

Registered Charity Number: 1172145

CAMDEN SPARK

RECEIPTS AND PAYMENT ACCOUNT

AND

STATEMENT OF ASSETS AND LIABILITIES

31 MARCH 2024

Camden Spark

Trustee Annual Report 31st March 2024

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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:

Ria Bartlett
Zerritha Brown
Rob Earrey – Vice Chair
Richard Harrison – Chair
Amy McGann
Tina Ramdeen
Deborah Rees
Danielle Tobin-Haughan

Independent Examiners:

Brenda Peers-Ross
29 Drift Road
Selsey
Chichester
West Sussex
PO20 0PW

Camden Spark

(Registered CIO No: 1172145)

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Trustee Annual Report 31st March 2024

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 2024.

Camden Spark is a registered Charitable Incorporated Organisation (CIO) who's only voting members are its charity trustees.

Trustees are appointed as individuals, but where feasible, with representation from: a Camden primary school, a Camden secondary school; a higher education provider in Camden; Camden Learning; Camden Council's Culture Service; Camden Music Service; small and large Camden-based cultural organisations, a freelance cultural education practitioner, and other contributors to the cultural education ecosystem in the borough. 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 in this period has been managed by a 0.5 FTE Arts Development Officer (on secondment from Camden Council, following the resignation of the Programme Manager in March 2023), with support from a freelance Programme Manager to deliver our STEAM Work Experience programme. Camden Spark has also engaged a freelance Development Consultant to support it in exploring funding opportunities and undertaking refreshed business planning.

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 Local Partnership Forum, as well as being represented on the Camden STEAM Board

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

Staff and Governance

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.

Following the departure of its Programme Manager in March 2023, Camden Spark's work has been supported by a seconded 0.5 FTE Arts Development Officer from Camden Council. Over the reporting period, this capacity has enabled Camden Spark to further its charitable objectives, to run a programme of activities, as well as continue to develop strategic partnerships in the borough to ensure long-term stability and local relevance of the charity.

In place of recruiting to the vacant Programme Manager role in the first instance, Camden Spark has engaged more resource from its Development Consultant to support the charity in exploring funding opportunities, and in undertaking a revised business planning process.

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At the end of the reporting period, in March 2024, trustees began the process of recruiting a Programme Manager, while continuing to fund ongoing Development Consultant support.

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 (IOE, UCL's Faculty of Education and Society; Fitzjohn's Primary School; Camden Music Service; Camden Council's Culture Service; Camden Learning).

Trustees remained stable during the reporting period, with our new trustees from the Camden Culture Service and Camden Learning making valuable contributions during their first year. Camden Spark continues to have a clear plan in place to bring the board to full quota to ensure representation across our stakeholder groups. One trustee took parental leave during the second half of the reporting period but remained as a trustee. The trustees' parental leave cover provided support and advice to Camden Spark on behalf of the employing organisation so that there was continuity and ongoing congruence during this period.

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 to support the operational requirements required to meet the strategic objectives of the charity, with regular meetings taking place in advance of half-termly board meetings, in compliance with the Terms of Reference for each group: Programme Management, Operations & Evaluation and Fundraising & Communications.

Following the opening in February 2023 of Camden Spark's first standalone bank account, in this period the reserve funds were transferred across from the care of Regent High School to our own bank account. We are incredibly grateful to Regent High School for providing banking facilities in our first years as a charity. To support this increased financial independence, during this period one of the existing trustees agreed to act as treasurer for the charity.

In June 2022 Camden Spark was awarded £15,000 in Transition Funding from A New Direction, supported with in-kind match funding by Camden Council. In February 2023 Camden Spark requested and was 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 consultation work.

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The Transition Fund was led by A New Direction, with funding from Arts Council England. This funding enabled Camden Spark to undertake first-hand youth voice work with young people to understand their experiences of culture in Camden, and their hopes for future engagement with the arts. The final report of this work was received at the start of this reporting period and provided a basis for strategic planning and fundraising for the remainder of the funding period.

Early in the reporting period, Camden Spark received a £20,000 donation from a corporate supporter. The supporter has asked to remain anonymous. The funding was provided unrestricted to support the charity in its core operations.

In order to support engagement with, and understanding of, the cultural and creative education landscapes, trustees regularly read and discuss research from these fields. This takes place in board meetings to support strategic decision-making and planning.

Programme

Youth voice report and youth voice work plans

The report on our youth voice consultation work was received at the start of this reporting period. It provided the charity's trustees and staff with an evidenced understanding of how a range of young people in the borough would like to engage with the charity, and with cultural education opportunities. The report influenced Camden Spark's strategic planning and helped to identify key projects of focus for this period and beyond.

Business plan update and SMART objectives

In the first half of this reporting period, Camden Spark developed a new business plan for the period 2023-2028 to build on our previous successes, and to address the need in the cultural education ecosystem in Camden. The agreed document has been shared with stakeholders in the borough. The business plan includes a refreshed theory of change, the super impact of which is that 'All children and young people in Camden will benefit from a powerful cultural education and have equitable access to the fantastic creative assets of Camden and London'. The business plan also includes an updated fundraising plan and a series of SMART objectives.

Accompanying the business plan, a strategic activity plan has been created to identify the actions required to achieve each of our broader objectives. This plan is regularly RAGged by trustees to show progress against each of the individual actions and the broader goals.

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Fundraising diversification

Part of our fundraising planning has been to explore a diversified income stream. Post-pandemic, it has proven more difficult for the charity to attract funding from trusts and foundations. While trust and foundation support will continue to be the focus of our fundraising efforts because of the alignment between our charitable objectives and those of funding bodies, we have also approached corporate organisations for support, as well as starting our first individual giving campaign through the creation of a JustGiving function on our website. Small donations have so far been received using this tool during this reporting period.

Creative Collaboration Fund

Camden Spark continued to disburse funds as part of the Creative Collaboration Fund, using funding from Camden Culture Service. Six schools – each with a partner cultural organisation – benefited from the scheme that saw teachers and artist educators collaborate to build projects that spoke to each schools' need and the interests of pupils and students. The schools and cultural organisations have been asked to report on their projects so that the aims, methodologies and outcomes can be shared within and beyond our network to support other schools and cultural organisations in developing programmes that have an impact on children and young people.

Camdonian

Working with Camden Art Centre, the schools engagement programme accompanying the redevelopment of the public sculpture, *Camdonian*, continued to be delivered during this period. Classes in two primary schools and one secondary school participated in a series of workshops with artists from Camden Art Centre. The workshops involved visits to see the sculpture as well as to work in the studios at Camden Art Centre, and the artists visiting each of the schools, culminating in the young people creating their own sculpture maquettes. A resource is being developed to accompany this programme – for distribution to schools and access by families – and a celebration event will take place when the project culminates.

STEAM Work Experience

Camden Spark participated in the Camden Learning-led STEAM Work Experience programme in July 2023, with a programme entitled 'Behind the Scenes of Camden's Creative Venues'. We built on our successful 2021 Virtual Work Experience programme to develop a unique in-person carousel model, allowing small and medium-sized cultural and creative organisations to take part without having to commit to a full week of delivery.

Trustee Annual Report 31st March 2024

18 Year 12 students from schools across the borough participated, working with a range of creative and cultural professionals and in some eight different cultural organisations. Activities included venue tours, staff Q&As, practical workshops, and a week-long research project in which the students, in groups, interrogated a creative career and presented their findings to each other at the end of the week. The week is perhaps best encapsulated in the words of one of the students:

'I'm amazed at how friendly and generous everyone has been, I didn't think I'd be able to open up and speak to people, but I'm surprised and feel like I've really connected and bonded with people. I've gained clearer insight into roles I'm interested in going into. I was feeling vague about theatre and film industries but now my interest has intensified acutely. I'll definitely look more into them. It's been like a job tour and springboard into what there is and what I'd be interested in doing.'

Camden Spark is represented on the Camden STEAM Board, ensuring that the 'A' in STEAM stands for excellence in cultural and creative education in the borough.

Careers Conference at The Place, November 2023

65 Year 9 pupils from three Camden secondary schools attended the Camden Creative Careers Fair, organised by and held at The Place in November 2023. Camden Spark funded this event, which provided students – just before their GCSE options choices – with an insight into the careers available in the cultural and creative industries, and access to some of Camden's leading cultural and creative organisations. The event also provided students with an opportunity to prepare a presentation to share with their peers back at school, to extend the reach of the day.

Ongoing brokerage and support

Camden Spark has continued to support the cultural education ecosystem in Camden through our brokerage and communications work. Camden Spark staff and trustees help to make connections between schools and cultural organisations, and we use our newsletter, website and X to disseminate opportunities and share the impact of our work and that of our partners.

The reduced staffing capacity has undoubtedly resulted in a reduction of activity during this reporting period, but the trustees remain confident that the charity can continue to support the cultural education life of the borough.

During this reporting period, staff and trustees continued to engage in development activity related to Camden Spark, notably with A New Direction through their Local Partnerships Forum. Trustees – as well as the Year 12 students undertaking work experience with us – also participated in the

Trustee Annual Report 31st March 2024

Camden Culture Service's series of 'Deliberative Conversations' to support the development of a strategic approach to cultural provision and service in the borough.

Financial Review

The charity carried forward £37,597 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 and donations. Sufficient funding has been raised to continue the charity's activities, but should grant income or donations 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.

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 March 2024. The charity continues to engage readily in strategic conversations and drawing on support from a freelance fundraising professional to minimise this risk.

Our key next steps during the remainder of 2024 include:

- continuing to deliver against our strategic objectives and business plan.
- moving to a mixed-ecology model of fundraising in place of a single large grant, and adjusting our operating model in response to 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 and future youth-led programmes.

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 continue to use the outcomes and learnings of the Transition Fund period to continue to work towards achieving our ambition.

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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 plans to seek support from a freelance fundraising professional to minimise this risk.

Our key next steps during the remainder of 2024 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.

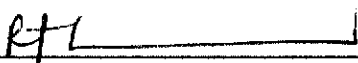
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This report was approved by the trustees at a management meeting held on 23rd January 2025 and signed on their behalf.



Richard Harrison Chair/Trustee

Brenda Peers-Ross
29 Drift Road
Selsey
Chichester
West Sussex
PO20 0PW

To the Trustees:

CAMDEN SPARK

Registered Charity Incorporated Organisation (CIO) Number: 1172145

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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 12 -15, for the financial year ending 31st March 2024.

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 and 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
24th January 2025

RECEIPTS AND PAYMENTS ACCOUNT

For the Period 31st March 2024

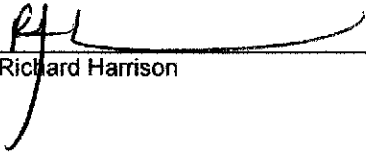
	Note	Unrestricted £	Restricted £	2024 £	2023 £
Total Income from:					
Donations and Legacies	1	20,000.00	-	20,000.00	-
Charitable Activities	2	-	7,500.00	7,500.00	22,500.00
Other		-	-	-	-
Total Income		20,000.00	7,500.00	27,500.00	22,500.00
Expenditure on:					
Raising Funds		-	1,950.00	1,950.00	-
Charitable Activities	3	32,827.44	12,094.38	44,921.82	33,147.40
Other		-	-	-	-
Total Expenditure		32,827.44	14,044.38	46,871.82	33,147.40
Net Income/(Expenditure)		(12,827.44)	(6,544.38)	(19,371.82)	(10,647.40)
Transfer between funds		-	-	-	-
Net movement in funds		(12,827.44)	(6,544.38)	- 19,371.82	(10,647.40)
Total funds brought forward		31,013.30	6,583.65	37,596.95	48,244.35
Total funds carried forward		18,185.86	39.27	18,225.13	37,596.95

STATEMENT OF ASSETS AND LIABILITIES

At 31st March 2024

		Unrestricted £	Restricted £	2024 £	2023 £
Assets:					
Bank Current Account		37,457.68	39.27	37,496.95	37,496.95
Bank Current Account No 2		100.00	-	100.00	100.00
Debtors:		-	-	-	-
		37,557.68	39.27	37,596.95	37,596.95
Liabilities					
CVS - Independent Examination		350.00	-	350.00	350.00
		350.00	-	350.00	350.00
Charity Cash Funds					
		Unrestricted £	Restricted £	Total 31.03.24 £	Total 31.03.23 £
Unrestricted Funds	4	18,185.86	-	18,185.86	31,013.30
Restricted Funds	5	-	39.27	39.27	6,583.65
		18,185.86	39.27	18,225.13	37,596.95

Presented and approved by the Trustees at a committee meeting held on 23rd January 2025
and signed on their behalf.


Richard Harrison Chair

For the Period 31st March 2024

Notes to the Accounts

	Unrestricted £	Restricted £	2024 £	2023 £
Note 1				
Donations and Legacies				
Corporate donation	20,000.00	-	-	-
	20,000.00	-	-	-

Note 2				
Charitable Activities				
Grant: A New Direction	-	7,500.00	7,500.00	22,500.00
	-	7,500.00	7,500.00	22,500.00

Other Income:				
Other	-	-	-	-
	-	7,500.00	7,500.00	22,500.00

Note 3				
Charitable Activities				
Programme managers fees	16,853.63	1,646.37	18,500.00	22,150.00
Insurance	-	234.64	234.64	-
Creative Collaboration	-	6,350.00	6,350.00	-
STEAM work experience	-	2,250.00	2,250.00	-
Other expenditure	-	698.73	698.73	-
IT , emails, website, broadband	630.83	426.25	1,057.08	5,114.25
Rgent High School charges	199.95	-	199.95	-
Postage	-	-	-	-
Membership, subscriptions	424.68	138.39	563.07	375.00
Camden Arts Centre	12,000.00	-	12,000.00	-
Events including refreshments	2,314.35	350.00	2,664.35	5,148.15
Independent Examination	404.00	-	404.00	360.00
	32,827.44	12,094.38	44,921.82	33,147.40

Unrestricted and Designated funds	4				
	Opening Balance 01.04.23 £	Movement In £	Movement Out £	Transfer Between Funds £	Closing Balance 31.03.24 £
Unrestricted General Reserve	(11,686.70)	20,000.00	(20,827.44)	-	(12,514.14)
Designated - Camdonian Project	42,700.00	-	(12,000.00)	-	30,700.00
	31,013.30	20,000.00	(32,827.44)	-	18,185.86

Restricted funds	5				
	Opening Balance 01.04.23 £	Movement In £	Movement Out £	Transfer Between Funds £	Closing Balance 31.03.24 £
New Direction	6,583.65	7,500.00	(14,044.38)	-	39.27
	6,583.65	7,500.00	(14,044.38)	-	39.27

For the Period 31st March 2024

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.