 and ensure representation across our stakeholder groups.

Camden Spark's Board continues to drive the strategic direction of the charity and ensure that governance, management policies and processes are appropriate for the effective leadership of the charity. During the reporting period, the previously established working group structures continued half-termly to support the delivery of the strategic objectives of the charity, with regular meetings taking place before termly board meetings, in compliance with the Terms of Reference for each group: Programme Management, Operations & Evaluation and Fundraising & Communications.

In February 2023 the setup of Camden Spark's first standalone bank account was completed (a community account with Cooperative Bank), and we are now able to transfer reserve funds across from the care of Regent High School (we expect this final transaction to be completed in May 2023).

Camden Spark was the recipient of a 4 year year grant funding agreement as part of A New Direction's Challenge London programme. The initial three year funding period (1 September 2018 until 31 August 2021) was extended by a further 11 months to take into account the reduced delivery during the COVID-19 lockdown.

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As previously reported, the grant of £75,000 has been matched in-kind by Camden Council at over 100% across the life of the grant period. The proposal for extension was also supported by Camden Council, with a commitment to continue pro-rated grant funding, as well as the seconded Arts Development Officer role for the extension period. The Challenge London funding period ended in July 2022, and a further application to A New Direction's Transition Fund was successful, which ensured the continuation of activity running until March 2023. The Transition Fund award is £15,000 and has been match funded by £15,000 unrestricted grant income from Camden Council.

In February 2023 Camden Spark requested and were granted a short extension on the Transition Fund period, which allowed activity to continue until end of April 2023. The primary request to the extension was to complete the first stage of the Youth Voice consultations.

Challenge London and the Transition Fund are led by A New Direction, with funding from Arts Council England. Challenge London's purpose was to ensure all children and young people in London can develop their creativity and play an active part in the culture and heritage of the city.

This funding has enabled Camden Spark to consolidate its new brokerage model. The new, more flexible, and agile programme offer for Camden schools and cultural organisations has proved successful in its second year of delivery. 'Camden Spark Connected' has continued to link schools and cultural sector organisations, with the aim of brokering relationships, facilitating collaboration, and developing long-term partnerships to address school needs and meet our impact goals.

Programme

Between 2018-2022, Camden Spark was funded through A New Direction's Challenge London programme. In June 2022, Camden Spark was awarded Transition Funding from A New Direction until February 2023 (subsequently extended to the end of April 2023).

During this period, Camden Spark is proud to have maintained its high-quality programme offer for Camden Spark partners, whilst also focusing on securing the legacy of our Local Cultural Education Partnership.

A key priority during this period, and paramount to the LCEP's future relevance and success, has been our Youth Voice consultation, which aimed to embed meaningful mechanisms for Young People to connect with Camden Spark's staff and Board of Trustees to help shape the future of the Charity for years to come.

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During this period, we were pleased to make a successful return to delivering in-person events, with strong attendance demonstrating the need. Project delivery increased, as some projects developed pre or during lockdown were finally able to take place. Some of our programmatic delivery was reduced or paused during this period, as we realised that our partners were becoming busier and less able to commit to the same extracurricular participation. This did, however, give us time to focus on other important areas for Camden Spark such as Youth Voice, business development and sustainability.

We built on the funding model established first as the Buddy Project Grants (for Buddying programme alumni) and then as the Creative Collaboration Fund. In the previous funding rounds we awarded grants of up to £500. For the latest Round we raised the upper limit to £2,000, and a total of 6 new projects for funded, for a combined total of £10,350, which will all run in summer term 2023. The 6 projects combined will directly engage a total of 677 young people.

During this period, the projects from previous funding rounds (£500 grants) in 2022 were either delivered or granted extensions due to legitimate delays (e.g. staffing changes).

A key feature of the Camden Spark offer to partners is our events programme. Held on a regular basis, our events bring together Camden's thriving network of cultural and creative education practitioners. The highlight of these events are the 'All Partner Events' held termly, where conversations are held between schools, cultural organisations and strategic partners to interrogate topics of relevance at the time of the event. We have been delighted that during this period we have returned to hosting in-person events and have seen attendance at the events increase over that of recent online events. During this period Camden Spark ran 2 online events (total 27 attendees) and 2 in-person events (total 64 attendees).

One of our significant projects, The Camdonian Public Sculpture project had been developed pre-pandemic. Continuing our aim to raise funding for large-scale participatory projects, we received funding from Camden Council during this reporting period to deliver an education project based around the refurbishment of a public sculpture. In January 2022, we commissioned local arts organisation Camden Art Centre as the delivery partner on the project which will work with two primary and two secondary schools. We were pleased that delivery on this project was finally able to commence in the Spring term 2023, with a Year 4 primary school class (30 pupils) participating. The project will continue throughout summer and autumn 2023 and will eventually involve a full in each of 2 primary and 2 secondary schools.

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During this period, we have continued to engage with our network of partners and stakeholders. Drawing on the data we hold in our partner engagement tracker, we have engaged with 92 partners. This includes:

- 47 cultural sector organisations (36 based in Camden)
- 19 Camden primary schools
- 6 secondary schools
- 1 special needs school
- 1 early years setting
- 16 Strategic organisations (10 based in Camden)

Youth Voice

In Spring 2023, Camden Spark went out into the community to hear first-hand from Young People about their experiences of culture and their hopes for future engagement with the arts. This consultation was led by our Freelance Youth Voice Manager, who carried out a series of successful creative workshops with a wide-range of young people across Camden Schools, Youth Centres, and Youth Service providers (including a Pupil Referral Unit) to gain a unique perspective on what accessing and shaping creative and cultural education means to our local Young People.

The initial phase of Youth Voice outreach and consultation took place in March 2023 by the Freelance Youth Voice Manager with a report issued, so that Trustees can take this work forward and set up a new Youth Voice governance structure, as shaped by young people. The initial outreach sessions with 5 organisations including primary, 6th form and youth hubs, directly engaged 40 young people, with 33 of those completing a follow-up questionnaire.

Website & Social Media

The charity's work also continues to be supported through the maintenance of a website, social media and e-newsletters that promote activity and advocate for the importance of access to a broad and rich cultural education for all of Camden's children and young people, and the support needed for teachers, school leaders and governors to deliver this. We have 300 recipients on our e-mail distribution list and 792 followers on Twitter.

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We identified that a new, redesigned and more functional website and social media presence were required, and in 2021 a design studio was commissioned to develop a new brand identity and website for Camden Spark, which was launched in the summer of 2022.

Camden Spark's new website has been a key tool for promoting our programme offer over the course of the Transition Fund period. The freshly branded site features a much more practical directory and search tool for schools to identify cultural partners and their high-quality, free offers and events. Camden Spark cultural partners are invited to send their offers, which are featured on the website and shared regularly with school partners through our newsletters and the Camden Learning Headteachers' Bulletin. The Camden Spark team now use branding guidelines to create engaging and dynamic content for event invites, reports, and strategic documents, which has elevated the look and feel of our communications.

The termly 'Camden Spark Connected' programme of activities continued to be delivered in this period. The programme is designed to link schools and cultural sector organisations, with the aim of brokering relationships, facilitating collaboration, and developing long-term partnerships to address school needs. There are three strands to the programme that is designed to keep our community connected: 1) Sharing and Signposting 2) Meetups and Events 3) Programmes and Projects.

Camden Spark staff also participated in a number of professional development activities, including A New Direction's national leadership programme for UK cultural education partnerships (including coaching), as well as London-based Connected Network events.

Business Development & Fundraising

Working with our Development Consultant, Rosie Neave from Roost Communications, we have been able to make significant headway in enhancing our development infrastructure during the transition period. Despite a challenging fundraising landscape, we remain hopeful and positive that we will be able to secure the future of Camden Spark. The extra capacity provided by having a person dedicated to fundraising and business planning has been essential in this period.

Four large-scale applications to significant Trusts and Foundations have been submitted, asking for support with core costs (which include salaries and running costs) over the next three to five years. The funding landscape for core costs is a challenging one and whilst we know that two have been unsuccessful, we are still waiting on the outcome of the other two. One of the unsuccessful applications was turned down as the Trust involved will only support project delivery, not ongoing work. Whilst this was disappointing, we were invited to a meeting with them where they indicated they may like to support us in the future.

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In addition, several smaller applications asking for core support for the next financial year only have also been submitted and the outcome of these should be known in the next few weeks. Until funding is successfully acquired, a new staffing structure will be paused. However, Trustees, the outgoing Programme Manager and the Arts Development Officer have considered future resourcing models for the Charity should there be the capacity to recruit in due course.

Camden Spark is grateful to Camden Council for its match funding, in the form of long-term cash and in-kind support for the Charity, and especially through the secondment of a dedicated Arts Development Officer. This relationship with Camden Council, and the calibre and quality of the work and partnerships led and cultivated by the Arts Development Officer on behalf of Camden Spark, has been invaluable to Camden Spark's position as the recognised and respected service and "knowledge partner" for schools, cultural organisations and young people in the Borough. Trustees will work closely with Camden Council over the coming months to renegotiate an appropriate continuation of this relationship.

Due to the current funding scenario, we have commissioned the writing of our new strategy and business plan for the period 2023-2026 from Rosie Neave. This will be completed by July 2023 and will set out both our strategic priorities for the period, as well as the steps we will take to achieve these priorities. It is a core element of our work to ensure Camden Spark is a sustainable organisation.

Financial Review

The charity carried forward £48,244.35 into this reporting period. Reserves are not held. Unspent income is carried forward into the next reporting period. Camden Spark currently relies entirely on grant income. Sufficient funding has been raised to continue the charity's activities, but should grant income not be available the charity would cease to be a going concern. This is, however, not a current consideration.

Reserve Policy

Reserves are not held. Unspent income is carried forward into the next reporting period. The charity has not been in a financially secure enough position to hold reserves.

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Risk Policy

The charity has public, employer, and professional indemnity insurance to protect it in case of a claim and a policy on Safeguarding Vulnerable beneficiaries, which are reviewed annually along with various other policies.

The principal risk facing the charity is our current lack of sustained funding beyond April 2023. The charity continues to engage readily in strategic conversations and is drawing on support from a freelance fundraising professional to minimise this risk.

Our key next steps during the remainder of 2023 include:

- finalising our strategic objectives and business plan;
- moving to a project-based model of fundraising in place of a single large grant, and adjusting our operating model to support this;
- sustaining relationships with all stakeholders, including strategic and delivery, to ensure we remain able to support all those contributors to Camden's cultural and creative education sector;
- utilising the outcomes of our youth voice engagement work to form the basis of our youth engagement activities;
- exploring cross-borough partnership opportunities to add value and maximise the impact of events and activities for each borough's cultural education community.

We remain committed to ensuring that every child and young person in Camden has access to a rich, dynamic and inclusive cultural and creative education, and will use the outcomes and learnings of the Transition Fund period to continue to work towards achieving our ambition.

We remain grateful to A New Direction, Arts Council England and Camden Council for their investment and support during this funding period.

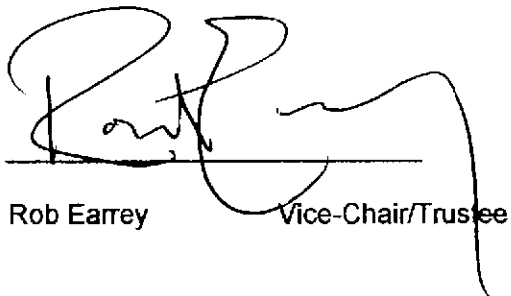
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This report was approved by the trustees at a management meeting held on 8 January 2024 and signed on their behalf.



Rob Earrey Vice-Chair/Trustee



To the Trustees:

CAMDEN SPARK

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INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Responsibilities and basis of report.

I have Independently Examined the Financial Statements on Pages 13 -16, for the financial year ending 31st March 2023.

Respective responsibilities of Trustees and Examiner

As the charity's trustees, you are responsible for the preparations of the accounts in accordance with the requirements of the Charities Act 2011 ("the 2011 Act"). The charity's Trustees consider an audit is not required for this year under section 144(2) of the Charities Act 2011 and that an independent examination is needed.

I report on my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Basis of Independent Examiner's Report

My examination was carried out in accordance with general Directions given by the Charity Commission and in accordance with section 145 of the Charities Act 2011. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with these records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you the trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view', and the report is limited to those matters set out in the next statement.

Independent Examiner's Statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in material respect:

- the accounting records were not kept in accordance with section 130 of the 2011 Act: or
- the accounts did not accord with the accounting records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Brenda Peers-Ross

Brenda Peers-Ross FMAAT ACIE
28th January 2024

RECEIPTS AND PAYMENTS ACCOUNT

For the Period 31st March 2023

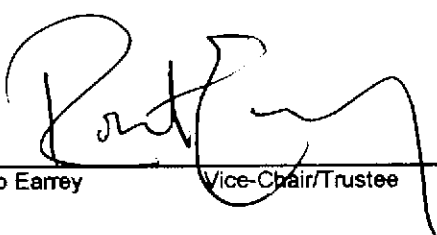
	Note	Unrestricted £	Restricted £	2023 £	2022 £
Total Income from:					
Donations and Legacies	1	-	-	-	-
Charitable Activities	2	-	22,500.00	22,500.00	45,933.00
Other		-	-	-	-
Total Income		-	22,500.00	22,500.00	45,933.00
Expenditure on:					
Raising Funds		-	-	-	-
Charitable Activities	3	1,483.15	31,664.25	33,147.40	17,031.79
Other		-	-	-	-
Total Expenditure		1,483.15	31,664.25	33,147.40	17,031.79
Net Income/(Expenditure)		(1,483.15)	(9,164.25)	(10,647.40)	28,901.21
Transfer between funds		-	-	-	-
Net movement in funds		(1,483.15)	(9,164.25)	10,647.40	28,901.21
Total funds brought forward		32,496.45	15,747.90	48,244.35	19,343.14
Total funds carried forward		31,013.30	6,583.65	37,596.95	48,244.35

STATEMENT OF ASSETS AND LIABILITIES

At 31st March 2023

		Unrestricted £	Restricted £	2023 £	2022 £
Assets:					
Bank Current Account		30,913.30	6,583.65	37,496.95	48,244.35
Bank Current Account No 2		100.00	-	100.00	-
Debtors:		-	-	-	-
		31,013.30	6,583.65	37,596.95	48,244.35
Liabilities					
CVS - Independent Examination		350.00	-	350.00	350.00
		350.00	-	350.00	350.00
Charity Funds					
		Unrestricted £	Restricted £	Total 31.03.23 £	Total 31.03.22 £
Unrestricted Funds	4	31,013.30	-	31,013.30	32,496.45
Restricted Funds	5	-	6,583.65	6,583.65	15,747.90
		31,013.30	6,583.65	37,596.95	48,244.35

Presented and approved by the Trustees at a committee meeting held on 8th January 2024
and signed on their behalf.


Rob Earrey Vice-Chair/Trustee

For the Period 31st March 2023

Notes to the Accounts

	Unrestricted £	Restricted £	2023 £	2022 £
Note 1				
Donations and Legacies				
	-	-	-	-
	-	-	-	-

Note 2

Charitable Activities

Grant: A New Direction	-	22,500.00	22,500.00	10,000.00
Grant: Camden Coucil - Annual Challenge	-	-	-	4,583.00
Grant: Camden Council - Camdonian Project	-	-	-	21,350.00
Grant: Camden Council	-	-	-	10,000.00
	-	22,500.00	22,500.00	45,933.00

Other Income:

Speakers fee	-	-	-	-
	-	22,500.00	22,500.00	45,933.00

Note 3

Charitable Activities

Programme managers fees	-	22,150.00	22,150.00	15,221.36
Marketing, recruitment	-	-	-	247.50
Web & branding	-	4,200.00	4,200.00	-
IT subscription and charges	-	914.25	914.25	809.43
Postage	-	-	-	7.25
KQ membership fees	375.00	-	375.00	375.00
Events refreshments	748.15	4,400.00	5,148.15	-
Independent Examination	360.00	-	360.00	371.25
	1,483.15	31,664.25	33,147.40	17,031.79

Unrestricted and Designated funds

	4 Opening Balance 01.04.22 £	Movement In £	Movement Out £	Transfer Between Funds £	Closing Balance 31.03.23 £
Unrestricted General Reserve	(10,203.55)	-	(1,483.15)	-	(11,686.70)
Designated - Camdonian Project	42,700.00	-	-	-	42,700.00
	32,496.45	-	(1,483.15)	-	31,013.30

Restricted funds

	5 Opening Balance 01.04.22 £	Movement In £	Movement Out £	Transfer Between Funds £	Closing Balance 31.03.23 £
New Direction	15,747.90	22,500.00	(31,664.25)	-	6,583.65
	15,747.90	22,500.00	(31,664.25)	-	6,583.65

For the Period 31st March 2023

Notes to the Accounts

Basis of preparation

The financial statements have been prepared under the historical cost convention, and in accordance with the Statement of Recommended Practice (SORP), Accounting and Reporting by Charities issued in January 2015, applicable UK Accounting Standards and the Charities Act 2011.

Ultimate Controlling Party

Camden Spark is a Charity Incorporated Organisation (CIO) and is controlled by the Management Committee/Trustees individually named in the Annual Report.

Income

Income is brought into account on when received.

Expenditure

Expenditure is brought into account in the year it is spent.

Risk

The trustees do not believe the charity is subject to any substantial risk beyond the liabilities disclosed in its Annual Report and Accounts.

Format

The accounts are prepared on a receipts and payment basis.