

SOUTH BRISTOL CONSORTIUM FOR YOUNG PEOPLE

UNAUDITED FINANCIAL STATEMENTS

31 AUGUST 2018

Company Registration Number 07606234

Charity Number 1151057

SOUTH BRISTOL CONSORTIUM FOR YOUNG PEOPLE
YEAR ENDED 31 AUGUST 2018

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SOUTH BRISTOL CONSORTIUM FOR YOUNG PEOPLE

TRUSTEES' ANNUAL REPORT

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The Trustees present their report with the financial statements of the charity for the year ended 31 August 2018. The Trustees have adopted the provision of the Statement of Recommended Practices (SORP) Accounting and Reporting by Charities (FRS 102).

Structure, Governance and Management

South Bristol Consortium for Young People (South Bristol Youth) is a membership organisation. The members are the major secondary schools in South Bristol and the local Universities namely:

- Ashton Park School
- Bedminster Down School
- Bridge Learning Campus
- Merchants' Academy
- Oasis Academy Brislington
- Oasis John Williams
- St. Bernadette Catholic Secondary School (appointed 6 December 2017)
- The University of Bristol
- The University of the West of England

Each member appoints a trustee/director.

The nominated Trustees then appoint a minimum of three Independent Directors who will act as Chair, Deputy Chair, Secretary and Treasurer. Their roles are to oversee the governance of the charity and to control the financial affairs. It is preferable that they have experience of youth work and of the areas such as safeguarding that are critical to the effective governance, management and operation of an organisation that deals with young people. At the end of this financial year there were four Independent Directors.

The Board's role is to direct, lead and govern the charity and specifically, to ensure that appropriate activities and policies are in place to ensure that the charity complies with both the legal and recommended operating practises in relationship to financial management, company and charity law, the safeguarding, health, safety and wellbeing of young people and data protection. Other policies that have been adopted by the Board also cover complaints and media relations. All these items are discussed regularly at Board meetings which are currently held four to five times a year.

The Board has appointed Camilla Chandler-Mant as CEO to lead and oversee the operations and development of South Bristol Youth and the charity employed eleven members of staff due to expanded capacity to deliver the Future Quest programme.

The Board recognises the need to ensure that all trustees are aware of their responsibilities, both as a trustee and as a director of a company that is limited by guarantee. The importance of this is underlined by the fact that the member organisations often need to change their appointed trustees for their own operational reasons. Each new trustee is seen by the Deputy Chair who takes them through the key responsibilities of the role and explains how the board is structured and operates. They meet also with the Chief Executive who briefs them on the operational aspects of the charity and the key operational risks. From time to time, the directors receive updates and training on issues that impact their responsibilities as company directors and charity trustees, and in relation to best practice in the charity sector.

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The Deputy Chair chairs the Safeguarding and Data Protection Committee which develops and oversees the implementation of the safeguarding policy and the policy on Data Protection. Particular emphasis has been placed on Data Protection in view of the introduction of the General Data Protection Regulation in May 2018.

The Board regulates the terms and conditions of employment of the Chief Executive. The Chief Executive manages the terms and conditions of employment of all South Bristol Youth employees, but consults with the Chair and Deputy Chair on all key decisions.

Public Benefit

The trustees confirm that they have complied with the duty outlined in the Charities Act 2011, to have paid regard to the Public Benefit Guidance published by the Charity Commission.

Objects of the Charity

The objects of the charity are to help young people, particularly, but not solely in South Bristol by:

- developing their skills, education, capacities and capabilities to enable them to participate fully in society and within their communities as independent, mature and responsible individuals and citizens,
- the provision of recreational and leisure time activities provided in the interest of social welfare, designed to improve their conditions of life,
- and by
 - o providing guidance and personal development to groups and individuals, working in close association with local schools, education colleges and training providers to advance education and personal development,
 - o providing advice and assistance and organising programmes, and
 - o providing and promoting physical, intellectual and personal development activity.

Background

South Bristol Youth was formed in 2012 to help six local secondary schools by bringing education and youth work closer together. South Bristol is an area of high deprivation where many young people fail to achieve their potential because of a lack of self-belief and opportunities to develop life skills. This often leads to low paid and low skilled jobs. South Bristol Youth's aim was to raise confidence and self-belief through character-building programmes focused on making a difference to students' lives and futures.

In February 2017 and in partnership with the University of the West of England, South Bristol Youth started delivering its model to 27 secondary schools across the city, focusing on young people in disadvantaged wards who are unlikely to consider university as a future option. At the outset, funding for this programme was available until July 2018, but has since been extended to July 2019.

In September 2017, an additional school joined the South Bristol Youth Consortium and its programmes were extended accordingly.

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Objectives, Activities and Achievements

South Bristol Youth works hard to ensure that disadvantaged young people in Bristol have the skills, knowledge and confidence to reach their potential in life and work. It draws together the city's collective capacity to support young people in the most disadvantaged areas.

All our programmes help young people to understand pathways and to successfully access:

- higher education, or
- apprenticeships, or
- more skilled and better-paying jobs after school

and crucially boost young people's confidence to step into new and unknown experiences.

In the year ending 31 August 2018 South Bristol Youth had its biggest year to date with 2,980 children on 862 activities in south Bristol and across the city. It ran five major programmes and four small programmes across 27 schools and four colleges. Often those South Bristol Youth works with are young people who can easily be overlooked. They do not necessarily exhibit challenging behaviour, nor are they the most able, but they are held back from achieving their potential because of a lack of confidence and opportunity and positive experiences and role models.

As well as delivering programmes, South Bristol Youth works strategically across the city:

- as an influencer to convene partnerships to tackle ward inequalities
- to facilitate closer collaboration between schools in key wards
- to create bridges between schools, employers, funders and HE providers
- and to help decision-makers understand the real barriers that disadvantaged young people face.

Over the past six years, it has developed and tested a range of programmes that last at least one academic year. Taken together these programmes provide an integrated and effective approach that delivers South Bristol Youth's aims. Some of these programmes have the potential to grow into self-sustaining activities whereas others will always need external support.

Each programme has five common (overt or embedded) elements:

1. Advice, guidance and support to understand pathways to work, apprenticeships, FE and HE
2. Speaking, listening and writing skills development
3. Building cultural and social capital
4. Developing positive character traits
5. Parental engagement

South Bristol Youth Programmes

1. Ambitions

Aims: to broaden horizons, consider the future and begin to explore what Bristol has to offer.

All year 7 students from the South Bristol schools first meet South Bristol Youth when they take part in an 'Ambitions' session focused on student interests, strengths, and future goals.

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In year 8, each school selects 15 students and takes part in our programme which aims to widen their horizons through:

- Visits to the University of Bristol during which students develop their team-work skills and have a physics taster lecture.
- Arts days at City of Bristol College, during which students attend hands-on taster sessions in lino printing, clay modelling and animation.
- Underfall Yard visits, which include a tour of the yard and workshops, a boat trip, and practical interactive engineering sessions.
- Trips to Bristol Zoo, including a conservation focused-tour of the Zoo, to learn more about the history of their city and attend a workshop on careers with animals.

The University of Bristol report on Ambitions was published in October 2017 and a city-wide dissemination event took place in October 2018.

2. 'Unlocking Potential' speaking and listening programme

Aim: Students to become more confident by improving their speaking, listening and general communication skills.

This programme addresses the lack of confidence and poor self-presentation of 126 13-14yr olds from South Bristol. This issue is identified by schools as limiting the young people's attainment, preventing them from securing jobs and places in higher education. A key part of the programme is taking young people beyond their neighbourhoods to spend time in and with high quality organisations in the city. This boosts their cultural confidence, broadens their horizons and develops an ownership of quality institutions in their city. For each student, the year includes:

- A day of public speaking training.
- Two half day sessions at Bristol Old Vic theatre where, through performance, they work on their vocal confidence followed by a trip to the Bristol Old Vic Christmas show.
- Two sessions writing and performing video blogs ('Vlogs') with the Watershed Media Centre.
- A two-day residential at Barton Camp in the Mendips with drama and performance activities.
- A session at the M Shed Museum learning to be a tour guide.
- A session at Bristol Zoo where they learn about a particular species and speak to an audience of visitors and volunteers.
- A final speech challenge.
- A celebration event for friends and family at a prestigious venue.

The young people were supported by two South Bristol Youth staff mentors who get to know them and their parents/carers over the year and provide continuity throughout the programme. The outcomes for students are: improved speaking and listening skills, improved confidence, and improved ability to communicate with people they do not know, but need to impress.

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This year our evaluation showed that all students reported having greater self-confidence after the programme, 100% improved at a rate beyond the national benchmark for their age compared to 89% in the previous year. The most significant changes were self-reported by students:

I am confident when speaking in front of my class.

The percentage of children either agreeing or strongly agreeing with this statement rose from 29% to 72% by the end of the programme.

I know how to plan an effective presentation.

Rise from 35% to 85%.

I know how to manage my nerves when speaking in public.

Rise from 37% to 72%.

I know how to speak clearly.

Rise from 57% to 90%.

3. Discover Maths

Aims: To build student's confidence and engagement in their maths by showing how maths is used in the 'real' world and therefore why maths matters. To create 'lightbulb' moments where students make connections between school-based learning and maths in the workplace.

This is the first full year of the programme which was piloted in 2016-17 with 30 students. A total of 90 students took part in very interactive and practical activities including visits to the following:

- **The Underfall Yard** – investigating tide timetables, imperial and metric measures, volume of water and use of pumps to control water in the floating harbour.
- **City of Bristol College** – through cooking students explored weighing with accuracy, timings, ratio and cost comparisons (home-made, shop bought and take away prices).
- **Aerospace** – students investigated the ticket costs for Concorde, how seating plans affect this and how engineers use set specifications (measures and costs) in their design work.
- **University of Gloucestershire** – their first university experience which included 'Mint or Skint' a game about student finances.
- **Livelab** – EDF energy provided specialist presenters. This year's shows were 'Hack Your Body' and 'Robotic Me'. The presenter's aim was to inspire students about STEM subjects.
- **Royal Bank of Scotland** – students learn what a bank does, how to pitch a business plan and the difference between debit and credit.
- **Clifton Suspension Bridge** – why tolls are needed and how the money is spent. It also includes a vaults' tour where the main focus is the engineering of the bridge.
- **Cheltenham Science Festival** – students participated in 'The Cryptography Challenge' where they use mathematical skills to crack ancient and modern codes against the clock.

"It's more exciting learning with friends and exploring maths in different ways...we realised more about what could be achieved through maths." (Student comment following an Aerospace Bristol visit)

"Discover maths is one of the most valuable programmes that Bridge Learning Campus is involved in. At the start of the year the students identified were lacking confidence and not on track to meet age related expectations. After three visits we have had another data drop and all bar one student is on track to meet expectations. Levels of classroom engagement and understanding are increasing. I can see a marked improvement in their resilience and effort when tackling new things." (Feb 2018)

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Student Self Evaluation Results:

Students were asked a range of questions before the programme and at the end, including:

- I have a good awareness of what choices there are for my future. 97% increased their end of programme score.
- I understand how maths is central to a range of jobs and professions. 91% increased their end score.
- I fully participate in maths lessons. 80% increased their end score.

4. Insight to Apprenticeships

Aim: Young people to better understand the range of apprenticeships available to them and to develop the skills and attitudes required by employers.

'I learnt what I need to do to get into an apprenticeship that I want.'

'I know now that I need qualifications, but I also need a CV and the right attitude.'

This was a pilot programme aimed at young people who may benefit from an apprenticeship route into work. South Bristol Youth's programmes that are specifically aimed at increasing access to University are well established, yet South Bristol Youth knows that University is not for everyone.

South Bristol Youth worked in six secondary schools for our pilot year that started in Feb 2018 and ran until July 2018 with a view to running a full programme from September 2018. The students involved visited a number of local employers including Bristol Port, Airbus, Nisbets and KPMG to meet current apprentices and develop their CV writing skills.

At the end of the programme 89% of students stated that they agreed or strongly agreed with the statement 'I have a good awareness of the types of apprenticeships available to me', compared to 7% at the beginning of the programme.

84% agreed or strongly agreed with 'I know about the qualifications I need for different types of apprenticeships,' 'I know what my strengths are' and 'I know what a CV and application form are.'

69% of students agreed or strongly agreed with 'I feel confident in myself' compared to 25% at the beginning of the programme.

5. Youth Board

The Youth Board is one of the mechanisms South Bristol Youth uses to seek out young people's voices and opinions of its work. It meets in local venues in the city and regularly discusses the direction of the charity. It also asks members for feedback and ideas about how it is doing. In 2017-18, it had 10 members.

It is also a leadership development programme and students are encouraged to share their voices and opinions on both local and national issues. In 2017-18, the Youth Board chose to develop their team-building skills and communication skills by visiting a local outdoor education centre, Goblin Combe, where they participated in challenges that required them to support and encourage one another.

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6. Future Quest

The Future Quest programme builds on the evidence and learning from our Ambitions Programme. It was developed in partnership with the University of the West of England and is part of a government funded National Collaborative Outreach Programme. Future Quest is directed in the wider Bristol region by the University of the West of England and has been designed to increase the number of young people from disadvantaged backgrounds within the Bristol City region progressing to Higher Education by 2020. South Bristol Youth is a main delivery partner for the Future Quest programme and delivers the main cohort programme to 27 schools and four colleges across the city and the wider region.

Pre-16 Future Quest Programme

"I have seen an increase in confidence and self-belief amongst these pupils. They all have very clear ideas of where they are heading after GCSE's and understand what they need to do to reach their aspirations. The majority have become more conscientious in their studies and really value their education. Work experience placements have also become more aspirational with two securing placements with the NHS (Southmead Hospital) and two working in Architect's offices." Teacher

The programme is being evaluated by the University of Bristol. Early data tells us that 48% of students say that they are very likely to/will apply to HE (Year 11 students).

By the end of the first programme there was a 25% increase in the number of students who felt that they knew about subjects needed for university.

The programme activities included:

- Aerospace day – engineering activities to develop teamwork and problem solving.
- Profiling day – online profiling plus facilitated activities to help young people understand themselves and the people around them better.
- Bristol Old Vic evening performance and workshop.
- Future Skills day – post-16 information, advice and guidance plus CV, interview and job selection skills.
- Speakers Trust day – writing and public speaking skills.
- Student Finance evening for parents and students.
- Sky Studios day, London – a tour with students creating their own news segment.
- UWE & University of Bristol campus visits.
- Clifton Suspension Bridge visits – problem solving and communication skills through a bridge building workshop, plus a tour.
- Deanfield Study Centre – adventure and skills-building residential: problem solving, communication, creative thinking, collaboration and leadership skills.
- London visits – including HMS Belfast, a river cruise along the Thames, a visit to the House of Lords and House of Commons with an interactive workshop.
- Future Quest Future Pathways event – family engagement event to encourage students and families to try something new and to explore different career sectors.

Post-16 Future Quest Programme

"It really helps to build your confidence, there was loads of like little tips or tricks like speaking out in a group or whatever...it just gives you those leadership skills." Student

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"It's better doing it than being told about it." Student

"Future Quest has really changed my parent's opinion." Student

The programme activities included:

- HE Experience Day - featuring non-academic aspects of university life such as the Students' Union and the accommodation.
- Life Skills - practical workshops: Personal Safety, Managing Stress, Perfect Ironing, Healthy Eating, Staying Safe Online, Money Management and a lunch time networking/employer event.
- Study Skills – taster lecture, student finance, personal statement and study skills sessions, Student Ambassador Q & A and a campus tour.
- Profiling – see 'Pre-16'.
- Underfall Yard - a visit to a place of cultural and historical interest plus an engineering & skills workshop, boat and on-foot tour.
- Bristol Old Vic – theatre visit, industry day and workshop.

Safeguarding, Health, Safety and Wellbeing

Data Protection

The Board has established a Committee to develop appropriate policies and operating procedures for these areas. It operates under terms of reference defined by the Board. It is chaired by an Independent Director and is supported by a professional advisor.

The Chief Executive and the South Bristol Youth Safeguarding, Health, Safety and Wellbeing Advisor, are members of the Committee. The Committee has developed policies and detailed operating procedures that cover these areas. The Safeguarding, Health, Safety and Wellbeing Policy has been approved by the Board, as has the Policy for Data Protection. The latter is frequently updated to ensure that South Bristol Youth complies with guidance issued and that good practice is developed.

South Bristol Youth works closely with the member organisations to ensure that its practices are realistic and closely co-ordinated. The Committee meets at least four times a year prior to each Board meeting and reports fully at every Board meeting. It updates the policies during the year to ensure that they comply with guidance issued by the Charity Commission and other bodies. All updated policies are passed by the Board for scrutiny and approval.

At each meeting, the Committee receives reports on all incidents including minor incidents and any concerns relating to a young person's welfare. It ensures that, where appropriate, improvements to operating procedures are implemented. Trustees and all adults working or volunteering with South Bristol Youth are subject to DBS checks.

The Committee and the Board have paid particular attention to the Charity Commission's guidance on Safeguarding and the reporting of serious incidents. No reportable events have occurred during this financial year.

The General Data Protection Regulation came into force during this financial year and South Bristol Youth has developed a policy to cover it. Privacy Notices were also developed to support the collection and processing of data for all aspects of South Bristol Youth's work. South Bristol Youth has entered into (or is in the process of entering into) Data Sharing Agreements with its member schools. All its employees have completed data protection training and procedures are in place should a data breach need to be reported to the ICO.

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The Data Protection Policy is updated regularly as South Bristol Youth's understanding of both good practice and sound operating procedures develops. The Policy is discussed at each Board meeting.

Future Plans

The Future Quest Programme has given South Bristol Youth the opportunity to take this programme that encourages young people from disadvantaged areas to participate in further education to schools across the whole of the city. It is South Bristol Youth's intention to maintain the programme at this or a closely related level whilst the available funding is in place. Encouragingly, South Bristol Youth were informed on 14 December 2018 that the Office of Students will provide funding for a further two years beyond the current end date of 31 July 2019. We are awaiting further details which should be available in April 2019. If the funding is reduced, South Bristol Youth, in partnership with the University of the West of England, will explore additional funding routes to enable this highly important programme and pathway to continue, if not, exceed current levels.

The essence of South Bristol Youth is based on the partnership with the member schools, on the focus of developing young people by increasing their confidence and self-awareness, on increasing their knowledge of pathways to a range of careers and of doing this in partnership with their parents and carers. These principles will continue to form the basis of the continuing development of the charity.

Risks

The Board of Trustees analyses the principle risks and keep them under close review. They are:

- **Financial**

The financial risk that is associated with the Future Quest Programme is the loss of the funding stream in full or in part. Although the Office of Students has confirmed continuance of the programme for a further two years, beyond the current end date of 31 July 2019, the loss of all or part of this funding would have a material impact on the operations of South Bristol Youth. Consequently, the Board has required the management to draw up plans for scaling down the work of the charity to the pre-Future Quest levels of activity. The Board is satisfied that actions needed to do this would not place the continuing operation of the charity in jeopardy.

The financial risk related to the other South Bristol Youth programmes arises from its ability to raise the level of funds needed to maintain the delivery of the programmes. The Board places great emphasis on the funding streams being in place at least six months ahead of the delivery of the programmes and on the importance of maintaining an effective and long-term approach to funding. The increasing awareness of the programmes delivered by South Bristol Youth within Bristol and the wider interest in the unique nature of our approach is helping to underpin our funding activity.

- **Management**

The major risk in this category would be the loss of the Chief Executive Officer. This is mitigated by two factors. Firstly, the experience that has developed within the charity over the past three years means that the organisation would be able to continue to operate in the event of either a sudden departure or an extended absence. Secondly, if the Chief Executive were to decide to leave, she is required to give the charity six months' notice.

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- **Operational**

The two major operational risks are Safeguarding and Data Protection. The safeguarding of our beneficiaries underpins all aspects of the charity's work. South Bristol Youth has a comprehensive set of Safeguarding, Health, Safety Policies and Wellbeing Policies and Procedures which are covered elsewhere in the Report Procedures. Their implementation is overseen by the Chief Executive, supported by the charity's Safeguarding, Health and Safety Advisor. Delivery of all activities is supported by a robust, well documented risk assessment process. DBS checks are undertaken for all employees, contractors and trustees.

South Bristol Youth has reviewed its Data Protection Policies and Procedures to reflect the requirements of GDPR. This is of particular importance given the large numbers of young people it works with, and the considerable investment of resource has been applied to the development and implementation of a database which is now used to store and access data relating to our beneficiaries securely. Privacy notices have been developed to support the collection and processing of data for all aspects of our work. All staff have completed data protection training and procedures are in place should we need to report a 'data breach' to the Information Commissioner's Office (ICO).

Financial Review

The 2017-18 financial year is the first year with a full 12 months of the Future Quest Programme. Exact comparisons cannot be made with the preceding financial year which only included the first 8 months of Future Quest.

The total income for South Bristol Youth in 2017-18 was £820,455, of which £557,617 was funded by the grants for Future Quest programme from the Office for Students paid via the University of the West of England. The balance of £262,838 was income raised by South Bristol Youth from various sources to cover the operations of its programmes in south Bristol and final overheads.

The funding for the Future Quest Programme has been extended to cover the period from 1 January 2019 to 31 July 2019. Funding to 31 July 2019 is secure and will continue at the same rate per month, with an additional sum to cover some extra outdoor education activities. South Bristol Youth is confident that it will be able to deliver this programme within the funding provided by the Office for Students and that the operation of this major programme will not have any impact on the overall financial position of the charity. The reserves for Future Quest at the end of the 2017/18 financial year were £65,815 (£62,009 for the previous year) and it is anticipated that all reserves and funds will be spent by the end of the programme.

The financial position of the other South Bristol Youth programmes is in a good position. These programmes had an income of £262,838 and an expenditure of £198,835 in the current year. There are reserves available to be carried forward into the delivery of these programmes and overheads in 2018/19 of £312,683. This figure is again heavily influenced by phasing, as significant sums of money required for the operation of programmes in the next financial year were raised at the end of this financial year.

The charity continues to place an emphasis on ensuring that it keeps its operating costs as low as possible through the full use of modern technology and reviewing contracts and operational methods.

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This financial performance, together with the way the charity has adjusted to the higher levels of financial activity driven by the Future Quest programme, has demonstrated that the charity has the operational and financial skills needed to ensure effective control of the charity's activities, both at an operational level and within its governance structure. The charity has now built up a track record of effective governance and delivery. The Trustees remain confident that existing and potential donors can be assured that their donations will be used in accordance with their stated purpose, and in a way that makes a real impact on the lives of the young people who take part in our programmes.

Reserves Policy

During the period under review the need for substantial reserves continues to be mitigated through the Member's Agreement which, in the event of a shortfall in unrestricted funds, provides for the Members to underwrite operating costs over sequential six-month periods. The charity will also maintain its policy of not implementing any programmes unless there is a secure funding stream for that programme. In addition to the cover under the Members' agreement. The charity considers it prudent to provide for £100,000 of reserves in case of an unexpected shortage in funds. The £100,000 would cover salaries, overheads and programme commitments while an action plan is put in place to recover the situation or cut back activities ensuring all financial commitments are met.

This amount is less than 3 months of current total running costs because should our largest income stream stop from the Office for Students we would be able to curtail activity and expenditure as needed.

As of 31 August 2018, the free reserves of the charity totalled £243,340. This included a major philanthropic donation of £100,000 plus gift aid towards the end of the year, which together with other significant funding received in advance will contribute to core costs and programme delivery in 2018/19.

Fundraising

The fundraising plan for each financial year is developed from and is incorporated into the financial budget for that year. It is then approved by the Board as part of the financial budget. The Fundraiser and the Chair then develop a detailed plan which defines the grant giving organisations that the charity will approach. South Bristol Youth does not seek to raise funds from individual members of the public.

South Bristol Youth is aware of the Code of Fundraising Practice and the Charity Commission's Guidance on Fundraising. The Board receives updates on Fundraising at each Board meeting and the Trustees maintain effective oversight of the approaches that are being made to grant giving organisations.

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The Trustees would like to thank all organisations who have supported South Bristol Youth in the 2017-18 financial year.

SUPPORTERS

Anonymous

29th May 1961 Charity

Arts Council England and Wales

Brownsword Charitable Foundation

CMS Cameron McKenna LLP

Coutts/Royal Bank of Scotland

Cowslip Green Fund

Garfield Weston Foundation

Higher Education Funding Council

J & M Britton Charitable Trust

John James Foundation

KPMG

Medlock Charitable Trust

Nisbet Trust

Spielman Charitable Trust

Van Neste Foundation

University of the West of England

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Statement of trustees' responsibilities

The trustees (who are also directors of South Bristol Consortium for Young People for the purposes of company law) are responsible for preparing the Trustees' Report (incorporating the strategic report and directors' report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom 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 income and expenditure, of the charitable company for that period. 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;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping 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.

Small company provisions

This report has been prepared in accordance with the special provisions for small companies under part 15 of the Companies Act 2006.

Approved by the trustees and signed on their behalf by:

John Lee

Registered office:

Signed by order of the
Trustees

Veale Wasbrough Vizards
Narrow Quay House
Narrow Quay
Bristol
BS1 4QA

Date: 05/12/2018

SOUTH BRISTOL CONSORTIUM FOR YOUNG PEOPLE

REFERENCE AND ADMINISTRATION

YEAR ENDED 31 AUGUST 2018

The South Bristol Consortium for Young People, (SBCYP), operating as South Bristol Youth (SBY) was incorporated as a Company Limited by Guarantee (number 7606234) on 15 April 2011 and registered as a Charity (number 1151057) on 04 March 2013. The Articles of Association were adopted on 24 January 2013.

Registered Office

Veale Wasbrough Vizards, Narrow Quay House, Narrow Quay, Bristol BS1 4QA

Company Secretary

Veale Wasbrough Vizards act as Company Secretary through Velocity Secretarial Services Limited

Independent Examiners

Neil Kingston FCA, Burton Sweet, The Clock Tower, Old Weston Rd, Flax Bourton, Bristol BS48 1UR

Trustees

The Trustees who held office during the financial year ending 31 August 2018 were:

Denis Burn (Chair)

Nicholas Clitheroe (Treasurer)

John Lee (Vice-Chair)

Philip Bailey

Suzanne Carrie

Laura Chesham

Jackie Garrett (appointed 6 December 2017)

Ina Goldberg

Caroline Jenkins

Andrea Rea (appointed 6 December 2017)

Marianne Saunders (resigned 14 September 2017)

Professor Rosamund Sutherland

Paul Talarico

Sam Williamson (appointed 6 December 2017)

Chief Executive

Camilla Chandler-Mant

SOUTH BRISTOL CONSORTIUM FOR YOUNG PEOPLE

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

YEAR ENDED 31 AUGUST 2018

I report on the accounts of South Bristol Consortium For Young People for the period ended 31 August 2018, which are set out on pages 16 to 26.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

- accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
- the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Neil Kingston FCA

Burton Sweet Chartered Accountants
The Clock Tower
5 Farleigh Court
Old Weston Road
Flax Bourton
Bristol
BS48 1UR

Date: 5/12/2018

SOUTH BRISTOL CONSORTIUM FOR YOUNG PEOPLE

STATEMENT OF FINANCIAL ACTIVITIES (Including Income and Expenditure Account)

YEAR ENDED 31 AUGUST 2018

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £	Total Funds 2017 £
Income from:					
Donations and legacies	2	167,258	652,642	819,900	722,845
Investments		107	-	107	-
Other income		448	-	448	-
Total income		167,813	652,642	820,455	722,845
Expenditure on:					
Charitable activities	3	32,597	698,560	731,157	513,905
Total expenditure		32,597	698,560	731,157	513,905
Net expenditure		135,216	(45,918)	89,298	208,940
Transfers between funds	12	(659)	659	-	-
Movement in funds		134,557	(45,259)	89,298	208,940
Total funds at start of year	12	109,136	181,553	290,689	81,749
Total funds at end of year	12	243,693	136,294	379,987	290,689

The charity has no recognised gains or losses other than the results for the year as set out above.

Prior year fund comparatives are shown in note 8.

The notes on pages 19 to 26 form part of these financial statements

SOUTH BRISTOL CONSORTIUM FOR YOUNG PEOPLE

BALANCE SHEET

YEAR ENDED 31 AUGUST 2018

	Note	2018 £	£	2017 £	£
Fixed assets					
Tangible fixed assets	9		2,002		2,394
Current assets					
Debtors	10	4,848		1,513	
Cash at bank		<u>396,721</u>		<u>313,450</u>	
			401,569		314,963
Creditors: Amounts falling due within one year	11		<u>(23,584)</u>		<u>(26,668)</u>
Net current assets			377,985		288,295
Net assets			<u><u>379,987</u></u>		<u><u>290,689</u></u>
Funds					
Unrestricted					
General Funds	13		243,693		109,136
Restricted	13		136,294		181,553
			<u><u>379,987</u></u>		<u><u>290,689</u></u>

For the period ended 31 August 2018, the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charitable company to obtain an audit of its accounts for the period in question in accordance with section 476.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the special provisions for small companies under part 15 of the Companies Act 2006.

These financial statements were approved by the Trustees on 5/12/2018 and are signed on their behalf by:

.....

John Lee
Trustee

The notes on pages 19 to 26 form part of these financial statements

SOUTH BRISTOL CONSORTIUM FOR YOUNG PEOPLE

STATEMENT OF CASH FLOWS

YEAR ENDED 31 AUGUST 2018

	Notes	2018 £	2017 £
Operating activities			
Cash flows for operating activities			
Income from Donations and Legacies	A1	816,565	722,845
Income from: Other income		448	-
Cash flows from operating activities			
Charitable activities	A2	(733,251)	(504,528)
Net inflow of operating activities		83,762	218,317
Non-operational cash flows:			
Investing activities:			
Investment income		107	-
Purchase of tangible fixed assets		(598)	-
Net cash inflow for the year		83,271	218,317

A Reconciliation of net movement in funds to net cash inflow from operating activities

	SOFA £	Debtors £	Creditors £	Cash flow £
A1 Income from: Donations and legacies				
Donations and legacies	819,900	(3,335)	-	816,565
Net cash inflow from donations and legacies	819,900	(3,335)	-	816,565
A2 Charitable expenditure				
Charitable activities	(731,157)	-	(3,084)	(734,241)
Depreciation	990	-	-	990
Net cash outflow on charitable activities	(730,167)	-	(3,084)	(733,251)

B Analysis of changes in cash flow during the year

	2018 £	2017 £	Change £
Cash at bank and in hand	396,721	313,450	83,271
	2017 £	2016 £	Change £
2017 Comparatives for Cash at bank and in hand	313,450	95,133	218,317

C Cashflow restrictions

Charity law prohibits the use of net cash inflows on any endowed or other restricted fund to offset net cash outflows on any fund outside its own objects, except on special authority. In practice, this restriction has not had any effect on cash flows for the year.

The notes on pages 19 to 26 form part of these financial statements

SOUTH BRISTOL CONSORTIUM FOR YOUNG PEOPLE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2018

1 Accounting policies

- a) The financial statements have been prepared under the historical cost convention and in accordance with applicable United Kingdom Accounting Standards, the Companies Act 2006, the Charities Act 2011, FRS 102 and the Charities

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

The charity is a public benefit entity.

- b) Income from grants is included within income when these are receivable, except as follows:

i) When grant making trusts specify that donations given to the charity must be used in future accounting periods, the income is deferred until those periods.

ii) When grant making trusts impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred until the pre-condition have been met.

- c) Expenditure is recognised in the period in which it is incurred.

- d) Most expenditure is directly attributable to charitable activities and has been included in that cost category. Support costs have been included entirely under the heading charitable activities.

- e) Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include costs linked to the strategic management of the charity.

- f) Unrestricted funds can be used in accordance with the charitable object at the discretion of the trustees. Free funds represent the free reserves of the charity

- g) Restricted funds can only be used for particular restricted purposes within the objects of the charity.

- h) Depreciation is calculated to write off the cost of equipment over the estimated useful lives on a straight line basis over 3 years.

- i) Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid after taking account of any discounts due.

- j) 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.

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

SOUTH BRISTOL CONSORTIUM FOR YOUNG PEOPLE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2018

2 Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £	Total Funds 2017 £
University of Bristol	-	3,282	3,282	34,000
University of the West of England	-	569,351	569,351	404,075
Paul Hamlyn Foundation	-	-	-	36,000
John James Foundation	-	10,000	10,000	5,000
Denman Charitable Trust	-	-	-	10,000
Basil Brown Charitable Trust	500	-	500	-
Medlock Charitable Trust	-	15,000	15,000	10,000
Spielman Charitable Trust	5,000	-	5,000	5,000
Van Neste Foundation	-	-	-	10,000
Nisbet Family Charitable Trust	3,000	17,000	20,000	20,000
Arts Council England	7,470	32,000	39,470	40,830
Brownsword Charitable Foundation	-	-	-	3,000
Benefactor	100,000	-	100,000	100,000
29 May 1961 Charitable Trust	750	4,250	5,000	5,000
J M Britton	-	-	-	3,000
Burgess Salmon	-	-	-	200
Pixella Trust	-	-	-	300
Lalonde Trust	-	-	-	300
Garfield Weston	-	-	-	30,000
Cowslip Green Fund	500	-	500	-
Gift aid	50,038	-	50,038	-
Other donations	-	1,759	1,759	6,140
	<u>167,258</u>	<u>652,642</u>	<u>819,900</u>	<u>722,845</u>

3 Charitable activities (by activity)

	Direct Costs £	Support Costs £	Total Funds 2018 £	Total Funds 2017 £
Future Quest	440,310	112,012	552,322	324,063
Unlocking Potential	81,934	3,725	85,659	121,641
Maths	7,351	20,393	27,744	11,802
Ambitions	8,049	286	8,335	19,715
Apprentice programme	20,862	759	21,621	-
WP Research	2,000	-	2,000	26,000
Youth Board	539	63	602	2,783
Young Professionals	-	277	277	2,901
Other - Hartcliffe Youth Club (Nisbet Funded)	5,000	-	5,000	5,000
Benefactor Fund	2,632	24,633	27,265	-
Other - General Funds	-	332	332	-
	<u>568,677</u>	<u>162,480</u>	<u>731,157</u>	<u>513,905</u>

SOUTH BRISTOL CONSORTIUM FOR YOUNG PEOPLE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2018

3 Charitable activities (by natural classification)

	Unrestricted Funds	Restricted Funds	Total Funds 2018	Total Funds 2017
	£	£	£	£
Direct costs	7,633	561,045	568,678	377,515
Consultancy	810	21,743	22,553	32,351
Insurance	379	909	1,288	704
General office expenses	1,648	35,500	37,148	21,805
Advertising and promotion	-	150	150	-
Legal & professional	1,762	3,363	5,125	2,021
Accountancy	1,529	13,856	15,385	17,921
Training	110	2,518	2,628	3,420
Bank charges	51	676	727	117
Depreciation	865	125	990	944
Travel	29	30,139	30,168	12,034
IT support and maintenance	5,261	9,462	14,723	15,939
Pension costs	-	-	-	600
Other staff costs	558	2,453	3,011	5,978
Safeguarding	3,069	12,997	16,066	9,768
Fundraising	7,333	-	7,333	8,000
Database	-	3,624	3,624	3,528
Governance costs (note 4)	1,560	-	1,560	1,260
	24,964	137,515	162,479	136,390
	<u>32,597</u>	<u>698,560</u>	<u>731,157</u>	<u>513,905</u>

4 Governance costs

	2018 £	2017 £
Independent Examination	<u>1,560</u>	<u>1,260</u>

SOUTH BRISTOL CONSORTIUM FOR YOUNG PEOPLE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2018

5 Staff costs

	2018 £	2017 £
Wages and salaries	305,784	208,482
Social security costs	26,532	20,344
Pension	3,329	600
	<u>335,645</u>	<u>229,426</u>

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

	2018	2017
Admin staff	1	1
Project staff	10	10
	<u>11</u>	<u>11</u>

The key management personnel is considered to be the Head of Education and Learning, the Senior Lead for South Bristol Youth Programmes, the Senior Lead Widening Participation and the Chief Executive. The total employee benefits received by key management personnel were £159,797 (2017: £134,617).

6 Trustee expenses

No Trustees have received any remuneration or have been reimbursed or waived any out of pocket expenses.

7 Taxation

The charity is exempt from corporation tax on its charitable activities.

8 Prior year fund comparatives

	Free Funds £	Restricted Funds £	Total Funds 2017 £
Income from:			
Donations and legacies	80,184	642,661	722,845
Total income	<u>80,184</u>	<u>642,661</u>	<u>722,845</u>
Expenditure on:			
Charitable Activities	41,540	472,365	513,905
Total expenditure	<u>41,540</u>	<u>472,365</u>	<u>513,905</u>
Net expenditure	38,644	170,296	208,940
Transfers between funds	(88)	88	-
Movement in funds	<u>38,556</u>	<u>170,384</u>	<u>208,940</u>
Total funds at start of year	70,579	11,170	81,749
Total funds at end of year	<u>109,135</u>	<u>181,554</u>	<u>290,689</u>

SOUTH BRISTOL CONSORTIUM FOR YOUNG PEOPLE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2018

9 Tangible fixed assets

	Equipment £	Total £
Cost		
At 1 September 2017	3,434	3,434
Additions	598	598
As at 31 August 2018	<u>4,032</u>	<u>4,032</u>
Depreciation		
At 1 September 2017	1,040	1,040
Charge for the year	990	990
At 31 August 2018	<u>2,030</u>	<u>2,030</u>
Net Book Value		
At 31 August 2018	<u>2,002</u>	<u>2,002</u>
At 31 August 2017	<u>2,394</u>	<u>2,394</u>

10 Debtors: Amounts falling due within one year

	2018 £	2017 £
Prepayments	4,848	1,513
	<u>4,848</u>	<u>1,513</u>

11 Creditors: Amounts falling due within one year

	2018 £	2017 £
Trade creditors	13,301	10,321
Taxes and social security	8,723	7,937
Accruals	1,560	8,410
	<u>23,584</u>	<u>26,668</u>

SOUTH BRISTOL CONSORTIUM FOR YOUNG PEOPLE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2018

12 Movement in funds

	01-Sep 2017 £	Income £	Expenditure £	Transfers £	31-Aug 2018 £
Unrestricted funds					
General Funds	109,136	167,813	(32,597)	(659)	243,693
	<u>109,136</u>	<u>167,813</u>	<u>(32,597)</u>	<u>(659)</u>	<u>243,693</u>
Restricted funds					
Ambitions (formerly known as Widening Participation)	6,877	12,555	(8,335)	-	11,097
Youth Work in Schools	-	-	-	-	-
Unlocking Potential	43,839	70,250	(85,659)	-	28,430
Enterprise Professional Weeks	-	220	(277)	57	-
Discover Maths	28,828	5,000	(27,744)	-	6,084
Research into WP	-	2,000	(2,000)	-	-
Youth Board	-	-	(602)	602	-
Future Quest	62,009	557,617	(552,322)	-	67,304
Apprentice Programme	40,000	5,000	(21,621)	-	23,379
	<u>181,553</u>	<u>652,642</u>	<u>(698,560)</u>	<u>659</u>	<u>136,294</u>
Total funds	<u>290,689</u>	<u>820,455</u>	<u>(731,157)</u>	<u>-</u>	<u>379,987</u>

As at 31 August 2017

	01-Sep 2016 £	Income £	Expenditure £	Transfers £	31-Aug 2017 £
Unrestricted funds					
General Funds	70,580	80,184	(41,540)	(88)	109,136
	<u>70,580</u>	<u>80,184</u>	<u>(41,540)</u>	<u>(88)</u>	<u>109,136</u>
Restricted funds					
Widening Participation (UWE & Bristol University)	(1,943)	24,000	(15,180)	-	6,877
Youth Work in Schools	782	-	-	(782)	-
Unlocking Potential	13,206	124,289	(93,656)	-	43,839
Enterprise Professional Weeks	1,529	297	(2,233)	407	-
Discover Maths Pilot	(2,085)	40,000	(9,087)	-	28,828
Research into WP	(2,000)	28,000	(26,000)	-	-
Youth Board	1,680	-	(2,143)	463	-
Future Quest	-	386,075	(324,066)	-	62,009
Apprentice Programme	-	40,000	-	-	40,000
	<u>11,169</u>	<u>642,661</u>	<u>(472,365)</u>	<u>88</u>	<u>181,553</u>
Total funds	<u>81,749</u>	<u>722,845</u>	<u>(513,905)</u>	<u>-</u>	<u>290,689</u>

SOUTH BRISTOL CONSORTIUM FOR YOUNG PEOPLE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2018

12 Movement in funds (continued)

General Funds

These funds represent the free reserves of the charity.

Widening participation

Funded by the University of Bristol and the University of the West of England to encourage young people in South Bristol to progress into tertiary education.

Youth Work in Schools (Bridge Programme)

Project funded by Bristol City Council and Bridge Learning Campus to support the personal development of students

Unlocking Potential

Funds received to work with students to develop their speaking and listening skills and their ability to present their points of view.

Enterprise Professional Weeks

The Enterprise Programme is designed to provide young people with information about careers in the professions. It is specifically for those young people who are judged by their school to have significant academic potential but who have had limited opportunity to understand why a professional career may be within their range. The programme lasts a week and is run in partnership with the Junior Chamber of Commerce.

Discover Maths Pilot

This is a new programme that has been designed and piloted during this financial period. The aim is to help young people, particularly young boys, to develop their understanding of how maths is used in everyday life and how becoming comfortable with maths can open up a wide range of interesting careers. The young people are given the opportunity to work with a number of partner organisations and to see, through a range of practical and onsite exercises, how maths is used to solve problems and deliver practical, accurate and interesting outcomes.

Research into WP

This heading describes the research that is being carried out over three years by the University of Bristol into the outcomes and effectiveness of the South Bristol Consortium for Young People's Widening Participation Programme. A formal report will be published at the end of the research period.

Youth Board

The South Bristol Youth Board is a formal part of the South Bristol Consortium for Young People structure. It is made up of young people from our member organisations. It meets regularly and its main role is to ensure that the main South Bristol Consortium for Young People Board is aware of issues that are important to young people and which they would like our programmes to address.

Future Quest

Future Quest is a widening participation programme for students in years 9 to 13 from 32 schools and colleges across the City of Bristol and the surrounding area. It is run in partnership with the University of the West of England (UWE), the University of Bristol, City of Bristol College and South Gloucestershire & Stroud College (SGS) and it is funded by the Higher Education Funding Council for England (HEFCE).

SOUTH BRISTOL CONSORTIUM FOR YOUNG PEOPLE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2018

12 Movement in funds (continued)

Future Quest (continued)

One big part of Future Quest is the Cohort Programme run by South Bristol Youth. In this, selected students get to take part in a variety of activities, including team and confidence-building activities, communication building activities, cultural activities, university visits and subject/career tasters. For many of these sessions, students will also be working with participants from other local schools.

Involving parents as partners is also an important feature of Future Quest and activities include parent information evenings, visits to universities in the holidays and an annual family fun day.

The Future Quest programme encourages learners to think long-term about their 'futures' and how they're going to get there, exposing them to a multitude of experiences and opportunities that will open their eyes to all the possibilities available.

Apprentice Programme

This is a new programme that was piloted from February to July 2018. It is run in conjunction with interested, local employers and the South Bristol schools. The programme aims to help young people better understand the range of apprenticeships available to them and develop the skills and attitudes employers desire. The programme is intended for students who would otherwise leave school with few qualifications.

13 Analysis of funds

As at 31 August 2018

	Fixed Assets £	Current Assets £	Current Liabilities £	Total £
General funds	2,002	265,275	(23,584)	243,693
Restricted funds	-	136,294	-	136,294
	<u>2,002</u>	<u>401,569</u>	<u>(23,584)</u>	<u>379,987</u>

As at 31 August 2017

	Fixed Assets £	Current Assets £	Current Liabilities £	Total £
General funds	2,394	133,410	(26,668)	109,136
Restricted funds	-	181,553	-	181,553
	<u>2,394</u>	<u>314,963</u>	<u>(26,668)</u>	<u>290,689</u>

14 Company limited by guarantee

The company is limited by guarantee and as such has no issued share capital. In the event of the company being wound up the liability of the members is limited to £1 each.