

THE LOUISE DA-COCODIA EDUCATION TRUST

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2016

Registered Charity No. 1085379

THE LOUISE DA-COCODIA EDUCATION TRUST

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THE LOUISE DA-COCODIA EDUCATION TRUST

“Making Education a Priority”

Report of the trustees for the year ended 31st December 2016

The trustees present their annual report and financial statements of the charity for the year ended 31st December 2016. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed, the Charities Act 2011 and 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 published (FRS 102) (effective 1 January 2015).

Objectives and activities

The purposes of the charity are to support children and young people and adults particularly of African Caribbean heritage to identify gaps, access and barriers to education and to tackle a range of issues that affect their access, performance and progression into education, training and employment. To enable parents to access information and develop skills to increase their active involvement in the education of their children. To work in partnership with local colleges, universities and businesses, for the provision of mentors to help improve employment opportunities. The main activities are;

The Mrs D's Saturday Supplementary School; which is based at St Mary's C of E Primary School (Moss Side). This programme aims to:

- *provide educational support to children and young people in a friendly caring and culturally aware environment*
- *assist in the improvement of school attainment by overcoming barriers to learning*
- *facilitate activities which increase confidence resilience and self-knowledge*
- *encourage positive regard towards self and others*
- *provide and facilitate activities which enhance the ability to work collaboratively*

A review of our achievements and performance: How our activities delivered public benefit

The main achievements during the year were:

1.1. The Getting Ahead Project – Year 3

To date we have successfully completed delivery of the Paul Hamlyn funded GAP programme to The Hideaway Project, Powerhouse, Manchester Foyer, Fathers Against Violence, MMU/Inspired Histories and Mrs D's Saturday Supplementary School. We have also developed partnership relationship with Cariocca Enterprise in the organisation of the annual Cultural Enterprise and Family Funday. The Ahmed Iqbal Ullah Education Trust, St Mary's Primary School and the University of Manchester. In addition we have provided one-to-one employment, enterprise, education information and advice to children and young people. The Getting A-Head project has also enabled us to provide

placement and volunteering opportunities for undergraduate students and people within the local community.

1.2 The Gap Summer programme.

The first week of the programme was undertaken in partnership with Manchester Metropolitan University Community Learning Festival. The CLF was open to people living in Moss Side, Hulme, Whalley range and surrounding areas including Salford and North East Manchester. In terms of local participation, the university have repeatedly expressed their appreciation of the fact that the Trust had the highest number (50) of children participating in the programme on a daily basis. Parents welcomed the opportunity for their children to be involved in learning and having fun within a university environment, and the children were fully involved in the range of activities. For example one young person stated that: "Summer School was great, in particular participating in the DJing and mixing event" Week two was held at St Mary's C of E Primary School and sessions included: creative/poetry writing, the dance/drama sessions. The children also led on the making of the one minute promotional film for the Saturday School.

1.3 GAP: Education and Training

Over a period of five weeks the GAP project delivered a weekly 2 hour personal development programme for 8 young people on the Talent Match programme at the Powerhouse. The objective of the Powerhouse Talent Match programme is "guidance for self-employment". The GAP personal development programme was tailored to meet some of the young people's personal objectives and aims. Those who attended on a regular basis were awarded a Certificate of Completion and the other young people will be awarded a Certificate of Participation. The young people completed pre and post course evaluations and there were ongoing feedback during each session and after the course. They also produced a joint development plan for their anti-bullying programme, with SMART timescales. In addition, each young person completed a personal development plan.

1.4 GAP: Employment and Enterprise

The GAP Cultural Market and Family Funday took place on the 10th December 2016 at the Church of God of Prophecy on Moss Lane East. The event was the second year of a successful partnership with Carriocia Enterprise. The costs of stalls remained at last year's level. This year we had an increase of stall holders from 25 to 30 representing an increase of 15%. As a strategy for developing their entrepreneurial skills ten of the stalls were reserved for young people aged 19 plus. Through on-air advertising, leafleting, social media and word of mouth there was an increased footfall of 5-10%.

One-to-one support has involved working with people who are described as 'economically' inactive.' This includes student and those who are looking after dependents/children at home and lone parent families. Depending on their circumstances, this support is by way of face-to-face guidance sessions, e-mail and telephone conversations. We also advertise job vacancies via the Trust Facebook page. Drawing on their work with Mrs D's Saturday School, volunteer tutors are assisted in

their applications for teaching post in mainstream schools. This included the completion of application forms, updating CVs, references and the development of their interview skills and techniques. Five of the parents in the 25-30 age bracket whose children attend Mrs D's Saturday school, were offered a free six week training course for women wanting to start a new business or progress an established business. This 'Enterprise Bridge' course is part of the 'Women in Business' programme held at different One Manchester venues around the city.

The trustees confirm that they have referred to the Charity Commission's guidance on public benefit when reviewing the Charity's aims and objectives, in planning future activities, and setting the policies for the year. The charity furthers its charitable purposes for the public benefit through being dedicated to undertaking initiatives for local parents that enable them to support their children's learning. We achieve this by offering an education service and hosting events which bring the community together to share experiences, examine attitudes and develop skills. The Trust demonstrates its commitment to supplementary education by providing a Saturday school.

2.1 Mrs D's Saturday Supplementary School aims to improve the attainment levels of children and young people in local communities such as Moss Side, Hulme, Whalley Range and Old Trafford. This is based on a recognition of the need for children and young people to be (a) health and safe (b) Do well at school (c) Help other people (d) Have their voice heard (e) Have higher personal aspiration. The supplementary school is based at St. Mary's Primary school in Moss Side and classes take place on Saturdays (term time) from 9.30 – 3 p.m. Currently approximately 60 children between the ages of 8 and 15 are enrolled at the school. The subjects are, Maths, English, Science, Music Personal and Cultural development. The children are also supported to complete homework from their mainstream school. Support is also given to children in preparation for their SATS. Teaching takes place in small groups or on a one-to-one basis. These sessions are facilitated by paid tutor and volunteers whose travel expenses is covered by the Trust.

2.2 African History: Training the Trainers Course

The recent Black History Train the Trainers course was a follow-up to the successful series of Black History courses, which was undertaken in partnership with MMU and Linford Sweeney (Inspired Histories). The Train the Trainers course is an initiative of the Louise Da-Cocodia Education Trust Getting A-Head Project. This course was aimed specifically at enabling young men and women who attended the Black History courses to develop the knowledge and skills necessary for delivering Black History sessions to children and young people age 8-15 that attend both the Trust SS Supplementary School and annual summer programme.

3.1. Womanchester statue Project: Our founder the late Louise Da-Cocodia was one of the six women nominated for the Womanchester statue project. She was nominated the winner by children and young people at Levenshulme High School for Girls who stated that she was representative of 21st century Britain. During the period of

campaigning GAP benefitted tremendously from the increased publicity as in the various radio and television programmes, which featured children, and young people who were involved with the programme.

Financial review

Trustees are now actively fundraising to enable the continuation of the Saturday School and the Getting Ahead project

Investment powers and policy

Aside from retaining a prudent amount in reserves each year, most of the charity's funds are to be spent in the short term so there are few funds for any longer term investment.

Reserves policy and going concern

The balance held in unrestricted reserves at 31st December 2016 was £4,905 of which £4,904 are free reserves, after allowing for funds tied up in tangible fixed assets.

The trustees aim to maintain free reserves in unrestricted funds at a level which equates to approximately 5 months of unrestricted charitable expenditure. The trustees consider that this level will provide sufficient funds to respond to applications for grants and ensure that support and governance costs are covered.

The main source of income is grant funding and member's income. The directors consider that it is appropriate to prepare the accounts on a going concern basis and consequently the accounts do not include any adjustments that would be necessary if the funding should cease.

Risk management

The trustees have conducted a review of the major risks to which the charity is exposed and systems have been established to mitigate those risks.

Plans for Future Periods

We will continue to run and develop the Getting Ahead Programme and Mrs D's Saturday School

Structure, governance and management

The Charity is a registered charity and is constituted under a trust deed dated October 2008.

Appointment of trustees

New trustees are appointed by existing trustees and serve for 4 years after which they may put themselves forward for re-appointment. The Trust Deed provides for a minimum of 7 trustees, to a maximum of 11 trustees, with no more than 4 trustees due for re-appointment in any one year.

At the quarterly trustee meetings, the trustees agree the broad strategy and areas of activity for the Charity, including investment, reserves and risk management policies and performance. The day to day administration of the Charity is delegated to subgroup of Chair, Treasurer and Secretary

Trustee induction and training

Most trustees are already familiar with the work of the charity as a result of either their work within a member organisation or as a volunteer. Additionally, new trustees familiarise themselves with the roles and responsibilities of trustees as set out by the Charity Commission.

Reference and administrative information

Charity Name: The Louise Da-Cocodia Educational Trust.

Charity Number: 1085379

Trustees

Diane Watt

Lorna Roberts

Beverley Hypolite

Valrie Tait-Saunders

(resigned October 2016)

Patrick Williams

(resigned October 2016)

Veronica Henry

Louis Sterling

Secretary

(resigned October 2016)

Tom Nelson

Deputy Chair

Yvonne Hypolite-Prince

Chair

Principal Office

Millenium Powerhouse

Raby St

Moss Side

Manchester

M14 4SS

Independent Examiners

Community Accountancy Service Limited

The Grange

Pilgrim Drive

Beswick

Manchester

M11 3TQ

Bankers

The Cooperative Bank plc

PO Box 250

Delf House

Southway

Skelmersdale

WN8 6WT

Trustees responsibilities in relation to the financial statements

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, of the charity for that period. In preparing the financial statements, the trustees are required to:

- Select suitable accounting principles and then apply them consistently;
- Observe the methods and principles in the applicable Charities SORP;
- Make judgments and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- Prepare the financial statements on a going concern basis unless it is appropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provision of the Trust deed. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees on 24th May 2017 and signed on their behalf by:

Tom Nelson
DEPUTY CHAIR of TRUSTEES

**INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF
THE LOUISE DA-COCODIA EDUCATION TRUST
REGISTERED CHARITY NO. 1085379**

I report on the accounts of the charity, for the Year Ended 31st December 2016 which are set out on pages 8 to 17.

Respective Responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity 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 needed. The charity is preparing accrued accounts and I am qualified to undertake the examination by being a qualified member of the Association of Chartered Certified Accountants.

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act;
- 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 Examiners 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 charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from 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 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 have in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act,
- 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.

Signed: AM King

AM King FCCA
Date: 24th May 2017

Community Accountancy Service Ltd
The Grange, Pilgrim Drive, Beswick,
Manchester, M11 3TQ

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED
31 DECEMBER 2016

		Unrestricted Funds	Restricted Funds	Total Funds Year Ended 31 December 2016	Total Funds Year Ended 31 December 2015
	Further Details	£	£	£	£
Income from:					
Donations and legacies	(3)	4,687	-	4,687	2
Charitable Activities	(4)	2,681	32,121	34,802	1,857
Investment Income		38	-	38	83
Total		7,406	32,121	39,527	1,942
Expenditure on:					
Raising Funds	(5)	2,254	-	2,254	-
Charitable Activities	(5)	4,490	32,145	36,635	34,245
Total		6,744	32,145	38,889	34,245
Net movement in funds		662	(24)	638	(32,303)
Reconciliation of funds					
Total funds brought forward	(14)	4,243	39,454	43,697	76,000
Total funds carried forward	(14)	4,905	39,430	44,335	43,697

The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities.

The notes on pages 11 to 17 form part of these accounts.

BALANCE SHEET AS AT 31 DECEMBER 2016

	Notes	2016 £	2015 £
Fixed assets:			
Tangible assets	(10)	1	1
Total fixed assets		<u>1</u>	<u>1</u>
Current assets:			
Debtors	(11)	3,989	2,427
Cash at Bank & in Hand		44,641	78,144
Total current assets		<u>48,630</u>	<u>80,571</u>
Liabilities:			
Creditors: Amounts falling due within one year	(12)	4,296	36,875
Net current assets or liabilities		<u>44,334</u>	<u>43,696</u>
Total assets less current liabilities		44,335	43,697
Total net assets or liabilities		<u><u>44,335</u></u>	<u><u>43,697</u></u>
The funds of the charity:			
Restricted income funds	(14)	39,430	39,454
Unrestricted income funds	(14)	4,905	4,243
Total charity funds		<u><u>44,335</u></u>	<u><u>43,697</u></u>

Approved on behalf of the Trustees Management Committee

Tom Nelson

Veronica Henry

Date: 24th May 2017

The notes on pages 11 to 17 form part of these accounts.

Statement of Cash Flows for the year ending 31st December 2016

	year Ended 31 December 2016 £	year Ended 31 December 2015 £
Net cash used in operating activities	(33,541)	389
Cash flows from investment activities:		
Interest	38	83
Purchase of fixed assets	-	-
Net cash provided by investing activities	<u>38</u>	<u>83</u>
Increase/(decrease) in cash and cash equivalents during the year	(33,503)	472
Cash and cash equivalents brought forward	78,144	77,672
Cash and cash equivalents carried forward	<u>44,641</u>	<u>78,144</u>

Notes to the accounts

1. Accounting policies**(a) Basis of preparation and assessment of going concern**

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16th July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

(b) Reconciliation with previous Generally Accepted Accounting Practice

In preparing the accounts, the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102, a restatement of comparative items was needed. No restatements were required.

(c) Funds structure

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or trust deed. There is 1 restricted fund.

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have created a fund for a specific purpose.

Further details of each fund are disclosed in note 14.

(d) Income recognition

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

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

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. Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

(e) Expenditure Recognition

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 settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings. For more information on this attribution refer to note (g) below.

(f) Irrecoverable VAT

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

(g) Allocation of support and governance costs

Support costs have been allocated between governance costs and other support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to independent examination and legal fees together with an apportionment of overhead and support costs.

Governance costs and support costs relating to charitable activities have been apportioned based on type of expense. The allocation of support and governance costs is analysed in note 7.

(h) Costs of raising funds

The costs of raising funds consists of the costs of events and activities.

(i) Charitable Activities

Costs of charitable activities include governance costs and an apportionment of support costs as shown in note 5.

(j) Tangible fixed assets and depreciation

All assets costing more than £500 are capitalised and valued at historical cost. Depreciation is charged on the following basis:

Computer Equipment	33.33% on cost
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(k) Realised gains and losses

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their varying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

(l) Pensions

The charity currently does not administer contributions to a pension scheme on behalf of individuals but is providing for historic pensions liabilities.

2. Related party transactions and trustees' expenses and remuneration

The trustees all give freely their time and expertise without any form of remuneration or other benefit in cash or kind (2015: £nil). Expenses paid to the trustees in the year totalled £nil (2015: £nil).

3. Donations and Legacies

	Unrestricted Year Ended 31 December 2016 £	Restricted Year Ended 31 December 2016 £	Total Funds Year Ended 31 December 2016 £	Total Funds Year Ended 31 December 2015 £
Donations	4,687	-	4,687	2
	4,687	-	4,687	2

4. Income from charitable activities

	Unrestricted Year Ended 31 December 2016 £	Restricted Year Ended 31 December 2016 £	Total Funds Year Ended 31 December 2016 £	Total Funds Year Ended 31 December 2015 £
Workshop/Fees	2,681	-	2,681	1,857
Restricted grants: Paul Hamlyn Foundation	-	32,121	32,121	-
	2,681	32,121	34,802	1,857

5. Expenditure

	Activities	Year Ended 31 December 2016	Year Ended 31 December 2015
	£	£	£
Expenditure on raising funds:			
Event costs	1,500	1,500	-
Website	134	134	-
Publicity	620	620	-
	<u>2,254</u>	<u>2,254</u>	<u>-</u>
Expenditure on charitable activities:			
Employment Costs	22,247	22,247	22,857
Payroll Bureau Charges	1,079	1,079	423
Consultancy	5,487	5,487	1,070
Printing & Stationery	48	48	55
Resources	565	565	2,200
Travel	880	880	-
Miscellaneous Costs	3	3	6
Facilitators Fees	1,202	1,202	1,400
Consumables	-	-	25
Expenses	-	-	501
Refreshments	592	592	412
Training	-	-	79
Volunteer Expenses	-	-	131
Telephone	362	362	1,037
Rent	3,000	3,000	3,000
Insurance	660	660	569
Governance Costs	510	510	480
	<u>36,635</u>	<u>36,635</u>	<u>34,245</u>
	<u>38,889</u>	<u>38,889</u>	<u>34,245</u>

6. Analysis of expenditure on charitable activities

	Mrs D's	Getting Ahead Project	Total 2016
	£	£	£
Employment Costs	-	22,247	22,247
Payroll Bureau Charges	-	1,079	1,079
Consultancy	-	5,487	5,487
Printing & Stationery	-	48	48
Resources	183	382	565
Travel	880	-	880
Miscellaneous Costs	-	3	3
Facilitators Fees	-	1,202	1,202
Refreshments	453	139	592
Telephone	-	362	362
Rent	-	3,000	3,000
Insurance	-	660	660
Governance Costs	-	510	510
	1,516	35,119	36,635

7. Allocation of governance costs

The breakdown of support costs and how these were allocated between governance and other support costs is shown below:

	Support	Governance	Total	Basis of apportionment
Accountancy Fees	-	510	510	all costs relate to governance
	-	510	510	

8. Analysis of staff costs

	Year Ended 31 December 2016	Year Ended 31 December 2015
	£	£
Wages and Salaries	22,247	22,857
	22,247	22,857

The average number of employees during the year was 6 (previous year: 8).

The charity considers its key management personnel comprises the trustees. The total employment benefits, including employer pension contributions of the key management personnel were £nil (previous year: £nil), No employees has benefits in excess of £60,000 (previous year: none).

9. Independent Examiner Fees

	Year Ended 31 December 2016	Year Ended 31 December 2015
	£	£
Independent examination fees	510	480
	510	480

10. Tangible Fixed Assets

	Computer Equipment	Total
Cost	£	£
At 1st January 2015	2,672	2,672
Additions	-	-
At 31st December 2015	<u>2,672</u>	<u>2,672</u>
Depreciation		
At 1st January 2015	2,671	2,671
Charge for Year	-	-
At 31st December 2015	<u>2,671</u>	<u>2,671</u>
NET BOOK VALUE		
At 31st December 2015	<u>1</u>	<u>1</u>
At 31st December 2014	<u>1</u>	<u>1</u>

11. Analysis of debtors

	2016	2015
	£	£
Prepayments	770	741
Other debtors	<u>3,219</u>	<u>1,686</u>
	<u>3,989</u>	<u>2,427</u>

Debtors and prepayments related to unrestricted funds both in 2016 and 2015.

12. Creditors: amounts falling due within one year

	2016	2015
	£	£
Creditors	708	-
Other creditors and accruals	3,588	3,581
Deferred income	-	32,121
Taxation and social security costs	-	1,173
	<u>4,296</u>	<u>36,875</u>

13. Deferred income

Deferred income comprises a grant from Paul Hamlyn received in December 2015 for expenditure in 2016

Balance as at 1st January 2016	32,121
Amount released to income earned from charitable activities	(32,121)
Amount deferred in year	-
Balance at 31st December 2016	<u>-</u>

14. Analysis of charitable funds**Analysis of movements in unrestricted funds**

	Balance at 1 January 2016	Incoming Resources	Resources Expended	Transfers	Balance at 31 December 2016
	£	£	£	£	£
General Fund	4,243	7,406	(6,744)	-	4,905
	4,243	7,406	(6,744)	-	4,905

Name of unrestricted fund:

General Fund

Description, nature and purpose of the fund

The "free reserves" after allowing for all designated funds

Analysis of movements in restricted funds

	Balance at 1 January 2016	Incoming Resources	Resources Expended	Transfers	Balance at 31 December 2016
	£	£	£	£	£
Paul Hamlyn Foundation	39,454	32,121	(32,145)	-	39,430
	39,454	32,121	(32,145)	-	39,430

Name of restricted fund:

Paul Hamlyn Foundation

Description, nature and purpose of the fund

for the Getting Ahead Project, a personal development and mentoring programme

15. Analysis of net assets between funds

	Unrestricted funds	Designated funds	Restricted funds	Total
	£	£	£	£
Tangible fixed assets	1	-	-	1
Cash at bank and in hand	4,904	-	39,737	44,641
Other net current assets/(liabilities)	-	-	(307)	(307)
Total	4,905	-	39,430	44,335

16. Financial Instruments

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

17. Reconciliation of net movement in funds to net cash flow from operating activities

	Year Ended 31 December 2016 £	Year Ended 31 December 2015 £
Net movement in funds	638	(32,303)
Deduct investment income	(38)	(83)
Decrease/(increase) in debtors	(1,562)	(468)
Increase/(decrease) in creditors	(32,579)	33,243
Net cash used in operating activities	(33,541)	389

THE LOUISE DA-COCODIA EDUCATION TRUST

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Traditional Income and Expenditure Account

	Year Ended 31 December 2016 £	Year Ended 31 December 2015 £
Income		
Donations	4,687	2
Workshop/Fees	2,681	1,857
Restricted grants:		
Paul Hamlyn Foundation	32,121	-
Investment Income	38	83
Total Income	39,527	1,942
Expenditure		
Event costs	1,500	-
Website	134	-
Publicity	620	-
Employment Costs	22,247	22,857
Payroll Bureau Charges	1,079	423
Consultancy	5,487	1,070
Printing & Stationery	48	55
Resources	565	2,200
Travel	880	-
Miscellaneous Costs	3	6
Facilitators Fees	1,202	1,400
Consumables	-	25
Expenses	-	501
Refreshments	592	412
Training	-	79
Volunteer Expenses	-	131
Telephone	362	1,037
Rent	3,000	3,000
Insurance	660	569
Governance Costs	510	480
Total Expenditure	38,889	34,245
Surplus/(deficit for year)	638	(32,303)



THE LOUISE DA-COCODIA EDUCATION TRUST

“Making Education a Priority”

Report of the trustees for the year ended 31st December 2016

The trustees present their annual report and financial statements of the charity for the year ended 31st December 2016. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed, the Charities Act 2011 and 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 published (FRS 102) (effective 1 January 2015).

Objectives and activities

The purposes of the charity are to support children and young people and adults particularly of African Caribbean heritage to identify gaps, access and barriers to education and to tackle a range of issues that affect their access, performance and progression into education, training and employment. To enable parents to access information and develop skills to increase their active involvement in the education of their children. To work in partnership with local colleges, universities and businesses, for the provision of mentors to help improve employment opportunities. The main activities are;

The Mrs D's Saturday Supplementary School; which is based at St Mary's C of E Primary School (Moss Side). This programme aims to:

- *provide educational support to children and young people in a friendly caring and culturally aware environment*
- *assist in the improvement of school attainment by overcoming barriers to learning*
- *facilitate activities which increase confidence resilience and self-knowledge*
- *encourage positive regard towards self and others*
- *provide and facilitate activities which enhance the ability to work collaboratively*

A review of our achievements and performance: How our activities delivered public benefit

The main achievements during the year were:

1.1.The Getting Ahead Project – Year 3

To date we have successfully completed delivery of the Paul Hamlyn funded GAP programme to The Hideaway Project, Powerhouse, Manchester Foyer, Fathers Against Violence, MMU/Inspired Histories and Mrs D's Saturday Supplementary School. We have also developed partnership relationship with Cariocca Enterprise in the organisation of the annual Cultural Enterprise and Family Funday. The Ahmed Iqbal Ullah Education Trust, St Mary's Primary School and the University of Manchester. In addition we have provided one-to-one employment, enterprise, education information and advice to children and young people. The Getting A-Head project has also enabled us to provide

placement and volunteering opportunities for undergraduate students and people within the local community.

1.2 The Gap Summer programme.

The first week of the programme was undertaken in partnership with Manchester Metropolitan University Community Learning Festival. The CLF was open to people living in Moss Side, Hulme, Whalley range and surrounding areas including Salford and North East Manchester. In terms of local participation, the university have repeatedly expressed their appreciation of the fact that the Trust had the highest number (50) of children participating in the programme on a daily basis. Parents welcomed the opportunity for their children to be involved in learning and having fun within a university environment, and the children were fully involved in the range of activities. For example one young person stated that: "Summer School was great, in particular participating in the DJing and mixing event" Week two was held at St Mary's C of E Primary School and sessions included: creative/poetry writing, the dance/drama sessions. The children also led on the making of the one minute promotional film for the Saturday School.

1.3 GAP: Education and Training

Over a period of five weeks the GAP project delivered a weekly 2 hour personal development programme for 8 young people on the Talent Match programme at the Powerhouse. The objective of the Powerhouse Talent Match programme is "guidance for self-employment". The GAP personal development programme was tailored to meet some of the young people's personal objectives and aims. Those who attended on a regular basis were awarded a Certificate of Completion and the other young people will be awarded a Certificate of Participation. The young people completed pre and post course evaluations and there were ongoing feedback during each session and after the course. They also produced a joint development plan for their anti-bullying programme, with SMART timescales. In addition, each young person completed a personal development plan.

1.4 GAP: Employment and Enterprise

The GAP Cultural Market and Family Funday took place on the 10th December 2016 at the Church of God of Prophecy on Moss Lane East. The event was the second year of a successful partnership with Carriocia Enterprise. The costs of stalls remained at last year's level. This year we had an increase of stall holders from 25 to 30 representing an increase of 15%. As a strategy for developing their entrepreneurial skills ten of the stalls were reserved for young people aged 19 plus. Through on-air advertising, leafleting, social media and word of mouth there was an increased footfall of 5-10%.

One-to-one support has involved working with people who are described as 'economically' inactive.' This includes student and those who are looking after dependents/children at home and lone parent families. Depending on their circumstances, this support is by way of face-to-face guidance sessions, e-mail and telephone conversations. We also advertise job vacancies via the Trust Facebook page. Drawing on their work with Mrs D's Saturday School, volunteer tutors are assisted in

their applications for teaching post in mainstream schools. This included the completion of application forms, updating CVs, references and the development of their interview skills and techniques. Five of the parents in the 25-30 age bracket whose children attend Mrs D's Saturday school, were offered a free six week training course for women wanting to start a new business or progress an established business. This 'Enterprise Bridge' course is part of the 'Women in Business' programme held at different One Manchester venues around the city.

The trustees confirm that they have referred to the Charity Commission's guidance on public benefit when reviewing the Charity's aims and objectives, in planning future activities, and setting the policies for the year. The charity furthers its charitable purposes for the public benefit through being dedicated to undertaking initiatives for local parents that enable them to support their children's learning. We achieve this by offering an education service and hosting events which bring the community together to share experiences, examine attitudes and develop skills. The Trust demonstrates its commitment to supplementary education by providing a Saturday school.

2.1 Mrs D's Saturday Supplementary School aims to improve the attainment levels of children and young people in local communities such as Moss Side, Hulme, Whalley Range and Old Trafford. This is based on a recognition of the need for children and young people to be (a) health and safe (b) Do well at school (c) Help other people (d) Have their voice heard (e) Have higher personal aspiration. The supplementary school is based at St. Mary's Primary school in Moss Side and classes take place on Saturdays (term time) from 9.30 – 3 p.m. Currently approximately 60 children between the ages of 8 and 15 are enrolled at the school. The subjects are, Maths, English, Science, Music Personal and Cultural development. The children are also supported to complete homework from their mainstream school. Support is also given to children in preparation for their SATS. Teaching takes place in small groups or on a one-to-one basis. These sessions are facilitated by paid tutor and volunteers whose travel expenses is covered by the Trust.

2.2 African History: Training the Trainers Course

The recent Black History Train the Trainers course was a follow-up to the successful series of Black History courses, which was undertaken in partnership with MMU and Linford Sweeney (Inspired Histories). The Train the Trainers course is an initiative of the Louise Da-Cocodia Education Trust Getting A-Head Project. This course was aimed specifically at enabling young men and women who attended the Black History courses to develop the knowledge and skills necessary for delivering Black History sessions to children and young people age 8-15 that attend both the Trust SS Supplementary School and annual summer programme.

3.1. Womanchester statue Project: Our founder the late Louise Da-Cocodia was one of the six women nominated for the Womanchester statue project. She was nominated the winner by children and young people at Levenshulme High School for Girls who stated that she was representative of 21st century Britain. During the period of

campaigning GAP benefitted tremendously from the increased publicity as in the various radio and television programmes, which featured children, and young people who were involved with the programme.

3.1

Financial review

Trustees are now actively fundraising to enable the continuation of the Saturday School and the Getting Ahead project

Investment powers and policy

Aside from retaining a prudent amount in reserves each year, most of the charity's funds are to be spent in the short term so there are few funds for any longer term investment.

Reserves policy and going concern

The balance held in unrestricted reserves at 31st December 2016 was £5,287 of which £5,286 are free reserves, after allowing for funds tied up in tangible fixed assets.

The trustees aim to maintain free reserves in unrestricted funds at a level which equates to approximately 5 months of unrestricted charitable expenditure. The trustees consider that this level will provide sufficient funds to respond to applications for grants and ensure that support and governance costs are covered.

The main source of income is grant funding and member's income. The directors consider that it is appropriate to prepare the accounts on a going concern basis and consequently the accounts do not include any adjustments that would be necessary if the funding should cease.

Risk management

The trustees have conducted a review of the major risks to which the charity is exposed and systems have been established to mitigate those risks.

Plans for Future Periods

We will continue to run and develop the Getting Ahead Programme and Mrs D's Saturday School

Structure, governance and management

The Charity is a registered charity and is constituted under a trust deed dated October 2008.

Appointment of trustees

New trustees are appointed by existing trustees and serve for 4 years after which they may put themselves forward for re-appointment. The Trust Deed provides for a minimum of 7 trustees, to a maximum of 11 trustees, with no more than 4 trustees due for re-appointment in any one year.

At the quarterly trustee meetings, the trustees agree the broad strategy and areas of activity for the Charity, including investment, reserves and risk management policies and performance. The day to day administration of the Charity is delegated to subgroup of Chair, Treasurer and Secretary

Trustee induction and training

Most trustees are already familiar with the work of the charity as a result of either their work within a member organisation or as a volunteer. Additionally, new trustees familiarise themselves with the roles and responsibilities of trustees as set out by the Charity Commission.

Reference and administrative information

Charity Name: The Louise Da-Cocodia Educational Trust.

Charity Number: 1085379

Trustees (at the date the report is approved)

Diane Watt

Lorna Roberts

Beverley Hypolite

Valrie Tait-Saunders

Patrick Williams

Veronica Henry

Louis Sterling

Secretary

Tom Nelson

Deputy Chair

Yvonne Hypolite-Prince

Chair

Chief Executive/Manager

None

Principal Office

Millenium Powerhouse

Raby St

Moss Side

Manchester M14 4SS

Independent Examiners

Community Accountancy Service Limited

The Grange

Pilgrim Drive

Beswick

Manchester

M11 3TQ

Bankers

The Cooperative Bank plc

PO Box 250

Delf House

Southway
Skelmersdale
WN8 6WT

Trustees responsibilities in relation to the financial statements

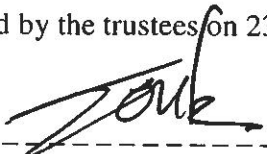
The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, of the charity for that period. In preparing the financial statements, the trustees are required to:

- Select suitable accounting principles and then apply them consistently;
- Observe the methods and principles in the applicable Charities SORP;
- Make judgments and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- Prepare the financial statements on a going concern basis unless it is appropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provision of the Trust deed. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees on 23rd May 2017 and signed on their behalf by:



Tom Nelson
DEPUTY CHAIR of TRUSTEES