

Charity number: 1063967
Company number: 03303830
(England and Wales)

Faces In Focus

Report of the Trustees and Unaudited Financial Statements

For the year ended 31 March 2016

Faces In Focus
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Faces In Focus
Report of the Trustees
For the year ended 31 March 2016

The Trustees, who are also directors for the purposes of company law, have pleasure in presenting their report and the financial statements for the charitable company for the year ended 31 March 2016.

REFERENCE AND ADMINISTRATIVE INFORMATION

Charity registration number	1063967
Company registration number	03303830
Principal address	102 Harper Road London SE1 6AQ
Trustees	Mr Andrew Rice Mr Kemi Olafare Ms Gillian Suzanne Pelage Ms Sophie Armour
Independent examiners	Marc Three Ltd Chartered Certified Accountant 25 Rowallan Court Cumberland Place London SE6 1LB
Bankers	The Cooperative Bank Olympic House 6 Olympic Court Montford Street Salford M5 2QP

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The organisation's original name was Teenage Information Network established by a Trust Deed dated 26th March 1981. The organisation became a charitable company limited by guarantee, incorporated on 17th January 1997. In 1997 the organisation changed its name to Faces in Focus and re-registered the charity in the new name as from 14th August 1997. The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed by its Articles of Association. In the event of the company being wound up, members are required to contribute an amount not exceeding £1.

RISK MANAGEMENT

The directors/trustees actively review the risk, which the charitable company faces on a regular basis and will endeavour to maintain the reserve levels around its current figure. The review of the controls of the financial systems will provide sufficient resources in the event of adverse conditions. The trustees have also examined other operational and business risks faced by the charitable company and confirm that the trustees have established systems to mitigate the significant risks.

Faces In Focus
Report of the Trustees Continued
For the year ended 31 March 2016

Recruitment and appointment of trustees

The Company shall have a Management Committee comprising not less than three and not more than fifteen persons as follows:

- (a) Not more than ten persons elected by and from the membership at the Annual General Meeting: and
- (b) In addition, the Management Committee shall have the power to co-opt up to two persons who are not members of the Company for their specialist skills and or knowledge to the Management Committee.

Trustees are recruited through advertising in the community and voluntary sector resources such as the Southwark Volunteer Centre and Do-it-All websites, the NCVO Trustee Bank, service users and networks. The Management Committee has eight trustees with a diverse range of backgrounds including finance, business sector and human resources.

New trustees are required to fill in an application form, visit the organisation and meet the Operations Coordinator to discuss the services and operations of the charity and are invited to observe a Management Committee meeting before their application is accepted and confirmed. There is no entitlement for any other external person or organisation to appoint trustees.

Trustee Induction and Training

The new trustees/directors are provided with a Management Committee induction pack which includes the following:
The main document which set out the operational framework for the charity including the Memorandum and Articles of Association.

The job description of the roles and responsibilities of being a director and trustee.

Resourcing and the current financial position as set out in the latest published accounts.

OBJECTIVES AND ACTIVITIES

Our charity's purposes as set out in the objects contained in the company's Memorandum of Association are to:

Promote the moral and social welfare and preservation of the health of young persons aged between 11 and 25 years old living or working in Greater London in particular in the London Boroughs of Southwark, Lambeth and Lewisham by any charitable means.

Ensuring our work delivers our aims

Faces In Focus provides an integrated service, with counselling, information, advice and guidance (IAG) and careers advice all under one roof. Of these services, counselling and the IAG service are provided directly by Faces In Focus; other services are provided by London Borough of Southwark, Connexions service.

This integrated service ensures the organisation delivers its stated aim of providing a comprehensive information, advice, counselling and volunteering organisation.

Comprehensive client records are kept for each service, whether they come to the organisation via referral or drop in, using a case management system, in line with the Data Protection Act.

Evaluation of services is undertaken regularly. The counselling service adheres to NHS and BCAP guidelines.

The focus of our work

The focus of the organisation's work is young people 11-25, living in the London Boroughs of Southwark and Lambeth. However, diversification of our funding for both IAG and Counselling now means we can see more clients from Lewisham and other London boroughs.

How our activities deliver public benefit

Our main activities and who we assist are described below. All charitable activities focus on providing a comprehensive service of information, advice, counselling, volunteering opportunities and resources for young people aged between 11-25 years.

Faces In Focus
Report of the Trustees Continued
For the year ended 31 March 2016

ACHIEVEMENTS AND PERFORMANCE

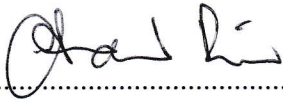
Currently the organisation provides one main area of service provision:

Counselling Project

The counselling service has seen an increase in the referral of young people with complex needs, especially those with eating disorders, self-harming and historic sexual abuse. We have continued to expand our partnership working and have delivered outreach sessions at Blackfriars Settlement and the Salmon Centre. Our referral base has also increased and we receive referrals from a range of statutory and voluntary agencies. We continue to provide a confidential, listening space allowing for reflection during a very traumatic time in the individual's life. We have continued to work with young women who are themselves, victims of this gun and knife culture, as they may be having relationships with the young men who are either victims or perpetrators

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

Approved by the Board and signed on its behalf by:



20 December 2016

Mr Andrew Rice
Trustee

Faces In Focus
Independent Examiners Report to the Trustees
For the year ended 31 March 2016

I report on the accounts of the charitable company for the year ended 31 March 2016, which comprise the Statement of Financial Activities, the Balance Sheet and the related notes.

Respective responsibilities of trustees and examiner

The Trustees, who are also directors for the purposes of company law, are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is required.

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

- examine the accounts under Section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

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

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that, in any material respect, the requirements:

- to keep accounting records in accordance with 386 and 387 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of section 394 and 395 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities and in accordance Accounting and Reporting by Charities and in accordance with the Financial Reporting Standard for Smaller Entities (the FRSSE) (effective 1 January 2015)

have not been met, or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Marc Three Ltd

Chartered Certified Accountant
25 Rowallan Court
Cumberland Place
London
SE6 1LB

20 December 2016

Faces In Focus
Statement of Financial Activities (including Income and Expenditure Account)
For the year ended 31 March 2016

	Notes	Unrestricted funds £	2015 £
Income and endowments from:			
Donations and legacies	1	2,153	4,828
Other trading activities	2	34,581	12,160
Investments	3	1,856	1,045
Other income		-	37,925
Total		38,590	55,958
Expenditure on:			
Raising funds	4	(22,759)	(66,585)
Charitable activities	5/6/7	(25,276)	(12,534)
Total		(48,035)	(79,119)
Net expenditure		(9,445)	(23,161)
Reconciliation of funds			
Total funds brought forward		(10,853)	12,308
Total funds carried forward		(20,298)	(10,853)

Faces In Focus
Balance Sheet
As at 31 March 2016

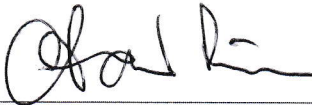
	Notes	2016 £	2015 £
Current assets			
Debtors	11	510	510
Cash at bank and in hand		(1,356)	361
		<u>(846)</u>	<u>871</u>
Creditors: Amounts falling due within one year	12	(19,452)	(11,724)
Net current assets		<u>(20,298)</u>	<u>(10,853)</u>
Total assets less current liabilities		<u>(20,298)</u>	<u>(10,853)</u>
Net assets		<u>(20,298)</u>	<u>(10,853)</u>
The funds of the charity			
Restricted income funds	13	-	(16,529)
Unrestricted income funds	13	(20,298)	5,676
Total funds		<u>(20,298)</u>	<u>(10,853)</u>

For the year ended 31 March 2016 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,
- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

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

These financial statements were approved and authorised for issue by the Board and signed on its behalf by:



Mr Andrew Rice

Trustee

20 December 2016

Faces In Focus
Notes to the Financial Statements
For the year ended 31 March 2016

1. Income from donations and legacies

	2016 £	2015 £
Unrestricted funds		
Donations received	2,153	4,828
	<u>2,153</u>	<u>4,828</u>

2. Income earned from other activities

	2016 £	2015 £
Unrestricted funds		
Southwark Council - Neighbourhood Fund	3,581	12,160
The YLC Limited	6,000	-
NHS Southwark CCG	25,000	-
	<u>34,581</u>	<u>12,160</u>

3. Investment income

	2016 £	2015 £
Unrestricted funds		
Income from UK investment properties	1,855	1,031
UK bank interest receivable	1	14
	<u>1,856</u>	<u>1,045</u>

4. Expenditure on generating donations and legacies

	2016 £	2015 £
Unrestricted funds		
Subscriptions	72	72
Support costs	22,687	66,513
	<u>22,759</u>	<u>66,585</u>

Faces In Focus
Notes to the Financial Statements Continued
For the year ended 31 March 2016

5. Costs of charitable activities by fund type

	2016 £	2015 £
Unrestricted funds		
Leaflets & Flyers	57	25
Hospitality & Refreshment	425	341
Pest Control	715	715
Volunteers Expenses	1,327	1,478
Leasing Solution	981	238
Rents, Rate & Refuse Collection	14,646	-
Support costs	4,932	5,916
	<u>23,083</u>	<u>8,713</u>

6. Costs of charitable activities by activity type

	Activities undertaken directly £	Support costs £	2016 £	2015 £
Activities Cost	-	4,932	4,932	2,418
Leaflets & Flyers	57	-	57	25
Hospitality & Refreshment	425	-	425	341
Pest Control	715	-	715	715
Volunteers Expenses	1,327	-	1,327	1,478
Leasing Solution	981	-	981	238
Rents, Rate & Refuse Collection	14,646	-	14,646	3,498
	<u>18,151</u>	<u>4,932</u>	<u>23,083</u>	<u>8,713</u>

7. Governance costs

	2016 £	2015 £
Accountancy fees	202	850
Legal fees	-	72
Costs of trustees' meetings	-	1,440
Other office costs	591	410
Other finance costs	439	-
Insurance	961	1,049
	<u>2,193</u>	<u>3,821</u>

Faces In Focus
Notes to the Financial Statements Continued
For the year ended 31 March 2016

8. Analysis of support costs

	Voluntary Income	Activities Cost	2016	2015
	£	£	£	£
Management	9,442	-	9,442	53,737
Finance	129	-	129	814
IT	540	-	540	408
Staff Training	100	-	100	2,260
Clinical Supervision	7,095	-	7,095	-
Postage & Office Stationery	4,430	-	4,430	2,294
Consultancy (Transition Fund)	500	-	500	6,425
Rent & Rate	-	4,932	4,932	5,916
Bank Charges	451	-	451	575
	<u>22,687</u>	<u>4,932</u>	<u>27,619</u>	<u>72,429</u>

9. Net income/(expenditure) for the year

This is stated after charging/(crediting):

	2016	2015
	£	£
Accountancy fees	<u>202</u>	<u>850</u>

10. Staff costs

Total staff costs for the year ended 31 March 2016 were:

	2016	2015
	£	£
Salaries and wages	9,442	49,580
Social security costs	-	4,157
	<u>9,442</u>	<u>53,737</u>

Faces In Focus
Notes to the Financial Statements Continued
For the year ended 31 March 2016

11. Debtors

	2016 £	2015 £
Amounts due after more than one year:		
Other debtors	510	510
	<u>510</u>	<u>510</u>

12. Creditors: amounts falling due within one year

	2016 £	2015 £
Trade creditors	13,133	3,609
Other creditors	6,319	8,115
	<u>19,452</u>	<u>11,724</u>

Faces In Focus
Notes to the Financial Statements Continued
For the year ended 31 March 2016

13. Movement in funds

Unrestricted Funds

	Balance at 01/04/2015 £	Incoming resources £	Outgoing resources £	Balance at 31/03/2016 £
<i>General</i>				
General	(10,853)	38,590	(48,035)	(20,298)
	<u>(10,853)</u>	<u>38,590</u>	<u>(48,035)</u>	<u>(20,298)</u>

Purpose of Unrestricted Funds

General

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

Restricted Funds

Purpose of restricted funds

General

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

14. Analysis of net assets between funds

	Net current assets / (liabilities) £	Net Assets £
Unrestricted funds		
<i>General</i>		
General	(20,298)	(20,298)
Restricted funds		
	<u>(20,298)</u>	<u>(20,298)</u>

Faces In Focus
Notes to the Financial Statements Continued
For the year ended 31 March 2016