

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE PERIOD
28 JANUARY 2017 TO 31 MARCH 2018
FOR
BLYTH RESOURCE AND INITIATIVE CENTRE

Robson Laidler Accountants Limited
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BLYTH RESOURCE AND INITIATIVE CENTRE

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FOR THE PERIOD 28 JANUARY 2017 TO 31 MARCH 2018

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BLYTH RESOURCE AND INITIATIVE CENTRE

**REFERENCE AND ADMINISTRATIVE DETAILS
FOR THE PERIOD 28 JANUARY 2017 TO 31 MARCH 2018**

TRUSTEES	Mrs L Croudace Mr N Croudace Ms S Fawcett Mr N Gow
PRINCIPAL ADDRESS	Blyth Community Enterprise Centre Room 118 Ridley Street Blyth Northumberland NE24 3AG
REGISTERED CHARITY NUMBER	1171347
INDEPENDENT EXAMINER	Robson Laidler Accountants Limited Fernwood House Fernwood Road Jesmond Newcastle upon Tyne NE2 1TJ
BANKERS	National Westminster plc Whitley Bay 18 Park View Whitley Bay Northumberland NE26 2TQ

BLYTH RESOURCE AND INITIATIVE CENTRE

REPORT OF THE TRUSTEES FOR THE PERIOD 28 JANUARY 2017 TO 31 MARCH 2018

The trustees present their report with the financial statements of the charity for the period 28 January 2017 to 31 March 2018. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

OBJECTIVES AND ACTIVITIES

Objectives and activities

Blyth Resource and Initiative Centre is a people's charity based in Blyth, South East Northumberland. Our main objective is to support those who are looking to secure long-term, sustainable employment however, often they have many barriers that hinder their ability to do this. In fulfilling this objective the charity also aims to increase client's knowledge and independence in making positive decisions, raising their aspirations and empower them to lead a more fulfilling life.

There is no eligibility criteria in regards to the people that we support, although we work very closely with various partners to ensure that clients get specialist support where it's needed. We identify barriers and learning through a response-to-need approach where support is tailored around the need of the client and their identified outcomes.

BRIC deliver an array of much needed provision to ensure that people are supported as much as possible on their journey to securing employment, which can fall into one of the following categories;

Education; Courses are delivered to enhance knowledge, skills and learning with informal provision, as well as accredited provision. This includes IT qualifications, functional skills in Maths and English and various occupational based qualifications delivered by an outside provider. Informal learning includes emotional well-being and mental health. IT workshops and crafts courses for Over 50's.

Employability; Provision has included our LA7 project, ISOS (now Karbon) project and group/ individual support around job searching, Universal Job Match, online/ paper applications, interview skills, mock interviews and any other support required, as it occurs. We are a partner on the Building Better Opportunities Big Lottery, ESF funded programme along with 5 other third sector organisations with Northumberland County Council as the strategic and compliance lead. We also provide a CV writing service where clients learn how to produce their own CV, with our support, and are taught the skills to update it, edit it and tailor it to specific vacancies.

Drop-In; This medium of support allows people access to computers, with support. Therefore they are often used for job searching and recording on Universal Job Match, as well as making job applications, and other job related queries. Although drop-in is an open session for anyone who wishes to use the computers for whichever purpose they wish (as long as they adhere to our strict access policy), priority is given to those who are doing job related activity.

Public benefit

The Trustees confirm that the charity has complied with Section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charities Commission.

BLYTH RESOURCE AND INITIATIVE CENTRE

REPORT OF THE TRUSTEES FOR THE PERIOD 28 JANUARY 2017 TO 31 MARCH 2018

ACHIEVEMENT AND PERFORMANCE

Charitable activities

This has been a tumultuous year for BRIC with a number of 'rough patches' however also many successes. With the recruitment of new board members, it became quickly apparent that BRIC could not continue to deliver in its current state and staff capacity. This resulted in a restructure that started in April 2017 and concluded in June 2017 with the appointment of a new Manager and restructured team. BRIC were successful in gaining funding from Big Potential which couldn't have come at a better time to develop their governance, develop a strategic business plan and embed a new ethos through Theory of Change work to become contract ready.

BRIC also delivered a successful programme for women in supporting their basic English skills, well-being and resilience where the added value outcomes and feedback were wonderful. This has promoted the on-going need for programmes around low-level mental health support so clients are better equipped to cope with crisis through learned strategies and sharing advice and ideas.

We were also able to deliver work specifically for our over 50's clients as well as recruit new ones in our bid to tackle isolation and loneliness through various skills development and social provision.

BRIC's Journey to Employment (J2E) DWP funded project is proving to be a huge success where support is being provided to a number of clients who have disabilities, physical impairments, mental health issues and learning difficulties. All referrals are taken from the job centre on to provision and two BRIC staff members work very hard in providing a comprehensive programme of activity and support that increases confidence and self-esteem, move people closer to the jobs market and is a conduit for creating positive support networks amongst the clients.

The ESF and Big Lottery funded project 'Building Better Opportunities' (Bridge) continues to run with BRIC as a partner. The work that Bridge Workers are doing is phenomenal and the third sector organisations that make up the partnership and provide the interventions are continuing to work together positively and productively.

BRIC's employability support, through drop-ins and organised courses, still runs with on-going popularity. Throughout the year BRIC delivered 40 workshops with a higher concentration on courses with delivery of over 80. Evaluations show the success we have had with clients gaining qualifications, many for the first time, with over 200 CV's being produced, over 3300 visits to our drop in and over 3000 to gain support for employability, which included interview preparation, job searching and job application completion to name a few.

Evaluations from our courses showed how clients felt about their progress as a result of accessing our courses. Feedback includes clients;

- Improved their communication skills
- Increased their skills in using IT
- Increased their Maths skills
- Felt better prepared to make decisions about their future or next steps
- Improved their transferrable skills
- Improved their chances of getting employment
- Improved their English skills (reading, writing, speaking and listening)
- Increased motivation and confidence
- Raised self-esteem
- Were more relaxed when mixing with others
- Increased their ability, skills and independence to job search.

In relation to Governance, the board has grown significantly in regards to the expertise and capability that new members have brought and who look forward to supporting BRIC in its journey.

BLYTH RESOURCE AND INITIATIVE CENTRE

REPORT OF THE TRUSTEES FOR THE PERIOD 28 JANUARY 2017 TO 31 MARCH 2018

FINANCIAL REVIEW

Financial position

The financial statements for the year ending 31st March 2018 show:

- Total Income of £216,562
- Total Expenditure of £180,708
- Net Expenditure of £35,854
- Cash Balances £25,446
- Total Funds £35,854

Sources Of Funding and Use Of Funds

The charity has two main sources of funds: the provision of services, and grants for both specific projects and funding of general overheads. The funds are mainly used for the employment of staff and engagement of tutors to deliver charitable benefit, with the balance funding the administration support function.

Significant Events Impacting This Year's Results

BRIC have had a comfortable year in relation to funding, however are aware that the continuation of reliance on grant funding is untenable to ensure future survival. However through much business development and Theory of Change work, BRIC are now contract ready.

Review of Reserves

Reserves stood at £35,854 at 31st March 2018 representing 2.4 month's expenditure. Cash balances stood at £25,446

Risks And Uncertainties / Factors Affecting Future Performance

The following key risks and uncertainties which may impact future performance have been identified:

- The general environment continues to make it difficult to attract funding for general overheads and competition is increasing for project funding.

FUTURE PLANS

Compared to this time last year, BRIC is in a much stronger position to compete for contracts and sub-contracts due to its success in getting on to the Register for Apprenticeship Training Providers in January of this year, and look forward to bidding for appropriate sub-contracts as they come up. Upon completion of support through Big Potential funding, BRIC look forward to implementing a clear business plan and strategy along with a strong team ethos and ensure this is embedded within everyday working practices. BRIC's desire to become less grant reliant continues, alongside developing and nurturing ways to income generate through delivery of training and qualifications to professionals.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity.

Recruitment and appointment of new trustees

All Trustees initially hold office for a period of four years and then, 'year on year'; following consideration and agreement by a majority of Trustees may have their term of office extended for further periods of one year.

BLYTH RESOURCE AND INITIATIVE CENTRE

REPORT OF THE TRUSTEES FOR THE PERIOD 28 JANUARY 2017 TO 31 MARCH 2018

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure

The Trustees act as stewards for both present and future beneficiaries and are accountable to the public by reason of the charitable status of BRIC. The Board of Trustees is responsible for establishing structures for the proper governance and management, and the development of the vision and strategy of the Charity in accordance with its objectives. The Board meets monthly (or more when needed), to discuss operational, financial and development policy, making decisions on key issues. The Trustees are required to elect a Chairman at the first meeting of each calendar year. A Vice Chair is also elected. A scheme of delegation is agreed annually, allowing the Chairman and Vice Chair to act between meetings where necessary. As required, the Trustees also establish Working Groups to take on detailed work in specific areas and make recommendations to the Board for approval.

The Charity's Chief Executive Officer reports to the Board on their respective area of responsibility, allowing the Trustees to monitor principal functions.

The day to day management of BRIC is delegated to the Chief Executive Officer, who is supported by the Operations Manager who line manages all staff. There is a Client Engagement Officer who acts as first point of contact for clients, Administrator, 2 x IT tutors, 1 x Project Worker and 1 x Marketing, Social Media and Online Fundraising Worker.

Induction and training of new trustees

Trustees come from a variety of backgrounds and as part of their induction and training receive an induction pack which includes the following documents: Scheme of the charity, Articles of Association, history of the charity and its governance and objectives, latest set of accounts and budget for the current financial year, minutes of previous Board Meetings, Scheme of Delegation, Standing Financial Instructions and Risk Management Register, management structure and details of other Trustees and the Charity Commission publication 'The Essential Trustee - What you need to know, what you need to do'.

In addition, new Trustees may meet with the Chairman, Chief Executive and Accountant to discuss BRIC's strategy, objectives and current activities and have a tour of the premises and meet the staff. Specific training and development needs are addressed in consultation with Trustees and one meeting per year may be devoted to Trustee training and development. The experience, knowledge, expertise and skills of Trustees are periodically reviewed. This exercise was last undertaken in 2016. Information from the Skills Audit can identify any potential gaps and can be used to influence and encourage appropriate nominations and appointments to the Board to complement and enhance the diversity of skills and perspectives.

Key management remuneration

Periodic salary reviews and job evaluations are undertaken.

Related parties

Although not part of a formal network of other charities, the Charity has established working relationships with charities of similar aims. The Charity has excellent links with the VCS through the assembly, as well as working closely on joint projects. An example of this is the Building Better Opportunities ESF and Big Lottery Funded project as previously mentioned. We also have links with statutory services in regards to delivery of our accredited provision. Through the ESF funded Building Better Opportunities, BRIC work in conjunction with Northumberland County Council, NCVA, VoiGes, CAB and Cygnus.

Risk management

The Trustees have assessed the major strategic, business and operational risks which they believe the charity faces. A Risk Management Register is in place and control systems have been put into place to mitigate the charity's exposure to such risks. The Chief Executive Officer and Chairman maintains the Risk Management Register which is reviewed annually, incorporating any new risks which might affect the charity. Any such new risks are reported to the Trustees who continue to review the risk management procedures, as required.

Approved by order of the board of trustees on 18.1.19 and signed on its behalf by:


.....
Mr N Croudace - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
BLYTH RESOURCE AND INITIATIVE CENTRE**

Independent examiner's report to the trustees of Blyth Resource and Initiative Centre

I report to the charity trustees on my examination of the accounts of the Blyth Resource and Initiative Centre (the Trust) for the period ended 28 January 2017 to 31 March 2018.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

M Moran

Michael Moran FCA
Robson Laidler Accountants Limited
Fernwood House
Fernwood Road
Jesmond
Newcastle upon Tyne
NE2 1TJ

Date: 24.1.19.....

BLYTH RESOURCE AND INITIATIVE CENTRE

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE PERIOD 28 JANUARY 2017 TO 31 MARCH 2018

	Notes	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM				
Donations and legacies	3	30,016	98,895	128,911
Charitable activities				
Services provided		87,550	-	87,550
Investment income	4	101	-	101
Total		117,667	98,895	216,562
EXPENDITURE ON				
Charitable activities				
Training and education		119,658	61,050	180,708
NET INCOME/(EXPENDITURE)		(1,991)	37,845	35,854
Transfers between funds	11	18,485	(18,485)	-
Net movement in funds		16,494	19,360	35,854
TOTAL FUNDS CARRIED FORWARD		16,494	19,360	35,854

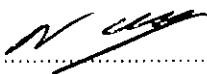
The notes form part of these financial statements

BLYTH RESOURCE AND INITIATIVE CENTRE

BALANCE SHEET
AT 31 MARCH 2018

	Notes	£
FIXED ASSETS		
Tangible assets	7	5,216
CURRENT ASSETS		
Debtors	8	22,905
Cash at bank		25,446
		<u>48,351</u>
CREDITORS		
Amounts falling due within one year	9	(17,713)
		<u>30,638</u>
NET CURRENT ASSETS		<u>35,854</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>35,854</u>
NET ASSETS		<u><u>35,854</u></u>
FUNDS	11	
Unrestricted funds		16,494
Restricted funds		19,360
TOTAL FUNDS		<u><u>35,854</u></u>

The financial statements were approved by the Board of Trustees on 18.1.19 and were signed on its behalf by:


.....
Mr N Croudace -Trustee

BLYTH RESOURCE AND INITIATIVE CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD 28 JANUARY 2017 TO 31 MARCH 2018

1. STATEMENT OF COMPLIANCE

Blyth Resource & Initiative Centre is Charitable Incorporated Organisation (charity number: 1171347). The registered office is shown on the contents page.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

The financial statements have been prepared on a going concern basis on the ground that current and future sources of funding or support will be more than adequate for the charity's needs. The Trustees have considered a period of 12 months from the balance sheet date and consider no further disclosures relating to the charity's ability to continue as a going concern need to be made.

Blyth Resource & Initiative Centre meets the definition of a public benefit entity entry under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The financial accounts are prepared in Sterling (£).

Significant estimates and judgements

The preparation of the financial statements requires the directors to make judgements and estimates. The main areas where such judgements and estimates are made are in respect of recognition of income.

The company has applied the following accounting policies:

Financial reporting standard 102 - reduced disclosure exemptions

The charity has taken advantage of the following disclosure exemption in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

Income

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

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings - 20% on cost and 15% on cost

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE PERIOD 28 JANUARY 2017 TO 31 MARCH 2018

2. ACCOUNTING POLICIES - continued

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

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

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

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

Pension costs and other post-retirement benefits

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

3. DONATIONS AND LEGACIES

	£
Donations	26,838
Grants	102,073
	<hr/>
	128,911
	<hr/> <hr/>

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

	£
Big Lottery Fund	42,463
Sir James Knott	3,000
Tinder Foundation	8,468
Big Potential	23,650
Community Foundation	13,000
Joicey Trust	3,000
RW Mann Trust	2,000
Karbon Homes	4,992
Other grants	1,500
	<hr/>
	102,073
	<hr/> <hr/>

4. INVESTMENT INCOME

	£
Bank charges	101
	<hr/> <hr/>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the period ended 31 March 2018.

Trustees' expenses

There were no trustees' expenses paid for the period ended 31 March 2018.

BLYTH RESOURCE AND INITIATIVE CENTRE

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE PERIOD 28 JANUARY 2017 TO 31 MARCH 2018

6. STAFF COSTS

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

Operational staff	7
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No employees received emoluments in excess of £60,000.

7. TANGIBLE FIXED ASSETS

	Fixtures and fittings £
COST	
At 28 January 2017 and 31 March 2018	41,823
 DEPRECIATION	
At 28 January 2017	32,957
Charge for year	3,650
At 31 March 2018	36,607
 NET BOOK VALUE	
At 31 March 2018	5,216

The opening position represents the value of the assets transferred from the Blyth Resource and Initiative Centre Charitable Trust.

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	£
Trade debtors	19,216
Other debtors	3,689
	22,905

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	£
Trade creditors	1,669
Taxation and social security	1,944
Other creditors	14,100
	17,713

10. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds £	Restricted funds £	2018 Total funds £
Fixed assets	5,216	-	5,216
Current assets	28,991	19,360	48,351
Current liabilities	(17,713)	-	(17,713)
	16,494	19,360	35,854

BLYTH RESOURCE AND INITIATIVE CENTRE

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE PERIOD 28 JANUARY 2017 TO 31 MARCH 2018

11. MOVEMENT IN FUNDS

	Net movement in funds £	Transfers between funds £	At 31.3.18 £
Unrestricted funds			
General fund	(1,991)	18,485	16,494
Restricted funds			
Big Lottery Fund	9,326	(9,326)	-
Sir James Knott	3,000	(3,000)	-
Tinder Foundation	263	-	263
Joicey Trust	4	(4)	-
Community Foundation Grass Roots	347	-	347
Leech Challenge	520	(520)	-
Big Potential	11,650	(2,750)	8,900
Rothley Trust	1,000	(1,000)	-
Community Foundation Nash Fund	9,850	-	9,850
Hadrian Trust	1,885	(1,885)	-
	<u>37,845</u>	<u>(18,485)</u>	<u>19,360</u>
TOTAL FUNDS	<u><u>35,854</u></u>	<u><u>-</u></u>	<u><u>35,854</u></u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	117,667	(119,658)	(1,991)
Restricted funds			
Big Lottery Fund	42,463	(33,137)	9,326
Sir James Knott	3,000	-	3,000
Tinder Foundation	8,468	(8,205)	263
Joicey Trust	3,000	(2,996)	4
Community Foundation Grass Roots	3,000	(2,653)	347
Leech Challenge	1,929	(1,409)	520
Big Potential	23,650	(12,000)	11,650
Rothley Trust	1,000	-	1,000
Community Foundation Nash Fund	10,500	(650)	9,850
Hadrian Trust	1,885	-	1,885
	<u>98,895</u>	<u>(61,050)</u>	<u>37,845</u>
TOTAL FUNDS	<u><u>216,562</u></u>	<u><u>(180,708)</u></u>	<u><u>35,854</u></u>

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE PERIOD 28 JANUARY 2017 TO 31 MARCH 2018

11. MOVEMENT IN FUNDS - continued

Purpose of restricted funds

The purpose of the restricted funds is as follows:

Tinder Foundation

Grant received to cover IT tutor salary for IT, UK Online and Learn My Way support and delivery.

Big Lottery Reaching Communities

Reaching Communities grant to cover staff costs, room hire, general delivery of education courses.

Big Potential

Funding to gain support from Social Enterprise Acumen to become contract ready.

Community Foundation Grass Roots

Funding to support work with our clients around improving their employment chances.

Joicey Trust

Funding towards Employability core costs.

Hadrian Trust

Grant for the general costs towards accredited learning and employability support.

Community Foundation Nash Fund

Fund to support women in improving their literacy skills and mental well-being.

Leech Challenge

Contribution to Tall Ships Volunteer project.

Sir James Knott

Contribution to project workers costs to deliver employability and IT courses.

12. RELATED PARTY DISCLOSURES

On 1 April 2017, all the assets and liabilities of Blyth Resource and Initiative Centre Charitable Trust (charity number: 516385) were transferred to the CIO.

