

## **The City of Edinburgh Education Trust**

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### **Education, Children and Families Committee**

**13 September 2011**

#### **1 Purpose of report**

- 1.1 This report is to seek approval from Committee for the amalgamation of smaller education related trusts consolidated into a single trust.

#### **2 Main report**

- 2.1 On 21 March 2011, a report 'Charitable Trusts Update on Consolidation' was submitted to the Pension and Trusts Committee.
- 2.2 The purpose of the report was to provide an update on the plan to consolidate and simplify the administration of the existing trusts; it also recommended a number of amendments to the plan. The objective of the consolidation is to make the management and administration of the trusts more effective so that the benefit of the funds could be maximised.
- 2.3 The education related sections of the report advised that the related trusts grouping comprises 51, mostly very small, trusts.
- 2.4 It is now proposed that these 51 existing trusts be consolidated into a single charity, with awards being administered by staff from the Children and Families Department.
- 2.5 The City of Edinburgh Trust is by far the largest of the 51 trusts. It was established in 1938 by the amalgamation of various endowments. After meeting the cost of management charges, fixed payments and miscellaneous minor prizes, the balance of annual income from investments is available for distribution for the promotion of educational interests of pupils or residents of the City of Edinburgh. Previously the trust has supported the promotion of music, literature and art for pupils, support of play centre, grants for educational travel and on occasion bursaries.
- 2.7 For a new consolidated education charity to meet all requirements placed upon it by the Office of the Scottish Charity Regulator requires an active trustee body. It is proposed that responsibility for investment matters and accounts preparation will be retained by Pensions and Trusts Committee and that Education, Children and Families Committee will be responsible for all other matters including strategy and decisions on awards.

- 2.8 Council will retain control over management of a trust that has relevance to schools and children in its care. The internal retention of the trust would allow, subject to approval from the Office of the Scottish Charity Regulator, the Council to focus on the promotion of corporate parenting with regard to looked after children by encouraging their access to sporting expressive arts and outdoor educational opportunities along with the disbursement of appropriate school prizes.
- 2.9 The Awards Panel will be given the responsibility to decide which prizes continue. It is proposed that trusts with an annual income threshold of £200 or more will continue. Some will be discontinued as they have never been paid out on 'Oracle' (See Appendix 1). The Awards Panel will be responsible for allocating the available income for the year across the two priority areas:
- 1) Awards to support looked after children taking part in an extra curricular activity;
  - 2) School specific awards.
- 2.10 After meeting the cost of management charges, fixed payments and miscellaneous minor prizes, the balance of annual income from investments is available for distribution.
- 2.11 Applications for funds will be by completion of an application form. Funds will be targeted at looked after children educated in Edinburgh schools or under the care of the City of Edinburgh Council.
- 2.12 A Trust Deed has been developed by law firm, Maclay, Murray and Spens, LLP.
- 2.13 The City of Edinburgh Council Education, Children and Families Committee will serve as the Trustee. Committee will, it is proposed, delegate the management of awards to the Awards Panel. The Awards Panel will report to the Education, Children and Families Committee on an annual basis
- 2.14 The Awards Panel will consider all applications. The Panel will consist of the following Children and Families Officers:
- Head of Schools and Community Services (Chair)
  - Head of Support to Children and Young People
  - Manager of Arts Provision
  - Service Manager (Sports and Outdoor Education)
- 2.16 The Administrative Officer, Devolved Resources and Support will prepare guidance for the Panel and undertake administrative duties.
- 2.17 The Panel will report annually to the Education, Children and Families Committee and the report will be copied to Pensions and Trusts Committee. The Panel will be responsible for regular review of the Trust strategy.
- 2.18 The Head of Investments and Pensions will provide the Head of Schools and Community Services with an estimate of the income available for expenditure.

2.19 By way of background the balance of the existing trust is as follows:

	Number of Trusts	Income y/e 31/3/10	Expenditure Ex Admin y/e 31/3/10	Admin Costs y/e 31/3/10	Surplus for Year	Net Assets Mkt Value 31/3/10
Edinburgh Educational Endowments	1	13,238	750	1,354	11,134	475,749
Specific Schools	50	5,722	3,690	585	1,447	192,044
	51	18,960	4,440	1,939	12,581	667,793

2.20 Income for year ending 31 March 2011 was £20,000 and the capital value at that date was £746,000.

### 3 Equalities Impact

3.1 There will be a positive impact in terms of equalities due to the focus on looked after children.

### 4 Environmental Impact

4.1 There is no impact on the environment arising from this report.

### 5 Financial Implications

5.1 The proposals offer the prospect of effectively utilising the income of the trusts.

5.2 As previously agreed, the costs arising from the reorganisation will be borne by the trusts themselves.

### 6 Recommendations

6.1 Committee is asked to approve the report and refer it to the Pensions and Trusts Committee.

**Gillian Tee**  
Director of Children and Families

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<b>Appendices</b>	1 Proposed Amalgamation of Trusts 2 Application Form 2B Application Form for Award (School Specific)
<b>Contact/tel</b>	Graham Douglas Tel: 0131 469 3131
<b>Background Papers</b>	'Charitable Trusts Update on Consolidation' – Report to Pensions and Trust Committee, 21 March 2011

**The City of Edinburgh  
Education Trust**

Proposal is to amalgamate the Education Endowment Fund and funds generating less than £200 income.

<b>Trusts to be Amalgamated</b>	<b>Income*</b>	<b>Non Amalgamated (will operate as they have been)</b>	<b>Income</b>
Endowment Fund	18761.93	<b>Leith Academy</b>	
Alexander Stevenson	1.91	James Ogilvie	201.85
Alexander Wood	4.97	Leith Academy PA	338.03
Andrew Gilzean	42.73	John W Tait	2465.25
Andrew Young	123.92		
William Currie Taylor	93.99	<b>James Gillespie's</b>	
Christina Philp	16.96	Jane McDermott	614.55
Christina Reid	3.10		
John Mackie	22.98	<b>Flora Stevenson</b>	
K Grigor	18.08	Proctor Bequest	595.47
Dr Guthrie	4.00		
Eileen Kerr	26.76	<b>Trinity Academy</b>	
Elizabeth Philip	16.79	Thomas Duncan	393.31
Ellen Smeaton Cowe	73.71		<b>5126.94</b>
George White	138.15		
George Ogilvie	1.61		
George Tait	3.22		
Grassmarket Child Garden	121.09		
Helen Wilson	2.38		
Hope Cottage Child Gdn	95.00		
Hossack Memorial	4.71	<b>Discontinue</b>	
Hugh Russell	7.00		
Isabella Smail	23.72	William Fullerton Cummings	612.28
J Evans Gordon	8.31	Ian Cramond	323.57
J A Hutchison	5.77	Tynecastle Child Garden	211.00
		East Adam Street	
James Clark	12.06	Kindergarten	298.42
Jean Marnie	8.37	George Watt	0.28
Margaret McCallum	11.14	George Sutherland	0.72
Miss Graham	1.58		<b>1446.27</b>
Miss Macmillan	1.31		
Monsignor Forsyth	10.66		
Norma Prentice	4.61		
Peter McDougall	22.90	Amalgamated	20526.36
Principal Hopkirk	18.47	Non Amalgamated	5126.94
Richard Mackie	3.71	Discontinue	1446.27
Tom Hunter	9.33		<b>27099.57</b>
W B Crawford	22.68		
William Anderson	161.29		
Misc. Education Trusts	614.46		
	<b>20525.36</b>		

\* Estimated annual income based on year ended 31/03/2008

**The City of Edinburgh Education Trust  
Application Form for Award**

Please note that eligibility for applying for the award is for the promotion of extra curricular activities and supporting these activities for pupils living in deprived circumstances together for support for 'Looked After Children'.

Please tick accordingly.

**SUPPORT OF LOOKED AFTER CHILDREN**

Educational Travel	
Promotion of music, literature, art	

The Awards Panel will meet on 4 occasions in a year to consider applications. Requests must be received by the following dates:

Friday 4 November 2011  
 Friday 3 February 2012  
 Friday 4 May 2012  
 Friday 3 August 2012

Name	
Address	
Date of Birth	
School/Year	
Details of Application/When do you want to do this?	
Total Amount of funding for activity	
Amount requested from Education Trust (Limit £500)	

Please submit your application form to: Graham Douglas, Administrative Officer, Schools and Community Services, The City of Edinburgh Council, Children and Families Department, Business Centre 1/1, Waverley Court, 4 East Market Street, EH8 8BG

E-Mail: [Graham.douglas@edinburgh.gov.uk](mailto:Graham.douglas@edinburgh.gov.uk)

## APPENDIX 2B

### The City of Edinburgh Education Trust Application Form for Award (School Specific)

Please note that eligibility for applying for the award is for the promotion of extra curricular activities.

Please tick accordingly.

#### NAME OF FUND

Thomas Duncan	
James Ogilvie	
Leith Academy PA	
John W Tait	
Jane McDermott	
Mary Whitfield	
Proctor Bequest	

The Awards Panel will meet on 4 occasions in a year to consider applications. Requests must be received by the following dates:

Friday 4 November 2011  
Friday 3 February 2012  
Friday 4 May 2012  
Friday 3 August 2012

School	
Name of Pupil	
Name of Head Teacher	
Details of Application/Prize	
Total Amount of funding for prize	
Amount requested from Education Trust	

Please submit your application form to: Graham Douglas, Administrative Officer, Schools and Community Services, The City of Edinburgh Council, Children and Families Department, Business Centre 1/1, Waverley Court, 4 East Market Street, EH8 8BG

E-Mail: [Graham.douglas@edinburgh.gov.uk](mailto:Graham.douglas@edinburgh.gov.uk)