

REGISTERED COMPANY NUMBER: CE005063 (England and Wales)
REGISTERED CHARITY NUMBER: 1162711

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 August 2019
for
Inclusion Hampshire

Gilroy & Brookes Accountants Ltd
Chartered Accountants
Suite 15
The Enterprise Centre
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Inclusion Hampshire

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for the Year Ended 31 August 2019

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Inclusion Hampshire (Registered number: CE005063)

Report of the Trustees
for the Year Ended 31 August 2019

The trustees submit their annual report and the unaudited financial statements of the charity for the year ended 31 August 2019 which have been independently examined. Reference and administrative details are set out on page 2. The Trustees have adopted the provisions of The Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in 2005 in preparing the annual report and financial statements of the Charity. The Trustees in carrying out their duties have due regard to the guidance published by the Charity Commission on public benefit.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

CE005063 (England and Wales)

Registered Charity number

1162711

Registered office

Office 5, The Clock Tower
Chineham Shopping Centre
Chineham, Basingstoke
Hampshire
RG24 8BQ

Trustees

Amanda Minshull-Beech
Rebecca Wilson
Martin Longhorn
Marc Diprose

Independent examiner

Anna Coote
MAAT
Gilroy & Brookes Accountants Ltd
Chartered Accountants
Suite 15
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Chief Executive

Cheryl Edwards

Accountants

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STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

Inclusion Hampshire was formed on 17th July 2015 and is governed by written constitution. Inclusion Hampshire is a Charitable Incorporated Organisation (CIO) registered with the Charity Commission. There were no activities until 31st August 2015, it commenced its charitable activities from 1st September 2015.

Report of the Trustees
for the Year Ended 31 August 2019

STRUCTURE, GOVERNANCE AND MANAGEMENT

Objects of the Charity

To promote for the benefit of the inhabitants of the County of Hampshire, without distinction of sex, sexual orientation, race or of political, religious or other opinions, by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to improve facilities in the interest of social welfare for the recreation and other leisure time occupations with the objects of improving the conditions of life of the said inhabitants.

Organisational structure

The Trustees are responsible for governance, including setting the Charity's strategy and overall policies and reviewing progress against objectives. The Chief Executive, working closely with Trustees, carries out the day-to-day management of the Charity. However, all Trustees are encouraged to take an interest in the Charity's project work and take an active part in the management thereof.

Appointment of Trustees

Trustees are appointed by a resolution passed at properly convened meeting of the Trustees. Each new Trustee is appointed for a minimum of three years.

Trustee Induction and Training

Trustees are formally inducted in the work of the Charity and their own responsibilities as a trustee over a period of months. This initially involves discussions with other Trustees, briefing by the Chairman and Chief Executive, a review of the latest Annual Report, Annual Accounts, and current projects. Any training or education the new trustee needs is scheduled as required.

Related parties

The only related parties are the Trustees. They receive no remuneration, but expenses reimbursed are as shown in the notes to the Financial Statements.

Risk management

The Trustees have a risk management strategy, which comprises:

- An annual review of the risks the Charity may face
- a) The establishment of systems and procedures to mitigate those risks identified- The implementation of procedures designed to minimise any potential impact on the Charity should those risks materialise
- b) On-going reviews carried out during the year to ensure continued awareness particularly with regard to specific projects.

Trustee Responsibilities

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the Charity's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements the Trustees are required to: - Select suitable accounting policies and then apply them consistently; - Make judgements and estimates that are reasonable and prudent;- State whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and - Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011. 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.

Statement of disclosure of information to Independent Examiners

All the Trustees of the Charity who held office at the date of approval of these Financial Statements, as set out above, each confirm so far as they are aware, that: there is no relevant information of which the charity's independent examiners are unaware, and they have taken all the steps that they ought to have taken as trustees in order to make themselves aware of any relevant information and to establish that the charity's independent examiners are aware of that information.

Report of the Trustees
for the Year Ended 31 August 2019

OBJECTIVES AND ACTIVITIES

The objective of the Charity is:

For the public benefit to promote the education (including social and physical training) of people under the age of 25 years in Hampshire in such ways as the charity trustees think fit, including by: Providing their education (including the study of music or other arts), to undertake travel in furtherance of that education or to prepare for entry to any occupation, trade or profession on leaving any educational establishment.

Inclusion Hampshire meets its charitable objects by developing and managing projects and services that will increase engagement with vulnerable young people living in Hampshire. In particular, the Charity seeks to engage with young people aged 13 - 25, who are at risk of disengagement or exclusion from school or have left school with minimal or no qualifications. The charity works with them and their families in the aim of helping them make a positive change in their lives. In achieving these objects, the Charity has due regard for its duties in respect of public benefit.

The charity focuses on delivering the following services:

Alternative Education Provision (AEP)

During the period, Inclusion Hampshire worked with secondary schools and pupil referral units across Hampshire to provide educational packages for young people aged 13-18 who face challenges in accessing or coping with mainstream school. Many of those who are referred to us experience or have experienced, at least one or more of the following situations:

- Mental health issues
- Poverty
- Being/been looked after by the Local Authority
- Substance addictions
- Bereavement of a parent/sibling
- Special Educational Needs
- School refusal/phobia

As part of its AEP, Inclusion Hampshire manages provisions in Chineham, Basingstoke and Hook, Hampshire. Both sites are self contained where young people can safely engage in individually tailored educational activity, supported by a multidisciplinary team of trained staff, for part of their school timetable.

Our AEP has evolved to become specialised in mental health support and works with some of the most vulnerable young people in the North Hampshire area identified and referred by schools and the Local Authority.

As an accredited Oxford, Cambridge, and RSA (OCR) Examination Centre, young people are able to achieve nationally recognised qualifications:

Functional Skills English entry level 3 - level 2
Functional Skills Maths Entry level 3 - level 2
Functional Skills ICT entry level 1
Employability Skills Award or Certificate level 1/2
Life and Living skills entry level 3

The qualifications are supplemented with work experience opportunities where appropriate, careers information, support with applying to college and/or Apprenticeships and Traineeships. Everything possible is done to support enable learners to progress to college or into work including accompanying learners to open days and interviews.

All students have access to bespoke mental health support in the form of counselling, mentoring, art and/or music, plus enrichment activities such as group games, table tennis and crafts.

Inclusion Hampshire (Registered number: CE005063)

Report of the Trustees
for the Year Ended 31 August 2019

Wider skills are taught through the OCR Life and Living curriculum, modules include SRE, keeping safe, anti-bullying work, online safety, emotional well being, employability and healthy lifestyles. Teaching takes place in small groups with group activities and discussions taking place weekly. Group sessions help learners to develop their social skills and knowledge of wider issues through their peers. Teaching is tailored to meet the needs of individual learners, with an appropriate mix of challenge and support to encourage critical thinking and debate.

50 young people benefitted from the AEP programme and attended Inclusion Hampshire during this period. 19 of these young people were in Yr11 and took exams with us.

Inclusion Hampshire offers teaching and support to learners and schools for those sitting GCSEs.

10 Year 11 learners returned to sit their GCSE exams, Inclusion Hampshire managers collaborated closely with schools to develop special arrangements to ensure that learners were given the best chance of success.

Post 16 Education Provision

Inclusion Hampshire supports young people from our AEP Programme reaching the age of 16 who require further mental health support, these learners have an EHCP in place which enables them to be funded by the Local Authority. During 2018/19 we received more referrals from Hampshire County Council of young people finishing school who have mental health issues and SEN who do not have a college or further education placement. 14 young people were supported in total.

The curriculum delivered for Post 16 learners mirrors our AEP curriculum with the opportunity to gain national qualifications. All learning is tailored to the individual and centred around the targets set within their EHCP.

Key achievements 2018/19

- In the academic year 2018/19 - 50 learners were supported Pre 16 and 14 learners were supported Post 16.
- Of these learners, 7 pre-16 learners reintegrated back into mainstream schools and 19 learners were year 11 who achieved a 77% pass rates across Functional Skills Maths and English.
- In Year 11 learners and 5 Post 16 learners moved on from Inclusion Hampshire this year and 91% Successfully transitioned to college or another mainstream training opportunity.
- In Year 11 learners and 5 Post 16 learners moved on from Inclusion Hampshire transitioned to college or another mainstream training opportunity.this year and 91% Successfully
- Successful application and DfE number received for Post 16 provision.
- 100% of new referrals engaged and attending, including those who were school refusers at referral.
- All learners access Life and Living curriculum and RSE.

Report of the Trustees
for the Year Ended 31 August 2019

OBJECTIVES AND ACTIVITIES

The learners were able work at their own pace to explore and achieve goals.

FINANCIAL REVIEW

Financial Review

There was a surplus on the general fund of £109,525 for the period ended 31st August 2019. Total funds carried forward at the period end were £191,294.

Essentially all restricted funds are externally funded and do not impose a charge on Inclusion Hampshire's own funds.

Reserves Policy

The aim of the reserve policy of the Charity is to build up and maintain sufficient reserves so that any shortfall in funding, which would result in a reduction in the organization's activities and its inability to meet immediate financial commitments, can be covered. The Trustees believe it is in the interest of the Charity that where unrestricted funds exceed the annual running cost of the Charity, such excess should be held as unrestricted reserves.

Risk Assessment

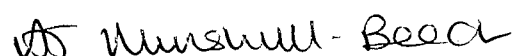
A formal risk assessment programme is in place using the Charities Commission guide. The Trustees review the major risks and their implications and steps are taken to mitigate potentially adverse effects. The procedures continue to be maintained and monitored on an on-going basis.

INDEPENDENT EXAMINER

Anna Coote has been re-appointed as independent examiner for the ensuing year.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 13 February 2020 and signed on its behalf by:



Amanda Minshull-Beech - Trustee

Independent Examiner's Report to the Trustees of
Inclusion Hampshire (Registered number: CE005063)

I report on the accounts of the company for the year ended 31 August 2019, which are set out on pages seven to fourteen.

Responsibilities and basis of report

As the charity's trustees (and also the directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, I have examined your charity's accounts as required under section 145 of the Charities Act 2011 ('the Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. that accounting records were not kept as required by section 386 of the Companies Act 2006; or
2. that the accounts do not accord with those records; or
3. that the accounts do not comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the 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; or
4. that there is further information needed for a proper understanding of the accounts.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of MAAT which is one of the listed bodies.

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission I have found no matters that require drawing to your attention.



Anna Coote
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13 February 2020

Inclusion Hampshire

Statement of Financial Activities
for the Year Ended 31 August 2019

		Unrestricted fund	Restricted fund	31.8.19 Total funds	31.8.18 Total funds
	Not es	£	£	£	£
INCOMING RESOURCES					
Incoming resources from generated funds					
Donations and legacies		25,340	2,348	27,688	17,152
Other trading activities	2	399,627	-	399,627	307,736
Investment income	3	-	-	-	95
Other income		440	-	440	-
Total incoming resources		425,407	2,348	427,755	324,983
RESOURCES EXPENDED					
Charitable activities					
Charitable activity		314,382	2,348	316,730	318,759
Support Cost		1,500	-	1,500	1,416
Total resources expended		315,882	2,348	318,230	320,175
NET INCOMING/(OUTGOING) RESOURCES					
		109,525	-	109,525	4,808
RECONCILIATION OF FUNDS					
Total funds brought forward		81,769	-	81,769	76,961
TOTAL FUNDS CARRIED FORWARD		191,294	-	191,294	81,769

The notes form part of these financial statements

Inclusion Hampshire (Registered number: CE005063)

Balance Sheet
At 31 August 2019

		Unrestricted fund	Restricted fund	31.8.19 Total funds	31.8.18 Total funds
	Notes	£	£	£	£
CURRENT ASSETS					
Debtors	7	11,232	-	11,232	22,613
Cash at bank and in hand		<u>213,912</u>	<u>-</u>	<u>213,912</u>	<u>118,793</u>
		225,144	-	225,144	141,406
CREDITORS					
Amounts falling due within one year	8	(33,600)	-	(33,600)	(59,317)
		<u>191,544</u>	<u>-</u>	<u>191,544</u>	<u>82,089</u>
NET CURRENT ASSETS					
		191,544	-	191,544	82,089
TOTAL ASSETS LESS CURRENT LIABILITIES					
		191,544	-	191,544	82,089
PROVISIONS FOR LIABILITIES	9	(250)	-	(250)	(320)
		<u>191,294</u>	<u>-</u>	<u>191,294</u>	<u>81,769</u>
NET ASSETS					
		191,294	-	191,294	81,769
FUNDS	10				
Unrestricted funds:					
General fund				191,294	81,769
Restricted funds:					
Restricted Fund				-	-
TOTAL FUNDS				<u>191,294</u>	<u>81,769</u>

The notes form part of these financial statements

Inclusion Hampshire (Registered number: CE005063)

Balance Sheet - continued

At 31 August 2019

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 August 2018.

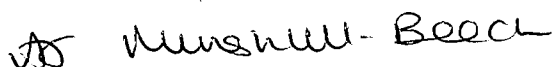
The members have not required the company to obtain an audit of its financial statements for the year ended 31 August 2018 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each 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 financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies and with the Financial Reporting Standard for Smaller Entities (effective January 2015).

The financial statements were approved by the Board of Trustees on 13 February 2020 and were signed on its behalf by:



Amanda Minshull-Beech -Trustee

The notes form part of these financial statements

Inclusion Hampshire

Notes to the Financial Statements
for the Year Ended 31 August 2019

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of resources.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. OTHER TRADING ACTIVITY

	31.8.19	31.8.18
	£	£
Waverley Training services	-	2,380
Training services	1,430	-
Alternative Education Income	<u>398,197</u>	<u>305,356</u>
	<u>399,627</u>	<u>307,736</u>

3. INVESTMENT INCOME

	31.8.19	31.8.18
	£	£
Deposit account interest	<u>-</u>	<u>95</u>

Inclusion Hampshire

Notes to the Financial Statements - continued
for the Year Ended 31 August 2019

4. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

	31.8.19	31.8.18
	£	£
Other pension costs	<u>4,519</u>	<u>2,096</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 August 2019 nor for the year ended 31 August 2018.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 August 2019 nor for the year ended 31 August 2018.

6. STAFF COSTS

	31.8.19	31.8.18
	£	£
Wages and salaries	233,798	253,559
Social security costs	16,881	17,995
Other pension costs	<u>4,519</u>	<u>2,096</u>
	<u>255,198</u>	<u>273,650</u>

The average monthly number of employees during the year was as follows:

31.8.19	31.8.18
<u>15</u>	<u>16</u>

No employees received emoluments in excess of £60,000.

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.8.19	31.8.18
	£	£
Trade debtors	10,029	21,514
Other debtors	-	91
Prepayments and accrued income	<u>1,203</u>	<u>1,008</u>
	<u>11,232</u>	<u>22,613</u>

Inclusion Hampshire

Notes to the Financial Statements - continued
for the Year Ended 31 August 2019

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.8.19	31.8.18
	£	£
Trade creditors	4,167	26,184
Accrued expenses	23,600	17,300
Deferred Income	<u>5,833</u>	<u>15,833</u>
	<u>33,600</u>	<u>59,317</u>

9. PROVISIONS FOR LIABILITIES

	31.8.19	31.8.18
	£	£
Provision for doubtful debtors	<u>250</u>	<u>320</u>

10. MOVEMENT IN FUNDS

	At 1.9.18	Net movement in funds	At 31.8.19
	£	£	£
Unrestricted funds			
General fund	81,769	109,525	191,294
	<u>81,769</u>	<u>109,525</u>	<u>191,294</u>
TOTAL FUNDS			
	<u>81,769</u>	<u>109,525</u>	<u>191,294</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	425,407	(315,882)	109,525
Restricted funds			
Restricted Fund	2,348	(2,348)	-
	<u>427,755</u>	<u>(318,230)</u>	<u>109,525</u>
TOTAL FUNDS			
	<u>427,755</u>	<u>(318,230)</u>	<u>109,525</u>

Inclusion Hampshire

Notes to the Financial Statements - continued
for the Year Ended 31 August 2019

10. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.9.17 £	Net movement in funds £	At 31.8.18 £
Unrestricted Funds			
General fund	75,562	6,207	81,769
Restricted Funds			
Restricted Fund	1,399	(1,399)	-
TOTAL FUNDS	<u>76,961</u>	<u>4,808</u>	<u>81,769</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	324,983	(318,776)	6,207
Restricted funds			
Restricted fund	-	(1,399)	(1,399)
TOTAL FUNDS	<u>324,983</u>	<u>(320,175)</u>	<u>4,808</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.9.17 £	Net movement in funds £	At 31.8.19 £
Unrestricted funds			
General fund	75,562	115,732	191,294
Restricted funds			
Restricted Fund	<u>1,399</u>	<u>(1,399)</u>	<u>-</u>
TOTAL FUNDS	<u>76,961</u>	<u>114,333</u>	<u>191,294</u>

Inclusion Hampshire

Notes to the Financial Statements - continued
for the Year Ended 31 August 2019

10. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	750,390	(634,658)	115,732
Restricted funds			
Restricted Fund	<u>2,348</u>	<u>(3,747)</u>	<u>(1,399)</u>
TOTAL FUNDS	<u><u>752,738</u></u>	<u><u>(638,405)</u></u>	<u><u>114,333</u></u>

Inclusion Hampshire

Detailed Statement of Financial Activities
for the Year Ended 31 August 2019

	31.8.19 £	31.8.18 £
INCOMING RESOURCES		
Donations and legacies		
Donations	12,423	1,149
Grants	<u>15,265</u>	<u>16,003</u>
	27,688	17,152
Other trading activities		
Waverley Training services	-	2,380
Training services	1,430	-
Alternative Education Income	<u>398,197</u>	<u>305,356</u>
	399,627	307,736
Investment income		
Deposit account interest	-	95
Other income		
Other income	<u>440</u>	<u>-</u>
Total incoming resources	427,755	324,983
RESOURCES EXPENDED		
Charitable activities		
Salaries	233,798	253,559
National Insurance	16,881	17,995
Pensions	4,519	2,096
Accreditation	2,435	1,704
Trips & Visits	480	65
Contractors	10,185	1,370
Staff cost	-	540
Gift	63	174
Premises Costs	689	9,434
Insurance	1,736	1,687
Premises R & M	2,341	7,183
Travelling	705	419
Office cost	19	25
Electricity	5,474	4,800
Photocopier Hire	864	834
Food & Drink	889	1,255
Household	303	(146)
Professional fees	1,200	28
Telephone	5,108	1,946
Postage and stationery	1,514	2,103
Project specific costs	1,200	758
Carried forward	290,403	307,829

This page does not form part of the statutory financial statements

Inclusion Hampshire

Detailed Statement of Financial Activities
for the Year Ended 31 August 2019

	31.8.19	31.8.18
	£	£
Charitable activities		
Brought forward		
Staff Mileage	290,403	307,829
Supervision	1,682	2,961
Website Cost	1,120	975
Computer expense	-	3,224
Training expense AEP	1,469	2,048
Room Hire	3,239	1,094
Advertisement	170	-
Charitable expenses	114	165
Organisation costs	-	90
Learner Transport	685	35
Bad debts	17,918	18
	<u>(70)</u>	<u>320</u>
	316,730	318,759
Support costs		
Other		
Accountancy fees	-	216
Audit fees	<u>1,500</u>	<u>1,200</u>
	<u>1,500</u>	<u>1,416</u>
Total resources expended	318,230	320,175
	<u> </u>	<u> </u>
Net income	<u><u>109,525</u></u>	<u><u>4,808</u></u>

This page does not form part of the statutory financial statements