Sheffield Federation for School Sports

Reference and Administrative Details for the year: 1 September 2016 – 31 August 2017

Trustees:	Craig Malkin, Chairman Helen Raynes, Vice Chairman Peter McLeod, Hon Secretary Andrew Beare, Hon Treasurer Karen Leaver, Past Chair
Principal Address:	Toll Bar Cottage Sheffield Road Oxspring Sheffield South Yorkshire S36 8YQ
Charity Registered Number:	523931

Sheffield Federation for School Sports

Trustees Annual Report for the year: 1 September 2016 – 31 August 2017

Aims and purposes

The objective of the Federation is to foster the mental, moral and physical development of children by promoting and encouraging sporting activities, and to help charities as the Management Committee shall, from time to time, determine.

The Federation continues to be the main provider of competitive inter-school sporting opportunities for the city's school children, and the organiser of representative school city teams in a number of sports. These opportunities are provided through a number of individual sporting Associations, which are members of the Federation.

Objectives

The Federation is committed to enabling as many school pupils as possible to take part in sporting competition. The Management meetings of the Federation (which take place 3 times a year) maintain an overview of the activities provided by individual sport Associations and supports Associations where needed.

When planning activities for the year. The Federation continues to consider the possibilities of extending the offer of sporting competition to primary schools and to extending opportunities for inclusive sporting competition. Steady progress has been made in this direction.

Activities

Associations

The Associations which have been active in 2016 – 17 have been:

- Athletics (primary and secondary)
- Badminton (primary and secondary)
- Basketball (secondary)
- Cricket (primary and secondary)
- Cross Country (primary and secondary)
- Cycle Speedway (primary and secondary)
- Football (primary, secondary and girls)
- Hockey (primary and secondary)
- Inclusive Sport (primary and secondary)
- Netball (primary and secondary)
- Orienteering (primary and secondary)
- Rounders (secondary)
- Rugby League (secondary)
- Rugby Union (secondary)
- Table Tennis (primary and secondary)
- Trampolining (primary and secondary)

These activities have been carried out for the purposes of the Federation providing the opportunity to enhance the child's development and have had regard for the Charities Commission guidance on public benefit.

Achievements & performance

Presentation Evening
The annual Presentation Evening continues to be an impressive showcase for the federation. In November 2016 the evening was held at Sheffield Town Hall in the presence of the Lord Mayor, other councillors, sponsors and local sporting personalities. A full list of award winners can be found on the Federation's website: www.sfss.co.uk.

Primary Netball
This was established in 2015-16 and is now well-developed in terms of a primary schools' league.

Orienteering
The link with South Yorkshire Orienteers now works very smoothly. Sheffield primary and secondary school teams won national competitions in 2016-17, with individuals also gaining similar honours.

These achievements help enhance the children's development, through building confidence and team building. These are skills that can be applied when taking part in future activities within the Federation for and outside in society as a whole.

Financial review

The federation held cash reserves of £70,675 (2016 - £62,363) for the use of the federation and to be spent according to the governing document.

The Block Entry Fees (BEF) are the Federation's main funding mechanism. The rate for both primary and secondary schools was raised again in 2016 – 17 as the final year of a three year programme to compensate for the reduction in grant from the local authority. The income from BEF decreased by £6,621 this year. This is due to the fees for 2016-17 being received early in the 2015-16 accounts. All 27 secondary schools in the city were affiliated to the Federation and 78 primary schools – one more than for the previous year.

Another important form of income is from Sheffield City Council who continue to support the Federation through an annual grant. This was maintained at £4,000 for 2016 – 17. There is no certainty that the grant will continue beyond this year.

As the reserves held have increased by £8,312 (2016 - £472) and the federation continues to receive the support and income mentioned above, the trustees do not have any uncertainties about the federation continuing as a going concern.

Reserves Policy
For the previous four years it has been agreed that the Federation's Cafgold deposit account should not be used to support activities requiring current expenditure until the position regarding continuance of the Council's grant is settled. Without a grant, it would be likely that the Federation's reserves could be significantly reduced over a short period of time.

Gift Aid
The Federation is now registered with HMRC.

Association Budgets
All Association budgets were accepted by officers.

Volunteers
The Federation is entirely run by volunteers. This continues to be a major strength and provides continuity, as we are not subject to the vagaries of government initiatives and profit margins. The officers of the Federation would like to thank all those who have given up their time to help provide sporting activities as part of the Federation programme.

Structure, Governance and Management

The charity is unincorporated association governed by the rules of the Federation.

Election of Officers
The Vice-Chairman shall be elected bi-annually and shall become Chairman for the following two years.

The General Secretary and General Treasurer shall be elected annually.

Only representatives who have served on the Management Committee for twelve months shall be eligible for nomination to the post of Vice Chairman.

Nomination forms for these Officers shall be sent to all association secretaries of the Federation on or before the 31 October. These papers shall be returned to the General Secretary within seven days). If there is more than one nominee for any position, voting will take place at the Annual General Meeting.

Management meetings
All Associations have up to three officers who can attend MMs – chair, secretary and treasurer. MMs are the decision-making body for the Federation, including approving budgets for the year. In accordance with the rules of the Federation, three MMs were held during the year, with all Associations but one being represented at a minimum of one meeting. They were well attended, with an average of 12 attendees.

CHARITY COMMISSION FOR ENGLAND AND WALES

Sheffield Federation for School Sports	523931

Receipts and payments accounts

CC16a

For the period from	Period start date 01/09/2016	To	Period end date 31/08/2017

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Bank Interest	43	-	-	43	94
Block Entry Fees	14,228	-	-	14,228	20,849
Donations	1,926	-	-	1,926	1,360
Equipment	39	-	-	39	1,609
Event Income	8,162	-	-	8,162	7,681
Grants	10,950	-	-	10,950	2,330
Miscellaneous	-	-	-	-	-
	-	-	-	-	-
Sub total *(Gross income for AR)*	35,348	-	-	35,348	33,923
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	35,348	-	-	35,348	33,923
A3 Payments					
Affiliation and Awards	3,353	-	-	3,353	5,483
Entry Fees	3,288	-	-	3,288	905
Equipment	2,483	-	-	2,483	1,862
Hire Charges	10,876	-	-	10,876	21,563
Insurance	1,290	-	-	1,290	-
Travel	2,000	-	-	2,000	1,030
Secretarial	1,103	-	-	1,103	655
Website	500	-	-	500	-
Miscellaneous	2,143	-	-	2,143	1,953
Sub total	27,036	-	-	27,036	33,451
A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	-
Total payments	27,036	-	-	27,036	33,451
Net of receipts/(payments)	8,312	-	-	8,312	472
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	62,363	-	-	62,363	61,891
Cash funds this year end	70,675	-	-	70,675	62,363

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	CashCaf/CashGold	62,691	-	-
	Yorkshire Bank	7,275	-	-
	Cash in Hand	709	-	-
	Total cash funds (agree balances with receipts and payments account(s))	70,675	-	-
		OK	OK	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
	Peter McLeod	PETER McLEOD	29/06/18

CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A Independent Examiner's Report

Report to the trustees/ members of	Charity Name Sheffield Federation for School Sports		
On accounts for the year ended	31 August 2017	**Charity no (If any)**	523931
Set out on pages	1 and 2 ~~(remember to include the page numbers of additional sheets)~~		

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed. [The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [named body]]. *Delete* [ ] *if not applicable.*

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the applicable Directions given by the Charity Commission (under section 145(5)(b) of the Act, and
- to state whether particular matters have come to my attention

Basis of independent examiner's statement

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

Independent examiner's statement

In connection with my examination, no material matters have come to my attention (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

** Please delete the words in the brackets if they do not apply.*

Signed:	T. Havenhand.	**Date:**	29 JUNE 2018
Name:	Tina Havenhand		
Relevant professional qualification(s) or body (if any):	FCCA		
Address:	13 – 17 Paradise Square		
	Sheffield		
	S1 2DE		

Section B Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.