



# Trustees' Annual Report and Accounts

Year End July 2018

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# Administrative Details

## Reference Details

Registered Charity Name:	Rooted In
Registered Charity Number:	1126786
Date Registered:	19 November 2008
Registered Office:	Weymouth Centre 2a Weymouth Avenue Allerton, Bradford BD15 7JJ

## Trustees

<b>Chairman</b>	Dean Naidoo
<b>Secretary</b>	Kathryn Marsden
<b>Treasurer</b>	Rob Atkins Lucy Atkin Pamela Grimshaw

## Independent Examiner

**Torvell Dent Chartered Accountants**  
Centre of Excellence, Hope Park  
Trevor Foster Way  
Bradford  
BD5 8HH

## Bankers

Lloyds TSB  
45 Hustlergate  
Bradford  
BD1 1NT



# Rooted In Summary

The work of Rooted In is the culmination and continuation of 15 years of our grassroots, volunteer-led and community-focussed vision that previously went under the name of 'Kidz Klub Allerton'. Today our vision is to see our whole community transformed from within, person by person, family by family, one street at a time. Rooted In exists to outwork our vision, founding principals and core belief that the greatest resource and success of Allerton lies within.

We have continued to re-structure the organisation. Specifically we have looked at creating a new foundation for finance, re-evaluating our services and structuring them in a way that enables them to be financially viable in their own right. We have also invested heavily in training and equipping team and volunteers to prepare for social enterprise growth in a way that is true to the charities values and aims.

Whilst our income has decreased this year due to our Reaching Communities Funding coming to an end, we have managed to transition a number of activities across to being volunteer led . The result has been minimal disruption to essential services and activities whilst reducing costs.

This combination of full cost recovery and volunteer led activities alongside our refocused staff roles is providing an exciting foundation for the future of the organisation. We will be able to expand our reach, working with and equipping more people in the community.

Whilst its been a challenging year with so much change, as we stand back and review the past 12 months we recognise two things:

- 1) The organisation has continued to meet the growing and changing needs within our community whilst responding positively to the ever challenging financial and regulatory pressures.
- 2) The wider team of staff and volunteers have done a fantastic job of pioneering a new way forward whilst bringing more people on board and increasing the depth of care and support we have provided.



# Core Values & Strategy

Rooted In is to be known not just for what we do, but how we do it.

We are committed to collaborating with the community, listening to their voice and creating a culture which encourages local social responsibility to deliver grassroots transformation.

This approach and the organisations significant professional experience in community leadership, compliance and policies, social enterprise and project development and accountancy paired with our long-standing involvement in the community means that we are the right people to spearhead such a significant movement.

At Rooted In, our approach of building people creates an inner strength and resilience which empowers all ages to make more positive and constructive choices, rather than building a team and services that solely respond to crisis. To do this we have developed a new strategy, which is driven by our culture, purpose and beliefs.

This strategy ensures that all our programmes will be centred on developing and building people. As such we structure our team and work load to ensure each person can take responsibility for training and mentoring local volunteers. This strategy opens up the organisation and a wider range of opportunities that have never been available to most in our community. Whilst this approach may be slower and harder work, we believe it will have a much deeper and longer lasting impact on those in our community.



# Core Values & Strategy

## WE BELIEVE

We believe in the people of our community and their inherent value. We believe they hold the key to their own success and future prosperity of our community

## PURPOSE

RootedIn exists to empower people to reach their potential by equipping individuals from a foundation of love, to find and fulfil their purpose and contribution to the community

## CULTURE

THINK BIG AND START SMALL – It's about courage to take big steps and wisdom to tie your shoelaces first  
IT IS RIGHT TO HONOUR ONE ANOTHER – It's about being a community that's not shy to encourage one another  
EVERYONE CAN BE A CONTRIBUTOR – It's about standing up and bringing others with you  
WE THINK INSIDE THE BOX – It's about digging deep and finding the opportunities within  
BE KNOWN FOR WHAT WE ARE FOR – It's about speaking up, being life and creating unity in a diverse community

## STRATEGY

Our long-term approach to service development and delivery

## CONNECT

Including as many people as possible through partnerships, promotion and outreach

## STRENGTHEN FAMILY

Equip parents and carers with the skills to create a resilient family and a thriving home

## BUILD COMMUNITY

Provide opportunities for individuals and families to come together, so reducing isolation and segregation whilst fostering healthy relationships

## EQUIP TO ACHIEVE

Deliver training and skills development for adults enabling them to build a long-term self-supporting lifestyle

## REINVEST

Community-led initiatives and enterprises that drive social change at a local level and generate profit for purpose

**GROW BIG PEOPLE**  
Help each person uncover their identity, understand their value and discover their purpose

Successive generations of lives Rooted In Allerton, each one working out their purpose and committed to play their part in building community



# Structure, Governance & Management

## Structure, Governance and Management

Rooted In was formally established by a constitution dated 6 November 2008 and was subsequently registered as a charity on 19 November 2008. The charity is managed by the Board of Trustees. Under the requirements of the constitution, in addition to the statutory powers of appointment, a new trustee may be appointed by a resolution of the trustees passed by a majority in a general meeting. Trustee training is carried out on an on-going basis making use of the Charity Commission website and other charity publications.

The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005 in preparing the annual report and financial statements of the charity.

The trustees actively review the major risks which the charity faces on a regular basis together with controls over key financial systems. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces.

## Objectives and Activities

Rooted In's principal objectives, as set out in the Constitution, are:

To act as a resource for people of all ages and backgrounds living in Allerton and neighbouring areas by providing advice and assistance and organising programmes of physical, educational and other activities as a means of:

- a) Advancing in life and helping by developing their skills, capacities and capabilities to enable them to participate in society as independent, mature and responsible individuals.
- b) Providing recreational and leisure time activity in the interests of social welfare for people living in the area of benefit who have need by reason of their youth, age, infirmity or disability, poverty or social and economic circumstances with a view to improving the conditions of life of such persons.

Our current and planned work supports children and young people, parents and families from Allerton and Lower Grange. Our aims fully reflect the purposes that the charity was set up, to benefit all children and young people regardless of personal background, faith, gender or personal circumstances.



# Summary of Activities

## Summary of the main activities of the charity.

### Identity & Culture:

Out working our new identity and setting culture has been a significant focus for this year and will be for the coming year, as we continue to build strong foundations readying to launch into new areas and approaches of working. Building on last years investment into team, we have expanded our team sessions to include more local volunteers and young people. It is key that our vision and culture is understood and recognised outside of our sessions and the spaces we operate from. By broadening the group we invest into we will increase our reach into the community.

**Leadership:** We are transitioning from being majority grant reliant and direct service providers, to generating our own income and re-focusing on putting community and volunteers in decision making roles and leadership positions. Our team has undergone in-house and external training as jobs roles have changed dramatically this year. The trustees recognise the great work done in managing this transition well and believe it is creating a solid footing for the next stage for Rooted In.

**Services:** Due to the changes in how we are working, we took the decision to forego any service expansion and pursue a redesign of service delivery. Across the year we maintained all our service provisions and saw a slight growth in the number of adult referrals and one-to-one support. The numbers of children and young people accessing services dropped slightly by 8%. Core support services provided to schools, social services and other local agencies have all been maintained this year with every single referral received making significant progress through the support and guidance we provide.

**Funding:** As with many third sector organisations, funding and fundraising is an ever pressing concern. We have previously had the security of significant and sustained funding through Reaching Communities (Big Lottery), however this year, this has come to an end. Whilst this came sooner and more abruptly than expected, previous years of planning has enabled us to quickly implement streamlining changes and HQ relocation. These steps have drastically reduced our outgoings whilst providing space (specifically a professional kitchen) to restructure some services and enable growth in the social enterprise.





# Future Plans

We believe the future success of this community lies within.

This coming year we will:

1. Open a permanent café/coffee shop to enable us to provide training, work experience and employment five days a week exclusively for individuals from within our community
2. We will establish an initial training hub within our new facility creating a low pressure training environment for those furthest from employment. This hub will take care of all local catering jobs whilst acting as a production kitchen for the coffee shop/cafe using produce from our allotment garden.
3. For financial stability we will roll out a regular givers programme including regular updates, and events.
4. We will identify a local building or plot of land to establish a permanent base for the organisation as well as establishing our next social enterprise venture in community led design and construction

The report was approved by the trustees on 29th April 2019



Dean Naidoo      Chairman

# Accounts

## Receipts & Payments Account for the Year Ended 31 July 2018.

	Unrestricted Funds	Restricted Funds	Total Funds 2018	Total Funds 2017
<b>Income</b>				
Grants	-	126750	126750	235338
Donations & Gift Aid	402	-	402	3237
Income from charitable activities	11698	-	11698	14360
Income from other	-	4195	4195	3548
<b>Total</b>	<b>12100</b>	<b>130945</b>	<b>143045</b>	<b>256482</b>
<b>Expenses</b>				
Staff costs	-	144093	144093	121135
Sessional workers	-	1152	1152	15065
Rent	-	10156	10156	11252
Training	-	2007	2007	3500
Computer & equipment	-	1403	1403	508
Insurance	-	832	832	817
Telephone	-	439	439	916
Postage & stationery	-	1172	1172	2222
Donations	300	-	300	480
Marketing & website	(72)	1080	1008	1430
Charitable activities -				
Childrens Projects	231	14386	14617	15247
Youth Projects	(32)	1125	1093	1723
Family	-	4707	4707	7715
Outreach & Community	49	1565	1614	4641
Employment Support	17348	450	17798	9756
Miscellaneous	3	227	230	728
Independent Examiner	-	525	525	500
<b>Total</b>	<b>17827</b>	<b>185319</b>	<b>203146</b>	<b>197636</b>
	(5727)	(54374)	(60101)	58847
Funds B/Fwd as at 31st July 2017	619	104458	105077	46230
Transfer between Funds	8598	(8598)	-	-
<b>Total Funds as at 31st July 2018</b>	<b>3490</b>	<b>41486</b>	<b>44976</b>	<b>105077</b>
<b>Represented by:</b>				
Cash in bank			44880	104910
Cash in hand			96	167
			<b>44976</b>	<b>105077</b>

# Accounts

## Schedule of Restricted Funds

	Balance at 31 July 2017	Grants Received	Transfers	Expended	Balance at 31 July 2018
Big Lottery – Reaching Communities	20652	85568	310	106530	-
The Sugar Snap Kitchen	10992	-	(10992)	-	-
Sovereign Healthcare	-	3358	-	1290	2068
Big Lottery—Awards For All	732	-	-	732	-
Bradford Community Chest Fund	-	350	-	350	-
Co-Operative Community Fund	3054	-	-	3054	-
Future Development Fund	5141	-	-	6	5135
Henry Smith	23900	-	-	23900	-
Mars In The Community	630	-	(630)	-	-
Rooted In Reserves	20663	4195	3044	18978	8924
St James Place	8290	-	-	8290	0
Brelms Trust CIO	-	4974	-	2790	2184
Trust House	5146	-	(330)	4816	-
Vanquis	5260	-	-	5260	-
Garfield Weston	-	20000	-	-	20000
Pears Foundation	-	7500	-	6848	652
Provident Social Impact Fund	-	5000	-	2478	2522
<b>Restricted Funds Totals</b>	<b>104458</b>	<b>130945</b>	<b>(8598)</b>	<b>185319</b>	<b>41486</b>

### Trustees remuneration and expenses

None of the trustees received any remuneration or expenses during the year ended 31st July 2018 (2017:£Nil).



# Independent Examiners Report

Report to the trustees of Kidz Klub Allerton on the accounts for the year ended 31 July 2018.

## Respective responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to;

- Examine the accounts under Section 145 of the 2011 Act
- To follow the procedures laid down in the general directions given by the Charities Commission (under Section 145 (5)(b) of the 2011 Act), and
- To state whether particular matters have come to my attention

## Basis of Independent Examiner's Statement

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

## Independent Examiner's Statement

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

1. Which gives me reasonable cause to believe that in, any material respect the requirements:

- To keep accounting records in accordance with Section 130 of the 2011 Act; and
- To prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or

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

S J Sutcliffe F.C.C.A.  
Torevell Dent Limited  
1-3 St Ann's Place  
Pellon Lane  
Halifax  
HX1 5RB



# Testimonial

## Testimonials

Our aim is to meet people where they are at and help them make the positive life steps so they can build the future they want for themselves. This year there have been many stories, here is just one stand out example.

### Andy's Story

A year ago Andy signed up to our employment support programme. At this point in life he was struggling with severe panic and anxiety attacks and often went days without leaving the house. He was brought to meet the team by a close friend. Over a period of weeks Andy began to build trust and friendship with the team and opened up about his aspirations for himself and his two children.

These aspirations included losing weight, building a new friendship group and being able to support and provide for his family financially.

At Rooted In we very quickly recognised Andy's true desire to better himself and his willingness to push himself even when put in situations he usually would have run away from.

Since joining the team, he has become a regular volunteer helping head up the parent and child Saturday morning football sessions as well as working with The Sugar Snap Kitchen. At his time with The Sugar Snap Kitchen he has helped head up a 300 person gala dinner as well as assisting a chef at private dining experiences in clients homes.



The transformation Andy has seen in his own life is remarkable, his anxiety and panic attacks are a thing of the past and he is now undergoing professional kitchen and barista training readying for employment.





Where the roots  
are deep, there is  
no reason to fear  
the storm.