

Registered Charity Number  
1136964

Registered Company Number  
07304744

Charityworks

Report and Accounts

31 August 2012

**Charityworks**  
**Report and accounts**  
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## **Charityworks**

### **The report of the trustees for the year ended 31 August 2012**

#### **Introduction**

The trustees present their annual report and accounts for the year ended 31st August 2012.

The board of trustees are satisfied with the performance of the charity during the year and the position at 31st August 2012 and consider that the charity is in a strong position to continue its activities during the coming year, and that the charity's assets are adequate to fulfil its obligations.

#### **Name, registered office and constitution of the charity**

The full name of the charity is Charityworks.

The legal registration details are :-

<i>Date of incorporation</i>	05/07/2010
<i>Company Registration Number</i>	07304744
<i>The Registered Office is</i>	Hollydene House, Hungerford, Southampton SO31 8DE
<i>Charity Registration Number</i>	1136964
<i>The telephone number is</i>	02380 404954

#### **Objectives and Activities of the Charity**

##### ***A summary of the objects of the charity as set out in its governing document.***

The Charity's objects are, for the public benefit, to advance education in such charitable ways as the trustees think fit, in particular but not exclusively;

The provision of training and development programmes for the benefit of the voluntary not for profit sector.

**Charityworks** is run by a partnership of national charities. It offers graduates and high flyers a unique opportunity to gain experience across the charity sector whilst pursuing a management development programme.

The concept of Charityworks was shared with the original 6 partner charities 2008/9; our first cohort was recruited following marketing to graduates commencing February 09 and was inducted September 09 following a rigorous assessment centre recruitment process. During this period we responded to the economic climate by expanding the programme to internal applicants within the partner charities in order to keep costs down. The combination of graduates and high flyers proved so successful that this is now our preferred model.

From the initial year the management development programme was accredited by ILM making it even more attractive to participants.

This report is prepared as our fourth cohort commence the programme

#### **Our Vision**

A charity sector recognised for leadership talent, a distinctive collaborative culture and social impact

#### **Our Mission**

- To create a network of leading charities committed to building capacity through collaboration.
- To promote our charities as employers of choice.
- To attract, grow and retain future managers and leaders.
- To increase the reach, quality and impact of our services and improve the lives of the people we serve.

#### **Values**

We believe in:

- Growing leadership talent in the charity sector
- A charity sector that thrives on innovation and creativity
- A healthy working environment where people have fun
- A charity sector driven by people with values and a commitment to the cause

## **Charityworks**

### **The report of the trustees for the year ended 31 August 2012**

#### **Structure, governance and management**

**Charityworks** operates as a charitable company limited by guarantee.

Charityworks was from early 2009 in a developmental capacity and was then registered with the Charities Commission on 20<sup>th</sup> July 2010.

The governing document is the Memorandum and Articles of Association dated 9<sup>th</sup> June 2010. This document has been reviewed and updated by the board during the past year.

This is our second annual report.

Charityworks operates as an independent charity whilst seeking to achieve its objectives by working collaboratively with organisations sharing its vision and ethos.

- The Board comprises senior representatives/directors from the original 6 partner charities
- The board has been extended and strengthened in response to a skills audit to include experience beyond the charity sector
- The day to day running of charityworks is delegated to the Programme Director who employs staff needed to deliver the contract the board have with her.
- An order was authorised by the Charity Commission on 23<sup>rd</sup> August 2010 to allow Rachel Whale to act as a full member of the board in addition to running the programme.
- New Board members are inducted by the Chair and Programme Director and attend their first meeting in a shadowing capacity
- The board have undertaken appropriate analysis to identify risks facing the charity – these are described in a risk map together with control systems to mitigate those risks. This risk map is regularly reviewed by the Board to ensure that it remains aligned with the current business plan.

The Board carried out a skills audit and a comprehensive review of its governance processes during the past year and will be implementing its findings for 2012/13. This will include increasing the strategic focus of the board by reducing board meetings to quarterly but adding a full annual away day. The board has also decided to establish a Finance Sub Committee with agreed functions delegated by the board and led by a treasurer appointed by the board.

The Board have had due regard to the Public Benefit Guidance published by the Charity Commission and can demonstrate compliance through:

- Increasing access to high quality employment in the VCS for young people even in a market where youth unemployment rates are so high.
- Providing benefit to individual organisations within the charitable sector and to the sector as a whole through improved leadership skills.
- Improving access by increasing the diversity of the trainee cohort in each year of operation and of the range of charities able to access and benefit the programme by providing subsidies to small charities.

#### **Objectives, activities and performance**

The objectives are set out in a three year rolling business plan which is reviewed annually

Our 5 strategic intents are to improve on:

- Impact
- Awareness
- Customer satisfaction
- Quality
- Sustainability

#### **Impact**

Evaluation of our impact against agreed indicators and benchmarks is a constant and essential part of the charityworks programme. A focus on evaluating our impact and measuring our success allows us to constantly improve the programme to better serve all those involved with them.

The core management development programme is evaluated in a number of ways:

## **Charityworks**

### **The report of the trustees for the year ended 31 August 2012**

- Every group session is evaluated by participants to ensure the relevance of the material and the quality of the facilitator.
- An independent evaluation session takes place at the end of every year for participants. This is overseen by the member of the board responsible for evaluation.
- Self-assessment and evaluation tools are completed twice a year by everyone involved in the programme including line managers, mentors and participating charities.
- This year we have introduced a feedback/scoring system for trainers.
- The charityworks board assess impact by evaluating the programme against a series of key success indicators that speak to the organisation's key aims.

This allows us to report that:

- We have increased the number of participating organisations from 20 in academic year 2011/2012 to 50+ in academic year 2012/2013
- Academic year 2011/12 attracted a significant number of Housing Association employers for the first time
- We have increased the number of graduates on the programme from 16 in academic year 2011/2012 to 24 in academic year 2012/2013
- 75% of graduates achieved employment in the sector in 2011/12, 58% of these within their host organisations
- 33% of high flyers achieved promotion in 2011/12
- Learning events achieved an average evaluation score from delegates of 7.6 out of 10 in 2011/12
- Trainers feedback scores averaged at 84% in the first year of implementation

#### **Awareness**

Our ambition is to be known by charities as the talent solution for the charity sector, and to be a recognised quality employer for graduates interested in joining the sector. We can report that:

- Our alumni now act as ambassadors for the programme, supporting marketing initiatives
- We have engaged partner CEOs to ensure the continued support of their organisations
- Charityworks has been promoted across all UK universities
- 2000 applications were received for 2012/13 cohort from 51% of UK universities
- We have produced a handbook for internal and external stakeholders.

#### **Customer Satisfaction and Quality**

- Our ambition is to be best in our class according to our customers, using our evaluation procedures to amend the programme to better suit the needs of those customers. Following feedback and evaluation we have:
  - Continued to use our learning to strengthen a robust recruitment process that delivers excellent graduates for placement with our customer charities/housing associations.
  - Initiated an ongoing meeting/feedback process for Line Managers
  - Continued to review and amend our recruitment procedure to ensure greater accessibility and diversity of the cohort. This has resulted in a more diverse 2012/13 class in which; nearly 20% are from an ethnic minority, 3% stated that they are living with a disability, 6% disclosed that they are either bisexual or homosexual
  - Welcomed 2 of our first cohort as line managers of individuals in our 4<sup>th</sup> cohort
  - Achieved 89.6% attendance rates for learning sessions (compared with 75.5% 2010/11)

#### **Sustainability**

- Our ambition is to operate a cost effective, financially sustainable organisation. Budgetary information is reviewed at each Board meeting and financial controls have been strengthened by the introduction of a finance sub committee
  - In year 1 we were operating a pump primed model,
  - In year 2 we were sales based including subsidised places to small charities but incurred a small deficit.
  - In our third year we have established a financially self sufficient budget.
  - In our third year we also diversified our income and offer by piloting 2 new initiatives – Talent Community, a development space for leaders in the sector who meet as a community of 8 members to engage with new people and ideas, thus enriching their talent - and Lived Experience – a programme for individuals with lived experience launched in collaboration by 3 partner organisations renowned for their Service User Involvement, and using their experience to develop more relevant learning approaches for the 8 participants

## **Charityworks**

### **The report of the trustees for the year ended 31 August 2012**

#### **Future Plans**

- To continue to strengthen the core programme by increasing the diversity of organisations and individuals involved.
- To develop new initiatives on the same pro bono exchange model. We will review the Talent Community and Lived experience pilots in this context.
- We are also aware that we are south/London centric and we wish to find the best way to share our learning to encourage other networks of charities to use the model in other areas of the country.

#### **Financial Review**

##### **Policies on reserves**

The trustees have resolved as a strategic priority to establish a general reserve of £10,000 over the course of the financial year ended 31 August 2013 . This will provide a contingency fund to meet unexpected costs.

##### ***Transactions and Financial position***

The financial statements are set out on pages 8 to 15. The financial statements have been prepared implementing the 2005 Revision of the Statement of Recommended Practice for Accounting and Reporting by Charities issued by the Charity Commission for England and Wales (revised in June 2008) and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008) .As stated in the introduction to this report, the trustees consider the financial performance by the charity during the year to have been satisfactory.

The Statement of Financial Activities show net incoming resources for the year of a revenue nature of £88 (prior year £0) .

The total reserves at the year end stand at £88, (prior year £0).

##### ***Share Capital***

The company is limited by guarantee and therefore has no share capital

#### **The members of the Board of Trustees of the Charity during the year ended 31st August 2012 and at the date the report and accounts were approved were :-**

Rachel Whale \*  
Helen Baker  
Sonia Bartlett \*  
Peter Coley  
Robert Farace  
James Glover - appointed 1 Dec 2011  
Claire Helman - appointed 9 Nov 2011  
Victoria Hemming  
Laurie Smith - appointed 1 Dec 2011  
Steve Williams - appointed 22 August 2012  
Liliane Dwek  
Norma Clayton  
David Cankett -appointed 9 Nov 2011  
Caroline Leonard - appointed 25 Oct 2012  
Justin Barrett - resigned 17 July 2012  
Joanne Kerr - resigned 10 Oct 2012  
Atul Patel - resigned 10 Oct 2011  
Stellamaris Mohamed - resigned 10 Oct 2012

All the directors of the company are also trustees of the charity, and their responsibilities include all the responsibilities of directors under the Companies Acts and of trustees under the Charities Acts.

Those persons marked with \* are members of the charity.

## **Charityworks**

### **The report of the trustees for the year ended 31 August 2012**

#### **Independent Examiner**

R S Gale  
Chartered Accountant  
Romsey Road  
Ower  
Romsey

#### **Statement of Directors' and Trustees' Responsibilities**

The Charities Act and the Companies Act require the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to :-

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.
- state whether applicable accounting standards and statements of recommended practice have been followed , subject to any material departures disclosed and explained in the financial statements;

The Trustees are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Companies Act 2006 and comply with regulations made under the Charities Act. 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.

The trustees are also responsible for the contents of the trustees' report, and the responsibility of the independent examiner in relation to the trustees' report is limited to examining the report and ensuring that , on the face of the report, there are no inconsistencies with the figures disclosed in the financial statements.

#### **Method of preparation of accounts**

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

**This report was approved by the board of trustees on 4 December 2012.**

**Sonia Bartlett**  
**Director and Trustee**

## **Charityworks**

### **Independent Examiner's Report to the trustees of the charity**

#### **Report of the Independent Examiner to the trustees**

#### **on the accounts of the Charity for the year ended 31 August 2012**

I report on the financial statements of the Charity on pages 8 to 15 for the year ended 31 August 2012 which have been prepared in accordance with the Charities Act 2011 (the Act) and with the Financial Reporting Standard for Smaller Entities (FRSSE), effective April 2008, as modified by the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales, effective April 2005 as modified in June 2008. (The SORP), under the historical cost convention and the accounting policies set out on page 12.

#### **Respective responsibilities of trustees and examiner**

As described on page 5, the Charity's trustees, who are also the directors of the company for the purposes of company law, are responsible for the preparation of the financial statements.

The trustees are satisfied that the audit requirement of Section 144(1) of the Act does not apply and that the accounts do not require an audit in accordance with Part 16 of the Companies Act 2006 and that no member or members have requested an audit pursuant to section 476 of the Companies Act 2006, and that there is no requirement in the governing document or constitution of the Charity for the conducting of an audit. As a consequence, the trustees have elected that the financial statements be subject to independent examination.

Having satisfied myself that the charity is not subject to audit under company law, or otherwise, and is eligible for independent examination, it is my responsibility to:-

- a) examine the accounts under section 145 of the Act;
- b) to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Act; and;
- c) to state whether particular matters have come to my attention.

#### **Basis of opinion and scope of work undertaken**

I conducted my examination in accordance with the General Directions given by the Charity Commissioners for England & Wales setting out the duties of an independent examiner issued by the Charity Commissioners under section 145(5)(b) of the Act in relation to the conducting of an independent examination, referred to above. An independent examination includes a review of the accounting records kept by the Charity and of the accounting systems employed by the Charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you as trustees concerning such matters. The purpose of the examination is to establish as far as possible that there have been no breaches of the Charities legislation and that the financial statements comply with the SORP, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements.

The procedures undertaken do not provide all the evidence that would be required in an audit, and information supplied by the trustees in the course of the examination is not subjected to audit tests or enquiries, and consequently I do not express an audit opinion on the view given by the financial statements, and in particular, I express no opinion as to whether the financial statements give a true and fair view of the affairs of the charity, and my report is limited to the matters set out in the statement below.

I planned and performed my examination so as to satisfy myself that the objectives of the independent examination are achieved and before finalising the report I obtain written assurances from the trustees of all material matters.

### **Independent Examiner's Statement, report and opinion**

Subject to the limitations upon the scope of my work as detailed above , in connection with my examination , I can confirm that

- 1) In accordance with Regulation 31 of The Charities (Accounts and Reports) Regulations 2008, (The Regulations) the accounts of this incorporated charity are not required to be audited under Part 16 of the Companies Act 2006;
- 2) the gross income of the charity in the year ended 31 August 2012 appears to exceed the sum specified in section 145(3) of the Act, namely £250,000, and that I am qualified to act as independent examiner in accordance with that section by virtue of my being a qualified member of the ICAEW;
- 3) this is a report in respect of an examination carried out under section 145 of the Act and in accordance with any directions given by the Commission under subsection (5)(b) of that section which are applicable;

and that, no matter has come to my attention in connection with my examination which gives me reasonable cause to believe that in any material respect the requirements

- (i) to keep accounting records in accordance with section 386 of the Companies Act 2006;
- (ii) to prepare financial statements which accord with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006 and;
- (iii) that the financial statements be prepared in accordance with the methods and principles set out in the Statement of Recommended Practice - Accounting and Reporting by Charities

have not been met; or

to which, in my opinion, attention should be drawn in my report in order to enable a proper understanding of the accounts to be reached;

The Examiner's relevant professional qualification or body is:

Chartered Accountant

R S Gale  
Wigley Manor  
Romsey Road  
Ower  
Romsey  
SO51 6AF

The date upon which my opinion is expressed is :-  
4 December 2012

**Charityworks**  
**Statement of Financial Activities**  
for the year ended 31 August 2012

	Notes	Unrestricted Funds	Restricted Funds	Total Funds	Last Year Total Funds
		2012 £	2012 £	2012 £	2011 £
<b>Incoming resources</b>					
<i>Incoming resources from charitable activities</i>		375,396	-	375,396	-
<b>Total incoming resources</b>		<b>375,396</b>	-	<b>375,396</b>	-
<b>Costs of charitable activities</b>		375,308	-	375,308	-
<b>Total resources expended</b>		<b>375,308</b>	-	<b>375,308</b>	-
<b>Net incoming resources before transfers between funds</b>		88	-	88	-
<b>Gross transfers between funds</b>		-	-	-	-
<b>Net incoming resources before Other recognised gains and losses</b>		<b>88</b>	-	<b>88</b>	-
<b>Other recognised gains and losses</b>					
<b>Net movement in funds</b>		88	-	88	-
<b>Reconciliation of funds</b>					
<b>Total funds brought forward</b>		-	-	-	-
<b>Total Funds carried forward</b>		<b>88</b>	-	<b>88</b>	-

The net movement in funds referred to above is the net incoming resources as defined in the SORP and is reconciled to the total funds as shown in the Balance Sheet on page 11 as required by the SORP.

**All activities derive from continuing operations**

**The notes on pages 12 to 15 form an integral part of these accounts.**

**Charityworks**  
**Statement of Financial Activities**  
**for the year ended 31 August 2012**  
**Income and Expenditure Account as required by the Companies Act**  
**for the year ended 31 August 2012**

	<b>2012</b> £	<b>2011</b> £
<b>Turnover</b>	375,396	-
Direct costs of turnover	375,308	-
<b>Gross surplus</b>	<hr/> 88	<hr/> -
<b>Operating surplus</b>	<hr/> <hr/> 88	<hr/> <hr/> -
<b>Surplus on ordinary activities before tax</b>	<hr/> <hr/> <hr/> 88	<hr/> <hr/> <hr/> -
<b>Surplus for the financial year</b>	<hr/> <hr/> <hr/> <hr/> 88	<hr/> <hr/> <hr/> <hr/> -
Gift Aid Payments	-	-
<b>Retained surplus for the financial year</b>	<hr/> <hr/> <hr/> <hr/> <hr/> 88	<hr/> <hr/> <hr/> <hr/> <hr/> -
<b>All activities derive from continuing operations</b>		

**The notes on pages 12 to 15 form an integral part of these accounts.**

**Charityworks**  
**Statement of Financial Activities**  
**for the year ended 31 August 2012**

**Statement of Total Recognised Gains and Losses**  
**for the year ended 31 August 2012**

	<b>2012</b>	<b>2011</b>
Excess of Expenditure over income before realisation of assets	88	-
Profit per Profit and Loss account	88	-
Grants for the acquisition of fixed assets	-	-
<b>Net Movement in funds before taxation</b>	<b>88</b>	<b>-</b>

**Movements in revenue and capital funds**  
**for the year ended 31 August 2012**

<b>Revenue accumulated funds</b>	Unrestricted	Restricted	Total	Last year
	Funds	Funds	Funds	Total Funds
	2012	2012	2012	2011
	£	£	£	£
Accumulated funds brought forward	-	-	-	-
Recognised gains and losses before transfers	88	-	88	-
	<b>88</b>	<b>-</b>	<b>88</b>	<b>-</b>
<b>Closing revenue accumulated funds</b>	<b>88</b>	<b>-</b>	<b>88</b>	<b>-</b>

The notes on pages 12 to 15 form an integral part of these accounts.

**Charityworks**  
**Company Number** 07304744  
**Balance Sheet**  
**as at 31 August 2012**

	Notes!	2012	2012	2011	2011
<b>The assets and liabilities of the charity</b>					
<b>Current assets</b>					
Debtors	6	22,866		-	
Cash at bank and in hand		14,472		150	
<b>Total current assets</b>		<u>37,338</u>		<u>150</u>	
<b>Creditors:-</b>					
amounts due within one year	7	(37,250)		(150)	
<b>Net current assets</b>		<u>88</u>			-
<b>Total assets less current liabilities</b>		<u>88</u>			-
<b>Net assets excluding pension asset / liability</b>		<u>88</u>			-
<b>Net assets including pension asset / liability</b>		<u>88</u>			-
<b>The funds of the charity :</b>					
<b>Unrestricted income funds</b>					
Unrestricted revenue accumulated funds		88		-	
<b>Total unrestricted funds</b>		<u>88</u>			-
<b>Total charity funds</b>		<u>88</u>			-

The directors are satisfied that for the year ended on 31 August 2012 the charitable company was entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that no member or members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act. However, in accordance with section 145 of the Charities Act 2011, the accounts have been examined by an Independent Examiner whose report appears on pages 6 - 7.

The directors acknowledge their responsibility for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime and in accordance with the Financial Reporting Standard for Smaller Entities ( effective April 2008).

**Sonia Bartlett**  
**Trustee**  
**Approved by the board of trustees on 4 December 2012**

**The notes on pages 12 to 15 form an integral part of these accounts.**

**Charityworks**  
**Notes to the Accounts**  
**for the year ended 31 August 2012**

**1 Accounting policies**

***Basis of preparation of the accounts***

The financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (FRSSE), effective April 2008, and all other applicable accounting standards, as modified by the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales, (revised June 2008) (The SORP). The accounts have been drawn up in accordance with the provisions of the Charities (Accounts and Reports) Regulations 2008 and the Companies Act 2006, and include the results of the charity's operations which are described in the Trustees' Report, all of which are continuing.

Insofar as the SORP requires compliance with specific Financial Reporting Standards other than the FRSSE then the specific Financial Reporting Standards have been followed where their requirements differ from those of the FRSSE.

Advantage has been taken of Section 396(5) of The Companies Act 2006 to allow the format of the financial statements to be adapted to reflect the special nature of the charity's operation and in order to comply with the requirements of the SORP.

The charity has taken advantage of the exemption in the FRSSE from the requirement to produce a cash flow statement.

The particular accounting policies adopted are set out below.

***Accounting convention***

The financial statements are prepared, on a going concern basis, under the historical cost convention .

***Incoming Resources***

Incoming resources are accounted for on a receivable basis deferred as described below where appropriate.

Except as described under the 'Deferred Income' accounting policy all grants, including grants for the purchase of fixed assets , are recognised in full in the Statement of Financial Activities in the year in which they are receivable.

***Deferred income***

In accordance with the SORP grants received in advance and specified by the donor as relating to specific accounting periods or alternatively which are subject to conditions which are still to be met, and which are outside the control of the charity or where it is uncertain whether the conditions can or will be met, are deferred on an accruals basis to the period to which they relate. Such deferrals are shown in the notes to the accounts and the sums involved are shown as creditors in the accounts.

***Recognition of liabilities***

Liabilities are recognised on the accruals basis in accordance with normal accounting principles, modified where necessary in accordance with the guidance given in the SORP.

***Taxation***

As a registered charity, the company is exempt from income and corporation tax to the extent that its income and gains are applicable to charitable purposes only. Value Added Tax is charged by the company on services provided and is recoverable .

**Charityworks**  
**Notes to the Accounts**  
for the year ended 31 August 2012

**Funds structure policy**

The charity maintains a general unrestricted fund which represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity. Such funds may be held in order to finance both working capital and capital investment. There are no restricted funds.

**2 Winding up or dissolution of the charity**

If upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

3 Surplus for the financial year	2012 £	2011 £
<b>This is stated after crediting :-</b>		
Revenue Turnover from ordinary activities	375,396	-

**4 Deferred Incoming Resources & Reserves - Unrestricted funds**

	Opening Deferrals	Released from prior years	Received less released in year	Deferred at year end
	£	£	£	£
Esmee Fairbairn Foundation	-	-	12,500	12,500
<b>Total</b>	<hr/>	<hr/>	<hr/>	<hr/>
			2012 £	2011 £
<b>These deferrals are included in creditors</b>			12,500	-

The deferrals included in creditors relate to those grants and donations specified by the donors as relating to specific periods and represent those parts of the grants or donations which relate to periods subsequent to the accounting year end and are treated as grants in advance, or alternatively where there are conditions which must be fulfilled prior to entitlement or use of the grant or donation by the charity .

**5 Trustees' remuneration**

Neither the trustees nor any persons connected with them have received any remuneration, either in the current year or the prior year but see related party transactions for details of payments to managing agents.

**Charityworks**  
**Notes to the Accounts**  
for the year ended 31 August 2012

6 Debtors	2012 £	2011 £
Trade debtors	1,135	-
Other Debtors	1,700	-
Taxation Recoverable	20,031	-
	<u>22,866</u>	<u>-</u>

7 Creditors: amounts falling due within one year	2012 £	2011 £
Trade creditors	24,600	-
Accrued expenses	150	150
Deferred income and grants in advance (see note 5)	<u>12,500</u>	<u>-</u>
	<u>37,250</u>	<u>150</u>

**8 Related party transactions**

The company uses Vanilla (Freelance) Limited to manage and operate its graduate training programme .Vanilla (Freelance) Limited is wholly owned by Rachel Whale who is one of the directors of Charityworks . The programme running costs in the year ended 31 August 2012 paid to Vanilla ( Freelance) Limited were £375,290.

9 Analysis of the Net Movement in Funds	2012 £	2011 £
Net movement in funds from Statement of Financial Activities	88	-

10 Particulars of Individual Funds and analysis of assets and liabilities representing funds	Unrestricted funds £	Designated funds £	Restricted funds £	Total Funds £
At 31 August 2012				
Tangible Fixed Assets	-	-	-	-
Current Assets	37,338	-	-	37,338
Current Liabilities	(37,250)	-	-	(37,250)
	<u>88</u>	<u>-</u>	<u>-</u>	<u>88</u>
At 1 September 2011	£	£	£	£
	Unrestricted funds	Designated funds	Restricted funds	Total Funds
Tangible Fixed Assets	-	-	-	-
Current Assets	150	-	-	150
Current Liabilities	(150)	-	-	(150)
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

**Charityworks**  
**Notes to the Accounts**  
for the year ended 31 August 2012

The individual funds included above are :-

	Funds at 2011	Movements in Funds as below	Transfers Between funds	Funds at 2012
	£	£	£	£
	-	88	-	88
General fund	<hr/>	<hr/>	<hr/>	<hr/>
	-	88	-	88

**Analysis of movements in funds as shown in the table above**

	Incoming Resources £	Outgoing Resources £	Gains & Losses £	Movement in funds £
General fund	375,396	(375,308)	-	88
	<hr/>	<hr/>	<hr/>	<hr/>
	375,396	(375,308)	-	88

## 11 Endowment Funds

The charity had no endowment funds in the year ended 31 August 2012.

## 12 Share Capital

The charity is incorporated under the Companies Acts and is limited by guarantee, each member having undertaken to contribute such amounts not exceeding ten pounds as may be required in the event of the company being wound up whilst he or she is still a member or within one year thereafter

There are 8 members of the company ( 2011 - 8 members).

## Charityworks

### Schedule to the Statement of Financial Activities

for the year ended 31 August 2012

Status of this schedule to the Statement of Financial Activities

This schedule is an intrinsic part of the accounts required to comply with the 2008 Revision of the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales, revised June 2008. However, it is not a part of the statutory accounts required under the provisions of the Companies Act 2006 in relation to incorporated charities.

	Unrestricted Funds 2012	Restricted Funds 2012	Total Funds 2012	Prior Period Total Funds 2011
	£	£	£	£
<b>Incoming Resources</b>				
<b>Incoming Resources from generated funds</b>				
<b>Incoming resources from charitable activities</b>				
Fees for management trainees	362,896	-	<b>362,896</b>	-
Grants - Esmee Fairbairn Foundation	12,500	-	<b>12,500</b>	-
<b>Total Incoming resources from charitable activities</b>	<b>375,396</b>	-	<b>375,396</b>	-
<b>Total Incoming Resources</b>	<b>375,396</b>	-	<b>375,396</b>	-
<b>Charitable expenditure</b>				
<i>Costs of activities in furtherance of the charity's objectives</i>				
Cost of running training programmes	375,290	-	<b>375,290</b>	-
	<b>375,290</b>	-	<b>375,290</b>	-
<i>Support costs of charitable activities</i>				
<i>Management and administration costs in support of charitable activities</i>				
<i>General administrative expenses:</i>				
Bank charges	18	-	<b>18</b>	-
	<b>18</b>	-	<b>18</b>	-
<b>Total Support costs</b>	<b>18</b>	-	<b>18</b>	-
<i>Support costs for grants paid</i>				
Costs reallocated from charity support costs	-	-	-	-
<b>Total Expended on Charitable Activities</b>	<b>375,308</b>	-	<b>375,308</b>	-

**Charityworks****Schedule to the Statement of Financial Activities  
for the year ended 31 August 2012**

Analysis of Programme Charges by Vanilla (Freelance) Ltd

The schedule below gives an approximate breakdown of the costs incurred by Vanilla (Freelance) Ltd in running programmes for Charityworks during the years ended 31 August 2012 and 2011. No accounting transactions were recorded in Charityworks records until 1 September 2011. For the year ended 31 August 2012 Vanilla (Freelance) Ltd have submitted a monthly invoice to the company covering the costs of running the programme and all charges to charities for trainees have been invoiced and shown in the records of Charityworks.

This page does not form part of the annual report and accounts and is a memorandum only.

	2012 £	2012 £	2011 £	2011 £
<b>Staffing costs</b>				
Graduate trainee salaries	251,588		161,519	
Programme coordination & admin	27,339		24,500	
Programme direction	<u>39,968</u>		<u>35,500</u>	
	318,895		221,519	
<b>Overheads</b>				
Applicant tracking system	7,750		6,304	
Psychometric tests	4,664		1,936	
Office running	10,048		8,200	
Travel	3,719		6,588	
Venue	5,108		2,212	
Marketing	1,875		2,309	
Website design	2,100		-	
Training	267		341	
Accreditation	2,259		1,958	
Legal & professional	4,780		4,038	
Insurance	<u>1,325</u>		<u>1,320</u>	
	43,895		35,206	
<b>Additional costs re Lived Experience</b>				
Programme coordination & direction	12,500		-	
	<u>375,290</u>		<u>256,725</u>	