

Annual Report of the Board of Trustees

SMART WORKS (GREATER MANCHESTER)

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Annual Report of the Board of Trustees for the Year Ending 31 March 2019

The Trustees, who are also the directors of the charity for the purposes of the Companies Act, present their annual report together with the accounts of Smart Works (Greater Manchester) for the year ended 31 March 2019.

The accounts have been prepared in accordance with the accounting policies set out on page 12 and comply with the charity's governing document, applicable laws and the requirements of Statement of Recommended Practice on 'Accounting and Reporting by Charities' issued in 2015.

1. Objectives and activities

Smart Works (Greater Manchester) is a UK charity that provides high quality interview clothes, styling advice and interview training to women in need. We give women the confidence, the self-belief and the practical tools they require to succeed at interview and start a new chapter of their life.

The charity's objects are the relief of financial hardship and the relief of unemployment for the public benefit through the promotion of economic independence among women. To deliver this, Smart Works (Greater Manchester) was created in 2015 with a clear mission and vision to help more women back into the workplace by giving them the clothes and the confidence they need to succeed at job interview.

At the core of our service is a two-hour appointment, during which time each woman receives a complete outfit of high quality clothes and accessories (theirs to keep) and dedicated one-to-one interview training. This short intervention has a significant impact as our clients start believing in their own ability to succeed. Once they get the job, we offer clients a Second Dressing for more clothing, so that they have a working wardrobe to see them through to their first pay cheque.

2. Achievements and performance

Highlights

Smart Works has had a successful year continuing to support women in need from across Greater Manchester into employment and have delivered a very positive impact. Over 95% of our clients report an increase in their confidence after receiving our styling and interview coaching service and over 70% of them have secured a job.

Since opening in 2015 we have delivered over 1,600 appointments to women in Greater Manchester. In the year to 31 March 2019, we had 470 appointments and saw 380 clients.

Of our clients

- over 50% have been unemployed for a year or more,
- over 27% have been unemployed for over 3 years and + 17% more than 5 years
- over 39% turned down for over 20 jobs and over 20% turned down for over 50 jobs,
- over 44% are lone parents,
- over 17 % have a disability and
- over 32 % identify as black or minority ethnic.

This year 334 clients benefited from our core 2-hour individual service (excluding second dressings).

To provide our service we require funding to cover our costs which are mainly salaries, premises and essential operation costs. Many organisations and individuals have supported us during the year and helped us raise over £90,000.

We were Charity of the Year for both The Insurance Institute of Manchester and Pro Manchester who between them raised over £8,000.

Once again we were active participants in 'Spin for Smart Works' with 11 teams raising over £5,000. We had successful pop up sales of surplus stock with welcome support from a number of host organisations.

We have welcomed grants from The Community Fund, The CO-OP Community Fund, The Masonic Foundation, The Peter Kershaw Trust, The Manchester Guardian Trust, The Woodward Trust and Forever Manchester which all contribute to helping us to maintain and develop our service and seek new referral partners.

Working closely with our staff, our volunteers have made an invaluable contribution throughout the year providing dressing and interview preparation for our clients. The number of active volunteers during the year was over 30 and we have a very high retention rate. Arguably, one of the greatest assets Smart Works has is its team of regular dedicated volunteers who play an enormous and very valuable role in delivering our service.

We are very thankful for the contributions of all our partners, supporters and volunteers.

Operational achievements and performance

Clients

Our clients come to us from across Greater Manchester with the majority coming from Stockport and Manchester regions. We continue to reach out across Greater Manchester to promote our services and encourage more referrals. We have secured grant funding to reimburse travelling expenses for clients coming from across Greater Manchester to make it easier for them to access our services.

We have also continued to use our bespoke client database to track our progress so that we have real time information on the number of women we have helped, the number of appointments delivered and can measure the quality and success of our operations.

Referral Partners

Our clients are generally referred to us by Job Centres, Housing Associations and other groups who are supporting women in need who are wanting to secure work.

Donations

Our clothing and accessory stock is kindly donated by a range of fashion suppliers, high street retailers and by our local supporters. Several organisations have held clothing drives to help us maintain and refresh our stock. We hold an impressive selection of quality clothing in a wide range of sizes.

Supporters

We have been fortunate to have wide ranging support from many local organisations who have helped with fundraising and donations. In addition, a number of companies provide volunteer support through their internal volunteering/CSR programmes. Our supporters have included Allianz, Azurina, Be Braver, the English Women's Awards, Women in Tech, Clark Crowe Whitehall, Kennedy Siddall, Moxxie, RBS, Timetastic and WYG Group.

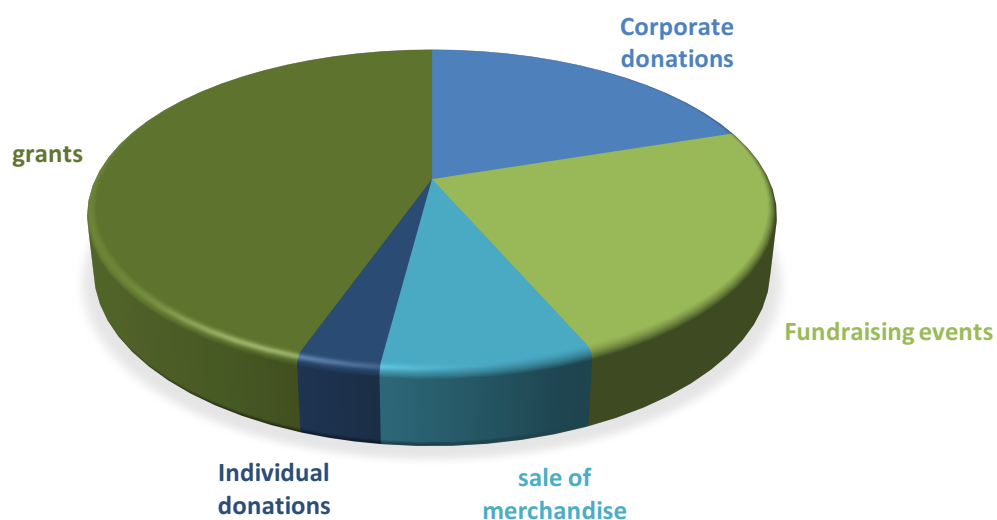
3. Financial review

Results for the year

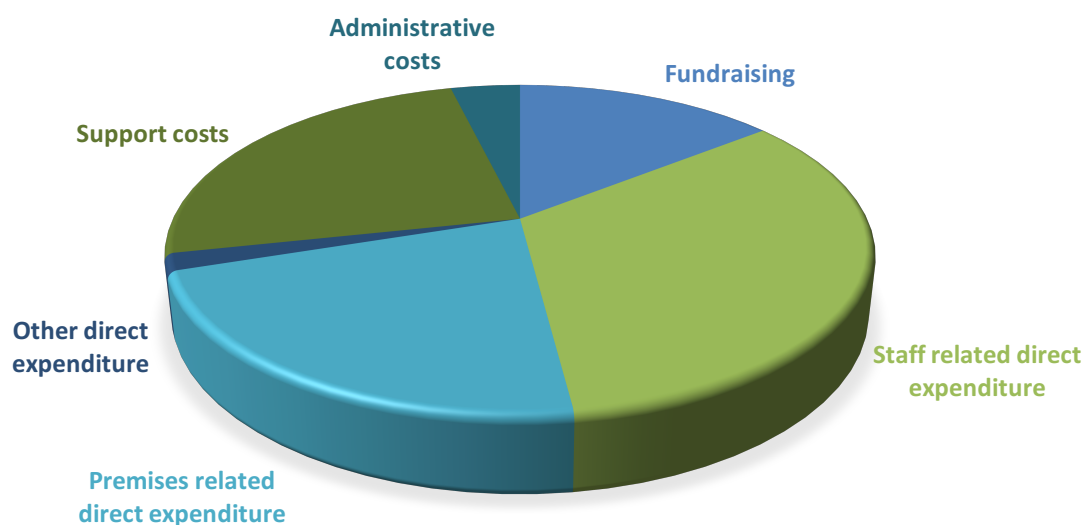
Income was £92,060 (2018 £83,122) and total expenditure was £85,440 (2018 £68,749). This has resulted in an increase in funds of £6,620 (2017 £14,373) and an increase in total funds carried forward to £42,888 (2017 £36,268) at 31 March 2019.

Our income this year has included grants of £13,512 which relate to projects which will run throughout 2019 and consequently £11,364 of our reserves carried forward are restricted to expenditure on these projects.

WHERE OUR FUNDING HAS COME FROM



HOW WE HAVE USED OUR FUNDING



*Charts exclude donated stock

Investment policy

The trustees having regard to the liquidity requirements of operating the Charity and to the reserves policy, have operated a policy of keeping available funds in interest-bearing deposit accounts. At the year end we had four months of cash reserves held with the majority in our deposit account.

Reserves policy

The trustees have considered the requirement for free reserves, i.e. those unrestricted funds not designated for specific purpose or otherwise committed. It has been determined that, given the nature of the charity's work, the level of free reserves should be equivalent to three to six months of annual expenditure which is between £17,500 and £35,000. This provides sufficient flexibility to cover any temporary shortfall in income will allow the charity to cope and respond immediately to a reasonable range of unforeseen adverse circumstances prior to specific remedial plans being implemented. The General fund of £27,228 meets this requirement.

4. Plans for the future

We plan to increase the number of women we see by 15% in the next 12 months. This will require us to continue to spread our service across Greater Manchester boroughs beyond South Manchester.

We aim to achieve our fundraising strategy and marketing plan, growing the numbers of corporate supporters both from a financial perspective and in terms of marketing support.

We aim to increase our profile on social media to raise awareness and support of our service.

We aim to be recognized at a National and Regional level for the work we do and benefits we deliver.

5. Structure, governance and management

Governance

Smart Works (Greater Manchester) and its trustees are bound by the Memorandum and Articles of Association. The names of the trustees who served during the year are set out in the reference and administrative information on page 21.

Smart Works Charity is the sole member of Smart Works (Greater Manchester). Smart Works (Greater Manchester) has been granted a license to operate by Smart Works Charity and it has the same objectives and similar activities as the parent company.

Recruitment and appointment of new trustees

Regular reviews are undertaken to assess the skills of the current trustees and identify any areas for strengthening. New trustees are appointed by the existing trustees and their appointment is confirmed by the members.

Induction and training of new trustees

New trustees are provided with an induction to familiarise themselves with the charity and the not for profit sector. They are briefed on their responsibilities by the existing trustees. New trustees are also referred to the Charity Commission's guide 'The Essential Trustee'.

Organisational structure and decision making

The Board of Trustees operate to a defined governance framework. Trustee meetings are held regularly and attended by the trustees and the office manager. Operational, Finance and Risk reports are presented. All decisions are included in the minutes after discussion and agreement. Between trustee meetings working parties have been set up to progress areas such as fundraising, finance, volunteers and risk.

Management

The day to day running of the operation is undertaken by the office manager with support from the trustees where necessary.

Pay policy for key management personnel

All trustees give their time freely and no trustee received remuneration in the year.

The pay of staff is review annually. The trustees benchmark salaries against pay levels in other similarly sized charities.

Risk management

The trustees regularly review the major risks to which the charity is exposed, in particular those relating to governance, operations, finance, HR, compliance and external factors.

Relationships with related parties

Smart Works Charity is the sole member of Smart Works (Greater Manchester).

Policies

Policies for all relevant areas are maintained, including Vulnerable Adults, Data Protection, Health and Safety, Bribery, Conflict of Interest, Complaints Handling and Privacy Policy for Clients, Donors and Diversity. A staff handbook is made available to all staff and includes a summary of all these policies.

Volunteers

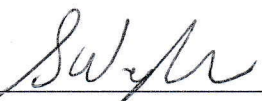
The trustees are grateful for the invaluable contribution of those who give their time voluntarily to deliver the dressing and interview preparation for our clients. Arguably, one of the greatest assets Smart Works has its team of dedicated volunteers who play an enormous and very valuable role in delivering our service.

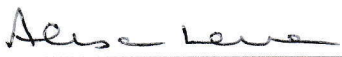
Public benefit

The trustees have read and complied with the guidance contained in the Charity Commission's general guidance on public benefits when reviewing our aims and objectives and in planning our future activities. Our achievements above demonstrate how we have fulfilled this requirement during the year.

In preparing this report, the Trustees have taken advantage of the small companies' exemptions provided by section 415A of the Companies Act 2006

This report was approved by the Board 5th September 2019 signed on its behalf by:

Treasurer 
Susan Weighell

Trustee 
Alison Lever

Trustees' responsibilities statement

The trustees, who are also directors of Smart Works (Greater Manchester) for the purposes of company law, are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for 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 2015 (FRS 102);
- make judgements and 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Independent examiner's report to the Trustees of Smart Works (Greater Manchester)

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2019 which are set out on pages 10 to 20

Responsibilities and basis of report

As the charity 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 company'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

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 that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. 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
4. 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.



Helena Wilkinson FCA

For and on behalf of
Price Bailey LLP
Chartered Accountants
Causeway House
1 Dane Street
Bishop's Stortford
Hertfordshire CM23 3BT
Date: 23 September 2019

Smart Works (Greater Manchester)
Statement of Financial Activities including an Income and Expenditure Account

FOR THE YEAR ENDED 31 MARCH 2019

	Notes	General Fund £	Restricted Funds £	2019 Total £	2018 Total £
Income from:					
Donations	3	38,797	28,518	67,315	65,651
Other trading activities	4	24,745	-	24,745	17,471
Total Income		63,542	28,518	92,060	83,122
Expenditure on:					
Raising Funds	5	10,252	-	10,252	299
Charitable activities	6	57,189	17,999	75,188	68,450
Total expenditure		67,441	17,999	85,440	68,749
Net(expenditure)/income for the year		(3,899)	10,519	6,620	14,373
Reconciliation of funds					
Total funds brought forward		31,127	5,141	36,268	21,895
Total funds carried forward		27,228	15,660	42,888	36,268

All of the company's activities are classed as continuing.

The company had no gains or losses other than those shown above.

The notes of pages 12 to 20 form part of these accounts.

Smart Works (Greater Manchester)
Balance Sheet

FOR THE YEAR ENDED 31 MARCH 2019
REGISTERED NUMBER 09425123

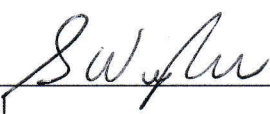
	Notes	£	2019 £	£	2018 £
Fixed Assets					
Tangible assets	10		83		630
Current Assets					
Stock	11	4,356		3,420	
Debtors	12	6,075		10,697	
Cash at bank and in hand		34,558		23,482	
		44,989		37,599	
Creditors: amounts falling due within one year	13	2,184		1,961	
Net current assets			42,805		35,638
Net assets			42,888		36,268
The funds of the charity					
Restricted funds	14		15,660		5,141
Unrestricted funds					
General fund			27,228		31,127
Total charity funds			42,888		36,268

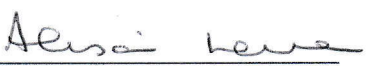
The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Act.

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.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.

Treasurer 
Susan Weighell

Trustee 
Alison Lever

Approved by the Board on 5 September 2019

The notes on pages 12 to 20 form part of these accounts.

Smart Works (Greater Manchester) Notes to the Accounts

FOR THE YEAR ENDED 31 MARCH 2019

1. ACCOUNTING POLICIES

Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Smart Works (Greater Manchester) meets the definition of a public benefit entity under FRS 102. Assets and liabilities are recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

The financial statements are prepared on a going concern basis. There are no material uncertainties in respect of the charity's ability to continue as a going concern for the foreseeable future, based on latest strategic plans and financial budgets.

Income

Income is included in the period in which the charity becomes entitled to the resources, the trustees have sufficient certainty that they will receive the resources and the monetary value can be measured with sufficient reliability.

Donated Goods and services

Donated goods and services are recognised in the financial statements when the goods and services are received by the charity and their value can be measured with reasonable accuracy. The value placed on these resources is their value to the charity. The trustees consider it impractical to measure the value volunteer help and consequently, as permitted by the SORP, their value is not recognised in the financial statements but is described in the trustees' annual report.

Investment Income

This is included in the accounts when receivable.

Expenditure

Expenditure is included in the statement of financial activities when incurred and includes attributable VAT which cannot be recovered. All expenditure is allocated to the particular activity where the cost relates directly to that activity. Indirect costs and overhead expenses are apportioned on a judgemental basis in proportion to floor space used.

Tax reclaims on donations and gifts

Income from tax reclaims are included in the SOFA at the same time as the gift to which they relate.

Stocks

The cost of donated stock for distribution to beneficiaries is valued at fair value, which has been estimated by the trustees.

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due. Accrued income and tax recoverable is included at the best estimate of the amounts receivable at the balance sheet date.

Creditors

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Tangible fixed assets

Assets are capitalised if they can be used for more than one year and cost at least £1,000. Tangible fixed assets are stated at cost less depreciation.

Depreciation

Depreciation has been provided at the following rates in order to write off the assets, less their estimated residual value, over their estimated useful economic lives:

Computer equipment	30% on the straight line basis
Office fixtures and fittings	20% on the straight line basis

Fund Accounting

The General Fund is an unrestricted fund which is available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for specific purposes. The Designated Funds are unrestricted funds which have been set up by the Trustees to hold funds for specific purposes. The aim and use of each designated fund is set out in the notes to the accounts. Restricted Funds are funds which are to be used in accordance with specific restrictions imposed by the donors. The aim and use of each Restricted Fund is set out in the notes to the accounts.

Income and expenditure is allocated to the Funds on a direct or time apportioned basis as appropriate.

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value. Fixed assets are recorded at depreciated historic cost, stock at fair value and all other assets and liabilities are recorded at cost which is their fair value.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Operating lease agreements

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight line basis over the period of the lease.

2. TAXATION

The company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

3. DONATIONS

Current Year	General Fund £	Restricted Funds £	2019 Total £
Corporate donations	15,345	-	14,421
Donated goods and services	-	15,006	15,006
Other donations	2,561	-	3,485
Grants	20,891	13,512	34,403
	38,797	28,518	67,315

Prior Year	General Fund £	Restricted Funds £	2018 Total £
Corporate donations	17,545	-	17,545
Donated goods and services	-	15,690	15,690
Other donations	854	-	854
Grants	31,562	-	31,562
	49,961	15,690	65,651

4. OTHER TRADING ACTIVITIES

Current Year	General Fund £	2019 Total £
Sale of merchandise	6,527	6,527
Fundraising Events	18,218	18,218
	24,745	24,745

Prior Year	General Fund £	2018 Total £
Sale of merchandise	3,593	3,593
Fundraising Events	13,878	13,878
	17,471	17,471

5. EXPENDITURE ON RAISING FUNDS

Current Year	General Fund £	Restricted Funds £	2019 Total £
Event costs	9,644	-	9,644
Marketing materials	200	-	-
Fundraising	408	-	408
	10,252	-	10,052

Prior Year	General Fund £	Restricted Funds £	2018 Total £
Marketing materials	299	-	299
	299	-	299

6. EXPENDITURE ON CHARITABLE ACTIVITIES

Current Year	General Fund £	Restricted Funds £	2019 Total £
Staff related direct expenditure	20,256	3,721	23,977
Premises related direct expenditure	15,707	-	15,707
Other direct expenditure	1,215	14,070	15,265
Administrative costs	2,510	208	2,718
Support costs (note 7)	17,501	-	17,501
	57,189	17,999	75,188

Prior Year	General Fund £	Restricted Funds £	2018 Total £
Staff related direct expenditure	17,158	1,585	18,743
Premises related direct expenditure	16,926	-	16,926
Other direct expenditure	99	15,690	15,789
Administrative costs (restricted)	758	-	758
Support costs (note 6)	16,234	-	16,234
	51,175	17,275	68,450

7. SUPPORT COSTS

	2019 £	2018 £
Staff related	8,681	7,353
Premises related	6,732	7,254
Administrative	1,088	643
Governance	1,000	984
	<hr/> 17,501	<hr/> 16,234

8. NET INCOME STATED AFTER CHARGING

	2019 £	2018 £
Depreciation of owned fixed assets	547	503
Wages and salaries	31,169	25,008
Pension and National Insurance	320	94
Independent Examiner's remuneration	1,000	984

No member of staff was paid more than £60,000 in the year

Average number of employees during the year	3	1
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The key management personnel of the Charity comprise the Trustees as listed on page 21. The total amount of employee benefits (including employer pension contributions) received by the key management team for their services to the Charity was £ NIL (2018: £ NIL).

9. TRUSTEE REMUNERATION AND EXPENSES

No Trustee received any remuneration or expenses from the Charity in relation to the performance of their duties as trustees. (2018: £NIL)

10. TANGIBLE FIXED ASSETS

	Office Equipment £
Cost	
At 1 April 2018	2,188
Additions	-
At 31 March 2019	<u>2,188</u>
Depreciation	
At 1 April 2018	1,558
Charge for the year	547
At 31 March 2019	<u>2,105</u>
Net book value	
At 31 March 2019	<u>83</u>
At 31 March 2018	<u>630</u>

11. STOCK

	2019 £	2018 £
Dressing stock	<u>4,356</u>	<u>3,420</u>

As detailed in note 1, the charity's donated stock for beneficiaries is valued at fair value.

12. DEBTORS

	2019 £	2018 £
Prepayments and accrued income	<u>6,075</u>	<u>10,697</u>

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2019 £	2018 £
Other Creditors	80	237
Accruals	1,800	1,338
Other tax and social security	304	386
	<hr/> 2,184	<hr/> 1,961

14. RESTRICTED FUNDS

Current year Restricted Funds	Balance 1 April 2018 £	Income £	Expenditure £	Transfer £	Balance 31 March 2019 £
Analysis of fund balance by project:					
Awards for All	1,721	-	1,721	-	-
Dressing Stock	3,420	15,006	14,070	-	4,356
Community Fund	-	8,000	2,000	-	6,000
Manchester Guardian	-	2,000	208	-	1,792
Peter Kershaw Trust	-	2,512	-	-	2,512
Woodward Charitable Trust	-	1,000	-	-	1,000
	<hr/> 5,141	<hr/> 28,518	<hr/> 17,999	<hr/> -	<hr/> 15,660

The balance on restricted funds represents the unexpended portion of funding received which will be returnable to the funder if not used for the project.

The Dressing Stock fund represents donations received for the specific purpose of providing beneficiaries with clothing for interview.

Awards for All is a grant from the Big Lottery Fund received in March 2017 to fund sessional workers, travel and subsistence, laptop, marketing and publicity.

The Community Fund is a grant to fund a project to help women who have suffered physical and mental health challenges on their journey back to work.

The Manchester Guardian Fund, Peter Kershaw Fund and Woodward Charitable Trust Fund are all grants to enable us to expand our reach to clients across Greater Manchester through funding travelling expenses.

	Balance 1 April 2017	Income	Expenditure	Transfer	Balance 31 March 2018
Prior year Restricted Funds	£	£	£	£	£
Analysis of fund balance by project:					
Awards for All	3,306		1,585	-	1,721
Dressing Stock	3,420	15,690	15,690	-	3,420
	6,726	15,690	17,275	-	5,141

15. ANALYSIS OF NET ASSETS BETWEEN FUNDS

Current Year	Restricted Funds 2019	Unrestricted Funds 2019	Total 2019
	£	£	£
Tangible fixed assets	-	83	83
Current assets	15,660	29,329	44,989
Creditors due within one year	-	(2,184)	(2,184)
	15,660	27,228	42,888

Prior Year	Restricted Funds 2018	Unrestricted Funds 2018	Total 2018
	£	£	£
Tangible fixed assets	-	630	630
Current assets	5,141	32,458	37,599
Creditors due within one year	-	(1,961)	(1,961)
	5,141	31,127	36,268

16. MEMBERS' LIABILITIES

The company is limited by guarantee. The member of the company undertakes to contribute to the assets of the company, in the event of the same being wound up while they are a member, or within one year after they cease to be a member, for payment of the debts and liabilities of the company contracted before they ceased to be a member, and of the costs, charges and expenses of winding up such amount as may be required not exceeding £1. At the balance sheet date there was 1 member, Smart Works Charity.

15. RELATED PARTY TRANSACTIONS

During the year the charity received donations of £19,180 (2018 £27,662) from Smart Works Charity, its immediate parent and donations of £753 (2018: NIL) from Trustees. There are no other related party transactions.

16. CONTROL

The charity is controlled by Smart Works Charity who is the sole member of this charity. Smart Works Charity has the same principal activity as this charity.

Reference and administrative information

Registered name	Smart Works (Greater Manchester)
Charity registration number	1163594
Company registration number	09425123
Corporate status	The Company is limited by guarantee
Registered office	Mellor House 65-81 Petersgate Stockport SK1 1DH
Telephone	0161 974 0669
Website	www.smartworks.org.uk/manchester-smart-works
Current Trustees	Jan Iceton - Chair appointed 11 July 2019 Susan Weighell - Treasurer Sarah Martin Samantha Reed Alison Lever Jane Nugent Abigail Shapiro- appointed 6 March 2019 Sheena Bedi- appointed 11 July 2019 Helen White – resigned 19 December 2018 Clare Rafferty – resigned 14 February 2019 Louise Griffiths – resigned 28 May 2019 Diane Leicester-Hallam – resigned 21 June 2019
Independent Examiner	Helena Wilkinson Price Bailey LLP Causeway House 1 Dane Street Bishop's Stortford CM23 3BT
Bankers	Barclays Bank plc