# THE ACCESS TO SPORTS PROJECT (Company Limited by Guarantee without Share Capital)

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2017

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# FOR THE YEAR ENDED 31 MARCH 2017

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#### TRUSTEES' ANNUAL REPORT

#### FOR THE YEAR ENDED 31 MARCH 2017

The trustees present their annual directors' report together with the financial statements of the charity for the year ended 31 March 2017 and which have been prepared to also meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, 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 (FRS 102) published on 16 July 2014 (as amended by Update Bulletin 1 published on 2 February 2016).

# Chair's Report

As Chair since 2016, I continue to be aware and passionate of the great importance of the work that the charity does to improve the lives of children and young people, by providing them with the opportunity to develop not only physical well-being through participation in sport, but also positive improvements in their confidence and self-esteem, to help them deal with many day to day challenges, that they might otherwise find difficult.

Despite having a reduction in overall funding of almost 17% since 2016, the charity's programme of activities in 2017 continued to reach some of the most disadvantaged communities in London.

The trustees have ensured that the additional reserves have been used to ensure that several of our programmes have continued to operate during these challenging economic years; where our main funders, local government and educational funders, have struggled to offer the same level of funding. These main funders represent around 80% of our funding.

I am delighted to announce the approval of significant funding for the redevelopment of the Tennis Courts in Finsbury Park, which the charity leases on a long term lease. Of the £337,500 of newly approved funding, £150,000 is from LTA (Lawn Tennis Association); £150,000 is from LMCT (The London Marathon Charitable Trust), £50,000 is from London Borough of Haringey and £27,500 is coming from the charity's own unrestricted reserves fund. i.e. a new designated reserve fund, called the Facility Development Fund, has been created using £27,500 transferred from general reserves.

The first stage of the Tennis Court Redevelopment Project is the installation of floodlights to enable the courts to be used for longer hours, primarily during spring and autumn, but hopefully also during winter, if the weather stays mild.

In closing, I would sincerely like to thank the charity's funders, without whom, this important work of engaging children and young people in sporting pursuits, both as participants and young leaders and coaches, would not be possible.

Michelle Weltman Chair

TRUSTEES' ANNUAL REPORT (Continued)

#### FOR THE YEAR ENDED 31 MARCH 2017

#### **Objectives** and Activities

The Access to Sports Project is a sports development Charity, working in the London Boroughs of Islington, Haringey and Hackney. The project supports local community organisations including sports clubs, schools, tenants associations and voluntary youth groups.

We deliver targeted sports development programmes, which seek to increase and sustain participation in sport and recreation in the area in which we work. The strategies employed to achieve the charity's aims are to:

- 1. Provide training for local people enabling them to become involved in sports coaching;
- 2. Organise a range of accessible and affordable sports activities for young people; and
- 3. Provide support and assistance to local organisations interested in sports.

Putting these strategies into action we have four major areas of activity which are: sports activities and coaching programmes; sports events, competitions and residentials; accredited training, education, training and employment; supporting local groups and youth led programmes.

#### Public Benefit

In shaping the objectives for the year and planning the charity's activities, the trustees referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

Main objectives for the year and strategies

Objectives and Strategy.

- To continue to develop programmes and partnerships with participants, groups and organisations to help ensure the sustainability and high quality service offer.
- To build the sustainability of the organisation by successfully bidding for contracts and diversifying our income profile.
- We will also continue to develop our staff and volunteers to ensure continuous service improvement.

## Volunteers

The charity supported 130 volunteers during the year enabling them to develop skills and experience in the sports and sports development sector.

#### Achievements and Performance

In 2016/17 The Access to Sports Project, worked in partnership with a variety of organisations to successfully deliver *free of charge* sports programmes across the London boroughs of Hackney, Haringey and Islington for young people and adults. The programmes were aimed at engaging people from disadvantaged backgrounds and the vast majority of our programmes were delivered in local venues at low or for the most part, no cost to participants. The offer featured:

Sports activities and coaching programmes
Sports events, competitions & residentials
Accredited training, education, training & employment & volunteering
Supporting local groups & youth led programmes

#### TRUSTEES' ANNUAL REPORT (Continued)

# FOR THE YEAR ENDED 31 MARCH 2017

In **Hackney** we worked in partnership with Young Hackney and Hackney Council, as well as a range of partners including housing associations, community and youth groups to deliver targeted free-of-charge sports coaching, competitive opportunities and accredited training. These were largely delivered at estate, youth hubs, schools and community venues. Some of the key successes of the programme included:

- Over 2000 young people engaged in programmes designed to promote positive outcomes such as improved health and well-being, and the development of new skills and confidence.
- Successful delivery of weekly sports coaching, 22 sports and physical sessions were offered per weekly.
- Delivery of a successful term-time and holiday multi-sports programme based at Stormont House School for SEND young people
- Delivery of accreditation and leadership programmes including for Football Level 1 and level 2 awards, Basketball Activator Award, Junior Football Leaders and Tennis Leaders Awards.
- Popular holiday and term time programmes offered at local youth hubs and Hackney Downs and Millfields park.
- Very popular summer programme, delivered throughout the school holidays, and featured over 45 week-long programmes and engaged over 1000 young people.
- The annual Millfields Park Family Fun Day & Sports Day was attended by over 450 people in July. The daylong event attracted local residents, community organisations, families, and young people from all backgrounds. Activities on offer included football competitions, Cricket, Badminton, Volleyball, Tag Rugby, tug-of-war, sack races, under 5s area, bouncy castle, cycling, smoothie bikes and Albion Kids Show.

In **Haringey** we continued to work in partnership with the Council's leisure team, the Finsbury Park Sports Partnership and a variety of local groups and organisations to introduce new sports and physical activities Finsbury Park and surrounding areas.

- A key focus area for us this year has been the development of the Finsbury Park Tennis project. Since July 2013 we have worked in partnership with Haringey Council and the Finsbury Park Sports Partnership to operate the Finsbury Park tennis courts. 2016/17 saw us develop a greater range of junior and adult coaching programmes, events and competitions delivered from the courts and these saw significant increases in the number of people attending tennis programmes at the courts.
- One of the key elements to the success of Finsbury Park tennis has been the introduction of our outreach and community tennis programme *Tennis for All*. This programme saw us introduce free of change tennis in local schools, community centres youth clubs and local housing estates to engage both children and adults to try out tennis for the first time.

In **Islington** we worked with the London Borough of Islington, notably the Leisure Team and Islington Housing Services as well as a range of partners, to deliver a free of charge sports programmes across for young people aged 5-25 across Islington. We offered 56 sport and physical activity sessions each week and over 4500 young people participated in a variety of programmes.

• We delivered successful programmes of activity on housing estates and community venues in partnership with Islington Housing and other partners such as in the Safer Neighbourhood Board, Rosebowl Youth Hub, and a number of community partners. Programmes included multi sports delivery as well as targeted programmes of education and support which included mentoring support and advice. During the year we particularly focussed upon encouraging the progression of young people into additional programmes and services and to do this we delivered a variety of opportunities, such as the Sportivate programmes, sports specific or team training sessions. These enabled young people who have participated in our estate based and community engagement projects to take part in more advanced sessions, try out new sports activities or further develop skills by taking part in competitive teams and clubs and as a result 520+ young people were supported into advanced sessions and teams/clubs.

# TRUSTEES' ANNUAL REPORT (Continued)

#### FOR THE YEAR ENDED 31 MARCH 2017

In Islington, additional, successful, programme delivery included:

- Events & Competitions, offered in different sports and using community venues, aimed at bringing together estates and communities together as well as showcasing and celebrating achievement and developing sporting ability. The Islington community cup football competitions were a very popular way of bringing young people together in shared activities. We also were a partner in many community events and estate fun days throughout the course of the year.
- School holiday sports programmes. More than 240 school holiday activities were offered in a variety of locations and sports. This was a very popular offer and included multi-sports programmes at Finsbury Park, Andover, Mayville, Elthorne and New River Green Estates, Archery and female only sports at Lift programmes, and Football and multi-sports activities and a Summerversity.
- SEN/D programmes were delivered throughout the year and included weekly Tennis at Finsbury Park, support for the Islington Sports Festival and holiday programmes for young people with SEN/D at Finsbury and Sobell leisure centres.

We again participated in the **Jack Petchey Achievement Award** scheme; which sees young people selected by their peers receive a cash allowance to spend on their group. This year awards were issued to young people who have participated in our estate-based football, basketball, and multi sports programmes with funding used for sports kit, equipment and team building activities.

During the year a focus on increasing participation of **women and girls** in sports and physical activity saw us develop a number of new initiatives.

- The *This Girl Can*: Islington programme saw us deliver an expanded programme of sports and fitness activities for women in community centres, Finsbury Park and Sobell Leisure centres.
- We were one of the partners in the EU, Erasmus+, funded, EGPiS (Encouraging Girls Participation in Sport) project, which was designed to develop research and a resource for tackling sporting participation drop off rates amongst girls and young women. Project partners included university, local government and NGOs from Italy, Sweden, Czech Republic, Cyprus, Turkey and Portugal and in Islington Mount Carmel School, Highbury Fields and Isledon Partnership. The EGPiS project featured research in the form of existing literature, focus groups with professionals, evaluations from young people and the delivery of pilot delivery activities. This enabled us to further build insight and understanding into the barriers and motivations which impact on female participation in sports, which we have applied in planning and delivery of enhanced and improved programmes.

We continued to deliver **Streetgames** 'Doorstep Sports Clubs' throughout the year; successfully delivering activities to engage young people in weekly sports and physical activities. Young people took part in football, basketball, fitness and multi-sports activities.

During the year we continued to deliver the Sport England, Lottery Funded, *Get Sporty!* Project. This successfully engaging large numbers of young people aged 14-25 in a range of sports and physical activities, support for groups and accredited sports leadership training. The project was particularly focused upon engaging new groups and individuals into sport activity and as well as continuing to work with existing partners we also established new partnerships with voluntary organisations, community centres and faith groups. These enabled us to deliver new and successful programmes of activity including:

- Introduction of pop-up sports clubs for young people aged up to 25 years of age. This included programmes delivered in partnership with Supreme Young Voices, Eritrean Youth Club and the Islington Faiths Forum.
- Developing teams and competitive opportunities. We have continued to support the development of the A2S Basketball Team and this year the extended offer catered for new age groups, female-only sessions and the development of new teams. The teams completed successful seasons: The under-18's team won the Central Basketball League whilst the new female basketball team successfully completed a first competitive season, reaching the semi-finals of the CBL play-offs.

#### TRUSTEES' ANNUAL REPORT (Continued)

#### FOR THE YEAR ENDED 31 MARCH 2017

The Access to Sports Project is an 'approved centre' to deliver a range of sports coaching ('coaching badges') and leadership qualifications. The training programme has enabled local people to gain skills and qualifications in sports coaching at the same time as supporting the development of local community sports groups and local organisations. A key element is equipping local people with the skills to deliver sessions (paid or voluntary) within their own communities. This approach has seen us build a track record of developing clubs and organisations. In 2016-17, we have offered a wide and varied sports training offer, which saw over 300 people gain accreditations or 'coaching badges' as sports coaches and instructors. Courses, which were delivered in partnership with City and Islington College, Duke of Edinburgh awards, Young Hackney, Sports England and LB Islington, included:

- Football Referees course.
- Gym Level 2 Award in Fitness Instructing.
- Football Level 1 & 2 Award Courses
- Junior Football Leaders Award
- Basketball Activators
- Young Leaders Award
- Sports Leaders Level 1 & 2 Awards
- Duke of Edinburgh Awards Bronze
- ASDAN Sport & Fitness

Many of the participants of the training programme were given opportunities to take part in supported volunteering coaching or leadership placements and as a result over 120 people took part in sports volunteering activities. In Islington we delivered the *One Step Ahead* project in partnership with the Housing Community Development Team and Arsenal in the Community to provide targeted training and volunteer placements and 8 young people from the Andover estate completed football qualifications as well as workshops on safeguarding and emergency aid, before committing to a 3 month volunteering placement.

#### Partnership working.

We worked closely with many sports clubs and community and voluntary groups throughout the year. We also continued to work closely with GLL, who supported our work in Islington. A listing of the partners is included in the table below:

Arsenal in the Community	Hilldrop Community Centre	London Lynx Volleyball Club	
Age Uk	Islington Borough Ladies Football	London Youth	
B6 6th Form College	Club	Manor House Development Trust	
Capital Kids Cricket	Islington Housing Service	Mildmay Community Centre	
City and Islington College	Islington Netball Club	Middlesex Cricket Board	
Copenhagen Youth Project	Isledon	North London Muslim's	
Duke of Edinburgh Awards	Islington Football Development	Community Centre	
Elthorne Youth Club	Partnership	Pedal Power	
Elfrida Society	Islington Leisure Team	Platform Youth Hub	
Elizabeth House Community	Islington Youth Sports	Proactive Islington	
Centre	Development	Rosebowl Youth Club	
Eritrean Youth Club	Islington Boxing Club	Sobell Badminton Club	
Essex Road Giants FC	Islington Children's Service	Sport England	
Finsbury Park Football Club	Islington Handball Club	Stormont House School	
Finsbury Park Rugby Club	Lift Youth Hub	Sport Islington	
Finsbury Park Sports Partnership	London Football Association	Sports Leaders UK	
GLL	London Eclipse Cheerleading	Streetgames	
GFS Platform	1stforSport	Supreme Young Voices	
Girldlestone Youth Project	Lawn Tennis Association	Voluntary Action Islington	
Hackney Homes	London Blitz American Football	Voice of Youth	
Haringey Recreation Services	London Heathside Athletics Club	Young Hackney	
		Zone Youth Project	

TRUSTEES' ANNUAL REPORT (Continued)

#### FOR THE YEAR ENDED 31 MARCH 2017

#### Financial Review

Due to the continuing economic uncertainty facing the UK, local authorities are only able to offer funding on a one year cycle; and so the charity continues, for the most part, to be reliant on annual funding grants, and is still not in a position to secure long term funding for its projects. This situation continues to make it difficult to plan or develop services on a long term basis and so to ensure continuity of our programmes, the charity has, in recent years, developed a few revenue streams that are independent of our funders and are intended to help fund the costs of some of our programmes. During the year our earned income was £66,133 (2016: £87,756).

In 2017, total incoming resources fell against prior year income by £146,451 (2016 fell by £65,735) and there was net expenditure of £26,975 versus net expenditure of £2,148 in 2016. This net expenditure was expected due to reduced budgets from some of our funders; however fortunately, the charity had sufficient reserves to absorb this drop in income and so was able to continue many of its programmes in 2017. Due to these uncertainties over funding, the charity continues to search for new funding streams, as there continues to be a high risk that some of our main funding streams will be cut again or discontinued, especially as our larger funders are either local government or government funded education institutions. Notwithstanding these risks, the Directors believe that the company's business model is still strong and flexible enough to weather fluctuating income streams.

#### Reserves Policy

The purpose of the reserves policy is to ensure that the company is able to meet its contractual obligations and finance future expansion of the organisation. The level of free reserves (excluding restricted funds) is reviewed annually by the Directors. In the current economic climate, the Directors consider that the most appropriate level of free reserves is between six — ten months budgeted future operating expenditure; to be able to withstand a prolonged drop in funding over the coming year but also to help fund operations where funding is paid in arrears, rather than up front. i.e. we often have to wait several months to receive funding, and so our reserves are important to help manage our uneven cash flows. As at 31 March 2017, budgeted expenditure for 2017/18 was £780,000, giving a minimum targeted reserve of £390,000. The current level of free reserves at 31 March 2017 was £683,979, which represents just over ten months operating expenditure, and which is considered to be a prudent level of reserves to withstand the ongoing uncertainty of income streams.

# Principal Funding Sources

In order to limit exposure to any one funder, the charity has endeavoured to source its funding from a wide base of funding organisations, many of which are located in the nearby geographical area. However, similar to 2016, and due to the difficult economic environment, the majority of funding continued to come from a small number of large funders. In 2017, 82% of total revenue came from just five funders (79% in 2016). This is a potentially risky situation as the loss of one major funder would result in a major contraction of services and staff.

All the company's funders (small and large) can offer only short-term annual funding, and a few smaller funders from 2016 were not able to offer funding in 2017. Despite the relatively bleak economic environment, the charity was fortunate to maintain several of its high level funding sources in 2017. For this reason, we are very grateful to the following funders who have provided significant funding to the company during the year: City and Islington College, European Union Funding, including European Social Fund and Erasmus+, Greenwich Leisure Ltd, Isledon CIC, London Borough of Hackney, London Borough of Haringey, London Borough of Islington, Sport England (Lottery Fund) and Street Games.

#### Pricing Policy

Our pricing policy reflects our strategy of enabling as many people as possible in our local communities to participate in our varied programmes at either no cost or low cost.

In addition, our tennis court pricing policy for court bookings, which enables the public to book tennis courts, when we are not using them to run our free or low cost programmes, is set at the lowest end of the price range, when compared with the price of booking a court at other local community operated tennis courts.

During 2017 (and 2016), our adult prices were: £6 per court for peak periods; £3 per court for off-peak periods; whilst for children aged under 18 years, our prices are £3 per court for peak and non-peak periods.

#### TRUSTEES' ANNUAL REPORT (Continued)

#### FOR THE YEAR ENDED 31 MARCH 2017

## Pricing Policy - continued

For Finsbury Park tennis coaching courses, for children aged 8 - 19 years, we run free Tennis Camps every half term and Easter and summer school holidays. Outside of these free holiday Tennis Camps, we also offer free weekend teenage tennis sessions. We also offer weekly coaching courses at the following rates:

For adults: £8 per one hour coached session:

For children aged 3 - 10 years: £3.50 per one hour coached session.

## Plans for Future Periods

The strategic plan of the charity is to continue operating as many of its regular activities as possible in 2017/2018, as we have found that having regular activities at the same time and location each year, enables children and young people to access the activities more easily, as they do not need to spend time trying to locate the time and location. In light of possible further reductions in funding, the charity plans to work hard to find new sources of funding, which will support existing programmes, but also help to develop new and interesting activities, that will aim to capture children and young people who might not be as interested in the more traditional types of sport.

# Reference and Administrative Details

Charity registration number:

1122243

Company registration number:

04402633

Registered office:

8 Blackstock Mews, London N4 2BT

Principal office:

Sobell Leisure Centre, Hornsey Road, London, N7 7NY

#### Directors and Trustees

The Board of trustees constitutes directors of the company for the purpose of company law and trustees for the purpose of charity law. The trustees serving during the year and since the year end were as follows:

David Blundell Simon Adrian Butler Helen Thelma Cazalet

Maria Ghile Peter Jones

Skevos Loizou (appointed 30 January 2017)

Michelle Weltman

No trustee received any remuneration for services during the year (2016 - nil), nor did they have any beneficial interest in any contract with the charity.

Chief Executive Officer:

John Colin Mackinnon

Auditors:

Barcant Beardon Limited Chartered Accountants 8 Blackstock Mews

Islington

London N4 2BT

Bankers:

HSBC plc

312 Seven Sisters Road

Finsbury Park London N4 2AW

TRUSTEES' ANNUAL REPORT (Continued)

#### FOR THE YEAR ENDED 31 MARCH 2017

#### Structure, Governance and Management

#### Governing Document

The organisation is a company limited by guarantee, incorporated on 25 March 2002. The company was established under a Memorandum of Association which established the objects and powers of the company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

## Recruitment and Appointment of Trustees

Under the company's Articles, the directors of the company are known as members of the Management Committee. Under the requirements of the Memorandum and Articles of Association the members of the Management Committee are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting.

Michelle Weltman and Helen Cazalet retired by rotation, and, being eligible, offered themselves for re-election.

The majority of the Access to Sports Project's work focuses upon young people. The Management Committee seeks to ensure therefore that the needs of this group are appropriately reflected through the diversity of the management committee.

The more traditional business skills are well represented on the Management Committee. In an effort to maintain a broad skill mix, members of the Management Committee are requested to provide a list of their skills (and update it each year) and in the event of particular skills being lost due to retirements, individuals are approached to offer themselves for election to the Management Committee.

# Trustees Induction and Training

The management committee are already familiar with the practical work of the company and are invited to visit and observe a number of activities throughout the course of the year. Also members, through information sharing sessions are familiarised with:

- The obligations of Management Committee members.
- The main documents which set out the operational framework for the company including the Memorandum and Articles.
- Resourcing and the current financial position as set out in the latest published accounts.
- Business plans and future plans and objectives of the charity.
- New trustees undergo an induction of the charity with the Chief Executive Officer and fellow trustees.

#### Organisational Structure

The Access to Sports Project has a Management Committee of 7 members and 1 advisors who meet, at least, quarterly and are responsible for the strategic direction and policy of the company. At present all of the Committee come from professional backgrounds relevant to the work of the company. The Secretary also sits on the Committee but has no voting rights.

#### Risk Management

The Management Committee undertakes regular reviews of the major risks to which the company is exposed. Where appropriate, systems or procedures have been established to mitigate the risks the company faces. Significant external risks to funding have led to the ongoing development of a strategic plan which allows for the diversification of funding and activities. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers and participants.

#### Related Parties

In so far as it is complimentary to the company's objects, the company is guided by both local and national policy.

#### TRUSTEES' ANNUAL REPORT (Continued)

#### FOR THE YEAR ENDED 31 MARCH 2017

#### Statement of the Trustees' Responsibilities

The trustees (who are also directors of The Access To Sports Project for the purposes of company law) are responsible for preparing the Trustees' Annual Report 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 the financial year. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP 2015 (FRS102);
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable United Kingdom Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and 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

## Disclosure of Information to the Auditors

In accordance with company law, as the company's directors, we certify that:

- so far as we are aware, there is no relevant audit information of which the charitable company's auditors are unaware; and
- as the directors of the company we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant audit information and to establish that the charitable company's auditors are aware of that information.

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

On behalf of the board

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Michelle Weltman Member of the Board of Trustees	I	,	

#### INDEPENDENT AUDITOR'S REPORT

#### TO THE MEMBERS OF

#### THE ACCESS TO SPORTS PROJECT

We have audited the financial statements of The Access To Sports Project for the year ended 31 March 2017 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and the related notes. 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) including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

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 auditor's 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.

# Respective Responsibilities of Trustees and Auditors

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of Access To Sports Project 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.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

# Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements of inconsistencies we consider the implications for our report.

#### Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2017 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 the United Kingdom Generally Accepted Accounting Practice;
- have been properly prepared in accordance with the Companies Act 2006.

## INDEPENDENT AUDITOR'S REPORT (Continued)

TO THE MEMBERS OF

#### THE ACCESS TO SPORTS PROJECT

#### Opinion on other matters prescribed by the Companies Act 2006

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

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

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

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

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 statement 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 or explanations we require for audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the directors' report and take advantage of the small companies exemption from the requirement to prepare a strategic report.

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Mukesh Khatri Senior Statutory Auditor

For and on behalf of BARCANT BEARDON LIMITED Chartered Accountants and Statutory Auditors

8 Blackstock Mews Islington London N4 2BT

THE ACCESS TO SPORTS PROJECT
STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2017

	Notes	Restricted Funds	Unrestricted Funds	Total Funds 2017	Total Funds 2016
		£	£	£	£
Income and endowments from: Donations and legacies Charitable activities Investments	2 3 4	593,466 -	12,355 133,087 229	12,355 726,553 229	34,870 850,326 392
Total income and endowments		593,466	145,671	739,137	885,588
Expenditure on: Costs of raising funds: Fundraising costs Charitable activities  Total expenditure	5	27,500 567,990 	170,622 170,622	27,500 738,612 766,112	27,333 860,403 887,736
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Net income/(expenditure)		(2,024)	(24,951)	(26,975)	(2,148)
Reconciliation of funds Total funds brought forward		2,024	708,930	710,954	713,102
Total funds carried forward		<u>-</u>	683,979	683,979	710,954

The statement of financial activities includes all gains and losses recognised during the year.

All income and expenditure derive from continuing activities.

## **BALANCE SHEET**

## AS AT 31 MARCH 2017

	Notes	2017 £	2016 £
Fixed assets	12	2,093	4,761
Current assets	40	106 222	241 100
Debtors Cash at bank and in hand	13	106,232 666,306	241,189 604,596
		772,538	845,785
Creditors: amounts falling due within one year	14	(90,652)	(139,592)
Net current assets/(liabilities)		681,886	706,193
Net assets		683,979	710,954
Charity funds			
Restricted funds	15	<u>.</u> .	2,024
Unrestricted funds			
General Funds Designated Funds	15 15	656,479 27,500	708,930
Total charity funds		683,979	710,954

These financial statements are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Signed on behalf of the board of trustees

Helen Thelma Cazalet

Member of the Board of Trustees

The notes on pages 15 to 25 form part of these financial statements.

Company registration number: 04402633

# STATEMENT OF CASH FLOWS

# FOR THE YEAR ENDING 31 MARCH 2017

	Notes	2017 £	2016 £
Cash used in operating activities	18	66,563	(231,562)
Cash flows from investing activities			•
Interest Income Purchase of tangible fixed assets		229 (1,642)	392 (7,748)
Cash provided by (used in) investing activities		(1,413)	(7,356)
Cash flows from booking deposits			
Repayment of booking deposits		(3,440)	(4,600)
Cash used in repayment of booking deposits		(3,440)	(4,600)
Increase (decrease) in cash and cash equivalents in the year		61,710	(243,518)
Cash and cash equivalents at the beginning of the year		604,596	848,114
Total Cash and cash equivalents at the end of the year		666,306	604,596

#### NOTES TO THE FINANCIAL STATEMENTS

#### FOR THE YEAR ENDED 31 MARCH 2017

#### 1.0 Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

## 1.1 General information and basis of preparation

The Access To Sports Project is a company limited by guarantee incorporated in the United Kingdom. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The registered office is: 8 Blackstock Mews, London N4 2BT.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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) published on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements are prepared on a going concern basis under the historic cost convention. The financial statements are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest £.

These financial statements for the year ended 31 March 2017 are the first financial statements of The Access to Sports Project prepared in accordance with SORP (FRS 102), The Financial Reporting Standard applicable in the UK and Republic of Ireland. The date of transition to SORP (FRS 102) was 1 April 2015. The reported financial position and financial performance for the previous period was not affected by the transition to FRS 102.

## 1.2 Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes. Unrestricted funds are donations and other income received or generated for the objects of the charity without further specified purpose and are available as general funds.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Restricted funds are subject to restrictions on their expenditure imposed by the donor.

#### 1.3 Income recognition

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

#### NOTES TO THE FINANCIAL STATEMENTS (Continued)

#### FOR THE YEAR ENDED 31 MARCH 2017

#### 1.3 Income recognition (Continued)

Income from trading activities includes income earned from fundraising events and trading activities to raise funds for the charity. Income is received in exchange for supplying goods and services in order to raise funds and is recognised when entitlement has occurred.

Income from government and other grants are recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably. If entitlement is not met then these amounts are deferred.

Interest income is recognised 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.

#### 1.4 Expenditure recognition

Expenditure is recognised on an accrual basis where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following headings:

- Costs of raising funds comprise the costs incurred on activities that raise funds.
- Expenditure on charitable activities comprises those costs incurred by the charity in the delivery of its activities and services. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

## 1.5 Support costs allocation

Support costs are those functions that assist the work of the charity but do not directly represent charitable activities and include premises overheads, office, finance and governance costs. They are incurred directly in support of expenditure on the objects of the charity. Where support costs cannot be directly attributed to particular headings they have been allocated to cost of raising funds and expenditure on charitable activities on a basis consistent with use of the resources.

## 1.6 Operating leases

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

#### 1.7 Tangible fixed assets

Tangible fixed assets which have a useful life greater than one year are capitalised at cost and depreciated over their estimated useful economic lives on a straight line basis as follows:

Office equipment 4 years
Computer equipment 3 years
Sports Equipment (small) 2 years
Sports Equipment (Large) 4 years

#### 1.8 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.

#### NOTES TO THE FINANCIAL STATEMENTS (Continued)

# FOR THE YEAR ENDED 31 MARCH 2017

#### 1.9 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.

## 1.10 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.

#### 1.11 Provisions

Provisions are recognised when the charity has an obligation at the balance sheet date as a result of a past event, it is probable that an outflow of economic benefits will be required in settlement and the amount can be reliably estimated.

#### 1.12 Pensions

The company operates a defined contribution scheme with National Employment Savings Trust ("NEST") for the benefit of its employees, with contributions from both the employee and the employer set at the level required by the Pensions Regulator. For 2017, both the employee and the employer contributed 1% of earnings above the 'qualifying earnings' threshold of £5,880 annually (or £490 monthly). Contributions payable are charged in the Statement of Financial Activities in the year they are payable.

## 1.13 Transition to FRS 102

The transition to FRS 102 required no restatement of opening fund balances, as the charity's liability for holiday pay mirrors the financial year; and as a result all employees are required to use their holiday pay entitlement during the financial year. Therefore, there was no holiday pay liability at year end (2016 - nil).

2.0	Income from Donations and Legacies	2017 £	2016 £
	Gifts	10,355	10,370
	Gift Aid tax reclaims	2,000	2,000
	Grants	<b>-</b> ,	22,500
		12,355	34,870
	D		
	Represented by:		
	Restricted income funds	<del>-</del>	<u>-</u>
	Unrestricted income funds	12,355	34,870

# NOTES TO THE FINANCIAL STATEMENTS (Continued)

## FOR THE YEAR ENDED 31 MARCH 2017

3.0	Income from Charitable Activities	2017 £	2016 £
	Income from training services	74,696	96,918
	Performance related grants	651,857	753,408
		726,553	850,326
	Represented by:		
	Restricted income funds	593,466	639,362
	Unrestricted income funds	133,087	210,964
		726,553	850,326

<sup>3.1</sup> Income from charitable activities included the City and Islington College funded programme of Sports Coaching qualification short courses totalling £58,391 (2016: £114,046).

4.0	Income from Investments	Unrestricted funds 2017	Unrestricted funds 2016 £
	Interest bank	229	392

# 5.0 Analysis of Expenditure on Charitable Activities

	Activities undertaken directly £	Support Costs £	Goverance Costs £	Total 2017 £	Total 2016 £
Project Work	666,588	27,413	44,611	738,612	860,403

<sup>5.1</sup> Of the £738,612 expenditure in 2017 (2016 - £860,403), £567,990 (2016 - £611,252) was attributable to restricted funds and £170,622 (2016 - £249,151) was attributable to unrestricted funds.

# NOTES TO THE FINANCIAL STATEMENTS (Continued)

# FOR THE YEAR ENDED 31 MARCH 2017

# 5.2 Analysis of Expenditure on Charitable Activities - continued Detailed analysis of Project Work

	Sports activities & coaching programmes £	Accredited training, education, employment & volunteering £	Sports events, competitions & residentials	Total 2017 £	Total 2016 £
<u>Direct Costs</u>					
Payroll costs	345,997	85,063	_	431,060	461,384
Contract workers	27,629	9,487	- -	37,116	65,991
Other service providers	3,691	16,789	2,982	23,462	54,894
Other Staff costs	144	´ <b>-</b>	, <u>-</u>	144	50
Finsbury Park Tennis	26,319	-	3,864	30,183	18,110
Marketing	50	113	, <del>-</del>	163	1,048
Facility hire	59,169	17,235	2,999	79,403	71,439
Travel	292	64	1,817	2,173	6,340
Tournaments, prizes, league fees	-	-	1,712	1,712	5,614
Duke of Edinburgh Award	-	1,524	50	1,574	1,850
Sports equipment and security	-	· -	176	176	637
Bad Debts	2,689	-	<b>-</b>	2,689	3,532
Indirect Costs					
Payroll costs	29,631	7,285	=	36,916	38,112
Contract workers	25,031	7,200	-	20,510	3,490
Other service providers	636	178	19	833	340
Other staff costs	2,026	566	59	2,651	2,057
Marketing	6,069	1,697	177	7,943	8,539
DBS checks	667	187	19	873	3,483
Facility hire	811	227	24	1,062	474
Travel	960	269	28	1,257	2,483
Sports equipment & security	3,972	1,110	116	5,198	19,668
	510,752	141,794	14,042	666,588	769,535
Basis of apportionment for indirect costs  Payroll costs  (% of direct payroll costs)	80.27%	19.73%	0.00%		
Other costs Fixed (% of direct costs excluding sup	76.41% mort and govern	21.36% nance costs)	2.23%		
(70 by arrest costs excluding sup	port una govern	nunce costs)			

# NOTES TO THE FINANCIAL STATEMENTS (Continued)

# FOR THE YEAR ENDED 31 MARCH 2017

6.0	Analysis of Support and Governance Costs	Support costs	Governance costs £	Total £
	Premises Office running Information technology Finance Legal and professional Depreciation Audit and accountancy Trustees meetings	11,145 7,229 1,421 3,308 4,310 	88 361 43,827 335 44,611	11,145 7,229 1,421 88 3,669 4,310 43,827 335 72,024
7.0	Net Income/(Expenditure) for the Year		2017 £	2016 £
	This is stated after charging: Auditors' remuneration: Audit Depreciation		11,200 4,310	11,520 6,186

# 8.0 Trustees' Remuneration and Expenses

The trustees were not paid any remuneration or received any other benefits during the year (2016 – none). There were no travel costs (2016 - Nil) reimbursed to any member of the Board of Trustees.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into the charity during the year (2016 - Nil).

9.0	Analysis of Staff Costs	2017 £	2016 £
	Wages and salaries	464,442	488,717
	Social security costs	28,434	30,098
	Pensions	8,482	8,014
		501,358	526,829

## NOTES TO THE FINANCIAL STATEMENTS (Continued)

#### FOR THE YEAR ENDED 31 MARCH 2017

9.1 The number of employees who received total employee benefits (excluding employers' pension contributions) of more than £60,000 is as follows:

	2017 No.	2016 No.
£70,001 - £80,000 £80,001 - £90,000	1	1

The Chief Executive Officer ("CEO") became an employee of the charity on 1 May 2015 and was paid £82,000 for 12 months in 2017 (£75,167 for 11 months until 31 March 2016). During the year pension contributions on behalf of the CEO amounted to £6,970 (2016 – £6,389).

# 10.0 Staff Numbers

The average monthly head count was 42 staff (2016: 44.7 staff) and the average number of full-time equivalent employees (including casual and part time staff) during the year was as follows:

	2017 Number	2016 Number
Direct charitable work	18.3	18.1

#### 11.0 Taxation

As a charity, The AccessTo Sports Project is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or s256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the Charity.

12.0	Fixed Assets	Sports Equipment & Sports Clothing £	Office Furniture £	Office Equipment & Computers £	Total Fixed Assets £
	Cost				
	At 1 April 2016	12,226	3,519	10,549	26,294
	Additions	-	427	1,215	1,642
	Disposals		_	· <u>-</u>	
	At 31 March 2017	12,226	3,946	11,764	27,936
	Depreciation:				
	At 1 April 2016	9,429	2,864	9,240	21,533
	Charge for the year	2,797	350	1,163	4,310
	Eliminated on disposals				
	At 31 March 2017	12,226	3,214	10,403	25,843
	Net Book Value:				
	At 31 March 2017	<u> </u>	732	1,361	2,093
	At 1 April 2016	2,797	655	1,309	4,761

# NOTES TO THE FINANCIAL STATEMENTS (Continued)

# FOR THE YEAR ENDED 31 MARCH 2017

13.0	Debtors	2017	2016
		£	£
	Trade debtors	43,461	43,432
	Other debtors	1,502	1,935
	Accrued Income	60,595	184,821
	Deferred Expense	674	11,001
		106,232	241,189
14.0	Creditors: Amounts falling due within one year	2017	2016
		£	£
	Trade creditors	37,829	49,104
	Other creditors	2,595	19,110
	Accruals	39,482	49,647
	Taxation and social security	10,190	21,310
	Staff Pensions	556	421
		90,652	139,592

<sup>14.1</sup> Staff Pensions of £556 (2016 - £421) relates to contributions owing to the Pension fund.

# 15.0 Analysis of Charitable Funds

Unrestricted Funds	Balance 1 Apr 2016 £	Incoming Resources £	Outgoing Resources £	Transfers 3	Balance 1 Mar 2017 £
General funds Facility Development Fund	708,930	145,671	(170,622)	(27,500) 27,500	656,479 27,500
Total unrestricted funds	708,930	145,671	(170,622)	-	683,979
Name of unrestricted fund	Description, n	ature and purp	poses of the fun	d	
General funds Facility Development Fund			owing for any description of the Tennis C		

# NOTES TO THE FINANCIAL STATEMENTS (Continued)

# FOR THE YEAR ENDED 31 MARCH 2017

# 15.0 Analysis of Charitable Funds (Continued)

Restricted Funds	Balance 1 Apr 2016 £	Incoming Resources £	Outgoing Resources £	Transfers £	Balance 31 Mar 2017 £
Fixed Assets					
Jack Petchey Foundation	58	-	(59)	-	-
London Borough of Islington	990	-	(990)	_	-
Sport England - CSAF	976		(976)		
	2,024	-	(2,024)	_	-
Revenue					
EGPis (Erasmus+)	_	38,973	(38,973)	_	_
Greenwich Leisure Ltd	-	8,000	(8,000)	_	-
Isledon CIC	-	16,815	(16,815)	-	-
Jack Petchey Foundation	_	750	(750)	-	-
London Borough of Hackney	-	150,000	(150,000)	-	-
London Borough of Haringey	_	3,000	(3,000)	_	_
London Borough of Islington	_	318,322	(318,322)	-	-
Sport England - CSAF	-	44,106	(44,106)	-	-
Streetgames	<b>-</b>	13,500	(13,500)	-	
	<del>-</del>	593,466	(593,466)	-	-
m . 1 1 . 1 . 1	2.024	702.466	(505, 100)	•	
Total restricted funds	2,024	593,466	(595,490)		_
					<del></del>
Total Funds	710,954	739,137	(766,112)	-	683,979
				===	

#### NOTES TO THE FINANCIAL STATEMENTS (Continued)

#### FOR THE YEAR ENDED 31 MARCH 2017

# 15.0 Analysis of Charitable Funds (continued)

Name of restricted fund

Description, nature and purposes of the fund

EGPis (Erasmus+)

The EU funded, EGPiS (Encouraging Girls Participation in Sport) project is designed to develop insight and a resource for tackling sporting participation drop-out amongst girls and young women

Greenwich Leisure Ltd

Funding for office facilities at Sobell Leisure Centre

Isledon CIC

At the Rosebowl Youth hub in Islington, Isledon funded youth club work that delivered a popular weekly and holiday offer of football, basketball, cricket and non-contact boxing training.

Jack Petchey Foundation

The Jack Petchey Achievement Award scheme; is a fund which sees young people selected by their peers to receive a cash allowance to spend on their group. This year's awards were issued to young people who have participated in our fitness, tennis and female football programmes with funding used to purchase kit, equipment and team related activity and competition entry fees.

London Borough of Hackney

Working in partnership with Young Hackney and Hackney Council, as well as a range of partners to deliver targeted free-of-charge sports coaching, competitive opportunities and accredited training. These were largely delivered at estate, Youth Hubs and community venues.

London Borough of Haringey

Funding for office facilities at Manor House Lodge

London Borough of Islington(LBI) Working with LBI, in particular the Leisure Team and Islington Housing Services alongside a range of partners, to deliver a range of free of charge sports programmes across Islington for young people aged 5-25 with a particular focus upon young people on local housing estates and development of a programme of activities for women and girls.

Sport England - CSAF

Funded Sport England, Lottery Funded, Get Sporty! Project. This successfully engaged large numbers of young people aged 14-25 in a range of sports and physical activities, support for groups and accredited sports leadership training.

Streetgames -

Streetgames 'Doorstep Sports Clubs' programmes funded activities to engage young people in weekly sports and physical activities.

# NOTES TO THE FINANCIAL STATEMENTS (Continued)

## FOR THE YEAR ENDED 31 MARCH 2017

16.0 Analysis of Net Assets Between Funds	Restricted Fund £	Unrestricted Fund £	Total £
Tangible fixed assets	-	2,093	2,093
Cash at bank and in hand	-	666,306	666,306
Other net current assets/(liabilities)	-	15,580	15,580
		683,979	683,979

# 17.0 Related Party Transactions

The accountant (Rachel Weston) of the company is a trustee of The Finsbury Park Sports Partnership Limited ("FPSP").

The charity has an "arms-length" transaction with FPSP to pay an annual rental fee for the lease of Finsbury Park tennis courts. In 2017 the rental fee was £5,967 (2016 - £5,909).

In addition, the company owes FPSP the sum of £180 (2016: £180) for the hire of the sports stadium in an "arms-length" transaction. There was no other expenditure with FPSP in 2017. No income was received from FPSP in 2016.

## 18.0 Reconciliation of net movement in funds to net cash flow from operating activities

	2017 £	2016 £
Net cash received (used) in operating activities	66,563	(231,562)
Net movement in funds	(26,975)	(2,148)
Add back: depreciation charge	4,310	6,186
Add back: repayment of deposits	3,440	4,600
Deduct: interest income	(229)	(392)
Decrease (increase) in debtors	134,957	(81,573)
Increase (decrease) in creditors	(48,940)	(158,235)
Net cash received (used) in operating activities	66,563	(231,562)