

# ACTION FOR KIDS CHARITABLE TRUST

## TRUSTEES' REPORT AND ACCOUNTS

FOR THE FINANCIAL YEAR ENDED

31<sup>st</sup> MARCH 2016

FRIDAY



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A31	23/12/2016	#511

COMPANIES HOUSE

CHARITY REGISTRATION NUMBER: 1068841  
COMPANY REGISTRATION NUMBER: 3487626 (ENGLAND AND WALES)



# **ACTION FOR KIDS CHARITABLE TRUST**

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## **ACTION FOR KIDS CHARITABLE TRUST**

### **LEGAL AND ADMINISTRATIVE INFORMATION**

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**Charity name:** Action For Kids Charitable Trust

**Charity registered number:** 1068841

**Company number:** 3487626

**Principal & registered office:** Ability House  
15a Tottenham Lane  
Hornsey  
London N8 9DJ

<b>Trustees:</b> (as at the date of this report)	Mark Lewis	Chair
	Michael Harry	Vice Chair
	Margaret King	Treasurer
	Belinda Blank	
	Gurmeet Dhillon	
	Caroline Hattersley	
	Peter Mitchell	(appointed 15 <sup>th</sup> December 2015)

**Company Secretary  
& Chief Executive:** Graham Duncan

**Professional advisors:**

**Auditors:** D Lee and Co.  
2<sup>nd</sup> Floor, Premier House  
309 Ballards Lane  
London N12 8LY

**Bankers:** HSBC Bank plc  
22 Victoria Street  
Westminster  
London SW1H 0NJ

Santander plc  
517 Green Lanes  
Haringey  
London. N4 1AP

**Solicitors:** Blake Morgan  
Seacourt Tower  
West Way  
Oxford OX2 0FB

## **ACTION FOR KIDS CHARITABLE TRUST**

### **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2016**

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The Trustees of Action For Kids Charitable Trust ("the Charity") present their report and accounts for the year ended 31<sup>st</sup> March 2016.

The accounts have been prepared in accordance with the accounting policies set out in Note 1 to the Accounts and comply with the Charity's Memorandum and Articles of Association, the Companies Act 2006 and the "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1<sup>st</sup> January 2015).

#### **OBJECTS OF THE CHARITY**

The Objects of the Charity, as set out in the Charity's Memorandum of Association, are:

1. The relief of children and young people who are suffering from sickness or physical or mental disability by assisting them to lead full and independent lives and by any other means whatsoever.
2. The provision of support and assistance to the carers of children or young people suffering from physical or mental disability.
3. Such other charitable purposes as the Trustees may from time to time think fit.

There have been no changes in Objects since the last Trustees' Report.

In furtherance of the Objects, the Charity undertakes the following activities:

- providing young disabled people with training in work and life skills;
- promoting opportunities for young disabled people to work and volunteer in the community;
- providing opportunities for young disabled people to engage in sport and social activities;
- providing specialist mobility equipment, through loan or grant, to young people with disabilities.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Charity should undertake.

As an integral part of delivering the Objects of the Charity, the Trustees and Management are committed to the following Vision and Mission for the Charity:

**VISION:** ***We want a world where everyone living with a disability gets to lead the life they choose.***

**MISSION:** ***To give as many young people with disabilities as possible the opportunity to work or volunteer in their community.***

Helping students to develop their mobility, personal and independent living skills is an essential part of helping them to succeed. We focus on a young person's potential to benefit from our support, not the apparent barriers they face.

To achieve our Mission we:

- involve, inform and empower young people living with a disability;
- provide equipment to support personal mobility;
- provide the best possible education, training and support;
- champion the rights and interests of people living with a disability;
- share our experience and what we have learnt.

## **ACTION FOR KIDS CHARITABLE TRUST**

### **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2016 (*continued*)**

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#### **PUBLIC BENEFIT**

The Trustees have reviewed the activities of the Charity and consider that, in line with the Charity's Objects, the Charity provides public benefit in a variety of ways, including:

- *the advancement of education:*
  - by providing young people with disabilities with accredited courses in work and life skills;
- *the promotion of equality and diversity:*
  - by promoting opportunities for young people with disabilities to work and volunteer in the wider community
  - by providing opportunities for young people with disabilities to engage in sporting, artistic and social activities
- *the relief of those in need by reason of ill-health and/or disability:*
  - by providing specialist mobility equipment, through loan or grant, to young people with disabilities;

All of the Charity's services are open to all members of the public irrespective of race, gender, religion or sexual orientation. Most of the Charity's services are provided without charge to the individual beneficiary.

#### **GOVERNANCE**

##### **Governing document**

The Charity was originally registered under a Deed of Trust in 1992, in response to the unique problems facing severely disabled children and their families and in recognition of the disparity between the numbers of such children and the availability of appropriate aid and support.

With effect from 1<sup>st</sup> April 1998, Action For Kids Charitable Trust was registered as a charity and a company limited by guarantee. It is governed by its Memorandum and Articles of Association (amended on 12<sup>th</sup> November 2012).

Each of the members has a liability to contribute £1 in the event of a winding up of the company.

##### **Trustees**

The Board of Trustees ("the Board") sets the strategic direction of the Charity and is also responsible for ensuring compliance with the Charity's Objects and with charity and company law.

The Trustees, who are also directors for the purpose of company law, who served during the year to 31<sup>st</sup> March 2016 were as follows:

<i>Trustees:</i>	Mark Lewis	Chair
	Michael Harry	Vice Chair
	Margaret King	Treasurer
	Belinda Blank	
	Gurmeet Dhillon	
	Sohail Faruqi	(resigned 8 <sup>th</sup> February 2016)
	Caroline. Hattersley	
	Peter Mitchell	(appointed 15 <sup>th</sup> December 2016)
	Vicci Parker	(resigned 7 <sup>th</sup> June 2015)

*Company Secretary:* Graham Duncan

## **ACTION FOR KIDS CHARITABLE TRUST**

### **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2016 (*continued*)**

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New Trustees are appointed by the members of the Charity on the recommendation of the Board. During the course of the year to 31<sup>st</sup> March 2016, the Board carried out a formal review of the governance of the Charity. In the light of this review, the Board has decided to recruit additional trustees during the year to 31<sup>st</sup> March 2017 in order to further strengthen the Board of Trustees of the Charity. Recruitment will be through a formal, publically advertised, process designed to reach a wide range of potential applicants and to identify and appoint excellent new trustees in order to enhance the skills, experience and diversity of the Board.

For all new Trustees there is an induction process and all Trustees have a job description and are subject to a Code of Conduct. In addition to regular Board meetings, there is an annual Board Away Day when Trustees receive appropriate briefings and training in their roles as trustees of the Charity. Additionally, Board members can avail themselves of external training courses relevant to their roles as required.

The Charity has a Conflict of Interest policy that all Trustees and staff must comply with. None of the Trustees has any beneficial interest in the Charity.

#### **Risk Management**

A comprehensive process is in place to identify any major risks to the Charity's users, staff, operations, reputation, income and assets. The Trustees assess these risks regularly and are satisfied that systems are in place to mitigate exposure.

The Charity is an accredited Investor in People and this continues to help ensure that policies, procedures and controls are regularly reviewed, updated and where necessary improved. This assists us in minimising our risk exposure.

On-going review of the Charity's strategy, plans and operations ensures that risk management is an integral part of the operation of the Charity.

#### **MANAGEMENT**

The Chief Executive is appointed by the Trustees to manage the day-to-day operations of the Charity and is accountable to the Board for the performance of the Charity. In turn, the Chief Executive appoints the other members of the Senior Management Team (SMT) and together they manage the Charity's activities.

#### **Senior Management Team**

During the year to 31<sup>st</sup> March 2016 the following were members of the Senior Management Team:

Graham Duncan	Chief Executive
Paul Townley	Finance & Corporate Services Director (Deputy CEO)
Maureen Galvin	Executive Director, Services
Harriet Fisher	Education & Training Director
Tracey Gilbert-Falconer (nee Lloyd)	Fundraising Director
Joanna Read	Life & Work Director

The Charity's policy is to consult and discuss with employees, at meetings, matters likely to affect employees' interests. Information of matters of concern to employees is given through information bulletins, reports and meetings which seek to achieve a common awareness on the part of all employees of the financial and economic factors affecting the Group's performance.

## **ACTION FOR KIDS CHARITABLE TRUST**

### **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2016 (*continued*)**

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Applications for employment by disabled persons are always fully considered, bearing in mind the aptitudes of the applicant concerned. In the event of members of staff becoming disabled, every effort is made to ensure that their employment within the Charity continues and that the appropriate training is arranged. It is the policy of the Charity that training, career development and promotion of disabled persons should, as far as possible, be identical to that of other employees.

All new members of staff are provided with a comprehensive induction programme. All roles have a detailed job description and annual staff appraisals are carried out in addition to more informal supervision meetings. Training requirements are primarily identified by reference to personal work related objectives and other targets highlighted in the appraisals and which are directly linked to key performance indicators (KPIs) or objectives for the Charity as a whole.

#### **RESTRUCTURING**

During 2015/16, the Charity reviewed the structure and resourcing of the Charity Raffle, which was originally set up to provide work opportunities for young people attending the Charity as part of the Work-related Learning Programme (now Education & Training). It yielded an added ancillary benefit of raising some money to pay for the costs of the Programme. Over the last few years, with changes to the way that both work experience and training is provided by the Charity, the demand for the sort of work opportunities provided by the Raffle has declined. Furthermore, rising costs rendered the Raffle too costly to operate in its original form. Following a lengthy review, it was decided that the Raffle should be scaled back significantly. As a result, it was necessary to make 16 part-time and 2 full-time members of staff redundant. A formal consultation process was carried out with all staff involved. Following this restructuring, the Raffle now more closely matches the work experience requirements of the Charity's Education & Training Programme and makes a positive contribution to funding the Programme.

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## ACTION FOR KIDS CHARITABLE TRUST

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)  
FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2016 (*continued*)

### CHARITABLE ACTIVITIES & ACHIEVEMENTS

#### OPERATIONAL OBJECTIVES FOR 2015-16

Within the longer term Objectives for the period 2013-16, the Trustees set Key Objectives for the Charity during 2015-16. The Key Objectives were listed in the Trustees' Report for year ended 31<sup>st</sup> March 2015 and also are set out below, together with details of the Charity's performance against each Key Objective.

<b>Objectives for 2013-16 as set out in the Charity's Annual Report &amp; Accounts 2012-13</b>	<b>Key Objectives set for 2015-16</b>	<b>Performance against Key Objectives</b>
<i>During 2013 – 16 the Charity will:</i>		
<ul style="list-style-type: none"><li><i>continue to involve the young people it works with in planning and delivering our services; enhance the impact and scale of its services by:</i></li></ul>	<ul style="list-style-type: none"><li>Develop student participation throughout the Charity</li><li>Young people's involvement in transition planning 80 students will be centrally involved in a person-centred transition process including knowledge of employment based options and the opportunity to share their views.</li></ul>	<ul style="list-style-type: none"><li>The Student Forum was extended to introduce Drop-in sessions</li><li>Feedback opportunities were developed for students to contribute to programme design</li><li>177 students have a wider knowledge of employment options</li></ul>
<ul style="list-style-type: none"><li><i>a. expanding the mobility equipment programme, prioritising the impact on young people's lives rather than the number of people supported</i></li></ul>	<ul style="list-style-type: none"><li>Purchase equipment to the value of £200,000</li><li>Reduce maximum time on the waiting list to 6 months by the end of the year</li><li>Engage with occupational therapists, equipment manufacturers and parents to find ways to reduce the overall cost of equipment</li><li>Develop links with other charities to increase the amount of equipment provided to young people</li></ul>	<ul style="list-style-type: none"><li>£228,725 of equipment was ordered</li><li>The waiting time was in excess of 12 months at financial year end</li><li>New procedures, particularly for high cost items, have been introduced</li><li>A second hand trike programme has been introduced</li><li>Links with New Life and Motobility has led to car seats being made available</li></ul>

<i>b. reshaping the education and training provision for young people to focus on each one's individual long term needs, working with their school or college</i>	<ul style="list-style-type: none"> <li>• 200 students per year will gain improved work skills</li> <li>• 28 students will gain improved understanding of post -16' options, including employment</li> <li>• 160 students will work on understanding and practicing eating healthily and identifying a healthy diet</li> </ul>	<ul style="list-style-type: none"> <li>• 207 young people gained improved work skills</li> <li>• 13 students achieved greater understanding of their options in 2015/16</li> <li>• 200 students took part in sessions on healthy eating</li> </ul>
<i>c. reshaping support for young adults to focus on helping each individual prepare, with their family, for their personal journey beyond Action For Kids</i>	<ul style="list-style-type: none"> <li>• 50 students will assess their work-related skills, interests and ambitions and devise, support programmes to help them realise their ambitions and receive suitable work experience/training</li> <li>• 7 students will take up paid employment</li> <li>• 15 students will take up volunteering, social and leisure opportunities</li> <li>• 7 students will take up work placements</li> <li>• 25 students will have a greater social life and friendships, more involvement in sports, leisure and their local community</li> <li>• 17 students will have a greater involvement in sports, leisure and their local community.</li> <li>• 10 students will have the opportunity of residential trips to develop their employability skills.</li> </ul>	<ul style="list-style-type: none"> <li>• 59 students received this support</li> <li>• 12 students took up paid employment</li> <li>• 59 students took up these opportunities</li> <li>• 32 students took up work placements</li> <li>• 50 students benefited from this support</li> <li>• 50 students benefited from this support</li> <li>• 11 students went on residential trips</li> </ul>
<i>d. creating an effective programme for our existing cohort of older users to support them to move on</i>	Integrated with (c) above	Integrated with (c) above
<i>e. delivering more support at locations across the eight boroughs in which we work</i>	<ul style="list-style-type: none"> <li>• Expand the delivery of transition support in schools and colleges.</li> <li>• Use facilities provided by other organizations to expand delivery capacity and geographical coverage</li> </ul>	<ul style="list-style-type: none"> <li>• Transition support and training of school staff was delivered in new schools. A parents' coffee morning was held in a school. 2 workshops, attended by 40 students, were held in 2 schools</li> <li>• Use of the Bikes for Good Causes café was expanded. However, Hornsey Vale Café closed.</li> </ul>

<ul style="list-style-type: none"> <li><i>f. creating the capacity to respond, in a flexible way, to opportunities to develop and deliver new services;</i></li> </ul>	<ul style="list-style-type: none"> <li>Maintain the new staffing structure through recruitment where necessary</li> <li>Progress the implementation of the PQASSO Quality Mark</li> </ul>	<ul style="list-style-type: none"> <li>The staff structure for service delivery was maintained although restructuring of the raffle resulted in redundancies</li> <li>The project is well underway with a number of units nearing completion by the end of the year to the year to 31<sup>st</sup> March 2016</li> </ul>
<ul style="list-style-type: none"> <li><i>develop relationships with other organisations to provide the support that young people want and need;</i></li> </ul>	<ul style="list-style-type: none"> <li>Expand and develop engagement with other charity sector organizations to create new relationships within Haringey and beyond</li> <li>Develop relationships with elected councillors and officers in local authorities</li> </ul>	<ul style="list-style-type: none"> <li>Co-operation was developed with Markfield and Bikes for Good Causes</li> <li>A number of meetings were held with local councillors and officers in Haringey</li> </ul>
<ul style="list-style-type: none"> <li><i>make Action For Kids better known by those affected by disabilities, and by stakeholders, within the eight boroughs in which we work and beyond;</i></li> </ul>	<ul style="list-style-type: none"> <li>Develop our marketing activity to promote the Charity, its activities and its mission through local and national media</li> </ul>	<ul style="list-style-type: none"> <li>Work has progressed to develop the Charity's social media presence and a new website has been launched</li> </ul>
<ul style="list-style-type: none"> <li><i>support and train its staff to develop the skills they need to deliver the new ways of working;</i></li> </ul>	<ul style="list-style-type: none"> <li>Support staff to develop the latest skills with a focus on education and training</li> </ul>	<ul style="list-style-type: none"> <li>Staff have received a range of training across all the Charity's activities including: Disability Studies, charity management, working with challenging behaviour, fundraising</li> </ul>
<ul style="list-style-type: none"> <li><i>rebuild unrestricted cash reserves through the retention of operating surpluses.</i></li> </ul>	<ul style="list-style-type: none"> <li>Operate with an unrestricted surplus for the year</li> </ul>	<ul style="list-style-type: none"> <li>As result of a very challenging fundraising environment a deficit of £172,731 on unrestricted funds was recorded. A range of corrective actions have been implemented.</li> </ul>

## **ACTION FOR KIDS CHARITABLE TRUST**

### **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2016 (continued)**

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#### **MOBILITY EQUIPMENT**

During the year to 31<sup>st</sup> March 2016, the Charity ordered 59 items of equipment (compared with 40 in the previous year) costing £228,725. This is approximately 27% more than 2014/15, thanks to the generosity of the MariaMarina Foundation who once again donated £100,000 for the purchase of mobility equipment. A further £39,142 (2014/15: £32,015) was spent on maintenance of mobility equipment previously provided by the Charity.

#### **Equipment Provision by Type**

32	(54%)	Trikes and bikes
13	(22%)	Powered wheelchairs
6	(10%)	Buggies/ manual wheelchairs
2	(3%)	Car Seats
3	(5%)	Parts
1	(2%)	Hoist
1	(2%)	Standing Frame
1	(2%)	Specialist seating

#### **Equipment Provision by Expenditure**

£161,074	(70%)	Power wheelchairs
£50,885	(22%)	Bikes and trikes
£10,445	(5%)	Car seats
£6,321	(3%)	Parts, hoist, buggies, standing frame, specialist seating

#### **Beneficiaries**

43 pieces of equipment (73%) this year were provided to children and young people 18 years of age and under. 16 (27%) pieces of equipment were provided to young people aged 19 and over. This included the beneficiaries of the new fund for over 26's.

52% of equipment this year went to boys and young men and 48% to girls and young women. The figures last year were 67% male and 33% female.

#### **Joint Funding Organisations**

ACT Foundation, Caudwell, Cyclists Fighting Cancer, Rotary Clubs, NHS Trusts and Impact (Treloar) have contributed to AFK funded equipment.

#### **Waiting List**

As at 31<sup>st</sup> March 2016, there were 73 applicants on the waiting list for mobility equipment with a total cost of £351,379 (of which the Charity had been asked to fund £259,162). The comparable figures for 2014-15 were 95 applicants for equipment costing £338,000 (£303,000 to be funded by the Charity). The reduced waiting list reflects improved internal processes for confirming that beneficiaries still require the equipment, rather than reduced demand for equipment.

#### **Advocacy Support**

The purpose of our Advocacy Support is to ensure that beneficiaries receive the support and equipment they are entitled to from the National Health Service and local social services. In some instances, this means that the amount that has to be contributed by the Charity, to pay for a piece of equipment, is reduced, allowing the funding to support another person. We estimate advocacy support provided by the Charity made savings of £40,000 during the year to March 2016, more than three times the cost of the staff time invested in the service.

## ACTION FOR KIDS CHARITABLE TRUST

### TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2016 (*continued*)

#### EDUCATION & TRAINING

This year the Charity has continued to work with schools and colleges to deliver individualised work experience placements at AFK to young people as part of their Transition from School. The Charity has further developed its work by approaching new schools and attending parents' meetings to discuss employability and students' future aspirations. 177 students have come to the Charity on placement with 40 of those creating multimedia profiles which enable them to share their views about their futures with others. A further 10 took part in work experience placements outside of AFK and staff delivered workshops in schools to 40 young people, some of whom subsequently attended placements at the Charity. Altogether, 207 young people took part in activities which improved their work skills, which exceeded the target of 200 people set for the year.

#### Work at AFK:

- 207 young people gained improved work skills. Project total = 654 young people over 3 years against a target of 650.
- 200 students on work placement and Holiday programmes took part in sessions on healthy eating. Project Total = 502 young people over 3 years against a target of 500.

#### Breakdown of attendance at AFK by programme, age and educational provision:

			2014-2015		2015-2016
Age	Sector	Programme	No. Students	Placement Duration	No. Students
14-19	Special schools	Accredited work experience	9	6 -12 weeks	25
		Work Experience	72	6 weeks plus	59
<b>Total</b>			<b>81</b>		<b>84</b>
14-19	Mainstream schools	Accredited work experience	2	6-12 weeks	0
		Work Experience	21	1 week plus	23
<b>Total</b>			<b>23</b>		<b>23</b>
16-18	Further Education	Accredited work experience	n/a	6 weeks	5
		Work Experience	7	6-12 weeks	17
<b>Total</b>			<b>7</b>		<b>22</b>
18-25	Further Education	Accredited work experience	13	6-12 weeks	3
		Work Experience	53	6 weeks plus	45
<b>Total</b>			<b>66</b>		<b>48</b>
<b>Overall Total for the year</b>			<b>177</b>		<b>177</b>

The overall number of students attending the Charity for work experience placements remained the same as last year. There was a slight increase in students attending from mainstream schools, some of who do not have a disability or who have a moderate learning disability, but who undertake a placement by working with the tutors to support and work alongside our other groups. This has proved to be a great success with many saying they would like to return.

## **ACTION FOR KIDS CHARITABLE TRUST**

### **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2016 (*continued*)**

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During the year the Charity delivered extended placements to students from West Lea School (Enfield) and Riverside School (Haringey) in response to a request from the schools.

The Charity continues to deliver AQAs in Work Experience and during 2015/16 year it delivered accredited work experience to a total of 33 young people, compared with 24 last year. Most of this delivery was to students from Special Schools.

School staff report that the work the Charity does with students has improved confidence, taught valuable work skills, and enabled the students to ask others for help. 100% of school/college staff asked have said that students are now more employable than they were before they attended a placement with the Charity. 90% students the Charity worked with stated a wish to work in the future and 89% of students showed an increase in employment aspirations for themselves after a work placement at Action For Kids. Students reported that they enjoy the placements because 'it is fun and I can concentrate better' and because it has given them the opportunity to 'work with new people' and 'learn new things'. Students said that they learnt a range of skills such as staying on task, communicating with others, using the phone, using office equipment and asking for help.

#### **Work in schools:**

- 177 students have a wider knowledge of employment options and have taken part in a work experience placement as part of their transition against a target of 80
- 13 students gained improved understanding of post-16 options, including employment (for year ending July 2015). Project total = 40 students gaining understanding and experience of post-16 options against a target of 28

The Charity's Schools Manager attended a meeting at each school to discuss the most suitable programme of work for each student and to set up individualised placements at AFK that fit in with the young person's transition plan. She was invited to attend a parents' coffee morning at Oak Tree school to discuss employability, which was received very positively. Many parents had not heard of Job Coach support and many had not considered employment as a goal for their son or daughter. She also attended 4 annual reviews to support and promote the work the student had done on placement and their future aspirations around employment. The Schools Manager also successfully delivered two workshops in a School and a College to a total of 40 students on employability and their future goals. In addition, she has attended Transition events to talk to young people, parents and carers about the work the Charity does.

The Charity's Transition Officer/Coordinator worked for the equivalent of one day a week to provide students in Haringey 6th Form Centre with work placements. She also set up work experience at a range of places such as Tesco, Sainsbury's and a games shop. This work was cited as an example of good practice in a careers guidance review at the 6th Form Centre. It has now finished as the funding ended in July 2015.

The Participation Coordinator worked with 40 young people to create multimedia personal profiles (eProfiles) which enable them to think about and voice their future aspirations. The majority of these were done with students on placement at the Charity and were presented to school and AFK staff whilst ten were presented in schools. She also delivered a session in Richard Cloudesley School to a group of young people as part of a unit on setting goals for the future, which was designed in part with the teacher at the School. As a result, a training session has been scheduled, for teachers at the school, on using multimedia to enable students to have their say.

## **ACTION FOR KIDS CHARITABLE TRUST**

### **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2016 (*continued*)**

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#### **Student Feedback**

The Student Forum was extended in order to run termly Drop-in sessions that include Education & Training students. These sessions are used to collect student feedback generally as well as being part of the PQASSO Quality Process. Some feedback suggested that the sessions are sometimes too easy. In response, staff worked on developing the activities to include more complex tasks, for example developing projects involving fundraising and media activities. Future Drop-in sessions will show whether this has had an impact.

#### **Quality Standard and Assessment**

During the year it was decided to implement the PQASSO Quality standard across the whole organisation to ensure that all staff work in a consistent and rigorous way. The project is expected to take approximately two years. Examples of improvements already put in place are: accessible information for students, such as safeguarding and complaints posters; a wider range of work related activities for school and college students; and clearer, more accessible, ways for students to identify what they would like to learn.

#### **Holiday Programme/Short Breaks:**

<b>Month</b>	<b>Numbers attended 2014-15</b>	<b>Numbers attended 2015-16</b>
April	20	27
May	15	27
July and August	31	38
October	24	30
February	30	26
<b>Total individuals attended for the year:</b>	<b>47</b>	<b>54</b>

This year a total of 54 young people attended the Holiday Programme enjoying activities which successfully meet a range of outcomes such as gaining confidence, meeting new people and making choices. This is an increase of 7 young people from last year and includes a number of new referrals who are returning to attend more than one programme. The activities delivered included arts and crafts, horse riding, sports, dance, music, making a short animation, indoor climbing, circus skills and street dance. 22 young people have achieved an AQA whilst taking part in the Programme.

#### **Student Feedback**

Student feedback is gathered after each Holiday Programme. On average, 97% of students said that they enjoyed the programme with 99% saying that they chose the activities they wanted to do and 86% saying that they had made new friends and met new people. The students also made suggestions for improvement which include a wish to have more sports, more new activities and more dancing.

## **ACTION FOR KIDS CHARITABLE TRUST**

### **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2016 (continued)**

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#### **LIFE & WORK**

The Charity sustained last year's successful employment outcomes and laid foundations for more successful outcomes for students from both a 'Life' and 'Work' perspective. New and improved training sessions for Life and Work students were introduced, which are more outwardly focused, involving going out into the community more and a more practical 'hands on' approach. The Charity has been more involved in BASE (British Association for Supported Employment), attending conferences and regional meetings.

Resources were concentrated on progressing and supporting 14 students from the older (post-25) cohort to move on from Action for Kids: ensuring that every opportunity was made available to them in their local communities; that they get appropriate care packages, personal budgets; and have meaningful work placements according to their interests.

In 2015/16, 12 students were supported into paid work, including 1 into a Supported Internship. (2014/15:14 students went into paid work). The slight decrease in 2015/16 was due to the concentration on post-25 students who took up local service provision and/or went to an FE college rather than into paid work.

It is with great sadness that the Trustees report the death of a student from to a medical condition. The Trustees thoughts and condolences go to the family

#### **Students Moving On from Action For Kids**

<b>Destination</b>	<b>19+ years</b>	<b>25+ years</b>	<b>19+ years</b>	<b>25+ years</b>
	<b>2015-2016</b>		<b>2014-2015</b>	
Paid Employment	5	6	4	9
Paid Supported Internship Paid	1			
Moved on to Local Services & Provision	6	7	1	1
FE College	1	1		
Pregnant	1			
Ill Health				1
Deceased	1			
<b>*Students enrolled</b>	<b>15</b>	<b>14</b>	<b>5</b>	<b>11</b>

#### **Work Placements**

32 students benefitted from work placements. The success of the majority of students going into paid work, has been due to previously having attended a work placement. It is invaluable experience both for employers and for disabled employees. Both parties are given the opportunity to understand, appreciate each other and learn to work together.

Placements at the Bikes for Good Causes cafe have proven a great success, especially for students who lack confidence and experience of a working environment. We also use travelling to the cafe as an opportunity for travel training. Many students have spent their lives on transport funded by the local authority and/or being ferried around by their families; some have rarely used public transport.

## **ACTION FOR KIDS CHARITABLE TRUST**

### **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2016 (continued)**

<b>Profile of Work Placements</b>	
• Wetherspoons	• Cycle Café
• Decathlon (sports shop)	• Cutting Bay (hairdressers)
• Conisbee (Structural Engineers)	• Jewsons
• City Farm	• Waterside Cafe
• Canal Museum	• Riding Stables
• Slaughter & May	• William Hill
• Haringey Shed	• Art Box
• Local libraries	• MTO Nursery
• Primary school	• Charity shops

#### **Life & Work Training Sessions**

Tutors have worked well to develop and enhance the Life & Work curriculum and to increase the number of students taking part in Life and Work training sessions. The focus within the curriculum has involved more practical elements, experiential learning and getting out into the community to explore and apply their learning to 'real life' situations. Students have created and designed mini-enterprise projects selling products they have made, undertaken a film project and ran fundraising events, such as sponsored walks, distributing and retrieving collection tins.

#### **Residential and Outward Bound Trips**

This year 11 students went away on 2 residential trips. The first trip to Kent in May, was followed by one to Dorset in August. The Kent trip involved many outward bound challenges, working as a team to problem solve and also developing their communication skills. A highlight of this trip was when one of student, a wheelchair user, climbed to the top of a practice climbing wall, a tremendous physical achievement.

The second trip was a 4 day residential trip to Swanage in Dorset. This trip concentrated on skills related to employment, especially team and confidence building. Students participated in a range of outward bound challenges, orienteering tasks, storytelling in a smugglers cave and a "Geocache" hunt in sand dunes. There was a strong personal social development element to the trip as well as encouragement to make their own decisions and organise themselves. These trips also highlight areas for development in the curriculum in the future.

#### **Succession Planning**

A parents' event was held, with a guest speaker on the subject of Wills and Trusts. This evening was well attended by parents/carers of 25 students and extremely well received. There was a wide ranging Q&A session in which parents/carers could clarify and discuss issues of concern.

#### **Volunteering**

At March 2016, there were 17 volunteers actively supporting students in work placements or within the Charity. The emphases of support changed towards the end of 2015, with more focus on work placements with employers such as Wetherspoons, MTO Nursery and Waterside Cafe. There has been less need for volunteers to support students on longer work placements, so we have been able to share volunteers amongst a greater number of students. Our volunteers come from a wide variety of backgrounds including; teaching assistant, accountant, social worker, a dental nurse, freelance photographer, freelance children's clothing designer, a retiree, a student and one volunteer who had previously attended AFK as a student.

## **ACTION FOR KIDS CHARITABLE TRUST**

### **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2016 (*continued*)**

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#### **FUNDRAISING ACTIVITY**

The Charity is very fortunate to have a broad base of income from a range of different sources.

##### **Committed Giving**

Income: £335,275 (2014/15: £361,910)

2015/16 was a challenging year for recruiting and retaining committed donors. However, the Charity managed to limit the fall in income compared to previous years, partly as a result of a successful upgrade campaign, which secured increased gifts and recruited 254 new direct debit payers.

##### **Direct Mail**

Income: £235,546 (2014/15: £209,273)

This was a better year for direct mail. Over four appeals the Charity received over 8,000 donations.

##### **Community & Events**

Income: £73,640 (2014/15: £81,529)

For most of the year, the Charity was without a dedicated Community & Events Officer due to difficulty in recruiting. A new member of staff is now in post. The annual beach volleyball tournament which usually generates the bulk of this income stream was less successful than in previous years mainly due to one major sponsor discontinuing their support and one changing their cash gift to a gift in kind. Despite this the event still generated over £55,000.

##### **Corporate Partnerships**

Income: £513,245 (2014/15: £479,715)

The Charity has continued to achieve significant growth to this income stream. One of the Charity's major funders, the MariaMarina Foundation, has funded £100,000 of mobility equipment and provided £138,000 for the Life and Work Programme. Nearly £68,000 in donations has been raised from new donors, including £30,000 from Toy Trust for mobility equipment to under 18s and £10,000 from the Gecko Foundation for a travel chaperone's salary.

##### **Fundraising - General (New Business)**

Income: £19,823 (2014/15: £14,047)

High value donor recruitment was tested, although with limited success. However, the £3 pack, introduced in 2014/15, continued this year and generated a further 3,219 new donors totalling £10,407 of donations.

##### **Legacies**

Income: £173,158 (2014/15: £448,731)

2015/16 was been a reasonable year for the Legacy programme although without a single comparable to the £250,000 legacy received in 2014/15.

##### **Raffle**

Income: £329,521 (2014/15: £359,414)

Major changes were made to the raffle during the year (see elsewhere in this Report) in order to make this income stream financially viable again. In September, all cold calling of potential donors ceased, resulting in a drop in gross income. However, the resulting sharp drop in expenses has led to an increase in net income.

## **ACTION FOR KIDS CHARITABLE TRUST**

### **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2016 *(continued)***

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#### **Trusts**

Income: £377,475 (2014/15: £410,208)

The drop in income year on year was the result of the timing of payments by a single trust, which paid two grants in the previous financial year but none in the most recent year. Otherwise, the Charity maintained a solid income for trusts again this year and has continued to explore new opportunities.

#### **Communications**

A new version of the Charity's website has been launched, which is more accessible and will help with all aspects of our work.

The case study and photo library has been significantly developed, which aids fundraising and service delivery.

10 new help posters have been produced, aimed at students who want to be made aware of various issues which can affect their lives. These include, people stealing money from them, bullying and issues with social media.

## **REVIEW OF FINANCIAL POSITION**

Following on from two years of significant surpluses, this financial year has been much more difficult. The result for the year is a deficit of £176,685 compared to the surplus of £165,809 in the previous year. As has been highlighted in earlier reports, continued uncertainty in the economy and reductions in the funding that can be raised have had a significant impact on our results.

Although income in the year to 31<sup>st</sup> March 2016 reduced by 13% to £2,308,622 from last year's record level of £2,652,721, this still represented a considerable achievement during a very difficult period for charity fundraising generally. In spite of fundraising activities across the sector being under much scrutiny, the continued generosity of our long term supporters, both large and small, and the major support received from existing and new foundations has been exceptionally gratifying and testament to the successful impact of the work we carry out. The downturn in income is primarily attributable to a fall in our legacy income from unprecedented high levels in the two previous years.

The continued support from the MariaMarina Foundation amounting to £383,000 for our Life and Work Programme and £300,000 towards the funding of mobility equipment, both over 3 years has been so important to our operations. Although our three year Big Lottery Grant for our "Life Skills" project ended in the year, I am pleased to report that a new three year grant has been secured in respect of our Student Self Advocacy work. This will help provide a degree of security and certainty for this area of our operations.

The reduced level of income necessitated us looking closely at our various activities. One area to receive particular attention was our sizeable Training Project in respect of the Charity Raffle. As noted earlier in this report, changes to the way that both work experience and training is provided by the Charity has reduced the demand for the sort of work opportunities provided by the Raffle. In addition, the costs of running this activity were rising. We decided, that to ensure resources are concentrated on the most beneficial areas of our charitable activities, the scale of the Raffle should be significantly reduced. The resulting redundancy payments and non-productive time during the consultation period meant that the beneficial impact was only achieved towards the end of the financial year. The full benefit is now being seen in the current financial year.

## **ACTION FOR KIDS CHARITABLE TRUST**

### **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2016 (*continued*)**

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The costs relating to the governance of the charity increased slightly to £73,196 but remained at approximately 3% of total incoming resources.

Costs of generating voluntary income, at £442,853, increased very slightly on the previous year and, as a result of the fall in overall income, represented 19% of total incoming resources, compared to 16% in the previous year. Voluntary income remains at 88% of our income.

At the end of the year to 31<sup>st</sup> March 2016, we took the option given by the new FRS102 Accounting Standard to carry out a one-off revaluation of Freehold Land & Buildings. The resulting revaluation reserve of £448,528 increased total reserves to £1,803,052, including £854,532 of restricted funds.

With the deficit arising in the current year it is recognised that we must rebuild reserves to minimise any threat to the range of our present operations and this continues to be a key objective and priority within the Strategic Plan for the current and forthcoming years.

A very exciting development for the Charity this year has been the completion in April 2015, with the support of Charity Bank, of the purchase of a new building. Whilst major development is still to take place, the new location will enable us to provide a much wider range of additional services and activities "in house". Running costs to date have been offset from rent and storage fees saved elsewhere.

In the context of the future plans for the charity, the directors/trustees believe that the funds of the charity are adequate on a fund-by-fund basis to fulfil the obligations of the charity.

## **ACTION FOR KIDS CHARITABLE TRUST**

### **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2016 (*continued*)**

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#### **OBJECTIVES FOR 2016-19**

During 2015-16 the Trustees reviewed the Charity's activities and agreed a very ambitious new strategy covering the period 2016-19. The new strategy involves the Charity focusing on the following key areas of activity during the three-year period 2016-19:

#### **Education**

##### ***Free School***

The Charity will apply to create a Special Free School for students aged 16-19, with a curriculum aimed at preparing young disabled people for life and work.

##### ***Partnerships with outstanding schools & colleges***

The Charity will selectively develop links with successful schools to help build the "academic" and "professional" foundations for the Charity's work. In particular, the Charity wants to develop an "employability" curriculum for schools to adopt for their students with learning disabilities, autism and some communication and interaction difficulties.

##### ***Coalition for Change / Employment & Participation Framework***

The Charity will develop a best practice model in partnership with local authorities, schools, Parent Partnerships, selected charities and Learning Disability Partnership Boards. The Charity will focus, initially, on winning adoption of the model in two or three local boroughs.

##### ***Advice & Support for Schools***

The Charity will develop an additional offering to schools based around the provision of advice and support on 'employability' and preparation for adulthood across whole schools, rather than just to individual students or their teachers.

#### **Employer partnerships**

##### ***Developing new work experience & employment opportunities***

The Charity will, through additional engagement with employers, increase the number and range of external work experience placements and permanent job opportunities for students.

In order to create opportunities to give 'real world' work experience to students with a wider range of support needs, the Charity will seek out opportunities where the Charity works closely with business owners and has a significant role in designing and running placements.

The Charity will also look to develop partnerships with large scale multi-employer workplaces, such as Brent Cross Shopping Centre and Canary Wharf, capable of providing, or facilitating, both work experience placements and permanent jobs.

##### ***Inclusive Community***

The Charity will explore the feasibility of creating an 'inclusive community' in Crouch End whereby local businesses welcome young people with disabilities to shop in their shops.

## **ACTION FOR KIDS CHARITABLE TRUST**

### **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2016 (*continued*)**

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#### **Wider Support**

##### ***Travel independence***

Given the crucial importance of young disabled people being able to travel independently wherever possible, the Charity wants to encourage, or provide, travel training to many more disabled young people.

##### ***Working with families***

The Charity will expand its work directly with families so as to improve support for the young people it works with. This will be targeted at: raising aspirations and the understanding that employment is a realistic option; helping families to provide the support that young people need. The Charity's work will be young person-centred and closely related to employment and the development of self-advocacy and independence.

##### ***Broader Life Skills training***

Once the building in Cranford Way has been refurbished, the Charity will broaden the range of 'life' and 'independence' skills training we deliver. This kind of training links with work with families, with developing the students' self-confidence and with strengthening the ability of young disabled people to stay in work.

#### **Mobility**

The Charity will seek ways to increase the funding available for mobility equipment, either by ourselves or by others.

The Charity will also extend our successful mobility advocacy initiative.

#### **Support activities**

##### ***Impact evaluation***

The Charity will develop an evaluation framework to provide an overarching structure for data collection and evidence gathering. This will also give consistency to service evaluations, allowing them to form a coherent body of evidence which in turn can be used in the Charity's work to build a Coalition for Change.

##### ***Brand & identity***

The Charity will review its name, brand identity & messaging in order to balance two considerations: the need to have a name that is consistent with what we do and the benefit that accrues from a name that supporters recognise. Having an identity that is consistent with the Charity work and messages is important to its development. Just as important is creating consistent and clear messages about what the Charity does. That will make it easier to communicate the Charity's vision and activities to stakeholders.

##### ***Charging for services***

The Charity will assess the desirability and feasibility of charging for some services. Charging will be considered where:

- funding is provided to another organisation for the service ie. to the student's school
- the student is funded through other mechanisms, such as personal budgets.

Emphasis will be placed on ensuring access to services for all young disabled people.

## **ACTION FOR KIDS CHARITABLE TRUST**

### **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2016 (*continued*)**

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#### ***New fundraising development***

The Charity will:

- review its individual giving products to take into account new regulations and changing public expectations;
- launch a new committed giving 'product' to build the donor base;
- seek to deepen corporate partnerships so that they yield service delivery benefits, in addition to donations. For example, persuading partners to provide work experience placements;
- use a strong evaluation culture to develop relationships with key trusts and foundations and the Big Lottery;
- develop Community & Events activity, with a particular emphasis on raising the Charity's profile in, and fundraising from, Haringey;
- launch a legacies recruitment campaign with the long term aim of boosting this income stream;
- explore opportunities to work with partners to access funding streams not directly available to the Charity, eg. funding available to further education colleges for employment-related training.

#### ***Creating the new Centre in Cranford Way***

Underpinning all the Charity's services activity will be the creation of the new centre in the Cranford Way building. This provides an unique opportunity to provide a physical base for the Charity's work both face-to-face with students and with partners. At a time when facilities to support disabled young people are being closed, the Charity will be opening one.

## **ACTION FOR KIDS CHARITABLE TRUST**

### **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2016 (*continued*)**

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#### **POLICIES & OTHER DISCLOSURES**

##### **Grant-making policy**

In providing mobility aids which are appropriate for disabled children and young persons the charity assesses each applicant in accordance with the following criteria in descending order of importance:

- Those in greatest need as judged by their level of disability, their current resources and the likely improvement to result from the provision of the mobility aid;
- The length of time which has elapsed since their need for the mobility aid became apparent;
- The length of time which has elapsed from the date of their application to the Charity;
- The cost of the mobility aid required;
- Any other appropriate factors.

##### **Reserves policy**

It is the policy of the Charity that we aim for reserves (unrestricted funds) that have not been designated for new projects to be at a level equivalent to six months expenditure on revenue items and charitable assets combined, which are considered at risk of loss of funding. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Charity's current activities while consideration is given to ways in which additional funds may be raised.

##### **Specific investment powers**

The Charity has the power to make any investment the Trustees see fit.

##### **Asset cover by fund**

Note 20 to the Accounts (below) analyses the assets attributable to the various funds. These assets are sufficient to meet the Charity's obligations on a fund by fund basis.

##### **Payment of trade creditors**

The Charity's current policy concerning the payment of trade creditors is to:

- settle the terms of payment with suppliers when agreeing the terms of each transaction;
- ensure that suppliers are made aware of the terms of payment by inclusion of the relevant terms in contracts; and
- pay in accordance with the Charity's contractual and other legal obligations.

##### **Disclosure of information to auditors**

Each of the Trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditors are aware of such information.

##### **Appointment of auditors**

A resolution proposing that D Lee & Co. be reappointed as auditors of the company will be put to a General Meeting.

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## **ACTION FOR KIDS CHARITABLE TRUST**

### **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2016 (*continued*)**

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#### **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The Trustees, who are also the directors of Action For Kids Charitable Trust for the purpose of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### **Signature and Declaration**

I declare, in my capacity as Trustee of the Charity, that the Trustees have approved the report above and have authorised me to sign it on their behalf.

Signature:



Mark Lewis  
Chair

Date 13<sup>th</sup> December 2016

## **ACTION FOR KIDS CHARITABLE TRUST**

### **INDEPENDENT AUDITOR'S REPORT**

#### **TO THE MEMBERS OF ACTION FOR KIDS CHARITABLE TRUST**

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We have audited the financial statements of Action For Kids Charitable Trust for the year ended 31 March 2016 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102.

This report is made solely to the charity's trustees, as a body, in accordance with section 144 of the Charities Act 2011 and regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and its trustees as a body, for our audit work, for this report, or for the opinions we have formed.

#### **Respective responsibilities of trustees and auditor**

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of Action For Kids Charitable Trust for the purposes of company law are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view.

The trustees have elected for the accounts to be audited in accordance with the Charities Act 2011 rather than the Companies Act 2006. Accordingly we have been appointed as auditors under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

Our responsibility is to audit and express an opinion on the accounts in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

#### **Scope of the audit of the accounts**

An audit involves obtaining evidence about the amounts and disclosures in the accounts sufficient to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the accounts. In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited accounts and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

#### **Opinion on accounts**

In our opinion the accounts:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2016 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

## **ACTION FOR KIDS CHARITABLE TRUST**

### **INDEPENDENT AUDITOR'S REPORT**

#### **TO THE MEMBERS OF ACTION FOR KIDS CHARITABLE TRUST (CONTINUED)**

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#### **Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Trustees' Report is inconsistent in any material respect with the accounts; or
- the accounts are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.



14/12/2016

**D Lee (Senior Statutory Auditor)**  
**for and on behalf of D Lee & Co.**

**Chartered Certified Accountants**  
**Statutory Auditor**

2nd Floor  
Premier House  
309 Ballards Lane  
London  
N12 8LY

D Lee & Co. eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

## ACTION FOR KIDS CHARITABLE TRUST

### STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2016

|                                          | Notes | Unrestricted<br>Funds<br>£ | Restricted<br>funds<br>£ | Total<br>2016<br>£ | Total<br>2015<br>£ |
|------------------------------------------|-------|----------------------------|--------------------------|--------------------|--------------------|
| <b>Income from:</b>                      |       |                            |                          |                    |                    |
| Donations and legacies                   | 3     | 1,201,732                  | 822,777                  | 2,024,509          | 2,337,244          |
| Charitable activities                    | 4     | 283,703                    |                          | 283,703            | 315,044            |
| Investments                              | 5     | 410                        |                          | 410                | 433                |
| <b>Total income</b>                      |       | <b>1,485,845</b>           | <b>822,777</b>           | <b>2,308,622</b>   | <b>2,652,721</b>   |
| <b>Expenditure on:</b>                   |       |                            |                          |                    |                    |
| Raising funds                            | 6     | 442,853                    |                          | 442,853            | 430,104            |
| Charitable activities                    | 7     | 1,215,723                  | 826,731                  | 2,042,454          | 2,056,808          |
| <b>Total resources expended</b>          |       | <b>1,658,576</b>           | <b>826,731</b>           | <b>2,485,307</b>   | <b>2,486,912</b>   |
| <b>Net (outgoing)/incoming resources</b> |       | <b>(172,731)</b>           | <b>(3,954)</b>           | <b>(176,685)</b>   | <b>165,809</b>     |
| <b>Other recognised gains and losses</b> |       |                            |                          |                    |                    |
| Revaluation of tangible fixed assets     |       | 448,528                    |                          | 448,528            |                    |
| <b>Net movement in funds</b>             |       | <b>275,797</b>             | <b>(3,954)</b>           | <b>271,843</b>     | <b>165,809</b>     |
| Fund balances at 1 April 2015            |       | 672,723                    | 858,486                  | 1,531,209          | 1,365,400          |
| <b>Fund balances at 31 March 2016</b>    |       | <b>948,520</b>             | <b>854,532</b>           | <b>1,803,052</b>   | <b>1,531,209</b>   |

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# ACTION FOR KIDS CHARITABLE TRUST

## BALANCE SHEET AS AT 31<sup>st</sup> MARCH 2016

|                                                                | Notes | £         | 2016<br>£        | £              | 2015<br>£        |
|----------------------------------------------------------------|-------|-----------|------------------|----------------|------------------|
| <b>Fixed assets</b>                                            |       |           |                  |                |                  |
| Tangible assets                                                | 11    |           | 2,594,326        |                | 1,044,555        |
| Investments                                                    | 12    |           | 3                |                | 3                |
|                                                                |       |           | <u>2,594,329</u> |                | <u>1,044,558</u> |
| <b>Current assets</b>                                          |       |           |                  |                |                  |
| Debtors                                                        | 14    | 87,426    |                  | 167,227        |                  |
| Cash at bank and in hand                                       |       | 392,652   |                  | 561,779        |                  |
|                                                                |       |           | <u>480,078</u>   | <u>729,006</u> |                  |
| <b>Creditors: amounts falling due within one year</b>          | 15    | (239,258) |                  | (242,355)      |                  |
| Net current assets                                             |       |           | <u>240,820</u>   |                | <u>486,651</u>   |
| <b>Total assets less current liabilities</b>                   |       |           | <u>2,835,149</u> |                | <u>1,531,209</u> |
| <b>Creditors: amounts falling due after more than one year</b> | 16    |           | (1,032,097)      |                | -                |
| Net assets                                                     |       |           | <u>1,803,052</u> |                | <u>1,531,209</u> |
| <b>Income funds</b>                                            |       |           |                  |                |                  |
| Restricted funds                                               | 18    |           | 854,532          |                | 858,486          |
| Unrestricted funds                                             | 19    |           | 948,520          |                | 672,723          |
|                                                                |       |           | <u>1,803,052</u> |                | <u>1,531,209</u> |

## ACTION FOR KIDS CHARITABLE TRUST

### BALANCE SHEET

AS AT 31<sup>st</sup> MARCH 2016 (continued)

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The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2016, although an audit has been carried out under section 144 of the Charities Act 2011. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts under the requirements of the Companies Act 2006.

The trustees' responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The accounts were approved by the Trustees on 13th December 2016.

*Mark David Lewis*

*Mark Lewis*

Trustee

Company Registration No. 3487626

# ACTION FOR KIDS CHARITABLE TRUST

## STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 MARCH 2016

|                                                               |       | 2016               | 2015             |
|---------------------------------------------------------------|-------|--------------------|------------------|
|                                                               | Notes | £                  | £                |
| <b>Cash flows from operating activities</b>                   |       |                    |                  |
| Cash generated from operations                                | 26    | 99,925             | 210,858          |
| <b>Investing activities</b>                                   |       |                    |                  |
| Purchase of tangible fixed assets                             |       | (1,288,006)        | (199,374)        |
| Proceeds on disposal of tangible fixed assets                 |       | 277                | 37,131           |
| Interest received                                             |       | 410                | 433              |
| <b>Net cash used in investing activities</b>                  |       | <b>(1,287,319)</b> | <b>(161,810)</b> |
| <b>Financing activities</b>                                   |       |                    |                  |
| Receipts of bank loans                                        |       | 1,060,000          | -                |
| Repayment of bank loans                                       |       | (41,733)           | (33,830)         |
| <b>Net cash generated from/(used in) financing activities</b> |       | <b>1,018,267</b>   | <b>(33,830)</b>  |
| <b>Net (decrease)/increase in cash and cash equivalents</b>   |       | <b>(169,127)</b>   | <b>15,218</b>    |
| Cash and cash equivalents at beginning of year                |       | 561,779            | 546,561          |
| <b>Cash and cash equivalents at end of year</b>               |       | <b>392,652</b>     | <b>561,779</b>   |

## **ACTION FOR KIDS CHARITABLE TRUST**

### **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

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#### **1 Accounting policies**

##### **Charity information**

Action For Kids Charitable Trust is a private company limited by guarantee incorporated in England and Wales. The registered office is Ability House, 15A Tottenham Lane, Hornsey, London, N8 9DJ.

##### **1.1 Accounting convention**

These accounts have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102"), "Accounting and Reporting by Charities" the Statement of Recommended Practice for charities applying FRS 102, the Companies Act 2006 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015. The charity is a Public Benefit Entity as defined by FRS 102.

The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

These accounts for the year ended 31 March 2016 are the first accounts of Action For Kids Charitable Trust prepared in accordance with FRS 102, The Financial Reporting Standard applicable in the UK and Republic of Ireland. The date of transition to FRS 102 was 1 April 2014. The reported financial position and financial performance for the previous period are not affected by the transition to FRS 102.

##### **1.2 Going concern**

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus, the trustees' continue to adopt the going concern basis of accounting in preparing the accounts.

##### **1.3 Charitable funds**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

##### **1.4 Incoming resources**

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

## ACTION FOR KIDS CHARITABLE TRUST

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016 (*continued*)

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#### 1 Accounting policies (*continued*)

##### 1.4 Incoming resources (*continued*)

Turnover is measured at the fair value of the consideration received or receivable and represents amounts receivable for goods and services provided in the normal course of business, net of discounts, VAT and other sales related taxes.

##### 1.5 Resources expended

All expenditure is accounted for on an accrual basis and has been classified under headings that aggregate costs related to the category. Expenditure is recognised when there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. The Charity is not registered for VAT and accordingly expenditure is shown gross of irrecoverable VAT.

Costs of generating funds include salary, direct expenditures and overhead costs of staff to promote fundraising including events.

Governance costs are those incurred in connection with the administration of the Charity and compliance with constitutional and statutory requirements.

Resources expended allocated to a particular activity are the costs related to that activity and apportionments based on the percentage of total wages and salaries and floor area.

##### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

|                             |                         |
|-----------------------------|-------------------------|
| Freehold land and buildings | 2% on straight line     |
| Charitable assets           | 25% on reducing balance |
| Fixture and fittings        | 15% on reducing balance |
| Motor vehicles              | 25% on reducing balance |

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

##### 1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

A subsidiary is an entity controlled by the charity. Control is the power to govern the financial and operating policies of the entity so as to obtain benefits from its activities.

##### 1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

## **ACTION FOR KIDS CHARITABLE TRUST**

### **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016 (*continued*)**

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#### **1.8 Impairment of fixed assets (*continued*)**

Recoverable amount is the higher of fair value less costs to sell and value in use. In assessing value in use, the estimated future cash flows are discounted to their present value using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the asset for which the estimates of future cash flows have not been adjusted.

If the recoverable amount of an asset is estimated to be less than its carrying amount, the carrying amount of the asset is reduced to its recoverable amount. An impairment loss is recognised immediately in income/ (expenditure for the year, unless the relevant asset is carried at a revalued amount, in which case the impairment loss is treated as a revaluation decrease.

Recognised impairment losses are reversed if, and only if, the reasons for the impairment loss have ceased to apply. Where an impairment loss subsequently reverses, the carrying amount of the asset is increased to the revised estimate of its recoverable amount, but so that the increased carrying amount does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset in the prior year, unless the relevant asset is carried in at a revalued amount, in which case the reversal of the impairment loss is treated as a revaluation increase.

#### **1.9 Cash and cash equivalents**

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### **1.10 Financial instruments**

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future receipts discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

## **ACTION FOR KIDS CHARITABLE TRUST**

### **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016 (*continued*)**

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#### **1.10 Financial instruments (*continued*)**

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

#### **1.11 Employee benefits**

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### **1.12 Leases**

Rentals payable under operating leases, including any lease incentives received, are charged to income on a straight line basis over the term of the relevant lease.

## ACTION FOR KIDS CHARITABLE TRUST

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2016 (*continued*)

#### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

#### 3 Donations and legacies

|                                         | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Total<br>2016<br>£ | Total<br>2015<br>£ |
|-----------------------------------------|----------------------------|--------------------------|--------------------|--------------------|
| Donations and gifts                     | 1,201,732                  | 822,777                  | 2,024,509          | 2,337,244          |
| <b>For the year ended 31 March 2015</b> | <b>1,508,838</b>           | <b>828,406</b>           |                    | <b>2,337,244</b>   |

#### 4 Income from Charitable activities

|                  | 2016<br>£ | 2015<br>£ |
|------------------|-----------|-----------|
| Training Project | 283,073   | 315,044   |

#### 5 Investments

|                     | 2016<br>£ | 2015<br>£ |
|---------------------|-----------|-----------|
| Interest receivable | 410       | 433       |

#### 6 Raising funds

##### Fundraising and publicity

|                             | 2016<br>£ | 2015<br>£ |
|-----------------------------|-----------|-----------|
| Staff costs                 | 220,561   | 218,153   |
| Depreciation and impairment | 1,058     | 672       |
| Support costs               | 221,234   | 211,279   |
| Fundraising and publicity   | 442,853   | 430,104   |

# ACTION FOR KIDS CHARITABLE TRUST

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2016 *(continued)*

### 7 Expenditure on Charitable activities

|                                                | Mobility<br>Project | Education &<br>Training | Life &<br>Work | Total<br>2016    | Total<br>2015    |
|------------------------------------------------|---------------------|-------------------------|----------------|------------------|------------------|
|                                                | £                   | £                       | £              | £                | £                |
| Staff costs                                    | 213,858             | 457,826                 | 561,896        | 1,233,580        | 1,221,647        |
| Depreciation and impairment                    | 115,941             | 27,936                  | 34,144         | 178,021          | 140,286          |
| Other costs                                    | 183,116             | 170,459                 | 204,082        | 557,657          | 625,504          |
|                                                | <b>512,915</b>      | <b>656,221</b>          | <b>800,122</b> | <b>1,969,258</b> | <b>1,987,437</b> |
| Share of governance costs (see note 8)         | 24,398              | 24,399                  | 24,399         | 73,196           | 69,371           |
|                                                | <b>537,313</b>      | <b>680,620</b>          | <b>824,521</b> | <b>2,042,454</b> | <b>2,056,808</b> |
| Analysis by fund                               |                     |                         |                |                  |                  |
| Unrestricted funds                             | 274,939             | 533,408                 | 407,376        | 1,215,723        |                  |
| Restricted funds                               | 262,374             | 147,212                 | 417,145        | 826,731          |                  |
|                                                | <b>537,313</b>      | <b>680,620</b>          | <b>824,521</b> | <b>2,042,454</b> |                  |
| For the year ended 31 <sup>st</sup> March 2015 |                     |                         |                |                  |                  |
| Unrestricted funds                             | 296,337             | 545,717                 | 447,611        |                  | 1,289,665        |
| Restricted funds                               | 173,702             | 168,551                 | 424,890        |                  | 767,143          |
|                                                | <b>470,039</b>      | <b>714,268</b>          | <b>872,501</b> |                  | <b>2,056,808</b> |

Grants to individuals in respect of the purchase of mobility equipment included within the Mobility Project above: £53,227 (2015 - £73,392)

# ACTION FOR KIDS CHARITABLE TRUST

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2016 *(continued)*

### 8 Governance Costs

|                                 | Governance costs<br>£ | 2016<br>£     | 2015<br>£ |
|---------------------------------|-----------------------|---------------|-----------|
| Staff costs                     | 46,750                | 46,750        | 38,602    |
| Depreciation                    | 7,407                 | 7,407         | 4,703     |
| Other costs                     | 19,039                | 19,039        | 26,066    |
|                                 | <b>73,196</b>         | <b>73,196</b> | 69,371    |
| Analysed between<br>Fundraising | -                     | -             | -         |
| Charitable activities           | <b>73,196</b>         | <b>73,196</b> | 69,371    |
|                                 | <b>73,196</b>         | <b>73,196</b> | 69,371    |

Governance costs includes payments to the auditors of £6,000 (2015- £6,000) for audit fees, and other regulatory fees.

### 9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year. One trustee was reimbursed a total of £701 for travelling expenses (2015 - £841).

### 10 Staff costs and employee benefits

The average monthly number of employees and full time equivalent (FTE) during the year was as follows:

|                       | 2016<br>Number | 2016<br>FTE | 2015<br>Number | 2015<br>FTE |
|-----------------------|----------------|-------------|----------------|-------------|
| Raising funds         | 5              | 5           | 5              | 5           |
| Charitable activities | 42             | 36          | 48             | 38          |
| Governance            | 5              | 5           | 5              | 5           |
|                       | <b>52</b>      | <b>46</b>   | 58             | 48          |

The total staff costs and employees benefit's was as follows:

|                                    | 2016<br>£        | 2015<br>£ |
|------------------------------------|------------------|-----------|
| Wages and salaries                 | 1,316,194        | 1,303,573 |
| Social security                    | 124,239          | 122,810   |
| Defined contribution pension costs | 51,325           | 45,560    |
| Other employee benefits            | 9,133            | 6,459     |
|                                    | <b>1,500,891</b> | 1,478,402 |

## ACTION FOR KIDS CHARITABLE TRUST

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2016 *(continued)*

#### 10 Staff costs and employee benefits (continued)

Total redundancy / termination payments amount to £36,438 (2015 - £NIL) and related to 18 members of staff.

The number of employees who received total employee benefits (excluding employer pension costs of more than £60,000 is as follows:

|                   | 2016     | 2015     |
|-------------------|----------|----------|
| £60,001 - £70,000 | -        | -        |
| £70,001 - £80,000 | 2        | 2        |
|                   | <u>2</u> | <u>2</u> |

#### 11 Tangible fixed assets

|                         | Freehold<br>land and<br>buildings | Improvement<br>to leasehold<br>building | Charitable<br>assets | Fixtures,<br>fittings &<br>equipment | Motor<br>vehicles | Total            |
|-------------------------|-----------------------------------|-----------------------------------------|----------------------|--------------------------------------|-------------------|------------------|
|                         | £                                 | £                                       | £                    | £                                    | £                 | £                |
| <b>Cost</b>             |                                   |                                         |                      |                                      |                   |                  |
| At 1 April 2015         | 732,074                           | 20,247                                  | 1,438,257            | 225,999                              | 3,999             | 2,420,576        |
| Additions               | 1,086,778                         | -                                       | 198,395              | 2,833                                | -                 | 1,288,006        |
| Disposals               | -                                 | (20,247)                                | (27,689)             | -                                    | -                 | (47,936)         |
| Revaluation             | 448,528                           | -                                       | -                    | -                                    | -                 | 448,528          |
| <b>At 31 March 2016</b> | <b>2,267,380</b>                  | <b>-</b>                                | <b>1,608,963</b>     | <b>228,832</b>                       | <b>3,999</b>      | <b>4,109,174</b> |
| <b>Depreciation</b>     |                                   |                                         |                      |                                      |                   |                  |
| At 1 April 2015         | 131,003                           | 20,247                                  | 1,102,061            | 118,838                              | 3,872             | 1,376,021        |
| On disposals            | -                                 | (20,247)                                | (27,412)             | -                                    | -                 | (47,659)         |
| Charge for year         | 36,377                            | -                                       | 133,578              | 16,499                               | 32                | 186,486          |
| <b>At 31 March 2016</b> | <b>167,380</b>                    | <b>-</b>                                | <b>1,208,227</b>     | <b>135,337</b>                       | <b>3,904</b>      | <b>1,514,848</b> |
| <b>Net book value</b>   |                                   |                                         |                      |                                      |                   |                  |
| <b>At 31 March 2016</b> | <b>2,100,000</b>                  | <b>-</b>                                | <b>400,736</b>       | <b>93,495</b>                        | <b>95</b>         | <b>2,594,326</b> |
| At 31 March 2015        | 601,071                           | -                                       | 336,196              | 107,161                              | 127               | 1,044,555        |

The net book value of charitable assets consists of the following:

Mobility Aids Loaned Assets £347,821

Specially adapted assets used in the delivery of services £52,915

## ACTION FOR KIDS CHARITABLE TRUST

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2016 (*continued*)

#### 11 Tangible fixed assets (*continued*)

##### *Tangible fixed assets held at valuation*

The historic cost equivalent of land and buildings included at valuation are as follows:

|                          | 2016               | 2015               |
|--------------------------|--------------------|--------------------|
|                          | £                  | £                  |
|                          | Land and buildings | Land and buildings |
| Costs                    | 1,818,852          | 732,074            |
| Accumulated depreciation | 167,380            | 131,003            |
| Net book value           | <u>1,651,472</u>   | <u>601,071</u>     |

Freehold land and buildings were subject to an independent professional valuation at 31<sup>st</sup> March 2016.

The valuation was undertaken by Came Hopps Partnership, Chartered Surveyors.

#### 12 Fixed asset investments

|                                 | Other investment |
|---------------------------------|------------------|
|                                 | £                |
| Cost or valuation               |                  |
| At 1 April 2015 & 31 March 2016 | <u>3</u>         |
| Carrying amount                 |                  |
| At 31 March 2016                | <u>3</u>         |
| At 31 March 2015                | <u>3</u>         |

|                             | Notes | 2016 | 2015 |
|-----------------------------|-------|------|------|
|                             |       | £    | £    |
| Other investments comprise: |       |      |      |
| Investments in subsidiaries | 19    | 3    | 3    |

# ACTION FOR KIDS CHARITABLE TRUST

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2016 *(continued)*

| <b>13 Financial instruments</b>                              | <b>2016</b>              | <b>2015</b>              |
|--------------------------------------------------------------|--------------------------|--------------------------|
|                                                              | <b>£</b>                 | <b>£</b>                 |
| <b>Carrying amount of financial assets</b>                   |                          |                          |
| Debt instruments measured at amortised cost                  | <b>39,630</b>            | 120,661                  |
| Equity instruments measured at cost less impairment          | <b>3</b>                 | 3                        |
|                                                              | <u><u>          </u></u> | <u><u>          </u></u> |
| <b>Carrying amount of financial liabilities</b>              |                          |                          |
| Measured at amortised cost                                   | <b>1,231,210</b>         | 206,813                  |
|                                                              | <u><u>          </u></u> | <u><u>          </u></u> |
| <br><b>14 Debtors</b>                                        | <br><b>2016</b>          | <br><b>2015</b>          |
|                                                              | <b>£</b>                 | <b>£</b>                 |
| Amounts falling due within one year:                         |                          |                          |
| Income tax recoverable                                       | <b>11,262</b>            | 20,914                   |
| Other debtors                                                | <b>28,368</b>            | 99,747                   |
| Prepayments and accrued income                               | <b>47,796</b>            | 46,566                   |
|                                                              | <u><u>87,426</u></u>     | <u><u>167,227</u></u>    |
| <br><b>15 Creditors: amounts falling due within one year</b> | <br><b>2016</b>          | <br><b>2015</b>          |
|                                                              | <b>£</b>                 | <b>£</b>                 |
| Bank loan                                                    | <b>27,903</b>            | 41,733                   |
| Trade creditors                                              | <b>151,698</b>           | 98,736                   |
| Taxes and social security costs                              | <b>40,145</b>            | 35,542                   |
| Other creditors                                              | -                        | 9,419                    |
| Accruals                                                     | <b>19,512</b>            | 56,925                   |
|                                                              | <u><u>239,258</u></u>    | <u><u>242,355</u></u>    |
| <br><b>16 Loans and overdrafts</b>                           |                          |                          |
|                                                              | <b>2016</b>              | <b>2015</b>              |
|                                                              | <b>£</b>                 | <b>£</b>                 |
| Bank loans                                                   | <b>1,060,000</b>         | 41,733                   |
|                                                              | <u><u>          </u></u> | <u><u>          </u></u> |
| Payable within one a year                                    | <b>27,903</b>            | 41,733                   |
| Payable after one year                                       | <b>1,032,097</b>         | -                        |
|                                                              | <u><u>          </u></u> | <u><u>          </u></u> |

Amounts included above which fell due after 5 years:

|                        |                          |                          |
|------------------------|--------------------------|--------------------------|
| Payable by instalments | <b>867,709</b>           | -                        |
|                        | <u><u>          </u></u> | <u><u>          </u></u> |

The long – term loans are secured by fixed charges over the freehold interest in the properties known as Ability House, 15A Tottenham Lane, London N8 9DJ, 20 & 21 Cranford Way, London N8 9DJ and Land at Cranford Way Industrial Estate, Hornsey, Haringey.

The loan is repaid over 25 years at an interest rate of 2.7% above the Bank of England Base Rate.

## ACTION FOR KIDS CHARITABLE TRUST

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2016 (continued)

#### 17 Pension costs

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge represents contributions payable by the charity to the fund and amounted to £51,325. (2015 - £45,560)

#### 18 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

|                                         | Balance at<br>1 April<br>2015<br>£ | Movement in funds          |                            | Balance at<br>31 March<br>2016<br>£ |
|-----------------------------------------|------------------------------------|----------------------------|----------------------------|-------------------------------------|
|                                         |                                    | Incoming<br>resources<br>£ | Outgoing<br>resources<br>£ |                                     |
| Mobility Project and Related Services   | 469,733                            | 306,412                    | 262,374                    | 513,771                             |
| Education and Training / Life and Work: |                                    |                            |                            |                                     |
| Big Lottery Fund Grant – Life Skills    | 8,263                              | 74,370                     | 82,633                     | -                                   |
| Other                                   | 380,490                            | 441,995                    | 481,724                    | 340,761                             |
|                                         | <u>858,486</u>                     | <u>822,777</u>             | <u>826,731</u>             | <u>854,532</u>                      |

#### 19 Unrestricted funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes together with general unrestricted:

|                          | Balance at<br>1 April<br>2015<br>£ | Movement in funds       |                            | Balance at<br>31 March<br>2016<br>£ |
|--------------------------|------------------------------------|-------------------------|----------------------------|-------------------------------------|
|                          |                                    | New<br>designation<br>£ | Utilised/<br>realised<br>£ |                                     |
| Designated               |                                    |                         |                            |                                     |
| Mobility Project         | 40,000                             |                         | (40,000)                   | -                                   |
| Tangible Assets          | 519,983                            | 1,934,373               | (1,505,836)                | 948,520                             |
| Total Designated funds   | 559,983                            | 1,934,373               | (1,545,836)                | 948,520                             |
| Unrestricted – General   | 112,740                            | -                       | (112,740)                  | -                                   |
| Total Unrestricted funds | <u>672,723</u>                     | <u>1,934,373</u>        | <u>(1,658,576)</u>         | <u>948,520</u>                      |

The Trustees have during the year reviewed the level of designated funds and have agreed the following specific funds:

A fund of £948,520 to represent part of the net book value of unrestricted fixed assets not funded by the bank loan.

# ACTION FOR KIDS CHARITABLE TRUST

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2016 *(continued)*

### 20 Analysis of net assets between funds:

|                                                    | Unrestricted<br>funds<br>£ | Restricted<br>Funds<br>£ | Total<br>£       |
|----------------------------------------------------|----------------------------|--------------------------|------------------|
| Fund balances at 31 March 2016 are represented by: |                            |                          |                  |
| Tangible fixed assets                              | 2,048,860                  | 545,466                  | 2,594,326        |
| Investments                                        | 3                          | -                        | 3                |
| Current assets                                     | 171,012                    | 309,066                  | 480,078          |
| Creditors: amounts falling due within one year     | (239,258)                  | -                        | (239,258)        |
| Creditors: amounts falling due over one year       | (1,032,097)                | -                        | (1,032,097)      |
|                                                    | <u>948,520</u>             | <u>854,532</u>           | <u>1,803,052</u> |

Included in the above analysis is an amount of £169,188 to be transferred from the bank account of unrestricted funds to that of restricted funds as a result of timing differences.

### 21 Contingent liabilities and guarantees

The charity has no contingent liabilities or guarantees outstanding at the year end.

### 22 Financial commitments

At 31 March 2016, the charity was committed to making the following payments under non-cancellable operating leases in the year to 31 March 2017:

|                                | Land and<br>Buildings |          | Other        |               |
|--------------------------------|-----------------------|----------|--------------|---------------|
|                                | 2016                  | 2015     | 2016         | 2015          |
|                                | £                     | £        | £            | £             |
| Operating leases which expire: |                       |          |              |               |
| Within one year                | <u>-</u>              | <u>-</u> | <u>6,231</u> | <u>24,924</u> |

### 23 Capital commitments

There were no capital commitments either authorised by the board or contracted for at the balance sheet date.

### 24 Control

There is no controlling party.

## ACTION FOR KIDS CHARITABLE TRUST

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2016 *(continued)*

#### 25 Subsidiaries

These financial statements are separate charity financial statements for Action For Kids Charitable Trust

Details of the charity's subsidiaries at 31 March 2016 are as follows:

| Name of undertaking and country of incorporation or residency |    | Nature of business | Class of shareholding | %Held<br>Direct<br>Indirect |
|---------------------------------------------------------------|----|--------------------|-----------------------|-----------------------------|
| Action For Kids Limited                                       | UK | Dormant            | Ordinary              | 100.00                      |

The aggregate capital and reserves and the result for the year of subsidiaries excluded from consolidation was as follows:

| Name of undertaking     | Profit/(Loss) | Capital and Reserves |
|-------------------------|---------------|----------------------|
|                         | £             | £                    |
| Action For Kids Limited | -             | 3                    |

The fixed assets investments are stated at cost.

#### 26 Cash generated from operations

|                                                      | 2016<br>£ | 2015<br>£ |
|------------------------------------------------------|-----------|-----------|
| Surplus for the year                                 | (176,685) | 165,809   |
| Adjustments for:                                     |           |           |
| Investment income recognised in profit or loss       | (410)     | (433)     |
| Depreciation and impairment of tangible fixed assets | 186,486   | 145,661   |
| Movements in working capital: Decrease/(increase)    | 79,801    | (89,003)  |
| Increase/(decrease) in creditors                     | 10,733    | (11,176)  |
| Cash generated from operations                       | 99,925    | 210,858   |

## ACTION FOR KIDS CHARITABLE TRUST

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2016 *(continued)*

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#### 27 Reconciliations on adoption of FRS 102

| Reconciliation of fund balances                                               | At 1 April 2014<br>£ | At 31 March 2015<br>£ |
|-------------------------------------------------------------------------------|----------------------|-----------------------|
| Fund balances as reported under previous UK GAAP<br>and under FRS 102         | -<br>=====           | £1,531,209<br>=====   |
| Reconciliation of net movement of funds                                       |                      | 2015<br>£             |
| Net movement in funds as reported under previous<br>UK GAAP and under FRS 102 |                      | 165,809<br>=====      |

#### Notes to reconciliations on adoption of FRS 102

There were no adjustments necessary during the transition period.