

Uplands Enterprise Trust  
(A company limited by guarantee)



S K I L L S F O R E V E R

Helping young people with  
SEND to help themselves

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## **ANNUAL REPORT AND FINANCIAL STATEMENTS**

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FOR THE YEAR ENDED 31 AUGUST 2019

UPLANDS ENTERPRISE TRUST  
UPLANDS SCHOOL, TADPOLE LANE, SWINDON, SN25 2NB

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## Introducing UET

Uplands Enterprise Trust (UET) is a Swindon based charity that ***helps young people with SEND to help themselves***. UET is led by a knowledgeable board of voluntary Trustees and run by enthusiastic, skilled and creative staff. The Trust is constantly developing, expanding and changing to improve the lives of disabled young people within Swindon and the surrounding areas.

This unique charitable trust was set up in response to the need for meaningful opportunities for disabled young people once education ends. In reality most young people with SEND (Special Educational Needs and Disabilities) leaving education at 19 embarked on a life of leisure for the remainder of their adult lives. The ***early retirement*** option was not welcomed by the young people or their families who had worked extremely hard in partnership with their child's school to prepare them for a purposeful life contributing to their local community.

UET was created to ensure that this aspiration to be valued by and contribute to the local community was realised for young people with disabilities, regardless of the barriers caused by their disabilities.

Leading to the creation of the UET vision and mission:

### **Our shared vision**

***Helping young people with SEND to help themselves***

### **The beginning, the Charity shops ...**

UET was born in 2012 with a clear ambition to provide meaningful and purposeful skill based opportunities to enable these young people to gain transferable skills that should benefit the community, provide them with sound work ethics and a sense of worth and belonging. UET wanted to make a difference to their life choices and outcomes and began by creating the opportunities to help shape their future.

### **This ambition started with 1 small charity shop ...**

The Redhouse shop opened in November 2012 just behind Uplands school, a great location for the students to access and assist in all aspects of retail and running the café. More shops followed and we now have a specialist baby and children's shop, a boutique and our flagship store in the Brunel centre in Swindon.

### **Then Horizons College ...**

The college opened in September 2013 a community-based specialist college offering educational opportunities for students over 19 years old with a wide range of special needs. The college played a major role in the UET's development, however, following the launch of the Brunel SEN Multi Academy Trust (BSM), Horizons will transfer to a subsidiary of BSM, known as Brunel Education, to join its educational partners.

### **What about a Farm ...**

The UET farm at South Leigh offers the young people the chance to engage and interact with livestock and learn life skills in health and safety, environmental care, life processes and horticulture. Being fully inclusive, the farm enables all our young people to interact with peers and staff while taking part in practical, hands on experience regardless of their ability. Our poly-tunnel with wheelchair height planters, fully equipped workshop and selection of small mammals through to chickens, a pony and the farm dogs provide a varied and friendly environment.

**Then UET developed even further to ensure they gave young people Skills Forever ...**

### **Skills for Life**

Launched in 2014 at our Community Enterprise Centre (CEC) in Penhill, Skills for Life offers an engaging and varied day facility. The CEC offers a wonderful catering kitchen, a garden which is also home to our rabbit, Jessie, and a sensory room and function room for group activities. Life Skills are encouraged so shopping for catering supplies along with the cooking and cleaning up is as part of the day as is using the washing machine. Relaxation with the help of sensory sessions are as popular as the up-beat discos and age appropriate craft activities.

### **Skills for Work**

Autumn 2019 was the beginning of a new provision for UET - Skills for Work. We recognised that not everyone was ready for a work place after education and not all were suited to the Skills for Life offer and so Skills for Work was launched to provide tailored work skills. The provision offers training in electrical testing (PAT), online selling, administrating, caring, catering, logistics, recycling, horticulture, customer service and lots more. The young people receive interview and CV support and have the opportunity to aim for volunteer, paid employment or self-employed roles.

### **Clubs**

Holiday and Saturday clubs have always been a popular feature of UET. We have revamped and relaunched the offer in 2019 to accommodate a Saturday club for 11-17 year olds as well as 18+ on alternate weekends. The Summer club offer has a fabulous mixture of fitness, craft, visits, drama and music.

UET is committed to providing outstanding education and care to all. UET will continue an innovative approach to ensure high expectations, high aspirations and high outcomes for all young people.



## Chairman's Welcome

My name is Derek Dinsey and I am the Chair of Trustees for Uplands Enterprise Trust. I would like to take this opportunity to welcome you and encourage you to learn about the great work of our charity.

I am so proud of the dedicated work being carried out every day by our amazing team; it is such a supporting and safe environment for our young people to learn and grow.

As a parent of a young adult who has had the benefit of attending the college, and who is now able to contribute back into society via volunteering and part time work, I can certainly testify to the appropriate outcomes focus of the learning here.

We at UET are rightly proud of the excellent provision provided at the college and all the help and support being given to help our young people to help themselves.

Come and visit us, meet our young ambassadors and experience for yourselves the caring and positive environment here.

**Derek Dinsey**  
*Proud Parent/Trustee*



## CEO's Welcome

Welcome to Uplands Enterprise Trust (UET). I am extremely proud to be a founding trustee and CEO of UET, with the privilege of working with a wide range of people committed to making the lives of young people with SEND meaningful and rewarding.

The UET vision says it all – the trust enables young people with SEND to help themselves and shape their futures. UET gives real opportunities for disabled young people to improve skills for life and also access the world of work, either in a voluntary or paid capacity.

UET aims to provide gold standard services provided by experienced and skilled staff within community based locations. Community and family really is at the heart of all UET does.

The tenacity and determination to create sustainable futures for our young people is a key feature of all aspects of UET. Although UET is a multi-faceted organisation the core values of trust, collaboration and co-production are fully embedded and ensure that every member of the UET family is valued.

UET continues to be a growing charitable organisation, committed to meeting the needs of young people with SEND and supporting their families on the journey to adulthood. To ensure we are able to diversify and expand we invest heavily in the people who work in our organisation and believe in developing people across every level of the UET family. UET absolutely does it differently; and even more importantly does it together.

**Jackie Smith MBE**  
CEO



## REFERENCE AND ADMINISTRATIVE DETAILS

FOR THE YEAR ENDED 31 AUGUST 2019

**Registered Company number**

8011951 (England and Wales)

**Registered Charity number**

1148086

**Registered office**

Uplands School  
Tadpole Lane  
Swindon  
Wiltshire  
SN25 2NB

**Charity name**

Uplands Enterprise Trust (previously known as Uplands Educational Trust)

**Trustees**

Jackie Smith	Principal	appointed	29.03.12
Derek Dinsey	Secretary	retired and reappointed for a third consecutive term	13.03.19
	Chair		
Jeff Smith		reappointed for a third period of 1 year	13.03.19
Anthony Griffiths		reappointed for a second period of 1 year	13.03.19
Susan Dinsey		reappointed for a second period of 1 year	13.03.19
Kevin Gwilliam		resigned	06.12.18
Daniel Boden		appointed	24.07.19
Matthew Crorkin-Davis		appointed	24.07.19

**Company Secretary**

Derek Dinsey

**Clerk**

Michelle Carter	appointed	06.07.16
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**Patron**

William Wyldbore-Smith

**Senior Leadership Team**

Jackie Smith	Chief Executive Officer (CEO)
Genti Mullaliu	Principal of Horizons College
Lisa Harding	Director of Operations (DOO)
Sarah McCombe	Chief Finance Officer (CFO)

**Auditors**

MHA Monahans  
Statutory Auditors  
38-42 Newport Street  
Swindon  
Wiltshire, SN1 3DR

**Solicitors**

Stone King LLP  
Boundary House  
91 Charterhouse Street  
London  
EC1M 6HR



## **TRUSTEES' REPORT**

### **FOR THE YEAR ENDED 31 AUGUST 2019**

The Trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st August 2019. The Trustees have adopted the provisions of 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 January 2015).

#### **Change of name**

The charity passed a special resolution on 13<sup>th</sup> March 2019, changing its name from Uplands Educational Trust to Uplands Enterprise Trust.

## **OBJECTIVES AND ACTIVITIES**

### **A. OBJECTS AND AIMS**

The objects of the charity are:

1. to advance for the public benefit education in the United Kingdom, in particular but without prejudice to the generality of the foregoing by developing, managing and providing, either directly or through third parties, education and training to pupils at Uplands School in Swindon (or any successor school to it);
2. promoting for the benefit of the inhabitants of Swindon and the surrounding area the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstance or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said inhabitants; and
3. to advance health and relieve disability by improving the morale, confidence, well-being, skills and abilities of those deemed vulnerable

### **B. OBJECTIVES, STRATEGIES AND ACTIVITIES**

#### **Our Vision**

***Helping young people with Special Educational Needs to help themselves.***

#### **Our Mission**

- To provide safe, stimulating and age appropriate learning, working and living environments
- To break down barriers towards disabled young people through meaningful community inclusion
- To support young people with special educational needs and their families on the journey to adult life
- To support and enable young people, regardless of their special educational needs, to shape their future and contribute to their community
- To promote the core learning and life values of Independence and Interdependence

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## Strategic Objectives

The UET Board and Executive Leadership Team's strategic objectives for the year 2018/19 are specified below:

	Key Priority	Actions	Impact
1.	Ensure effective strategic leadership and a clear accountability framework for UET operation and delivery during the re-structure.	Review the current UET vision and mission statements.	All stakeholders continue to uphold and share the UET vision with a range of audiences.
		Lead a strategic Development Day to review strategic direction for UET post College transfer.	UET has a defined and understood strategic direction with key priorities to achieve short, medium and long term.
		Deliver on stronger internal administration to ensure further efficiency and effectiveness.	UET continues to operate with governance and accountability structures clearly defined and understood by all.
2.	To ensure robust and rigorous risk mitigation for all provisions.	To continue to develop the UET Risk Register with the DoO.	The Risk Register is accurate and fit for purpose and embedded in practice.
		To establish a co-production approach to review of risk and embed risk mitigation practice in all service areas.	Embedded system of review and action within an agreed timeframe. Red risks elevated to UET board or significant change in risk impact.
		To develop a trust wide strategy for Trustee recruitment.	UET Board is able to meet its statutory duties based on Trustees having the necessary breadth and depth of experience. No Trustee vacancies or knowledge gaps.
3.	To continue to provide sustainable and affordable central support services for the service areas during the re-structure of UET.	To continue to develop, embed and deliver the Central Administration Offer for all provisions in UET.	Central Services offer clear and both effective and efficient services in terms of customer satisfaction and outcomes.
		To support transfer of Horizons College into the BSM education family through the creation of a subsidiary company to BSM.	The transition to full BSM membership is smooth with all aspects of compliance and process adhered to including procurement and resourcing, TUPE, HR and Governance.

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4.	Implement stage 1 of the UET re-structure – Transfer Horizons College to a subsidiary of BSM (joining the educational family).	To review the mechanism for the transfer of Horizons College to BSM and present options to UET and BSM.	UET and BSM will have the required information to make an informed decision about the transfer of Horizons to a subsidiary of BSM.
		To deliver on all aspects of compliance and funding regulations through consultation with DfE and ESFA, in relation to the Horizons College from SPI to BSM subsidiary.	Horizons College (16-25 years SEN SPI) has transferred to the BSM subsidiary and funding agreement is in place.
		Central Services to review services and operations delivered to Horizons College given the change of status within the BSM.	CS re-charge and offer is defined for Horizons College for academic year 2018/2019 with a view to the offer being in line with the Colleges status (which is RI) and growth plan within the BSM.
5.	Implement stage 2 of the UET re-structure – Review of remaining UET activity.  Time frame (refer to Activity Timeline) estimate. Jan 2019 – April 2019.	To review and re-define the identity of the remaining service areas within UET to deliver an understood EP.	Designation and core values are clarified to shape the consideration stage of the remaining UET components.
		To complete a robust consultation on the requirements of all UET service users and their families.	UET Board feel enable to make decisions about how to shape the service for the benefit of their clients.
		To review the Skills 4 Living and Skills 4 Work offer through a business plan reflective of client views (Refer to above).	The UET is understood by all stakeholders and the offer is widened to meet the needs of all young people post education (Post EHCP).
		To produce and deliver on a growth and marketing strategy for all aspects of UET post Horizons College transfer.	Sustainable business model defined and growth strategy understood and agreed for implementation.

The core business of the trust was identifiable by three areas Learning, Working and Living. Of these three areas Learning represents the majority of the Trust's activity and income, comprising of Horizons College with over 70 full-time learners on roll.

UET will be undertaking a significant re-structure where the Learning activity is moved to a subsidiary of our partner trust Brunel SEN MAT, known as Brunel Education, and the remaining activity of Working & Living combine to form the new UET. As part of the re-branding of UET, the Trustees passed a written special resolution on 13<sup>th</sup> March 2019 to change the name of the company from Uplands Educational Trust to Uplands Enterprise Trust. The accounts include Horizons College and it is planned by 1<sup>st</sup> September 2019 the college will have moved to the Brunel Education a subsidiary of the Brunel SEN Multi Academy Trust.

- a) **Learning** (Education) – Horizons College, a Specialist Post-16 Institution (SPI) providing education and support for young people with learning difficulties and/or

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disabilities established in 2013. Placements are funded by the ESFA and the College is quality checked by OFSTED.

- b) **Working & Living (Non-education)** – The remaining elements of UET have now combined to be referred to as “UET” with the goal of promoting and supporting Skills For Ever. This non educational offer is primarily made up of the Skills for Life programme, the Skills for Work programme, retail, holiday clubs and the bespoke farm provision for young adults with SEND.

### **C. PUBLIC BENEFIT**

The trustees have paid due regard to the Charity Commission's guidance on public benefit in deciding what activities the charity should undertake. The trustees consider that they have acted in the public benefit.

## **ACHIEVEMENTS AND PERFORMANCE**

### **A. OVERVIEW OF ACTIVITY**

Uplands Enterprise Trust (UET) is for the benefit of young people with complex learning needs within Swindon and the surrounding areas. The Trust supports young people who have severe or profound multiple learning difficulties, autistic spectrum disorders and young people with additional needs such as sensory impairment or physical disability.

The aim of UET is to enable young people, regardless of their special educational needs, to shape their own future and contribute to their community; breaking down barriers towards disabled young people through meaningful community inclusion. UET supports young people with special educational needs and their families on the journey to adult life, promoting the core learning and life values of Independence and Interdependence.

Working across several sites; including Horizons College based at the Segal Centre and the Headlands campus, the Community Enterprise Centre, 5 Charity shops and South Leigh Farm Provision, UET offers opportunities for young people with special educational needs, specialising within work related learning. The Trust also provides a variety of leisure opportunities, including Saturday clubs, holiday clubs, evening and social clubs.

Throughout all the work of UET the young people and their families are at the heart of all that we do. We firmly believe in engaging with the local community to support young people. As a forward thinking organisation, we believe in making it happen with the vision of helping young people with special educational needs to help themselves.

Achievements and performance will be reported on under the sub-headings as described below:

- 1. LEARNING – Horizons College (Education Provision)**
- 2. WORKING & LIVING – Combined UET (Post/Non-education Provision)**

## **B. LEARNING (Education Provision)**

*Empowering learners to shape their future*

### **Horizons College**

See Appendix 2 for the Horizons College Organisational Chart

- To improve the quality of teaching, learning and assessment to deliver consistently good quality challenging and personalised learning opportunities for all learners.
- Further Develop the quality of our College provision by creating good quality and individually tailored learning programmes that support personal and social development leading to greater independence.
- To develop a culture of responsibility throughout the organisation that enables staff to ensure that progress and outcomes for learners is consistently good or better.

	Key Priority	Actions	Impact
1.	To continue to engage all stakeholders with the transfer to BSM.	Actively promote BSM with stakeholders including governors. Ensure the weekly communication information is shared with the Horizons audience.	Horizons College remains committed to working in partnership to deliver the BSM vision and mission.
2.	To deliver on the Ofsted Recovery Plan	To continue to develop the roles of the leadership team and ensure that SLT is effective in improving teaching & learning.  To meet the findings detailed below.	The Ofsted recovery plan is evident in practice across the College and Teaching & Learning is at least good.
3.	To work with the ELT on expansion of Horizons College to their capacity of 75 learners in Sept 2019	To engage with other education providers in SBC and other LAs to maximise learner recruitment particularly from a new "pool" of learners not known within the BSM.	The demographics of the learner's population will be more reflective of the wider Swindon 6 <sup>th</sup> Form offer and the target of 75 learners on roll for Sept 2019 achieved.

Horizons College exists to create opportunities for learners to develop skills and empower them to shape their future. At Horizons College we are constantly looking at what skills learners would like to develop and how this impacts on the lives they want to live. Young people develop and mature during their time at College and the dedicated team of support surrounding them offer opportunities that will improve their independence and confidence.

The College is in its fifth year of running its full study programme under its SPI status and is developing a highly ambitious work related curriculum providing progression and qualifications with a greater emphasis on life & work skills and developing independence. The curriculum design and implementation also enables them to make a positive contribution to their community. The college is developing strong business links with local employers including partners such as Baxter Story, Waitrose, and WH Smiths.

### **Quality Of Education**

Horizons College employs eleven tutors who are all fully qualified teachers. Horizons College has been able to employ vocational tutors with masters in Special Education particularly in self-advocacy PMLD and ASC cohorts. One of the learning leads has a PGCE in SLD and has experience in vocational training. One Lead is a specialist in Hospitality and Catering with a BA in Design and Technology. Two of the newly qualified leads are particularly experienced in ASD and behaviour management. The college is looking to employ a Functional Skills tutor.

All staff who enter Horizons College are encouraged and supported to become appropriately qualified. The college has built a strong partnership with the local GFE College and all new support staff are encouraged to enroll on a NVQ Level 2 or Level 3 in Learning Support. Two staff have recently completed the Level 3 and three more will be undertaking this training from September as apprenticeship schemes jointly run with a partner local GFE College.

### **Intent**

In September 2019 the college has selected to develop and implement a wider vocational curriculum that develops knowledge and skills in order to take advantage of the opportunities to prepare learners for their next part of their journey to adulthood.

The curriculum is designed to prepare learners for development of independent living skills, employability and also soft skills. The curriculum content in college provides transferable skills to employment and to daily living, carefully mapping to the preparing for adulthood framework. Tracking of progress is recorded through EHCPs long/short term goals as well as Assessment of Personal Progress Systems (APPS).

One of the key improvements of the past year was the introduction of a robust Quality Cycle at the heart of which remains the Assessment, Reporting and Reporting Schedule. Each Tutor was required to carry out a baseline assessment for each of their learners for both English and Maths. Hence providing a starting point for each learner which will subsequently allow each lead to measure progress at specific points throughout the year and to provide intervention if progress has not been made.

In addition tutors completed a baseline assessment for every learner for soft skills using a new assessment tool introduced this year (Assessment of Personal, Performance System (APPS) which includes: Personal attributes, personal drive, practical skills and effective working.

### **Implementation**

During 18-19 one of the key priorities for the college, in order to implement its ambitious curriculum, has been to develop the quality of Teaching and Learning in developing curriculum and learning activities that support skills development. In line with this, the college has been successful in recruiting a variety of specialist staff to support its curriculum intent.

This has resulted in a 66% increase in the recruitment of specialist staff with expert knowledge including, four vocational specialist tutors (Hospitality and Catering, Sports, Retail and Customer Care, Beauty, Health and Social Care, Design and Technology).

The college has also been able to recruit a PMLD specialist member of staff, Music Therapy, Communication and Speech specialist, Physio therapy specialist and Occupational therapist. The College has adopted an Education and Training Foundation network called SEND CPD Framework to increase the specialist skill set of staff and has increased the Staff training budget to upskill staff to a professional standard. Various staff have enrolled on post graduate courses from September 2019.

Teaching of skills; Following on from the adoption of a college teaching timetable model, the teaching of skills rather to unit criteria, qualifications and accreditation is reflected in the planning.

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This seeks to ensure that learners are developing the relevant and individual skills for adulthood, to support each learner in making a positive contribution in society post college education.

All learners are working towards an individual end point as defined by the Towards Independence Destination Matrix. This ranges from Supportive Therapeutic Occupation to full or part time paid employment and from supported living with significant support to totally independent living.

### **Areas of Strength**

- Lessons were well prepared and delivered, with most lessons showing an active, holistic approach to learning and soft skills development.
- Learning activities were well designed to promote skills development and increase knowledge.
- Good progress was evident from previous sessions and during the session.
- Lessons showed differentiation, through the promotion of independence with staff intervention only when necessary.
- Generally lessons showed clear methods of assessment, including learners being empowered to independently check their learning as the lesson progressed.
- The environments were well utilised demonstrating an adult focus and effective use of ICT to promote and aid communication through, iPads, Eye Gaze, Alexa and IWB.
- Teachers ensured that learners embedded key concepts in their long-term memory and applied them fluently and consistently.

### **Impact**

The College continues to improve its curriculum design and the quality of the learning activities has already shown an impact on learner achievement and their skills development. The well-constructed, well-taught curriculum has led to improved results which reflects what the learners have learned.

Teachers' baseline assessment of learners' skills and abilities is comprehensive. Learners' targets are carefully set, shared with all staff and worked towards throughout each element of their programme. Learners' behavioural objectives are clear and learners know what they need to do in situations they find challenging. Each learner has set medium and long term goals that are derived from their Education Health and Care Plans (EHCP's). Tutors regularly review and revise learner's medium and long term goals to improve focus, relative to the learner destination, with reference to the Learner Pathway and Learner Destination Matrix.

Learners have made good progress in Maths and English in achieving the qualifications that they are capable of. More importantly they have been able to develop skills they can use in their daily life. Learners have made greatest progress towards their long term goal targets and also towards the level of independence.

The introduction of the Assessment of Personal Progress has shown the progress that learners have made towards independence.

The findings above were validated by the Ofsted Monitoring visit in June 2019.

"All learners now participate in an assessment of their skills and knowledge when they enroll at college. This assessment clearly identifies learners' strengths and areas to improve in English, mathematics, social skills and behaviours. Learners' targets link well to the longer-term goals identified in their education, health and care plans. Managers frequently check the progress that learners are making towards their targets, which ensures they are on track to achieve their goals. Where learners are not achieving at the expected pace, managers identify and implement appropriate remedial interventions. For Monitoring visit: Horizon's College, 12 June

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2019 3 example, two learners were identified as working below their expected level in mathematics. Managers worked closely with the staff to establish individual action plans to develop the skills required. Because of the impact of monitoring on improving the quality of teaching, most learners now make the expected or better progress."

### **Behaviour and Attitude**

The college takes pride in its achievement and commitment to learning, supported by a positive culture. Staff actively promote self-confidence and raise the self-awareness of our learners how to be successful in life. Behaviour is monitored regularly and recorded in behaviour charts with positive handling plans and flow charts in place.

The college promotes a calm and orderly environment in both campuses, classroom, workshop and workplace which enables learners to learn despite our challenges with our physical buildings.

The tutorial programme enables personal tutors to set clear expectations for behaviour in all aspects of college life. The college prides itself on its relationships with parents, carers and other external agencies and works closely with them to support learners during their life at college.

Teaching staff and job coaches use a variety of useful methods to reduce students' anxieties and enable them to self-regulate their behaviour. They are good at identifying where tensions are rising and enabling students to leave situations where necessary. Parents recognise the positive change as students learn to manage their own behaviour. Teachers and support staff work well together and record all incidents and the actions they take.

Staff work very closely with students' families to establish meaningful relationships that enable students to practise and consolidate their skills and knowledge in their daily lives. Attendance is very good for the type of high need learners that the college has. Whole college attendance for last year is 94.81% (including variance) 53.62% students have over 95% attendance.

The college target for the year is 94% and this has been exceeded. This shows 1% improvement from last year despite the fact that some of our learners in our highest needs cohort have suffered with long term illness. There is a slight variance between terms especially during the winter months.

### **Personal Development and wellbeing**

Learners at Horizons College benefit from impartial advice, guidance and helpful information from college staff and independent external careers advisers.

As a result, learners know more about the opportunities available to them when they leave college.

Many have raised aspirations, which include gaining employment. Learners also attend events such as 'Employers Week', where they meet a range of local employers and learn about new careers in retail and catering. Learners often use this new knowledge to inform their choice of work placement.

The college has assigned a named Careers Lead for Horizons College who has been registered for the government approved Careers Enterprise Company training (confirmation of place still awaited) and named on our Careers Webpage.

The college has been successful in securing an IAG provider(s). We are currently registered with the National Careers Service and a local Careers Adviser.

In addition, a Careers Webpage has been set up, this is now up, and running and displays the named Careers Lead, Careers Policy and current iteration of the Careers Programme as required.



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The majority of students who are completing external work placements are making good levels of progress. They demonstrate an understanding of the skills they have learnt and how they will help them to gain paid or voluntary work in the future.

Employers work well with the college staff to identify potential risks. College staff carry out rigorous risk assessments, share information about students' needs and any adjustments they require ensuring that placements are appropriate.

Senior leaders have developed an effective enrichment and leisure programme. Students benefit from the opportunity to develop friendship groups, keep themselves healthy and improve their behaviour. They attend local leisure facilities such as the gym, and as a result learn to attend outside college hours in their free time.

There is a culture of developing Health and Safety awareness engrained within the curriculum and culture of the college.

### **Effectiveness of Leadership and Management**

The SLT and Learning Leads are working hard to establish Horizons College as good provision, meeting the needs of the learners and the community that it serves. Leaders, Managers and Directors are uncompromising in their ambition and vision for Horizons College. Our mission is to change lives. We want to significantly and consistently improve the life chances of our learners. In addition, through this and our good outcomes, we want to change society's attitudes to disability, equality, diversity and inclusion.

Senior leaders and managers carried out observations of teaching on a regular basis throughout the 17-18 academic year. The findings identified areas for improvement and a programme of staff development implemented. Three members of staff were closely supported to improve their performance.

Leaders, Managers and Directors focus relentlessly on developing Horizons College, embracing any changes and innovations that support our vision. Leaders, Managers and Directors take their role very seriously in not only driving the college forward towards the expected improvement, but in ensuring the longevity and sustainability of the college. Leaders and Managers have high expectations and ambitions for what learners can achieve, this is evidenced clearly through the outcomes for learners. As well as having the highest expectations of our learners, we expect this from our staff team too. We believe that our staff team are our greatest asset. To enable our staff to function at the highest of professional levels the SLT and Director of Education are developing a comprehensive annual training programme, and a robust performance management system, comprising of termly supervisions and annual appraisals based on engagement, reflection and improvement.

All leaders are committed in their approach to raising standards and improving the quality of the provision for learners and preparing them for life after college. The quality of our provision is monitored through a detailed and timely Quality Improvement Cycle, feeding into our Self-Assessment process and our Development plan. Relevant senior leaders monitor the development plan on a monthly basis with designated responsibility. Directors are informed of progress through termly reporting.

Leadership and management are rapidly developing and improving their performance since the last inspection, the leadership team has further developed the provision.

Senior leaders are taking appropriate action in response to poor performance. They recognise that Leads currently do not have the appropriate specialist knowledge and experience to work with all Learners, particularly those with the highest levels of need. Effective performance management will need to be a core feature of college improvement plan in order for the college

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to be good. The regular supervision of staff and developmental approach to the monitoring of teaching, learning and support will successfully encourage staff to improve their practice. Regular performance management and supervision meetings will need to occur at all levels of the organisation.

Senior leaders have been proactive in introducing a new system of baselining for Numeracy and Literacy using BKSb and stepping stone qualifications with Ascentis. All teaching staff have received training before the start of term on how to use the system.

### **Safeguarding**

The College meets and goes beyond its statutory requirements for safeguarding learners and preventing radicalization. The arrangements for safeguarding are effective.

Senior leaders and Governors' have very strong focus on aspects of health and safety and staying safe ensuring these are rigorously implemented in the work placements and in the community visits. Parents and carers are informed about the Learners' training in matters of safety and are encouraged to be vigilant; for example, with issues relating to e-safety.

Staff implement safer recruitment practices diligently, check the suitability of staff and have an appropriate range of policies for safeguarding. Staff understand their roles and are able to discharge their responsibilities effectively. Clear communication lines are available to Learners. Recent updating on the 'Prevent' duty and the dangers of radicalisation ensures staff are vigilant about such matters. Leads cascade these themes through tutorials, and recognise that Learners with the highest levels of need require more time to understand some of the concepts.

Senior leaders keep Governors informed of incidents, and deal appropriately with any issues. When concerns are identified, they work with the local authority safeguarding team and keep records of the communications.

Learners say they feel safe.

All Staff completed a safeguarding and Prevent training in September TD day and an on-line training with regards to Prevent. New staff receive a session immediately as they start as part of induction. Governing Body are regularly updated on any safeguarding and prevent issues through a safeguarding and wellbeing report.

All staff respond quickly and effectively to resolve, wherever possible, educational and non-educational issues, including bullying and discrimination that learners may encounter, in order to support their learning and their progression in life.

The college has taken active steps in implementing the Prevent agenda at college.

### **Introducing Brunel Education (subsidiary company of BSM)**

The transfer of Horizons College to the BSM educational family remained an absolute key priority for both Horizons College (Learning) and UET (Working & Living) in 2018/2019. This separation will allow the two distinctly different elements of UET to operate & flourish within the parameters that ensure they are compliant.

On 13<sup>th</sup> May 2019 Brunel Education (BE) was formed as a subsidiary company of Brunel SEN MAT. BSM is the sole corporate member of BE with 2 independent Trustees and Jackie Smith, the CEO, as the 3<sup>rd</sup> Trustee.

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Horizons College staff, employed by Uplands Enterprise Trust, will have their employment transferred under the Transfer of Undertakings Protection of Employment (TUPE) Regulations to Brunel Education in September 2019.

The Brunel Education Senior Leadership Team are working with the ESFA regarding the transfer of the Horizons College funding agreement from Uplands Enterprise Trust to Brunel Education with the formal novation planned for 1<sup>st</sup> November 2019.

## C. WORKING AND LIVING (Non/post-Education Provision)

### *Supporting the development of work and life skills*

**Core Purpose:** To provide appropriate opportunities leading to the development of skills for working and living in their local community. To further assist young people with SEND to access their community in meaningful ways. An all year-round provision for those with SEND and their families, assisting them along the journey through life.

	Key Priority	Actions	Outcome/Impact
1.	Improve outcomes & output from staff - Broaden the staff training from induction to an ongoing system to cover all areas that allows for flexible workforce, succession planning and promotion.	Review of all staff training and compile a training data base to ensure training is up-to-date and appropriate.	Staff are able to deliver on all aspects of the Trusts work confidently.
		Develop flexible working with cross-fertilisation of staff within different service areas.	A more flexible workforce across UET is now becoming apparent with a very positive outcome. A great sense of team spirit developing, with expertise shared.
2.	To improve Systems & Processes in terms of resourcing and compliance.	Appointment of UET administrator.	Admin processes are improved.
		Internal training for all staff completing any resourcing or procurement process.	UET compliant with internal processes.
		Internal audit of compliance by Lisa Harding of staff practice and interventions implemented based on the audit findings.	UET systems are compliant with Central Services procedures and meet external audit requirements.

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3.	Full review of Retail Sales to reflect the implementation of 2 different functions business retail & Skills 4 Work retail.	Initial consultation with retail staff & customers.	Consultation with stakeholders complete and data published on the UET website.
		Review of current offer & streamlining of retail activity.	Skills 4 Work introduced and promoted/shared with stakeholders.
		Restructure of shop activity to diversify the Skills 4 Work offer.	UET retail is clearly define as 2 elements with KPs identified.
4.	To further develop & embed processes and practice in terms of safeguarding, welfare and compliance.	Commission external audit of all Safeguarding practice.	Improved practice and greater confidence in internal controls providing far greater rigour.
		Staff regularly up-dated and trained in Safeguarding practice, with identified DSL & DDSL	All incidents/allegations or issues are raised through correct procedure and through the designated SL
5.	Social Enterprise – Continue to improve co-production and delivery for social enterprise as a whole and grow individual producer outputs (quantity & quality).	This will continue to be a key priority of UET over the next 12 months and there is still much work to do to ensure all the education provisions within Brunel SEN MAT are engaged and benefiting from this meaningful activity.	Full engagement across the BSM, with each school providing some social enterprise merchandise for sale in shops based on a producer model.

Please see Appendix 1 for the UET Staff Organisational Chart

### Overview of Development

The collaboration with Brunel SEN Mat strengthened this year with the farm timetable fully booked with groups from Uplands school, Horizons College, Churchward School, The Chalet School and ARC. The shops continued with a fully booked timetable from Uplands School and Horizons College.

Retail continues to mirror the reduced footfall and spend challenges of all retailers this year. With the closure of many sites in the town centre including corporate and charity shops the vacant sites are increasing to contribute to the lack of appeal to shop in the centre. Cricklade Road in Gorse Hill was up to last year, an appealing offer of independent shops in a thriving local community. By August 2019 there were twelve empty shops available to rent in Cricklade Road. Although our budgets were based on last year's actuals, external factors reduced our footfall considerably which impacted on average spend.

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Donations from the public have both decreased in quantity and quality with a lot more customers choosing to sell the items themselves via social media sites. Our central warehouse above the Brunel shop continues to function well with donations being delivered and sorted stock being redistributed to the shops each day. Quantity of refuse has been a challenge but managed with the assistance and support of the Brunel Centre management.

The interest and need for our new Skills for Work offer resulted in a soft launch before plan in autumn 2018. This offer is based at 117 Cricklade Road, (our first Gorse Hill shop) with the removal of the original shop fit and change of fittings to accommodate a temporary refit. An additional level of Skills for Work – Bespoke – launched in July 2019 again, due to demand for the service. The plan to relocate the Skills for Work, including Bespoke to the site at Bagbury Park is still due to complete in Summer 2020.

### **Charity Shops**

Redhouse, Gorse Hill, Gorse Hill Baby and Gorse Hill Kitchen all trade from 9.30am – 4.30pm Monday to Friday and 10am to 4pm on a Saturday. The Brunel shop trades from 9am to 5pm Monday to Saturday. They are run by a retail supervisor who takes responsibility for the site each day. The retail team are trained to cover all shops and work on a part time basis to ensure that flexibility is maintained to provide cover.

### **Redhouse**

The walkable distance from Uplands School ensures that the timetable is always fully booked from Monday to Friday with classes. The workbooks ensure a selection of tasks are offered and everyone is given the opportunity to try something new as well as building on skills gained. The coffee shop closed in week 39 following a drastic drop in sales following the opening of competition next door but one. The Café had a basic set up to enable students to build on life skills so was unable to compete with the full barista machine.

### **Gorse Hill**

Our first shop in Gorse Hill was the choice of site for our new Skills for Work offer. The location, size and layout enabled a change of use to accommodate ten young people comfortably. The shop fit was removed and a temporary office furniture layout at the front and work area with storage at the rear enabled the team to deliver training in admin, electrical testing (PAT), online selling, marketing and enterprise projects. With the close proximity of the Boutique and Gorse Hill baby shops, customer service along with general retail skills of visual merchandising, stock control, cash handling and housekeeping could be included into the plan for the day. We recognised that this site would continue as a Skills for Work training centre following the launch of Bagbury Park so the need for a re-fit was agreed. A fundraising application was accepted and £10,000 was ring fenced for the project from Lottery Funding.

### **Gorse Hill Baby**

The site has been challenged with three floods from the flats above this year as well as vandalism to the front door. The landlord has supported in replacing the damaged ceiling on each flood but we have lost trading days with the clearing up process. The site is popular with trainees from Horizons College who accessed the site two full days a week. Sales at Gorse Hill Baby have been least effected by the loss of footfall due to location and specialised service.

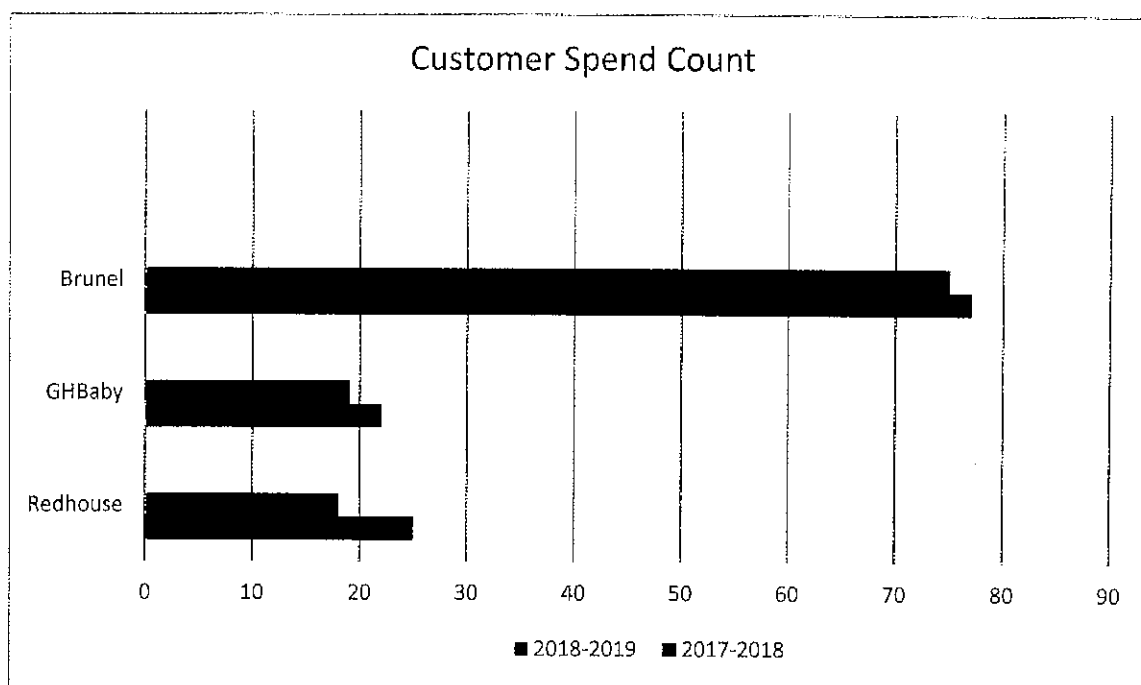
### **Brunel**

The site in Regent Street in the centre of town is part of the Brunel shopping centre. Our warehouse area sits on the floor above which enables sorted stock to be delivered throughout the trading day. Our customer base is mainly regulars who can visit a number of times throughout the day to take advantage of new additions to the shop floor. Our footage enables larger items such as furniture to be displayed and sold which proves popular.

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Our working link with the job centre enables us to continue to support a team of volunteers who require confidence boosting to apply for jobs or want a supporting environment to get back into the work place. The majority of the volunteers have had mental health challenges and work to support each other.

Theft has increased in line with other Charity shops within town, however, the installation and use of a counter cache has ensured that we have not been targeted with till snatches which have been a regular issue for our Charity colleagues.



### **Warehouse & Bagbury Park**

The addition of the site at Bagbury Park in February 2018 enabled UET to deliver on a short, medium and long-term solution to building site pressure.

Initially the unit was the retail warehouse base to enable all the donations to be removed from the shops to keep them clear of obstruction. The donations were sorted and distributed via the retail logistics van and driver.

The temporary site of Churchward School from September 2018 required the site to be refitted so the retail warehouse moved to a further temporary site in the service area of the Brunel.

This site was offered to UET free of charge for three months by the centre management as part of the development of relations between the two organisations.

### **A. South Leigh Farm Provision**

The farm has grown in both the offer and popularity each year. The timetable is fully booked with half day placements from across the Brunel SEN MAT.

A review of the provision before the new academic year prompted a discussion around what constituted a farm. It was decided that the large quantities of rabbits and guinea pigs that had been donated to us over the years did not represent a farm but more of a petting area.

Therefore, the decision was made to scale down this area, recognising that the rabbits played a link in the steps of the animal welfare lessons and if we removed them completely we would

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lose a small mammal to build up handling skills. Therefore, we selected two to stay under the 'pest-control' lesson plan. Our four guinea pigs were transferred over to our Community Enterprise Centre and the rabbits were readily accepted by an autistic junior school in Cirencester who had been looking for rabbits for the children to read stories to.

George the Shetland pony continued to supply popular opportunities for grooming, care and feeding and has also become a great reward visit. The addition of Gavin and Stacey the pigmy goats, who arrived in May, were the highlight of the Summer and were our next step in creating a more realistic farm experience.

Our animal welfare role that we recruited two years ago continues to be a success. The contract has evolved from three hours per week volunteering to a part time paid role and in February this year stepping up to a full-time paid role. The young man ran all the animal talks for this year's farm event and now also works at our Community Enterprise Centre to deliver animal welfare sessions to the LD group twice a week with the guinea pigs and Jessie, our 10lb rabbit.

Timetables access per week	2017-2018	2018-2019	Variance	Percentage
Groups	24	35	9	45%
Students	77	87	10	9%

The launch of the three tier lesson plans of horticulture, animal care and workshop proved popular and so we have built on this offer. We have a farm lead, four-day support and animal welfare support role in place with volunteers in specialist areas joining the team towards the end of the Summer ready for the following academic year.

The woodwork offer has proved very popular with classes bringing their own restoration projects in to work on such as Uplands School restoring a memorial bench in the Spring.

However, other projects that were not sole woodwork emerged and so although the main use of the area is still woodwork, it has been named workshop to describe the whole offer which includes making bug hotels out of twigs etc. which has been very popular with some of the younger groups.

## **B. Community Enterprise Centre (CEC)**

The Community Enterprise Centre historically has been a mix of LD, PMLD and ASC. The intake steadily increases each year as, unlike an educational provision, it rarely has leavers. Therefore, with the launch of the Skills for Work offer, we loosely grouped the provisions into CEC – PMLD, Skills for Work – LD and ASC – Bespoke. It was important that these groupings were flexible and crossovers in each group which were essential to maintain choice from the young people.

We were very mindful that the overlapping peer support continued to exist in all areas. Therefore, the three strands work closely together to reduce categorising a support need through a diagnosis.

The first wave of transitions from Skills for Life to Skills for Work started in February and all that took up the opportunity to move over have made great strides. The next wave of transitions are due on November 2019.

The timetable of activities at Skills for Life was re-evaluated by a learning lead who joined us for a six-month secondment. She worked closely with the provision manager and the team to ensure that activities were more PMLD focused whilst recognising the importance of keeping

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the offer age appropriate and current. The introduction of the guinea pigs and Jessie the rabbit has supplied a further level of interest. This revised timetable was welcomed by the young people, parents and the team.

The Skills for work team visit the CEC on many occasions over the week to interact with the Skills for Life group whilst carrying out catering and care work experience sessions. The Bespoke team start and end their days at the CEC as a temporary base until the move to Bagbury Park in 2020. These overlapping groups ensure that the CEC remains a vibrant offer within the UET.

Placements	PMLD 2017- 2018	PMLD 2018- 2019	LD 2017-2018	LD 2018- 2019	ASC 2017-2018	ASC 2018- 2019
YP accessing	8	17	13	10	4	4
Five days	0	2	1	2	0	0
Four days	6	8	0	0	0	0
Three days	1	2	2	1	2	2
Two days	0	3	1	3	1	1
One day	1	4	9	3	1	1

Skills for Life PMLD intake increased from eight to seventeen this year, with two new young people accessing for five days. With the launch of Skills for Work, our LD dropped from thirteen to ten while ASC remained the same.

The decline in the summer holiday club is a combination of the balance between the increase at the CEC which trades for 47 weeks a year, which enabled the young adults to access through what would have been a close down at the college for annual educational holidays and a transition position during restructure.

## C. HOLIDAY CLUBS

### Summer Holiday Club

The launch of the Skills for Work offer and extension of trading weeks throughout all UET provisions to 51 weeks a year (close down at Christmas) provided another level of academic holiday activities. Learners that access Horizons College under five days regularly fill the remainder of their week with Skills for Life, with the launch of Skills for Work it provided a further option. Therefore, although UET ran the holiday club offer for a Tuesday and Thursday over five weeks, there was a dramatic decrease in the previous year.

2017-2018	157	21	9	30
2018-2019	119	17	11	28
	-32%	-24%	+18%	-7%



### **Saturday Club**

The Saturday Club offer had historically been for the 11-17 age group. The group was decreasing and the offer required a review. The relaunch in November 2018 offered a more 'youth club' feel with a pool table, table football, Xbox, PlayStation, karaoke machine and tuck shop. The club was increased to include an 18+ offer, therefore although the club was fortnightly still, the groups alternated. The 18+ group proved instantly popular along with the new format.

The 11-17 group feedback was positive to the changes but attendance from new members didn't increase. Therefore, in August, the groups merged and one club now runs on alternate Saturdays. There is a steady attendance with positive feedback from the young people and the parents/carers.

## **PLANS FOR FUTURE PERIODS**

### **A. FUTURE DEVELOPMENTS**

Uplands Enterprise Trust is a developing and growing charitable trust with wide ranging aspirations around two defined areas: education which is the acquisition of skills, and non-education which is focused on further developing skills and ensuring Skills For Ever. The prime objective is to provide quality opportunities for young people with special educational needs and disabilities (SEND), by helping them to help themselves. UET's planned developments are described below, and there is an expectation that there will be other upcoming developments as the charitable trust continues to grow.

One of the strengths of the UET is to keep evolving, we listen to the young people that we work with and create new opportunities to help support them. The UET was once 'Learning, Working, Living' but due to the success and demand for placements at Horizons college the 'learning' area of the UET are now moving over to the Brunel SEN Multi Academy Trust to enable Horizons to be working with other educational focused partners.

The UET will continue to work closely with Horizons with the supporting and transitioning of their learners into the work place and through their college work-based placements. UET is currently made up of five areas, Skills for Life, Skills for Work, Farm, Retail and Clubs. This combination aims to deliver a post education offer as well as work experience to our partners within the Brunel SEN MAT. All areas have growth plans for the coming years with exciting developments planned to ensure our offer continues to be innovative.

### **B. STRATEGIC LONG TERM DEVELOPMENT 2019/22**

#### **Key Development & Growth Considerations for UET in 2019/2022**

- **Gold Standard Provisions**

A combination of post education provisions that values everyone as an individual

- **First Class Team**

UET is led by a voluntary board of trustees and run by enthusiastic, skilled and creative staff

- **Sustainable Business Model**

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Maintaining our reputation, building positive relationships with the local community, businesses and charities. Being adaptable, approachable and ensuring young people are at the centre of everything we do.

## **C. SHORT TERM DEVELOPMENT 2019-2020**

### **UET Working with BSM & BE for 2019-2020**

#### **Proactive Co-production of learner pathways**

- UET and Horizons College collaborating to create a continuum offer post EHCP, with clear pathways for learners and equally important choice for learners & their families
- Further development of Skills for Work Offer – short & longer term
- Development of the Bespoke Offer – including the transition to a purpose built premises in June 2020
- Effective transition at 19 and post College education to UET
- Business case for the growth and development into multiple sites for September 2020

#### **Retail Development**

- The proposal to deliver a business case for developing online retail pre-restructure and post-restructure.
- The implementation of a full review of the retail strategy for UET which will include consideration of online retail development.

## **FINANCIAL REVIEW**

### **A. RESERVES POLICY**

At the year end the Trust had total funds of £416,438 (2018 £287,080). On 1 September 2019 funds relating to Horizons College totalling £277,637 were transferred to Brunel Education. On 1 September 2019 UET had funds of £138,801. The trustees are confident that the trust can continue to grow its reserves to reflect approximately 3 months of running costs (£150,000).

The financial plan for 2019/20 reflects the need to increase reserves with a cash floor being maintained to ensure cash reserves do not drop below average operating costs for a month.

### **B. ASSETS/ LIABILITIES**

The trust has net current assets of £239,390. Assets before pension liability increased from £336,080 to £563,438.

### **C. PENSION**

The trust contributes towards various pension schemes including Teacher's pension, local government pension and NEST. A deficit is being reported on the LGPS. The trust contributes towards the LGPS for those employees TUPEd from Uplands School only.

The statement of financial activity includes a deficit of £87k relating to the movement in the Local Government Pension Scheme. For the most part this has come about because of unfavourable movements in the assumptions to evaluate the Scheme's liabilities. In particular the assumed future pension and future salary increases has dropped from 2.5% and 2.7% to 2.8% and 1.9% respectively. The Trustees acknowledge the pension deficit which stood at (£147,000) at 31 August 2019- this liability transferred to Brunel Education on 1 September 2019.

### **D. PRINCIPLE FUNDING SOURCES**

The trust's main income source is from Government grant for student education placements, with £1,627,126 government grant received in 2018/19.

Of the £2,345,574 total income received, 69% was received for the learning element of the trust, which includes the government funding for student placements and income from Uplands school for use of buildings and facilities.

The working element (charity shops and the farm provision) generated £221,118 in 2018/19 making up 10% of total income.

Living's Community Enterprise Centre, the base for Skills for the life programmes, generated £238,682 (2018:£236,457). The remaining activities of Living generated £6,416 (2018:£16,748) mainly from leisure club income.

### **E. PRINCIPLE RISKS AND UNCERTAINTIES**

The Board of Trustees has reviewed the major risks to which the Trust is exposed together with the operating, financial and compliance controls that have been implemented to mitigate those risks.

The principal risks and uncertainties facing the Trust are as follows:

Financial – the Trust has considerable reliance on continued Government funding through the ESFA and local authorities. In the last year 69% of the Trust's incoming resources was ultimately Government funded. The Learning element of the Trust will no longer form part of the Trust's operations from 1<sup>st</sup> September 2019. Local Authority funding for placement fees will

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become the main source of income for 2019 20. Whilst the placement fees are agreed annually, there is no assurance that Government policy or practice will remain the same or that public funding will continue at the same levels or on the same terms.

Failures in governance and/or management – the risk in this area arises from potential failure to effectively manage the Trust's finances, internal controls, compliance with regulations and legislation, statutory returns etc. The Trustees continue to review and ensure that appropriate measures are in place to mitigate these risks.

Reputational – the continuing success of the Trust is dependent on continuing to attract applicants in sufficient numbers by maintaining the highest standards. To mitigate this risk Trustees ensure that learners' success and achievement are closely monitored and reviewed.

Safeguarding and child protection – the Trustees continue to ensure that the highest standards are maintained in the areas of selection and monitoring of staff, the operation of child protection policies and procedures, health & safety and discipline.

Staffing – the success of the Trust's is reliant on the quality of its staff and so the Trustees monitor and review policies and procedures to ensure continued development and training of staff as well as ensuring there is clear succession planning.

Fraud and mismanagement of funds – All finance staff receive training to keep them up to date with financial practice requirements and develop their skills in this area

The full Board of Trustees met 5 times during the period 1st September 2018 to 31st August 2019. At each of the meetings the Trustees review the charities current projects namely the Uplands Enterprise Trust Charity Shops, Horizons College, UET Community Enterprise Centre and South Leigh Farm Provision.

The Trustees consider any risks using a risk evaluation matrix (operational, knowledge & people, financial, compliance and reputation) which may affect the trust. It assesses the risk impact, the risk likelihood and the control procedures in place, ensuring that 'red' risks are identified and appropriate strategies for the mitigation of any risks are identified. The Board monitors the implementation of these strategies and reviews the risk register at each Board meeting.

## F. FUNDRAISING

### Individual Volunteers

UET continues to be a popular option for volunteers in all areas. However, the need to maintain the offer to the UET placements means that volunteering is managed to ensure the best outcomes for all parties. The relationship with Swindon Job Centre continues with a mutual understanding that the volunteers must have an interest in the work of the UET and a willingness to develop their skills. As working partners, they understand that volunteers working with the team in the Brunel will be a valuable stepping stone to increase confidence and Skills set. During 2018 – 2019, five volunteers joined the team and moved on to new opportunities with the experience they gained.

The farm is always a popular choice for young volunteers but the location, away from any public transport routes, limits the uptake to those with available transport. Three new volunteers joined the farm this year. We have a young lady from the same educational provision as our autistic young man who is in paid employment with us now in the animal welfare role, a middle aged gentleman following an illness and aiming to build his confidence and a young lady via our links with the job centre who has a passion for animals but had challenges getting experience.

At Skills for Life at the CEC, our three college placements that were volunteering this year have now completed all their induction training and as valued members of the team have all stepped into paid zero hour roles with us, working on average 6-12 hours per week to provide cover.

Skills for Work launched with a flexible approach to the young people's placements. Recognising the skills that had been introduced through the vocational placements at Horizons – three of the new placements balanced their access to the offer with additional half days volunteering within the Gorse Hill shops to support both the staff and new educational placements.

UET have benefited from small groups from Nationwide and Thames Water who have encouraged their workforce to engage in a charitable task. This also provides team building opportunities for these groups. The Groups have accessed the CEC, helping with card making, pot painting and gardening. We have had 2 teams this year, equalling a total of 71 hours which if paid at minimum wage would equate to £582.91.

We have also had individual volunteers who have accessed the Charity Shops, CEC and the farm. They have helped with retail tasks, admin tasks, planting, weeding and general garden maintenance. They have provided 1,291 hours which if paid at the minimum wage would equate to £10,599.11

Donated time	Corporate hours	Individual hours	£ equivalent
2017-2018	1728	2707	£34,726.05
2018-2019	71	1291	£11,181.22

### Grant Applications

It was agreed in January 2019 that UET would employ Senior Consultant Sarah Grey from the International Fundraising Consultancy (IFC) for half a day per week to work with Central Services Team to scope and work towards identifying areas for fundraising. These areas were:

- Community Enterprise Centre: a new sensory room.
- The SFW hub at Gorse Hill: refurbishment to include new flooring, improved toilet facilities, a new kitchen, the creation of breakout rooms and upgraded IT equipment.

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- The SFW hub at Bagbury Park: this project received significant funding from the DfE but plans were to further develop the site to include an on-site café and a catering kitchen (to both serve the café and also to allow the creation of enterprise items such as pickles and preserves).
- The South Leigh farm: expansion of the current farm offer to include a pond and a bird hide.

IFC were founded in 1999 and are a global fundraising and management consultancy composed of experienced individuals who have all worked as highly successful fundraisers and managers for many years. Managed by Chair, John Baguley PhD MBA, and CEO Bill King MInstF (Dip). IFC are members of, and adhere to the codes of practice of the EU Consult, Fundraising Regulator, Institute of Fundraising and the Association of Fundraising Consults. IFC does not work on commission. IFC is registered for VAT and VAT is currently charged on all UK invoices at 20%. IFC fees are set to cover administration, marketing, database subscriptions etc. They do not reflect individual consultants or associates earnings which are in line with usual charity rates.

Fee Chart for UET	Costs (excluding VAT)
Campaign planning including research into trusts and foundations, development of fundraising messages and input to budgeting	One off cost £1,900
Ongoing support with bid planning and writing, mentoring of member of UET Central Services	£950 per month

Initial fundraising activities focused on the Community Enterprise Centre and the SFW Hub at Gorse Hill. A number of grant applications were submitted and further details can be found in the table below. Alongside these applications a grant application was made to Swindon Borough Council for the installation of a hoist at Horizons College – Stratton Road.

Organisation	Project	Amount requested	Successful or Unsuccessful	Amount received
Awards For All (National Lottery)	SFW Hub	£10k	Successful	£10k
Baily Thomas	CEC Sensory Room	£12k	Awaiting outcome	TBC
Beatrice Laing Trust	CEC Sensory Room	£8k	Successful	£2.5k
Bernard Sunley Foundation	CEC Sensory Room	Unspecified	Unsuccessful	-
DM Thomas	CEC Sensory Room	£16.8k	Unsuccessful	-
Swindon Borough Council	Horizons College Hoist Installation	£3.3k	Successful	£3.3k

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Further grant applications will be submitted during the 19/20 academic year for the CEC Sensory Room.

We received no complaints about our fundraising activities during 2018/19.

## **G. GOING CONCERN**

After making appropriate enquiries, the board has a reasonable expectation that the Trust has adequate resources to continue in operational existence for the foreseeable future. For this reason, it continues to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern can be found in the Accounting Policies.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **GOVERNING DOCUMENT**

The charity is controlled by its governing document, a deed of trust, and constitutes a limited Company, limited by guarantee, as defined by the Companies Act 2006.

The charity is governed by its memorandum and articles incorporated 29/03/2012 as amended by special resolution(s) dated 05/07/2012.

### **RECRUITMENT, APPOINTMENT, INDUCTION AND TRAINING OF NEW TRUSTEES**

The Trust has seven Trustees who are also directors of the company. The Trustees all have a background in either SEN Education, Health and Social Care, Finance, HR, Governance or come from a local business or charity sector background. Three of the seven Trustees are also parents of young people with Special Educational Needs. The Trustees were recruited through their connection with the Brunel SEN Multi Academy Trust and the local community or recruited externally via the volunteering network, Involve Swindon. Trustees hold an Annual Visioning Day to discuss and agree UET's strategic plan and vision for the future. Newly appointed Trustees receive one to one induction training from the Principal Trustee to understand the Trustees role and responsibilities, the needs of the Cohort and the work of the Trust.

At the Annual General Meeting held at Uplands Enterprise Trust Community Enterprise Centre on 13th March 2019, Mrs Jackie Smith proposed and Mr Derek Dinsey seconded, to re-appoint Mr Jeff Smith for a third period of 1 year and to re-appoint Mrs Sue Dinsey and Mr Tony Griffiths for a second period of 1 year. Mrs Jackie Smith proposed and Mr Tony Griffiths seconded that Mr Derek Dinsey retired and was re-appointed for a third consecutive term and was also re-appointed as Chairman for a period of 1 year. This was unanimously agreed by all Trustees.

Mr Kevin Gwilliam resigned as a Trustee during this period. The Board would like to Kevin for his hard work, dedication and commitment to UET. The Board were also pleased to appoint two new Trustees, Mr Daniel Boden and Mr Matthew Crockin-Davis, at their meeting on 24<sup>th</sup> July 2019.

The Trust is very fortunate in having a strong board of Trustees who continually strive to develop and grow their knowledge. The Trust is grateful to each of the Trustees for their commitment and enthusiasm and the work they have done for the Trust throughout the year. The Trust would also like to express their gratitude to the patron of UET, Mr William Wyldbore-Smith, for supporting and promoting the work of the UET through his wider charitable work both locally and nationally.

Uplands Enterprise Trust  
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The Trust would like to thank all staff and managers for their dedication, commitment and hard work and would also like to express thanks to all of the local, regional and national business partners who have provided volunteers, donations, grants, and raised funds for UET. The Trust relies on donations received and the generosity and enthusiasm of our formal and informal partners whose support is invaluable to the work of the charity.

## **ORGANISATIONAL STRUCTURE**

Trustees/Directors govern the charity and set the overall strategy, objectives and targets. The operational management of the trust is delegated to the CEO with support from the Business Function team comprising of the Director of Finance and Director of Education. The Trust have moved towards a formalised re-charge model between Brunel SEN MAT and Uplands Enterprise Trust to pay for business function services, based upon actual staff time and costs, for support services provided to the trust by Brunel SEN MAT employees.

## **ARRANGEMENTS FOR SETTING PAY AND REMUNERATION OF KEY MANAGEMENT PERSONNEL**

Key personnel's remuneration packages are agreed by trustees/ CEO through their pay policy, as appointments are made the roles are defined and assessed against the market to identify a salary range and job description. Key personnel are able to progress within their role providing performance management targets are achieved within the defined benefits of the salary grade. The performance management framework is a cyclical review completed on an annual basis. An independent review of performance is completed each year for the CEO to provide trustee's with additional assurance that targets are being achieved.

## **RELATED PARTIES**

Brunel SEN Multi Academy Trust (BSM) works closely with Uplands Enterprise Trust. The Trusts CEO is A Trustee/ CEO to the (BSM) with the business functions of the UET being provided by the BSM Trust's central service function. BSM students benefit from the services provided by UET where students access the farm and retail provisions on a regular basis.

## **RISK MANAGEMENT**

The trustees have a duty to identify and review the risks to which the trust is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. The UET board of trustees has reviewed the key risks to which the trust is exposed together with the operating, financial and compliance controls that have been implemented to mitigate those risks. The board of trustees categorises risks into 4 main categories; Reputation, Operational, Knowledge & People & Financial.

The board of trustees has responsibility for monitoring and evaluating the impact of risk. The board of trustees has implemented formal processes for identifying, evaluating and managing the trust's significant risks. This has been embedded in the activity of the UET board in the period 1<sup>st</sup> September 2018 to 31<sup>st</sup> August 2019 up to the date of approval of the annual report and financial statements. The risk management process is regularly reviewed by the board of trustees.

The trustees have identified the following key (RED) risks:

- **Knowledge & People** – Loss of Key member of senior management team, with the trust in a period of restructure the stability of the Senior Management team is crucial to success. Therefore the trustees have elevated this risk to RED. To mitigate this risk the trust board will ensure that key personnel are supported and communication is effective.



Uplands Enterprise Trust  
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- **Financial** – National retail profile is further declining due to high street footfall being impacted by online sales. This is now elevated to a RED risk as the reduction in retail income is having a significant effect on the trusts capacity to manage retail sites that are not cost effective. To mitigate and understand this risk, trustees have instructed a full review of the retail aspect of the trust to determine viability.
- **Operational** – Safeguarding breaches have been escalated to a RED risk during the restructure period for UET. The trustees consider there to be significant risk associated with separate entities operation within UET. UET continues to be vigilant and ensure all staff are appropriately trained. This risk will remain RED until UET restructure complete.

## STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Uplands Enterprise Trust for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

## AUDITORS

The auditors, MHA Monahans, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Report of the trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on 15.04.2020 and signed on the board's behalf by:

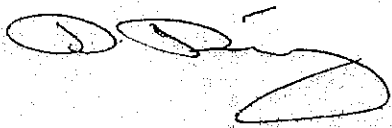
Uplands Enterprise Trust  
(A company limited by guarantee)



Ms J Smith, Principal Trustee

Date: 15.04.2020

Mr DEREK DINSEY



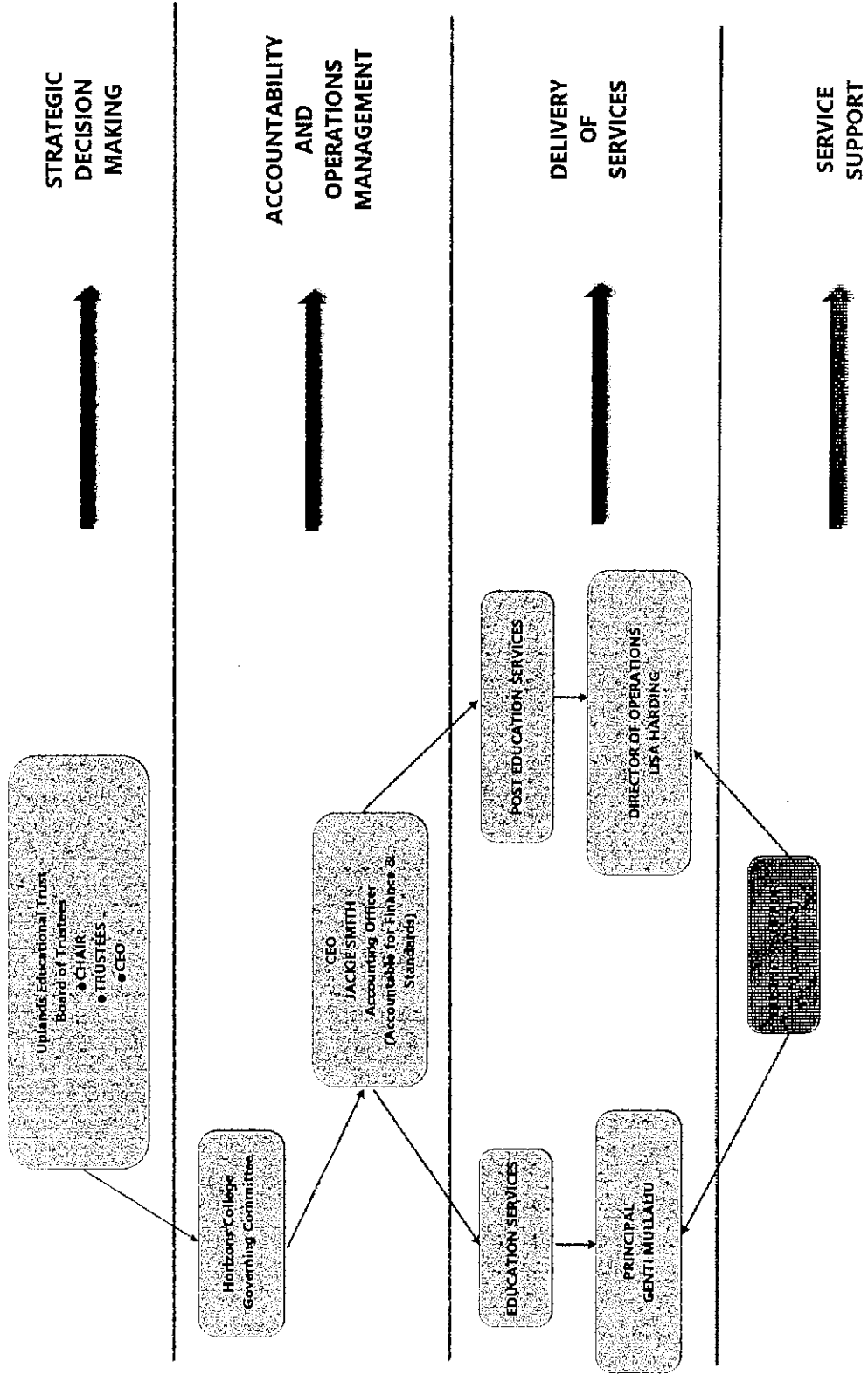
Mr D Dinsey, Trustee

Date: 15.04.2020

## APPENDICES

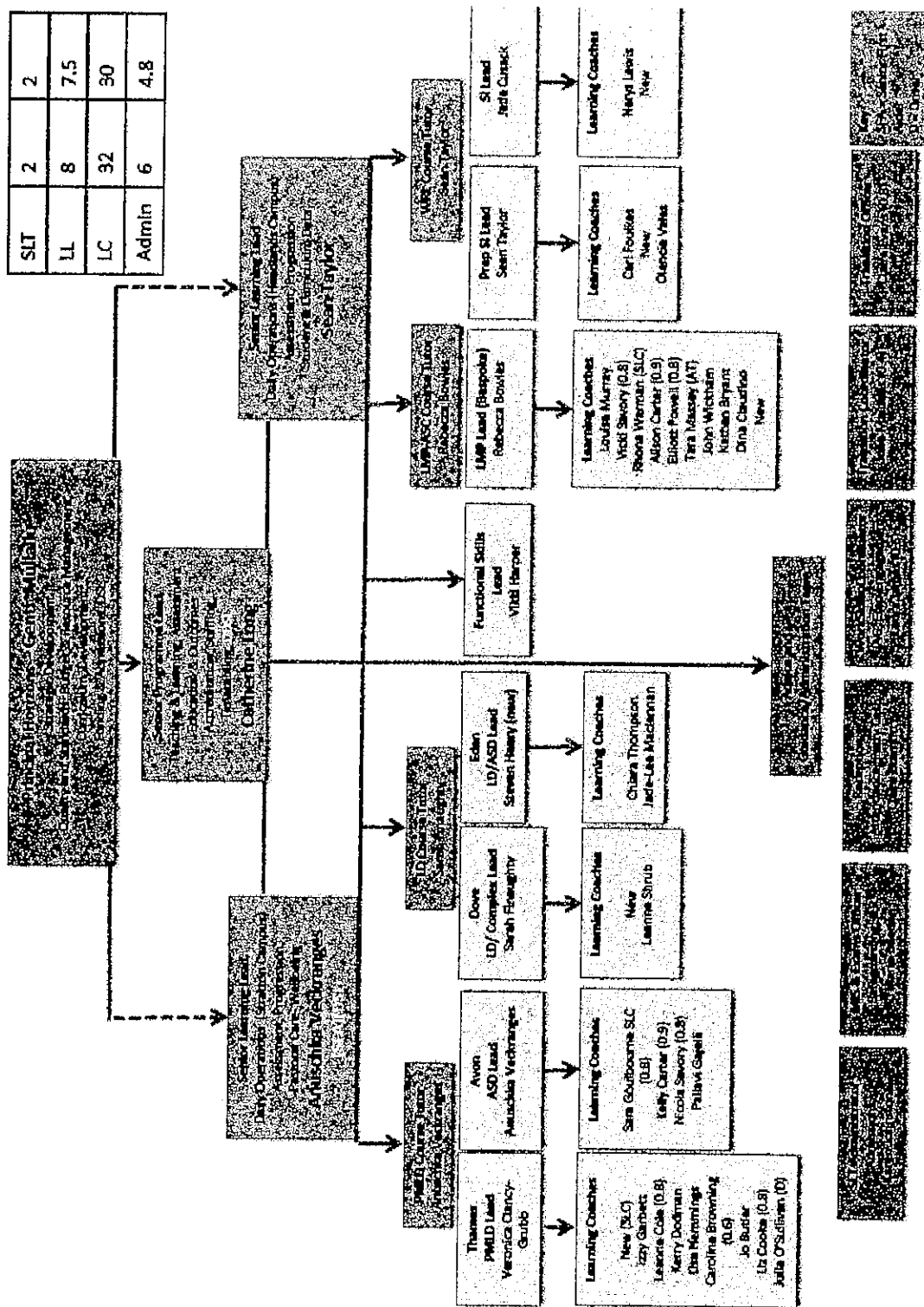
### APPENDIX 1

#### UPLANDS ENTERPRISE TRUST ORGANISATION CHART

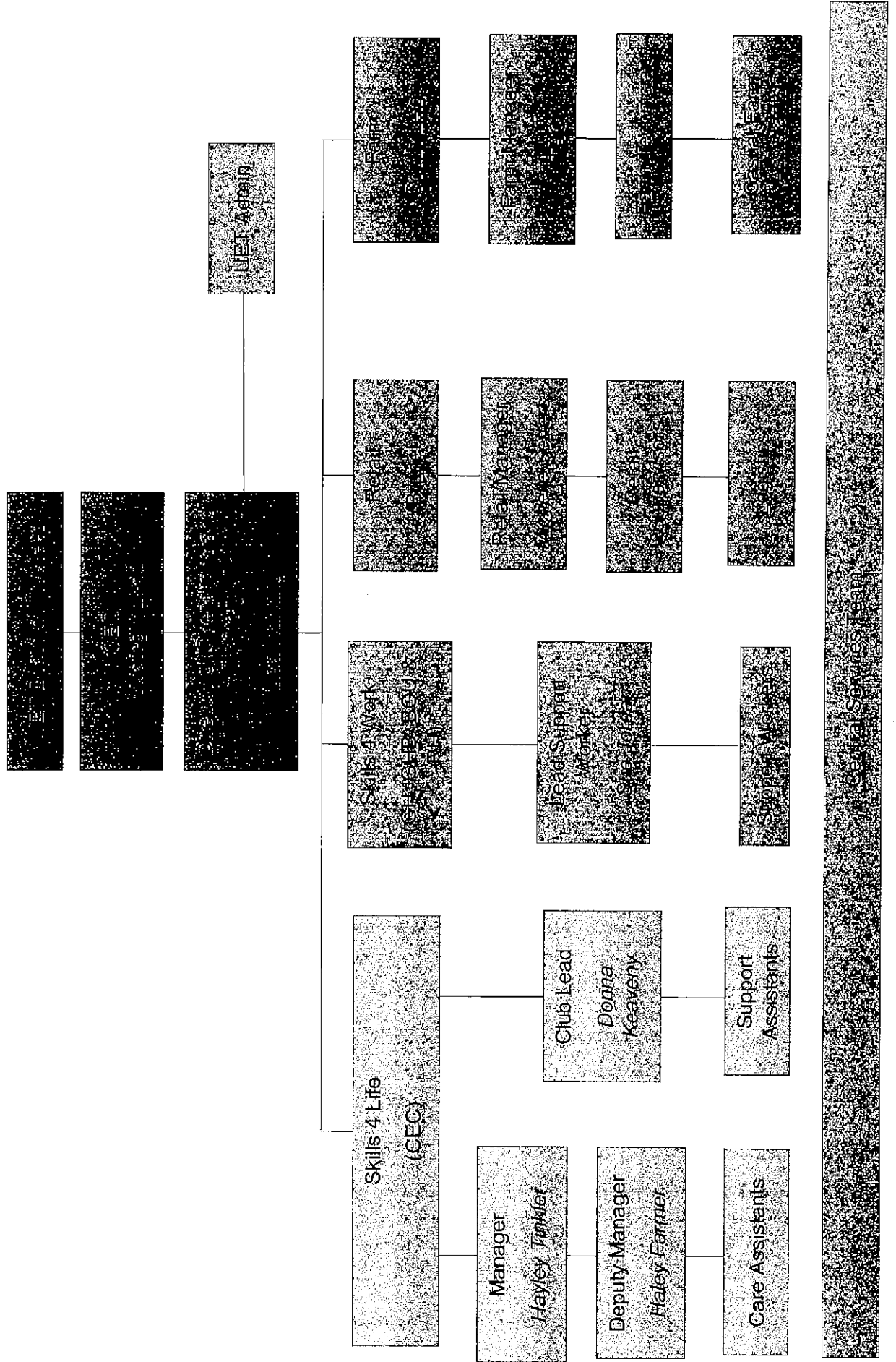


## APPENDIX 2

**HORIZONS COLLEGE STAFFING STRUCTURE SEPTEMBER – NOVEMBER 2018**



**APPENDIX 3**  
**UET STAFFING STRUCTURE VERSION 5**



**Report of the Independent Auditors to the Members of**  
**Uplands Enterprise Trust**

**Opinion**

We have audited the financial statements of Uplands Enterprise Trust (the 'charitable company') for the year ended 31 August 2019 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. 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).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 August 2019 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.

**Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

**Other Information**

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

**Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

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

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

**Report of the Independent Auditors to the Members of**  
**Uplands Enterprise Trust**

**Responsibilities of trustees**

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

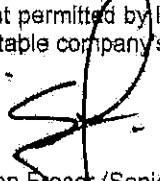
**Our responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Report of the Independent Auditors.

**Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members 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 charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Steven Fraser (Senior Statutory Auditor)  
for and on behalf of MHA Monahans  
Statutory Auditors  
38-42 Newport Street  
Swindon  
Wiltshire  
SN1 3DR

Date:

13 May 20

**Uplands Enterprise Trust**

**Statement of Financial Activities**  
**(Incorporating an Income and Expenditure Account)**  
**for the Year Ended 31 August 2019**

	Notes	Continuing operations Unrestricted funds	Continuing operations Restricted funds	Discontinued operations Unrestricted funds £	Discontinued operations Restricted funds £	2019 Total funds £	2018 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>							
Donations and legacies	2	228	12,231	951	80,324	93,734	73,840
<b>Charitable activities</b>	4						
Learning		-	-	1,627,224	-	1,627,224	1,332,520
Living and workings		464,385	-	-	-	464,385	471,283
Other trading activities	3	132,650	-	-	-	132,650	96,659
Other Income	5	28,581	-	-	-	28,581	226,948
<b>Total</b>		<b>625,844</b>	<b>12,231</b>	<b>1,628,175</b>	<b>80,324</b>	<b>2,346,574</b>	<b>2,201,250</b>
<b>EXPENDITURE ON</b>							
Raising funds		8,334	-	-	-	8,334	295
<b>Charitable activities</b>							
Learning		-	-	1,544,095	1,192	1,545,287	1,373,181
Living and working		566,118	10,477	-	-	576,595	779,535
<b>Total</b>		<b>574,452</b>	<b>10,477</b>	<b>1,544,095</b>	<b>1,192</b>	<b>2,130,216</b>	<b>2,153,011</b>
<b>NET INCOME</b>		<b>51,392</b>	<b>1,754</b>	<b>84,080</b>	<b>79,132</b>	<b>216,358</b>	<b>48,239</b>
<b>Transfers between funds</b>		<b>375</b>	<b>(375)</b>	<b>78,544</b>	<b>(78,544)</b>	<b>-</b>	<b>-</b>
<b>Other recognised gains/(losses)</b>							
Actuarial gains/(losses) on defined benefit schemes		-	-	(87,000)	-	(87,000)	56,000
<b>Net movement in funds</b>		<b>51,767</b>	<b>1,379</b>	<b>75,624</b>	<b>588</b>	<b>129,358</b>	<b>104,239</b>
<b>RECONCILIATION OF FUNDS</b>							
Total funds brought forward		75,446	10,209	202,013	(588)	287,080	182,841
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>127,213</b>	<b>11,588</b>	<b>277,637</b>	<b>-</b>	<b>416,438</b>	<b>287,080</b>

**CONTINUING OPERATIONS**

On 1 September 2019, Horizons College transferred to Brunel Education (company number 11991915), an exempt charitable company, controlled by Brunel SEN Multi-Academy Trust. The income and expenditure arising from the 'Learning' activities are therefore a discontinuing activity.

All other income and expenditure has arisen from continuing activities.

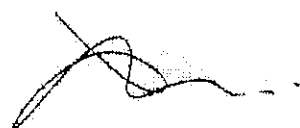


**Uplands Enterprise Trust (Registered number: 08011951)**

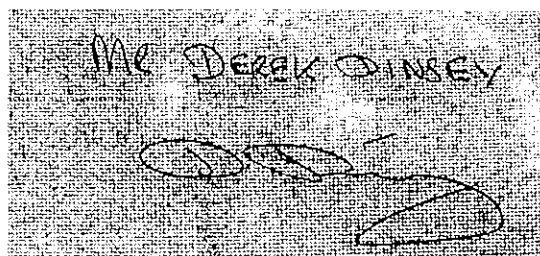
**Balance Sheet**  
**31 August 2019**

	Notes	2019 £	2018 £
<b>FIXED ASSETS</b>			
Tangible assets	14	324,048	310,808
<b>CURRENT ASSETS</b>			
Debtors	15	244,908	75,086
Cash at bank and in hand		<u>312,514</u>	<u>216,053</u>
		557,422	291,139
<b>CREDITORS</b>			
Amounts falling due within one year	16	(318,032)	(265,867)
<b>NET CURRENT ASSETS</b>		<u>239,390</u>	<u>25,272</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		563,438	336,080
<b>PENSION LIABILITY</b>	22	(147,000)	(49,000)
<b>NET ASSETS</b>		<u>416,438</u>	<u>287,080</u>
<b>FUNDS</b>	21		
Unrestricted funds		404,850	277,459
Restricted funds		<u>11,588</u>	<u>9,621</u>
<b>TOTAL FUNDS</b>		<u>416,438</u>	<u>287,080</u>

The financial statements were approved by the Board of Trustees on .....15.4.20..... and were signed on its behalf by:



.....  
J A Smith - Trustee



.....  
Mr D Dinsey - Trustee

**Uplands Enterprise Trust**

**Cash Flow Statement**  
**for the Year Ended 31 August 2019**

	Notes	2019 £	2018 £
<b>Cash flows from operating activities</b>			
Cash generated from operations	25	232,552	165,701
Interest paid		<u>-</u>	<u>(1,233)</u>
Net cash provided by operating activities		<u>232,552</u>	<u>164,468</u>
<b>Cash flows from investing activities</b>			
Purchase of tangible fixed assets		<u>(85,869)</u>	<u>(61,555)</u>
Net cash used in investing activities		<u>(85,869)</u>	<u>(61,555)</u>
<b>Cash flows from financing activities</b>			
Loan repayments in year		(50,222)	(48,016)
Capital repayments in year		<u>-</u>	<u>(7,074)</u>
Net cash used in financing activities		<u>(50,222)</u>	<u>(55,090)</u>
		<u>          </u>	<u>          </u>
<b>Change in cash and cash equivalents in the reporting period</b>		96,461	47,823
<b>Cash and cash equivalents at the beginning of the reporting period</b>		<u>216,053</u>	<u>168,230</u>
<b>Cash and cash equivalents at the end of the reporting period</b>		<u>312,514</u>	<u>216,053</u>

## Uplands Enterprise Trust

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

#### 1. ACCOUNTING POLICIES

##### **General information and basis of preparation**

The financial statements of the charitable company, which is a public benefit entity under FRS102, have been prepared in accordance with the Charities SORP (FRS 102) '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 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland', the Charities Act 2011 and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Uplands Educational Trust meets the definition of a public benefit entity under FRS 102.

The accounts are presented in Sterling which is the functional currency of the Trust and rounded to the nearest pound.

##### **General Information**

Uplands Enterprise Trust is a company limited by guarantee, without share capital, incorporated in England and Wales. The registered office address can be found in the Trustees' Report.

##### **Going concern**

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements and have concluded that the charity has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about its ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

##### **Interest**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

##### **Grants Receivable**

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the balance sheet. Where income is received in advance of entitlement of receipt its recognition is deferred and included in creditors as deferred income. When entitlement occurs before income is received, the income is accrued.

##### **Donations**

Donations are recognised on a receivable basis where there is certainty of receipt and the amount can be reliably measured.

##### **Agency arrangements**

The academy trust acts as an agent in distributing 16-19 bursary funds from ESFA. Payments received from ESFA and subsequent disbursements to students are excluded from the statement of financial activities as the trust does not have control over the charitable application of the funds.

##### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. 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 the basis detailed below.

VAT charged to but not recoverable by the charity is included under the heading to which the expenditure relates.

##### **Allocation and apportionment of costs**

Support costs have been apportioned to the relevant activities of the charity on the basis of the percentage of staff numbers expressed as full time equivalent employees.

##### **Redundancy / Termination payments**

## Uplands Enterprise Trust

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

#### **1. ACCOUNTING POLICIES - continued**

##### **Allocation and apportionment of costs**

Termination benefits are measured at the best estimate of the expenditure required to settle the obligation at the reporting date. If the expected settlement date of the termination payments is 12 months or more after making the provision and the effect would be material, the present value of the obligation is calculated using an appropriate discount rate.

##### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life or, if held under a finance lease, over the lease term, whichever is the shorter.

Short leasehold	- over period of lease
Plant and machinery	- 10% on straight line basis
Fixtures and fittings	- 20% - 33% straight line basis
Motor vehicles	- 33% on straight line basis
Computer equipment	- 33% on straight line basis

Assets costing £100 or more are capitalised as tangible fixed assets and are carried at cost, net of depreciation and any provision for impairment. Depreciation is charged from the month of acquisition to the month of disposal.

##### **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.

##### **Hire purchase and leasing commitments**

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

##### **Pension costs and other post-retirement benefits**

Retirement benefits to employees of the Charity are provided by the Teachers' Pension Scheme ('TPS') and the Local Government Pension Scheme ('LGPS'). These are defined benefit schemes.

The TPS is an unfunded scheme and contributions are calculated so as to spread the cost of pensions over employees' working lives with the charity in such a way that the pension cost is a substantially level percentage of current and future pensionable payroll. The contributions are determined by the Government Actuary on the basis of quadrennial valuations using a prospective unit credit method. As stated in note 22, the TPS is a multi-employer scheme and therefore there is insufficient information available to use defined benefit accounting. The TPS is therefore treated as a defined contribution scheme for accounting purposes and the contributions recognised in the period to which they relate.

The LGPS is a funded scheme and the assets are held separately from those of the charity in separate trustee administered funds. Pension scheme assets are measured at fair value and liabilities are measured on an actuarial basis using the projected unit credit method and discounted at a rate equivalent to the current rate of return on a high quality corporate bond of equivalent term and currency to the liabilities. The actuarial valuations are obtained at least triennially and are updated at each balance sheet date. The amounts charged to operating surplus are the current service costs and the costs of scheme introductions, benefit changes, settlements and curtailments. They are included as part of staff costs as incurred. Net interest on the net defined benefit liability/asset is also recognised in the Statement of Financial Activities and comprises the interest cost on the defined benefit obligation and interest income on the scheme assets, calculated by multiplying the fair value of the scheme assets at the beginning of the period by the rate used to discount the benefit obligations. The difference between the interest income on the scheme assets and the actual return on the scheme assets is recognised in other recognised gains and losses.

Actuarial gains and losses are recognised immediately in other recognised gains and losses.

##### **Defined contribution scheme**

The assets of the scheme are held separately from those of the charity in an independently administered fund, NEST. The costs of the defined contribution arrangements are charged as incurred.

## Uplands Enterprise Trust

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

#### **1. ACCOUNTING POLICIES - continued**

##### **Donated goods**

Where material, donated goods and services are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. On receipt, where material, donated goods and services are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

In accordance with the Charities SORP (FRS 102), the general volunteer time is not recognised and refer to the trustees' annual report for more information about their contribution.

The charity receives donated goods for resale. Estimating the fair value of these goods is impractical because of the volume of low-value items received and the absence of detailed stock control systems and records. As such the donated goods for resale are not recognised on receipt. Instead, the value to the charity of the donated goods sold is recognised as income when sold.

##### **Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

##### **Cash at bank and in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

##### **Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

##### **Financial Instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

##### **Critical accounting estimates and areas of judgement**

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

##### Critical accounting estimates and assumptions

The charity makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below:

The present value of the Local Government Pension Scheme defined benefit liability depends on a number of factors that are determined on an actuarial basis using a variety of assumptions. The assumptions used in determining the net cost (income) for pensions include the discount rate. Any changes in these assumptions, which are disclosed in note 21, will impact the carrying amount of the pension liability. Furthermore a roll forward approach which projects results from the latest full actuarial valuation performed at 31 March 2016 has been used by the actuary in valuing the pensions liability at 31 August 2019. Any differences between the figures derived from the roll forward approach and a full actuarial valuation would impact on the carrying amount of the pension liability.

##### Critical areas of judgement

There are no critical areas of judgement.

**Uplands Enterprise Trust**

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

**2. DONATIONS AND LEGACIES**

	2019	2018
	£	£
Donations	14,234	26,422
Grants	<u>79,500</u>	<u>47,418</u>
	<u>93,734</u>	<u>73,840</u>

Grants received, included in the above, are as follows:

	2019	2018
	£	£
Swindon Borough Council - Student Funding	48,358	-
Education and Skills Funding Agency	<u>31,142</u>	<u>47,418</u>
	<u>79,500</u>	<u>47,418</u>

**3. OTHER TRADING ACTIVITIES**

	2019	2018
	£	£
Fundraising events	1,831	781
Lettings and rental income	<u>130,819</u>	<u>95,878</u>
	<u>132,650</u>	<u>96,659</u>

**4. INCOME FROM CHARITABLE ACTIVITIES**

	Activity	2019	2018
		£	£
Enterprise Income	Learning	98	834
Grants	Learning	1,627,126	1,331,452
Other Income	Learning	-	234
Shop income	Living and working	159,127	167,204
Holiday club income	Living and working	6,258	16,122
Enterprise Income	Living and working	158	660
'Skills for life' course fees and placement fees	Living and working	<u>298,842</u>	<u>287,297</u>
		<u>2,091,609</u>	<u>1,803,803</u>

Grants received, included in the above, are as follows:

	2019	2018
	£	£
Swindon Borough Council - Student Funding	693,935	513,949
Wiltshire County Council - Student Funding	124,500	115,999
Education and Skills Funding Agency	625,300	639,511
Gloucestershire County Council - Students Funding	65,895	61,993
West Berks Student Funding	47,500	-
Other	<u>69,996</u>	<u>-</u>
	<u>1,627,126</u>	<u>1,331,452</u>

Government Grant Income - funding is received from the above local authorities and government bodies (see note 2 also).

There were no unfulfilled conditions or other contingencies attached to these grants. The charity has not directly benefited from any other forms of government assistance.

**Uplands Enterprise Trust**

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

**5. OTHER INCOME**

	2019	2018
	£	£
Service charge	<u>28,581</u>	<u>226,948</u>

**6. RAISING FUNDS**

**Raising donations and legacies**

	2019	2018
	£	£
Fundraising consultancy	<u>6,986</u>	<u>-</u>

**Other trading activities**

	2019	2018
	£	£
Sundry	<u>1,348</u>	<u>295</u>
Aggregate amounts	<u>8,334</u>	<u>295</u>

**7. CHARITABLE ACTIVITIES COSTS**

	Direct Costs (see note 8) £	Support costs (see note 9) £	Totals £
Learning	1,138,281	407,006	1,545,287
Living and working	<u>474,750</u>	<u>101,845</u>	<u>576,595</u>
	<u>1,613,031</u>	<u>508,851</u>	<u>2,121,882</u>

**8. DIRECT COSTS OF CHARITABLE ACTIVITIES**

	2019	2018
	£	£
Staff costs	1,170,518	1,067,053
Other operating leases - rent	117,183	90,288
Rates and water	1,932	1,751
Insurance	1,150	766
Light and heat	23,782	22,826
Telephone	6,426	5,034
Fire and security	6,749	5,344
Repairs, renewals and cleaning	36,154	22,342
Travel	21,808	22,234
Nursing and Therapy	49,656	-
Supplies	20,098	27,680
Computer expenses	16,135	17,794
Training	23,740	7,683
Enterprise costs	2,931	1,974
Subscriptions	1,990	3,627
Set up costs	6,341	8,004
Recruitment costs	1,355	3,736
Purchases	2,788	4,545
Professional fees	28,491	37,004
Sundry costs	1,175	2,536
Depreciation	<u>72,629</u>	<u>76,705</u>
	<u>1,613,031</u>	<u>1,428,926</u>

**Uplands Enterprise Trust**

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

**9. SUPPORT COSTS**

	Finance £	Governance costs £	Totals £
Learning	395,514	11,492	407,006
Living and working	98,878	2,967	101,845
	<u>494,392</u>	<u>14,459</u>	<u>508,851</u>

Activity	Basis of allocation
Management	Percentage of staff time
Finance	Percentage of staff time
Governance costs	Percentage of staff time

Support costs, included in the above, are as follows:

			2019	2018
	Learning £	Living and working £	Total activities £	Total activities £
Wages	23,731	5,933	29,664	190,882
Social security	2,012	503	2,515	19,316
Pensions	7,200	1,800	9,000	39,507
Other operating leases - rent	80,805	20,201	101,006	99,860
Rates and water	949	237	1,186	138
Insurance	10,070	2,518	12,588	13,563
Light and heat	8,056	2,014	10,070	11,388
Telephone	2,658	664	3,322	3,703
Bank charges	14	3	17	327
Business support	258,419	64,605	323,024	322,749
Interest payable and similar charges	1,600	400	2,000	3,233
Auditors' remuneration	9,150	2,382	11,532	13,351
Professional support costs	2,342	585	2,927	5,773
	<u>407,006</u>	<u>101,845</u>	<u>508,851</u>	<u>723,790</u>

**10. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	2019 £	2018 £
Auditors remuneration	11,532	11,864
Auditor's remuneration - Other non-audit services	-	1,487
Depreciation - owned assets	72,629	70,365
Depreciation - assets on hire purchase contracts and finance leases	-	6,340
Other operating leases	<u>218,189</u>	<u>190,148</u>

**11. 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.



**Uplands Enterprise Trust**

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

**12. STAFF COSTS**

	2019	2018
	£	£
Wages and salaries	1,088,387	1,154,325
Social security costs	55,314	73,155
Other pension costs	67,996	89,278
	<u>1,211,697</u>	<u>1,316,758</u>

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

	2019	2018
Living	33	21
Working	15	18
Learning	42	39
Administration	1	8
Leadership	3	3
	<u>94</u>	<u>89</u>

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	2019	2018
£60,001 - £70,000	<u>-</u>	<u>1</u>

The full time equivalent number of persons employed by the Charity during the year was:

	2019 Number	2018 Number
Living & working	13	16
Learning	26	22
Administration	1	5
Leadership	3	3
	<u>43</u>	<u>45</u>

**Key management personnel**

The key management personnel of the charity comprise the trustees and the senior management team. The total amount of employee benefits (including employer pension contributions) received by key management personnel for their services to the charity was £117,253 (2018: £229,906). The total employee benefits include costs of direct employment and costs of employee benefits recharged to the charity.

**13. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	1,637	72,203	73,840
<b>Charitable activities</b>			
Learning	1,332,520	-	1,332,520
Living and working	471,283	-	471,283
Other trading activities	96,659	-	96,659
Other income	226,948	-	226,948
<b>Total</b>	2,129,047	72,203	2,201,250

**EXPENDITURE ON**

**Uplands Enterprise Trust**

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

**13. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued**

	Unrestricted funds £	Restricted funds £	Total funds £
Raising funds	295	-	295
<b>Charitable activities</b>			
Learning	1,371,953	1,228	1,373,181
Living and working	777,674	1,861	779,535
	<hr/>	<hr/>	<hr/>
<b>Total</b>	2,149,922	3,089	2,153,011
	<hr/>	<hr/>	<hr/>
<b>NET INCOME/(EXPENDITURE)</b>	(20,875)	69,114	48,239
	<hr/>	<hr/>	<hr/>
<b>Transfers between funds</b>	71,734	(71,734)	-
	<hr/>	<hr/>	<hr/>
<b>Other recognised gains/(losses)</b>			
Actuarial gains on defined benefit schemes	56,000	-	56,000
	<hr/>	<hr/>	<hr/>
<b>Net movement in funds</b>	106,859	(2,620)	104,239
	<hr/>	<hr/>	<hr/>
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	170,600	12,241	182,841
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>277,459</u>	<u>9,621</u>	<u>287,080</u>

**14. TANGIBLE FIXED ASSETS**

	Short leasehold £	Plant and machinery £	Fixtures and fittings £
<b>COST</b>			
At 1 September 2018	353,516	18,000	42,182
Additions	17,384	-	16,495
	<hr/>	<hr/>	<hr/>
At 31 August 2019	370,900	18,000	58,677
	<hr/>	<hr/>	<hr/>
<b>DEPRECIATION</b>			
At 1 September 2018	142,016	6,150	13,416
Charge for year	36,742	1,800	8,939
	<hr/>	<hr/>	<hr/>
At 31 August 2019	178,758	7,950	22,355
	<hr/>	<hr/>	<hr/>
<b>NET BOOK VALUE</b>			
At 31 August 2019	<u>192,142</u>	<u>10,050</u>	<u>36,322</u>
	<hr/>	<hr/>	<hr/>
At 31 August 2018	<u>211,500</u>	<u>11,850</u>	<u>28,766</u>

**Uplands Enterprise Trust**

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

**14. TANGIBLE FIXED ASSETS - continued**

	Motor vehicles £	Computer equipment £	Totals £
<b>COST</b>			
At 1 September 2018	56,623	94,913	565,234
Additions	<u>30,199</u>	<u>21,791</u>	<u>85,869</u>
At 31 August 2019	<u>86,822</u>	<u>116,704</u>	<u>651,103</u>
<b>DEPRECIATION</b>			
At 1 September 2018	21,749	71,095	254,426
Charge for year	<u>10,795</u>	<u>14,353</u>	<u>72,629</u>
At 31 August 2019	<u>32,544</u>	<u>85,448</u>	<u>327,055</u>
<b>NET BOOK VALUE</b>			
At 31 August 2019	<u>54,278</u>	<u>31,256</u>	<u>324,048</u>
At 31 August 2018	<u>34,874</u>	<u>23,818</u>	<u>310,808</u>

**15. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2019 £	2018 £
Trade debtors	192,430	41,755
Other debtors	-	5,105
Accrued income	5,920	1,260
Prepayments	<u>46,558</u>	<u>26,966</u>
	<u>244,908</u>	<u>75,086</u>

**16. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2019 £	2018 £
Other loans (see note 17)	-	50,222
Trade creditors	127,242	72,513
Social security and other taxes	14,756	14,786
Other creditors	18,192	26,270
Accruals and deferred income	(4,992)	-
Accruals and deferred income	<u>162,834</u>	<u>102,076</u>
	<u>318,032</u>	<u>265,867</u>

Deferred income

	£
Deferred Income at 1 September 2018	83,283
Resources deferred in the year	110,259
Amounts released from previous years	<u>(83,283)</u>
Deferred Income at 31 August 2019	<u>110,259</u>

At the balance sheet date the charitable company was holding funds received in advance for the 19/20 college year.

**Uplands Enterprise Trust**

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

**17. LOANS**

An analysis of the maturity of loans is given below:

	2019 £	2018 £
Amounts falling due within one year on demand:		
Other loans	<u>-</u>	<u>50,222</u>

**18. LEASING AGREEMENTS**

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2019 £	2018 £
Within one year	215,674	206,710
Between one and five years	763,339	805,681
In more than five years	<u>2,417,932</u>	<u>2,444,381</u>
	<u>3,396,945</u>	<u>3,456,772</u>

**19. SECURED DEBTS**

Finance lease liabilities are secured against the assets to which they relate.

**20. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
Fixed assets	324,048	-	324,048	310,808
Current assets	545,834	11,588	557,422	291,139
Current liabilities	(318,032)	-	(318,032)	(265,867)
Pension liability	<u>(147,000)</u>	<u>-</u>	<u>(147,000)</u>	<u>(49,000)</u>
	<u>404,850</u>	<u>11,588</u>	<u>416,438</u>	<u>287,080</u>

**21. MOVEMENT IN FUNDS**

	At 1.9.18 £	Net movement in funds £	Transfers between funds £	At 31.8.19 £
<b>Unrestricted funds</b>				
General fund	326,459	146,472	78,919	551,850
Pension reserve	<u>(49,000)</u>	<u>(98,000)</u>	<u>-</u>	<u>(147,000)</u>
	277,459	48,472	78,919	404,850
<b>Restricted funds</b>				
Community Enterprise Centre	9,552	(8,730)	-	822
Astroturf garden	(780)	-	780	-
College salamander course	-	(176)	176	-
Holiday clubs	348	(348)	-	-
Farm tools	159	591	(375)	375
Employer engagement	192	(192)	-	-
Skills for Life	150	(150)	-	-
ESFA capital grants	-	31,142	(31,142)	-
Skills for Work refit	-	10,391	-	10,391
SBC capital funding	<u>-</u>	<u>48,358</u>	<u>(48,358)</u>	<u>-</u>
	<u>9,621</u>	<u>80,886</u>	<u>(78,919)</u>	<u>11,588</u>
<b>TOTAL FUNDS</b>	<u>287,080</u>	<u>129,358</u>	<u>-</u>	<u>416,438</u>

**Uplands Enterprise Trust**

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

**21. MOVEMENT IN FUNDS - continued**

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
<b>Unrestricted funds</b>				
General fund	2,254,019	(2,107,547)	-	146,472
Pension reserve	-	(11,000)	(87,000)	(98,000)
	2,254,019	(2,118,547)	(87,000)	48,472
<b>Restricted funds</b>				
Community Enterprise Centre	1,090	(9,820)	-	(8,730)
College salamander course	824	(1,000)	-	(176)
Holiday clubs	-	(348)	-	(348)
Farm tools	750	(159)	-	591
Employer engagement	-	(192)	-	(192)
Skills for Life	-	(150)	-	(150)
ESFA capital grants	31,142	-	-	31,142
Skills for Work refit	10,391	-	-	10,391
SBC capital funding	48,358	-	-	48,358
	92,555	(11,669)	-	80,886
<b>TOTAL FUNDS</b>	<u>2,346,574</u>	<u>(2,130,216)</u>	<u>(87,000)</u>	<u>129,358</u>

**Comparatives for movement in funds**

	At 1.9.17 £	Net movement in funds £	Transfers between funds £	At 31.8.18 £
<b>Unrestricted funds</b>				
General fund	249,600	5,125	71,734	326,459
Pension reserve	(79,000)	30,000	-	(49,000)
	170,600	35,125	71,734	277,459
<b>Restricted funds</b>				
Community Enterprise Centre	7,863	3,719	(2,030)	9,552
Astroturf garden	3,780	-	(4,560)	(780)
Holiday clubs	348	-	-	348
Horizon College Mini Bus	-	17,726	(17,726)	-
Farm tools	250	(91)	-	159
Employer engagement	-	192	-	192
Skills for Life	-	150	-	150
ESFA capital grants	-	47,418	(47,418)	-
	12,241	69,114	(71,734)	9,621
<b>TOTAL FUNDS</b>	<u>182,841</u>	<u>104,239</u>	<u>-</u>	<u>287,080</u>

**Uplands Enterprise Trust**

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

**21. MOVEMENT IN FUNDS - continued**

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement In funds £
<b>Unrestricted funds</b>				
General fund	2,129,047	(2,123,922)	-	5,125
Pension reserve	-	(26,000)	56,000	30,000
	2,129,047	(2,149,922)	56,000	35,125
<b>Restricted funds</b>				
Community Enterprise Centre	5,339	(1,620)	-	3,719
Horizon College Mini Bus	17,726	-	-	17,726
Farm tools	150	(241)	-	(91)
Employer engagement	1,420	(1,228)	-	192
Skills for Life	150	-	-	150
ESFA capital grants	47,418	-	-	47,418
	72,203	(3,089)	-	69,114
<b>TOTAL FUNDS</b>	<u>2,201,250</u>	<u>(2,153,011)</u>	<u>56,000</u>	<u>104,239</u>

**Community Enterprise centre**

Funding to aid the set up and provision of a new Community Enterprise Centre including the following facilities:

- Café (fixtures & fittings) - Big Lottery Awards for All
- Sensory room - Garfield Weston and Swindon Rotary Club
- Accessible changing facility - Bernard Sunley, Beatrice Lalg Trust
- Enterprise and print rooms - Sobell Foundation
- Improved kitchen and accessible kitchen facilities. - DM Thomas, Santander Community Grants
- Provision of a community enterprise centre - Bailey Thomas

Impact: These funds have enabled the development of a whole new service, without which young adults would have no follow on provision that is age appropriate after their education comes to an end.

The young adults have access to work skills and purposeful activities that engage them within the local community and with their peers. The centre has also been of benefit to the local community; set in an area of multiple deprivation, the centre has created volunteer and employment opportunities for local residents. A fantastic provision that has created a home for Saturday Youth club - supporting young people 11 - 19 years of age with disabilities, an adult day provision currently supporting over 16 individuals per week, as well as creating paid employment for young people with a disability and local residents, we also offer volunteering placements to local students, individuals with a disability and provide a service to the local community including sensory room, café, printing and room hire.

**Astroturf garden**

For the provision of an all-weather surface at the Leaming Centre. This grant is an on-going fundraising project to reach the necessary target of £3000. Nationwide

Impact: This development has enabled all year round access to the garden area. Along with the ability for even our wheelchair users to access the space. It has created a safe and welcoming environment for all.

**College salamander course - Nicky Parker and Jo Messenger**

On-going fundraising to cover the costs of a salamander course, developing communication, confidence and team work in partnership with the Wiltshire fire and police services.

Impact: Salamander courses provide College learners with the opportunity to explore their confidence and team work abilities. With the support of the local emergency services the learners can explore their strengths and weaknesses as part of a team and become more confident young adults.

**Holiday clubs - Jack Lane and other donors**

For the provision of activities and trips for disabled young people through the educational holidays.

Impact: Through the provision of holiday clubs and funds to provide activities this has created opportunities for young people to engage within the College breaks. Education breaks through Easter and summer holidays are long periods where young people usual routines are often broken, and sometimes; especially within the summer, this can lead to a break-down in the family circumstances as usual support networks are greatly reduced. UET's holiday provision enables the reduction of isolation, opportunities to create and build friendships, as well as providing parents and carers with a support system through the lengthy educational breaks.

**Uplands Enterprise Trust**

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

**21. MOVEMENT IN FUNDS - continued**

Farm tools

To support development of work skill at the farm provslon, funding received from the Defence Academy.

Skills for Life

Funding was received for Skills for Life.

ESFA capital grants

A grant was received from the ESFA for the purchase of fixed assets for Horizons College.

SBC capital grants

A grant was received from SBC for the purchase of fixed assets.

Skills for Work refit

A grant was received from the Community Lottery Fund to refurbish one of the charity shops into a skills for work hub.

**Transfers between funds**

A transfer of £79,875 has been made from restricted funds to the General fund representing the purchases of fixed assets funded out of restricted funds where the restriction has been fulfilled.

A transfer of £956 has been made from unrestricted funds to restricted funds to cover deficits on restricted funds.

**22. EMPLOYEE BENEFIT OBLIGATIONS**

**Defined benefit scheme**

The charity's employees belong to two principal pension schemes: the Teachers' Pension Scheme England and Wales (TPS) for academic and related staff, and the Local Government Pension Scheme (LGPS) for non-teaching staff, which is managed by Wiltshire Pension Fund. Both are multi-employer defined-benefit schemes.

The latest actuarial valuation of the TPS related to the period ended 31 March 2016 and of the LGPS 31 March 2016.

Contributions amounting to £nil were payable to the schemes at 31 August 2019 (2018: £6,417) and are included within creditors.

**Teachers' Pension Scheme**

**Introduction**

The Teachers' Pension Scheme (TPS or scheme) is a statutory, unfunded, defined benefit occupational scheme, governed by the Teachers' Pensions Regulations 2010 (as amended), and the Teachers' Pension Scheme Regulations 2014 (as amended). These regulations apply to teachers in schools and other educational establishments, including academies, in England and Wales that are maintained by local authorities. In addition, teachers in many independent and voluntary-aided schools and teachers and lecturers in some establishments of further and higher education may be eligible for membership. Membership is automatic for full-time teachers and lecturers and, from 1 January 2007, automatic too for teachers and lecturers in part-time employment following appointment or a change of contract. Teachers and lecturers are able to opt out of the TPS.

**The Teachers' Pension Budgeting and Valuation Account**

Although members may be employed by various bodies, their retirement and other pension benefits are set out in regulations made under the Superannuation Act (1972) and Public Service Pensions Act (2013) and are paid by public funds provided by Parliament. The TPS is an unfunded scheme and members contribute on a 'pay as you go' basis - contributions from members, along with those made by employers, are credited to the Exchequer under arrangements governed by the above Acts.

The Teachers' Pensions Regulations 2010 require an annual account, the Teachers' Pension Budgeting and Valuation Account, to be kept of receipts and expenditure (including the cost of pension increases). From 1 April 2001, the Account has been credited with a real rate of return, which is equivalent to assuming that the balance in the Account is invested in notional investments that produce that real rate of return.

**Valuation of the Teachers' Pension Scheme**

**Uplands Enterprise Trust**

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

**22. EMPLOYEE BENEFIT OBLIGATIONS - continued**

The latest valuation of the Teachers' Pension Scheme has now taken place, in line with directions issued by HM Treasury and using membership data as at 31 March 2016. As a result of this valuation TPS employers will pay an increased contribution rate of 23.68% from September 2019 (this includes the administration levy of 0.8%). The timing of the implementation is to align its introduction with employers' budget planning cycles. Until then, employers will pay the current rate of 16.48%.

The employer's pension costs paid to TPS in the period amounted to £40,876 (2018: £38,378).

A copy of the valuation report and supporting documentation is on the Teachers' Pensions website.

Under the definitions set out in FRS 102, the TPS is an unfunded multi-employer pension scheme. The academy trust has accounted for its contributions to the scheme as if it were a defined contribution scheme. The academy trust has set out above the information available on the scheme.

**Scheme Changes**

The arrangements for a reformed Teachers' Pension Scheme, in line with the recommendations made by Lord Hutton, in particular the introduction of a Career Average Revalued Earnings (CARE) scheme, were implemented from 1 April 2015.

In December 2018, the Court of Appeal held that transitional protection provisions contained in the reformed judicial and firefighter pension schemes, introduced as part of public service pension reforms in 2015, gave rise to direct age discrimination and were therefore unlawful. The Supreme Court, in a decision made in June 2019, have rejected the Government's application for permission to appeal the Court of Appeal's ruling. The case will now be referred to an Employment Tribunal for a decision regarding the remedy which will need to be offered to those members of the two schemes who were subject of the age discrimination.

HM Treasury are clear that the ruling has implications for the other public service schemes, including the Teachers' Pension Scheme. Those implications are currently being considered and any impact on scheme costs is expected to be looked at within the next scheme valuation, which is currently scheduled to be based on April 2020 data and implemented in April 2023.

**Local Government Pension Scheme**

The LGPS is a funded defined benefit pension scheme, with the assets held in separate trustee-administered funds. The total contribution made for the year ended 31 August 2019 was £13,000 (2018: £24,000), of which employer's contributions totalled £10,000 (2018: £18,000) and employees' contributions totalled £3,000 (2018: £6,000). The agreed contribution rates for future years are 18.1% for employers and 5.5%-12.5% for employees.

Parliament has agreed, at the request of the Secretary of State for Education, to a guarantee that, in the event of academy trust closure, outstanding Local Government Pension Scheme liabilities would be met by the Department for Education. The guarantee came into force on 18 July 2013.

The amounts recognised in the Balance Sheet are as follows:

	Defined benefit pension plans:	
	2019	2018
	£	£
Present value of funded obligations	(392,000)	(267,000)
Fair value of plan assets	<u>245,000</u>	<u>218,000</u>
	(147,000)	(49,000)
Present value of unfunded obligations	<u>-</u>	<u>-</u>
Deficit	<u>(147,000)</u>	<u>(49,000)</u>
Net liability	<u>(147,000)</u>	<u>(49,000)</u>



**Uplands Enterprise Trust**

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

**22. EMPLOYEE BENEFIT OBLIGATIONS - continued**

The amounts recognised in the Statement of Financial Activities are as follows:

	Defined benefit pension plans	
	2019	2018
	£	£
Current service cost	18,000	42,000
Net interest from net defined benefit asset/liability	8,000	7,000
Past service cost	<u>1,000</u>	<u>-</u>
	<u>27,000</u>	<u>49,000</u>
 Interest income on plan assets	 <u>6,000</u>	 <u>5,000</u>

Changes in the present value of the defined benefit obligation are as follows:

	Defined benefit pension plans	
	2019	2018
	£	£
Opening defined benefit obligation	267,000	256,000
Current service cost	18,000	42,000
Past service cost	1,000	-
Contributions by scheme participants	3,000	6,000
Interest cost	8,000	7,000
Benefits paid	(1,000)	(1,000)
Remeasurements:		
Actuarial (gains)/losses from changes in demographic assumptions	(22,000)	-
Actuarial (gains)/losses from changes in financial assumptions	<u>118,000</u>	<u>(43,000)</u>
	<u>392,000</u>	<u>267,000</u>

Changes in the fair value of scheme assets are as follows:

	Defined benefit pension plans	
	2019	2018
	£	£
Opening fair value of scheme assets	218,000	177,000
Contributions by employer	10,000	18,000
Contributions by scheme participants	3,000	6,000
Interest income on plan assets	6,000	5,000
Benefits paid	(1,000)	(1,000)
Return on plan assets (excluding interest income)	<u>9,000</u>	<u>13,000</u>
	<u>245,000</u>	<u>218,000</u>

**Uplands Enterprise Trust**

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

**22. EMPLOYEE BENEFIT OBLIGATIONS - continued**

The amounts recognised in other recognised gains and losses are as follows:

	Defined benefit pension plans	
	2019	2018
	£	£
Actuarial (gains)/losses from changes in demographic assumptions	22,000	-
Actuarial (gains)/losses from changes in financial assumptions	(118,000)	43,000
Return on plan assets (excluding interest income)	<u>9,000</u>	<u>13,000</u>
	<u>(87,000)</u>	<u>56,000</u>

The major categories of scheme assets as a percentage of total scheme assets are as follows:

	Defined benefit pension plans	
	2019	2018
Equities	71%	71%
Bonds	14%	14%
Property	13%	13%
Cash	<u>2%</u>	<u>2%</u>
	<u>100%</u>	<u>100%</u>

Principal actuarial assumptions at the Balance Sheet date (expressed as weighted averages):

	2019	2018
Discount rate	1.90%	2.80%
Future salary increases	2.60%	2.60%
Future pension increases	2.30%	2.30%

The current mortality assumptions include sufficient allowance for future improvements in mortality rates. The assumed life expectations on retirement age 65 are:

	At 31 August 2019	At 31 August 2018
Current pensioners		
Males	21.4 years	22.5 years
Females	23.7 years	24.9 years
Future pensioners*		
Males	22.3 years	24.1 years
Females	25.1 years	26.7 years

\* Figures assume members aged 45 as at the last formal valuation date.

The sensitivity regarding the principal assumptions used to measure the scheme liabilities are set out below:

	Approximate % increase to Employer Liability	Approximate monetary amount (£000)
Change in assumption at 31 August 2019		
0.5% decrease in Real Discount Rate	21%	81
0.5% increase in the Salary Increase Rate	1%	6
0.5% increase in the Pension Increase Rate	19%	74

**Defined contribution scheme**

The pension cost charge representing contributions payable by the charity to NEST amounted to £7,584. At 31 August 2019 £5,506 of contributions were payable.

**Uplands Enterprise Trust**

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

**23. RELATED PARTY DISCLOSURES**

The following transactions took place between Uplands Educational Trust (UET) and Brunel SEN Multi-Academy Trust (BSEN). The trustee, Mrs J Smith, is CEO and trustee of BSEN.

Income related party transactions

£233,242 was received from BSEN during the year for student placement fees, and rental of property leased by UET, plus other recharges.

Expenditure Related Party Transactions

£432,929 was paid to BSEN for central support services supplied to UET plus other costs such as staff training.

At the year end, BSEN owed UET £33,480 and this amount is included within trade debtors, and UET owed BSEN £10,631 and this amount is included within trade creditors.

The Trustee, Mrs J Smith, has rented out a farm building for use by the UET for student education. UET pays a peppercom rent of £1 per annum.

**24. POST BALANCE SHEET EVENTS**

- On 1 September 2019 Horizons College was transferred to Brunel Education (company number 11991915), an exempt charitable company, controlled by Brunel SEN Multi-Academy Trust.

The following assets and liabilities were transferred out of Uplands Educational Trust and into Brunel Education on 1st September 2019:

	£
Fixed assets	254,775
Trade debtors	-
Prepayments	20,814
Accrued income	-
Cash at Bank	277,951
Trade creditors	-
Accruals	(15,370)
Deferred income	(106,559)
Other creditors	(6,974)
Pension liability	<u>(147,000)</u>
Total funds	<u><u>277,637</u></u>
Restricted funds	-
Unrestricted funds	<u><u>277,637</u></u>
Total funds	<u><u>277,637</u></u>

- Coronavirus pandemic impact - The COVID-19 pandemic is expected to have a detrimental effect on the income generated from retail element of the charity's activities due to the temporary closure of the charity shops. We are continuing to support our young people. Funding from Swindon Borough Council is continuing and so the trustees are confident in the ongoing success and financial viability of the charity.

**25. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	2019 £	2018 £
<b>Net income for the reporting period (as per the Statement of Financial Activities)</b>	<b>216,358</b>	<b>48,239</b>
<b>Adjustments for:</b>		
Depreciation charges	72,629	76,705
Interest paid	-	1,233
Pension service cost less contributions	9,000	24,000
Pension interest cost	2,000	2,000
Increase in debtors	(169,822)	(13,479)
Increase in creditors	<u>102,387</u>	<u>27,003</u>
<b>Net cash provided by operations</b>	<u><u>232,552</u></u>	<u><u>165,701</u></u>

**Uplands Enterprise Trust**

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

**26. AGENCY ARRANGEMENTS**

The academy trust distributes 16-19 bursary funds to students as an agent for ESFA. In the accounting period ending 31 August 2019 the trust received £5,900 (2018 - £10,122) and disbursed £13,768 (2018 - £Nil) from the fund. An amount of £6,974 (2018: £14,842) is included in other creditors relating to undistributed funds that is repayable to ESFA.