

FOCUS

Annual Report & Financial Statements

For the year ending
31 March 2016

FOCUS Charity

Charity Number 1068467

Company Number 3491993

(A Company Limited by Guarantee and not having a share capital)

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1. Trustees' (Directors') Report

The Trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the financial statements of FOCUS Charity (the Charity) for the year ended 31 March 2016. The Trustees confirm that the Annual Report and financial statements of the Charity comply with the current statutory requirements, the requirements of the Charity's governing document and the provisions of the Statement of Recommended Practice (SORP), 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). The Trustees have decided to early adopt Update Bulletin 1 of the Charities SORP (FRS 102) (effective 1 January 2016).

On 13th January 1998 FOCUS Charity was incorporated under the Companies Act as a private limited company (company number 3491993), governed by a Memorandum and Articles of Association and on the 5th March 1998 was registered as a charity (registered number 1068467). On the 1st July 1998 the new company absorbed the assets, liabilities and activities of FOCUS, the previous charitable trust, whose net funds amounted to £83,869.

On 1st October 1993 FOCUS had been constituted under a Trust Deed and registered as a charity (registered number 1028637). As of that date the Trust absorbed the assets, liabilities and activities of the Bridge Programme whose net funds amounted to £65,900.

Please note

Further copies of our Annual Report and Financial Statements 2016, and other documents relating to FOCUS can be downloaded from our website:

www.focus-charity.co.uk

or obtained from our office:

FOCUS, 73 Church Gate, Leicester, LE1 3AN. Tel: 0116 251 0369

2. Our Vision, Mission, Aims and Values

Our Vision...

...is of a society in which young people feel inspired and empowered to have a positive impact in their communities.

Our Mission...

We support young people to develop the skills, confidence and aspirations to lead fulfilling lives and to make a positive contribution to their communities.

Our Aims...

- To provide opportunities for growth, learning and development that are fun and inspiring.
- To support the development of self-awareness, self-confidence, self-belief and self-esteem for all of our programme participants, volunteers and staff.
- To enable individuals to develop skills that are relevant to them such as communication, negotiation, task-management, problem-solving and team-working.
- To facilitate improved relationships between individuals and groups.
- To foster a positive appreciation of the uniqueness of individuals, their beliefs, backgrounds, abilities and experiences.
- To develop an improved understanding of communities and their value, and individuals' importance to them.

Our Core Values...

Our philosophy is simple. We believe that through volunteering and community activity, young people can develop the skills and attributes that they need to be successful in their lives. The tangible results of their efforts, the practical skills they develop, and the high levels of support we provide make our projects, programmes and activities powerful and potentially life-changing experiences for young people. Central to the success of all of our work are four basic values:

- **Passion** - we have a passion for working with young people and develop positive, trusting and supportive relationships with them
- **Innovation** - we create innovative, properly-resourced and high quality activities that are inspiring and engaging for young people and for our staff and volunteers
- **Commitment** - our staff and volunteers have the skills and commitment to 'make it happen', to find the right solutions and to see their work through
- **Young people-centred** - we are committed to supporting young people on their terms and in the ways that best suit their needs.

These values are supported by a belief that our lives are not pre-determined and that our destinies are in our own hands. The decisions we make will determine the direction our lives take. This is true for all people, but is especially important for young people making the transition to adulthood. These decisions are most often taken following key moments and events in our lives.

At FOCUS we believe that anyone with whom we come into contact can be provided with such a key moment in their life. We must always believe that we are about to be presented with an opportunity to 'switch on a light' and support someone in making an important life decision.

Therefore, if we carry out our duties with passion, innovation, commitment, and with young people at the centre of our work, we can have a significantly positive effect on the lives of those people.

3. Statement of Public Benefit

All of FOCUS' activities, as described below, are provided for young people aged 13 – 25; with a specific focus on those from 'disadvantaged' backgrounds, disabled young people and those with additional support needs. Our activities all have charitable purposes and are for public benefit.

In planning our activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit.

4. Review of Activities

During 2015/16 we worked with a total of 330 young people across 5 distinct projects Explore Leadership, Roots & Shoots, Look Up Leicester, A Day in the Park and our Youth Action Team.

Explore Leadership

This year, our fifth year of running Explore Leadership we have recruited and trained 35 Young Leaders who, in turn, recruited a further 87 other young people. At the point of writing, some of the Young Leaders are yet to complete their community projects, so we anticipate that the numbers of other young people recruited by them will rise.

Explore Leadership begins with a week-long residential training course, during which the Young Leaders are able to develop their communication, influencing, negotiation, and project management skills. This is followed by one-to-one and group support meetings with our staff team as the Young Leaders first recruit a team of their peers and then lead them through the delivery of a local community project. In addition to the support provided by our staff, a team of Peer Mentors (young people who have previously completed the project) offer practical support and advice to the Young Leaders. During the year 4 Peer Mentors were involved in the project.

A key feature of the community project stage of the programme is that we support and encourage the Young Leaders to engage with local charities and community groups. Our belief is that by engaging with local causes, rather than those that are national or international, the Young Leaders will be more appreciated and they will see better the impact of their efforts.

Some of the community projects that the Young Leaders and their teams took on included a sponsored run in aid of LOROS (a local hospice that cares for terminally ill patients). This was organised by a Young Leader who was on the verge of exclusion from school and who we provided with additional support from a student on placement from De Montfort University. He was able to recruit a team of 11 other young people to participate in the event, which took place in Western Park in Leicester.

Another community project saw two Young Leaders pool their resources and efforts to recruit 10 other young people to run art therapy workshops for isolated older people. They worked with a local organisation, Beauty & Utility Arts, who said,

"What a lovely bunch at yesterday's 'Crafting Relationships' workshop. It takes a couple of weeks to build up confidence and now our young people from FOCUS are really getting involved with supporting and getting to know our older ladies."

Upon returning from his training residential, one Young Leader wrote a short article about his experiences on the project. It had a profound impact upon him as he wrote,

"Before I met Focus I was just a normal school boy who had his ups and downs, but also some major family issues. Life can be really stressful at times and give you totally negative thoughts. This was happening to me with all the shouting, arguing and fighting at home. But then Focus came along and changed all of that. Without a doubt the 5 days I spent with them at a residential

centre stands alone as the most incredible experience of my life. It was like the world had been lifted off my shoulders! The staff and volunteers were always caring, they had our backs, they gave help and advice and were there when I really needed them. Life has really changed for me and I'm loving it!"

Roots & Shoots

Although we spent several months of last year preparing for this project, Roots & Shoots was officially launched in May 2015. The project is part of a wider partnership project called Leicester Ageing Together, which includes 16 other partners and is funded by the Big Lottery Fund.

The aim of Roots & Shoots is for young people to address the issues of isolation and loneliness amongst Leicester's ageing population through gardening activities. The project has been developed and adapted over the year and involves three distinct strands:

- Individual Support sees volunteers working with older people who are socially isolated and unable to travel far. Visiting them on a regular basis the volunteers learn gardening knowledge and skills from the older person as they work on their own garden. The aim is to help build the older person's confidence and to understand what other activities they would like to become involved in locally.
- Community Gardens are accessible spaces that groups of older people and our young volunteers work on together. The aim is to create a self-sustaining community of local gardeners, who share gardening knowledge, produce fresh food for themselves and their local community, and who develop a network of contacts to reduce social isolation.
- Gardening Workshops are offered to groups of older people in residential or other community settings. Young people provide practical support and conversation as they work with older people on simple gardening activities, such as potting herbs or decorating plant pots. These sessions not only help to develop community networks, but also help us to identify people who might be interested in the other strands of the project.

From our launch in May, we ran a number of 'taster sessions' to market the project in preparation for the official launch of the Leicester Ageing Together programme in October 2015. Over the next 6 months, up to the end of March 2016, we worked with 30 older people across the three formats of our project and involved 32 young people in supporting them.

In addition to our direct delivery work of this project, we have also been closely involved with the development of the wider Leicester Ageing Together partnership. For example, we were part of a small panel that interviewed and selected an external evaluator for the partnership; we have been active members of a Learning & Evaluation Group, whose role has been to develop evaluation and monitoring tools; and we have participated in one of 4 Mapping Groups, whose role has been to research and connect with other services that are complementary to Leicester Ageing Together.

Look Up Leicester

In 2013/14 we delivered a project, supported by the Heritage Lottery Fund's Young Roots grant scheme, called 'Year of the Leicestival'. Due to the popularity of that project amongst the young people who participated and with the encouragement of Heritage Lottery Fund, we created a new project called 'Look Up Leicester'.

The aim of the project is to encourage young people to feel more proud of their city and to believe that it is a place in which they can achieve their goals and aspirations. Currently, too many young people believe that they must escape the city and avoid being stuck here if they are to have a successful life.

By focussing on the architecture of the city and in particular the impressive buildings above the standard corporate shop-fronts, we hope to raise young people's aspirations and enable them to inspire others to challenge the widely held belief that Leicester's people lack ambition and feel no pride for their city.

To date 34 young people have taken part in the project and they have been supported by 4 volunteers.

Megan Jones, a 14 year old involved in the project said, *“Being part of Look Up Leicester has changed the way I look at the city and I know a lot more about it now. We’re trying to get people to pay more attention to their surroundings and enjoy the great place they live in, rather than just staring at their phones as they walk about.”*

The project has attracted a great deal of attention from external organisations and other supporters. Our Project Manager has been invited to attend meetings of the Leicester Heritage Partnership, which is chaired by the City Mayor, Sir Peter Soulsby. He said, *“It’s amazing that you’re doing this work and getting so many young people engaged in Leicester’s heritage.”* His comments were echoed by Nils Feldmann, President of the Leicestershire and Rutland Society of Architects, who said, *“What you are doing with young people is excellent and I really look forward to seeing the progress the project makes”*

A Day in the Park

As a result of the publicity raised by one of our Explore Young Leaders running her project in Leicester Market, we were approached by Leicester City Council for support in delivering a project called ‘Story of Parks’. The City Council had received funding to carry out major renovations to the entrance gates into Victoria Park and wishes to also raise awareness of the variety and quality of parks and green spaces that Leicester offers.

Over the course of the year, 28 young people were supported by 5 Youth and Community Development degree students from De Montfort University to interview parks users about their reasons for visiting four of Leicester’s city parks and their favourite memories of them. Along with the sound recordings that they created, the young people also put on a photographic exhibition, which attracted over 200 visitors.

Youth Action Team

Our Youth Action Team (YAT) are a group of young people who meet every week to plan activities that enable them to act as ambassadors of youth volunteering. They also operate as a consultancy group for our staff team to evaluate the success of projects and to develop new project proposals. 46 young people were involved in the YAT during the year.

A key activity they employ to promote youth volunteering to other young people is our Outside the Box workshop. First developed in 2008, these workshops continue to prove popular and we have delivered them for 64 young people this year. We use an interactive game to involve small groups of young people in discussions about the benefits of volunteering, the barriers they might encounter in becoming a volunteer and the routes in and types of activity they might participate in as a volunteer. As always, we delivered these sessions with the support of young people from the YAT, who were trained to facilitate discussions.

In August 2015, the YAT organised a project called ‘Our Park’ in partnership with the Friends of Victoria Park. The park is a large community space towards the south of the city and is used primarily as a space for large events, such as the Caribbean Carnival and for a number of local football teams. The project comprised two parts, a ‘Day of Action’, which attracted 60 local residents and young volunteers, who built bird boxes, created self-watering plant containers, built ‘bug hotels’ and cleared the park of litter; and a consultation exercise which involved interviewing 134 park users about their views on the future development of the park.

Several members of the YAT have spent time living in the care system or in supported housing and the issue of youth homelessness is something they are passionate about. At Christmas they created gift boxes, containing food and other essential items for 24 people living in a hostel for 16 – 24 year olds.

Some items in the Christmas gift boxes were donated by Edward Hands & Lewis, a local firm of solicitors. A volunteer from the firm also joined members of the YAT as they created and delivered backpacks containing warm clothes, toiletries and food to rough sleepers in Leicester. In doing so, the YAT also spoke with the recipients to understand more about the causes and effects of homelessness.

Also at Christmas we held a meal and celebration event for 40 young people, highlighting their achievements with Focus during the year.

Other Activities

In addition to the activities we have carried out that have a direct impact on young people, we have been involved in a range of other activities during the year.

Following on from our 25th anniversary celebrations last year, we have re-established links with Bridge Management Training, a company we worked in partnership with for many years, but with which we have not worked for around 15 years. Bridge was established by the founders of FOCUS after they left the charity and both organisations are keen to work together again. We are currently exploring options and hope to create a joint project during 2016/17.

In May 2015, our Director was invited to St James's Palace to meet with HRH The Prince of Wales to celebrate the launch of the Prince's Trust's 40th anniversary year. He was one of just 13 former Prince's Trust beneficiaries to be invited to meet the prince.

In July we were invited by the National Trust to Belton House in Lincolnshire to share our experience of involving young people in heritage projects with an East Midlands regional group of museum educators.

Our Director has continued to sit as a representative of the voluntary sector on the Leicester Children's Trust Board. He is one of just 3 voluntary sector 'reps' and sits alongside senior staff from the Police, Public Health, Children's Services, Youth Offending Service and others in discussing the city's strategies for ensuring the best services possible are provided for children and young people.

Through our involvement in the Children's Trust Board, we were asked to facilitate a meeting aimed at developing a Youth Health Hub for the city. One of our trustees, Rosie Strachan, facilitated the meeting and offered further support to Voluntary Action Leicestershire in establishing this initiative.

5. Our Future Plans and Strategy

In November 2013, we agreed a new strategic plan for FOCUS, which has guided us through into 2016. We have begun the process of developing a new strategic plan, which will be in place for the start of the 2017/18 year. Until then, our existing strategy will remain in place as it continues to provide a valid set of key aims.

Our 2013 - 2016 strategy set out three key aims for the organisation:

1. **Service development** – improving the quality of our activities for young people
2. **Financial sustainability** – developing new income streams to ensure longer-term stability, whilst maintaining our levels of efficiency
3. **Organisational development** – investing in our board, staff team and volunteers to increase our capacity and effectiveness

1. Service Development

During 2015/16, we have seen an increase of 12% in the numbers of young people we have worked with from the previous year. This has been, in part, due to the introduction of the Roots & Shoots

and Look Up Leicester projects, and also due to an increase in membership of the Youth Action Team as we have actively sought to promote this group.

Anecdotal evidence suggests that the increase in YAT membership is largely due to the increased range of projects and activities. We anticipate that this trend will continue into 2016/17 as we launch our new Inspire Project, which was awarded funding from the Big Lottery Fund.

We have continued to work on the evaluation of outcomes for young people throughout the year as we have sought to establish a standard set of outcomes in order that we can consistently measure the impact of our work across all of our projects.

2. Financial Sustainability

With the announcement of the success of our application to the Big Lottery Fund we currently have two significant three-year grants for different projects (Roots & Shoots and Inspire). These, along with a number of smaller, one-year grants that we have received from a range of sources throughout the year offer us greater sustainability than we have enjoyed in recent years.

Although we may seek to establish an updated set of goals under the theme of financial sustainability in 2016/17, we do not anticipate deviating far from our existing goals:

- diversify our income streams to decrease risk and over-dependency on single income streams
- maintain actual income from trusts and foundations, but reduce the overall percentage of income that it represents
- fully cover the costs of all planned projects for at least 9 months ahead
- fully cover all central costs for at least 9 months ahead
- increase free reserves to cover all essential central expenditure for 6 months ahead

Our re-established relationship with Bridge, the development of relationships with corporate supporters and the development of partnership projects with other organisations are all intended to help us to achieve these goals.

3. Organisational Development

The increase in our project delivery activities and the accompanying increase in our staff team will have a two-fold effect. Firstly, it will increase our governance, management and administrative duties; and secondly, it will enable us to spread the administrative burden across a wider range of staff. During 2016/17 we will seek to ensure a balance between these two.

We have taken two actions during 2015/16 that we hope will enable us to continue to manage this. As part of our Roots & Shoots project we have appointed a Volunteer Co-ordinator, who will enable us to make better use of our volunteer workforce. We have also advertised for new trustees to join our board. Two new board members have joined us and we are seeking further trustees to broaden the range of skills, knowledge, experience and contacts on the board.

6. Risk Assessment

The staff and trustees of FOCUS have given consideration to the major risks to which FOCUS may be exposed and have produced a detailed risk assessment and management plan covering all of our activities. During 2015/16, our Risk Policy and Risk Register, covering issues of organisational governance were regularly reviewed by the Board of Trustees at their quarterly meetings, and revised as necessary. Throughout the year it was clear that the most significant risk to our organisation was the economic recession and the Board has carefully monitored this situation.

7. Financial Position & Reserves Policy

On 1 April 2015, FOCUS' unrestricted reserve stood at £22,413, which were considered sufficient by the Board of Trustees to cover all potential liabilities over a 4 month period. By 31 March 2016, the unrestricted fund stood at £19,629, which is also considered sufficient to cover 4 months of liabilities. The Trustees aim to maintain a level of unrestricted reserves equivalent to three to six months of unrestricted expenditure throughout 2016/17 and have implemented actions to address this.

At the time of signing this Annual Report, the organisation has secured sufficient funding to cover all planned expenditure for a period of at least twelve months.

8. The Value of Volunteering

During 2015/16 FOCUS' volunteers provided 4,678 hours of support to the charity. This equates to an in-kind value of **£62,358** worth of volunteering. This figure is based upon an average national hourly rate of £13.33, as published by the Office for National Statistics. The financial value of volunteers' contributions to FOCUS during the year is the equivalent of 46% of our expenditure and demonstrates the great importance of our volunteers to the organisation.

FOCUS is committed to promoting the benefits of volunteering, both to the individual volunteer and to the community at large. We will continue to develop new and innovative volunteering opportunities within our organisation and involve our volunteers in all areas of our activities and governance.

There are currently over 200 volunteers on our database, of whom 63 were actively involved in volunteering during 2015/16.

9. Fundraising Strategy and Performance

The ongoing cuts to public services, the low interest rates available to trust fund investments and the continued strain on individuals' disposable income have made 2015/16 another very difficult year for fundraising. Not only is there less money available to voluntary sector organisations, but the competition to attract it has grown.

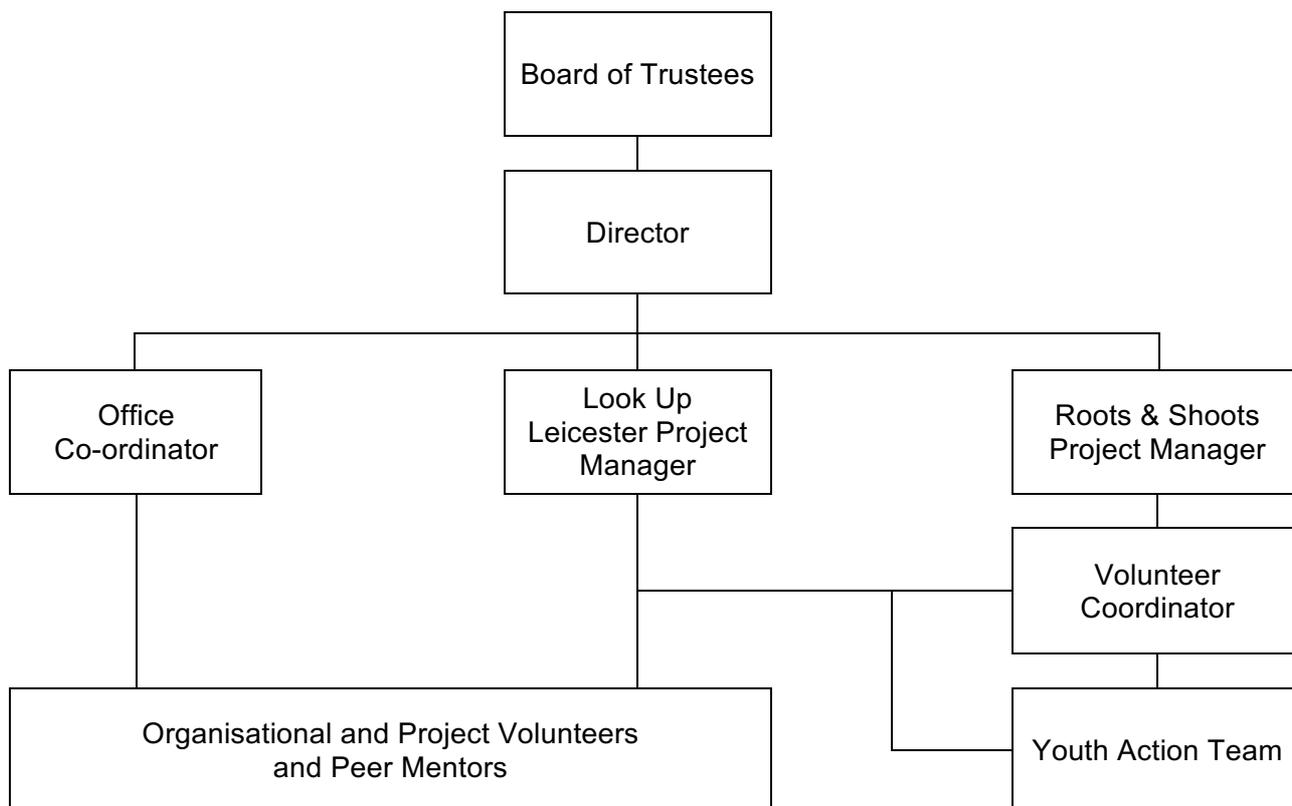
Our key funders during the year were Lloyds Bank Foundation, Henry Smith Charity, and IBM, who all supported our Explore Leadership Project; Heritage Lottery Fund, who supported our Look Up Leicester project; Leicester Ageing Together, who's Big Lottery Fund grant funds our Roots & Shoots project; Leicester City Council, who provided support to both our Youth Action Team and our A Day in the Park project; and Michael Bishop Foundation, who provided a grant for use on any of our projects.

We also received smaller grants from the Loughborough Round Table and from O2's Think Big grant scheme. The first of which was unrestricted, whilst the latter was for our Youth Action Team.

Our board of trustees regularly monitors fundraising activity and success and they prioritised the securing of a new multi-year grant to complement our existing funding arrangements. This target was achieved for 2016/17 in the form of a new three-year Big Lottery Fund grant.

10. Organisational Structure

During 2015/16 the following organisational structure was in place:



During 2015/16, 7 trustees governed FOCUS. They include 3 former FOCUS volunteers, of which 2 are also former programme participants, with a wide range of skills, backgrounds and experiences.

During the year 63 volunteers, who took on both organisational and project roles, such as supporting the preparation of our programme materials or acting as project team members, additionally supported the organisation. Further details of the contribution of our volunteers are provided in Section 9 – The Value of Volunteering.

Throughout 2015/16 our Youth Action Team, comprising, on average, 27 young people, aged 16 – 25 and including those who had experienced each of our projects, met weekly to discuss organisational and project-specific topics. This forum acted as an advisory body to our staff team and their views were fed to the Board regularly.

11. Company Secretary and Principal Officer

Company Secretary:

Tim Bye (Until 13 February 2016)
Mark Bennett (From 13 February 2016)

Director (Principal Officer):

Matt Lilley

12. Registered Company and Charity information

According to its Memorandum of Association, FOCUS' objects are:

- a) to provide or assist in the provision of facilities for recreation or other leisure time occupation in the interests of social welfare with the object of improving conditions of life for the persons for whom the facilities are primarily intended and who have need of such facilities by reason of their youth, age, infirmity or disability, poverty or social and economic circumstances; and
- b) to advance the education of children and disabled adults in particular through the organisation and management of team based projects in the local community.

In delivering these objects, during 2015/16 FOCUS specifically targeted its service provision at young people aged 13 – 25 who are experiencing, or at risk of experiencing, disadvantage.

Registered Office:

FOCUS, 73 Church Gate, Leicester, LE1 3AN

FOCUS is a company limited by guarantee, Focus Charity Limited, number: **3491993**.

FOCUS is a registered charity, number: **1068467**.

13. Trustees (Directors) and their interests

The following served as Trustees and Directors of the charitable company during 2015/16:

- Mark Bennett (Chair & Secretary)
- Tim Bye (Hon. Treasurer & Secretary – resigned 13 February 2016)
- Lisa Egan
- Rosie Strachan
- Richard Beamish
- Kevin Higginson (Hon Treasurer – appointed 13 February 2016)
- Steven Walker

After the year end, two new Trustees have been appointed: Liz Henderson and Derek Ridgway.

At no time during the year did any of the Trustees hold any interests in the Company.

14. Recruitment, Selection and Induction of New Trustees (Directors)

The recruitment and selection of new members of the Board of Trustees is the responsibility of the Board.

The selection process includes: Advertising positions as widely as possible in order to attract applicants from a range of backgrounds. Applicants are invited to submit their Curriculum Vitae, along with a supporting letter outlining their suitability for the role. Short-listed candidates are then invited to attend a Board meeting as an observer. Following this, the Trustees meet to discuss each applicant and those who are felt to fulfil their criteria are invited to join the Board, subject to appropriate checks and references.

Trustees' induction is carried out on an individually tailored basis, taking account of previous knowledge of the organisation and the specific role performed by each new trustee.

15. Statement of Trustees' Responsibilities

The trustees (who are also the directors of the company for the purposes of company law) are responsible for preparing the trustees' 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. Under company law the Trustees must not approve the financial statements unless they are satisfied that they 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 net income or 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 judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and 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.

16. Independent Examiner and Principal Bankers

Our Independent Examiners in 2015/16 were:

Peters, Elworthy and Moore
Salisbury House
Station Road
Cambridge
CB1 2LA

Our Principal Bankers in 2015/16 were:

CAF Bank Ltd
Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

Signed on Behalf of FOCUS:



Mark Bennett, Chair of Trustees

Date: 29th November 2016



Kevin Higginson, Hon. Treasurer

Date: 29th November 2016

FOCUS CHARITY
(A company limited by guarantee)

INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 MARCH 2016

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF FOCUS CHARITY

I report on the financial statements of the Company for the year ended 31 March 2016 which comprise the Statement of Financial Activities and Balance Sheet, with the related notes.

This report is made solely to the Company's Trustees, as a body, in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. My work has been undertaken so that I might state to the Company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Company and the Company's Trustees as a body, for my work or for this report.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The Trustees, who are also the directors of the company for the purposes of company law, are responsible for the preparation of the financial statements. The Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Act) and that an independent examination is needed.

Having satisfied myself that the Company is not subject to audit under charity or company law and is eligible for independent examination, it is my responsibility to:

- examine the financial statements under section 145 of the Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Act; and
- state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Company and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you as 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 financial statements present a 'true and fair view' and the report is limited to those matters set out in the statement below.

FOCUS CHARITY
(A company limited by guarantee)

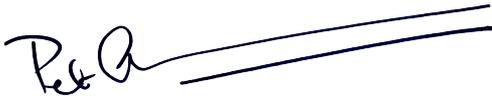
INDEPENDENT EXAMINER'S REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2016

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 386 of the Companies Act 2006; and
 - to prepare financial statements which accord with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Signed:



Dated: 16 December 2016

P R Chapman FCA

For and on behalf of PETERS ELWORTHY & MOORE

Chartered Accountants

Cambridge

FOCUS CHARITY
(A company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIES
(incorporating Income and Expenditure Accounts)
FOR THE YEAR ENDED 31 MARCH 2016

	Note	Restricted Special projects Fund 2016 £	Unrestricted funds 2016 £	Total funds 2016 £	Total funds 2015 £
INCOMING FROM:					
Donations and capital grants	2	94,182	40,537	134,719	100,618
Investment income	3	-	71	71	44
TOTAL INCOME		94,182	40,608	134,790	100,662
EXPENDITURE ON:					
Raising funds	4	11,459	308	11,767	10,204
Charitable activities	5	92,971	30,369	123,340	95,831
TOTAL EXPENDITURE		104,430	30,677	135,107	106,035
NET INCOME/(EXPENDITURE) BEFORE TRANSFERS		(10,248)	9,931	(317)	(5,373)
Transfers between funds	13	12,715	(12,715)	-	-
NET INCOME / (EXPENDITURE)		2,467	(2,784)	(317)	(5,373)
RECONCILIATION OF FUNDS:					
Total funds brought forward		20,949	22,413	43,362	48,735
TOTAL FUNDS CARRIED FORWARD		23,416	19,629	43,045	43,362

The notes on pages 18 to 27 form part of these financial statements.

FOCUS CHARITY
(A company limited by guarantee)
REGISTERED NUMBER: 03491993

BALANCE SHEET
AS AT 31 MARCH 2016

	Note	£	2016 £	£	2015 £
CURRENT ASSETS					
Debtors	11	21,397		17,810	
Cash at bank and in hand		<u>29,390</u>		<u>31,382</u>	
		50,787		49,192	
CREDITORS: amounts falling due within one year	12	<u>(7,742)</u>		<u>(5,830)</u>	
NET CURRENT ASSETS			<u>43,045</u>		<u>43,362</u>
NET ASSETS			<u><u>43,045</u></u>		<u><u>43,362</u></u>
CHARITY FUNDS					
Restricted special projects funds	13		23,416		20,949
Unrestricted funds	13		<u>19,629</u>		<u>22,413</u>
TOTAL FUNDS			<u><u>43,045</u></u>		<u><u>43,362</u></u>

The Trustees consider that the Company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the Company to obtain an audit for the year in question in accordance with section 476 of the Act.

The Trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and for preparing financial statements.

The financial statements were authorised and approved for issue by the Trustees on 29th November 2016



Mark Bennett



Kevin Higginson

The notes on pages 18 to 27 form part of these financial statements.

FOCUS CHARITY
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

1. ACCOUNTING POLICIES

1.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS

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. The Trustees have decided to early adopt Update Bulletin 1 to the new SORP (effective 1 January 2016).

FOCUS Charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

There were no significant estimates or judgements made by management in preparing these financial statements.

1.2 RECONCILIATION WITH PREVIOUS GENERALLY ACCEPTED ACCOUNTING PRACTICE

In preparing these accounts, the Trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP (FRS 102) the restatement of comparative items was required.

No restatements were required.

These financial statements are the first financial statements of FOCUS Charity to be prepared in accordance with the SORP 2015 and FRS (102). The following disclosures are required in the year of transition. The financial statements of FOCUS Charity for the year ended 31 March 2015 were prepared in accordance with Generally Accepted Accounting Practice ("UK GAAP") and SORP 2005.

Some of the FRS 102 recognition, measurement, presentation and disclosure requirements and accounting policy choices differ from previous UK GAAP. Reconciliations to previous UK GAAP are shown in note 17.

1.3 GOING CONCERN

The trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Accordingly, the financial statements continue to be prepared on the going concern basis.

With respect to the next reporting period, 2016-17, the most significant area of uncertainty that affects FOCUS Charity is the sustainability of income from grants and donations. There are no significant estimates at the reporting date that have a risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

1.4 COMPANY STATUS

The Company is a company limited by guarantee. The members of the company are the Trustees named on page 12. In the event of the Company being wound up, the liability in respect of the guarantee is limited to £10 per member of the Company.

FOCUS CHARITY
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

1. ACCOUNTING POLICIES (continued)

1.5 FUND ACCOUNTING

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Company and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

1.6 INCOME

All income is recognised once the Company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Income on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

Grants are recognised when the Company has been notified in writing of both the amount and settlement date. In the event that a grant is subject to conditions that require a level of performance before the Company is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the Company and it is probable that those conditions will be fulfilled in the reporting period.

1.7 EXPENDITURE

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

All expenditure is accounted for on an accruals basis.

All resources expended are inclusive of irrecoverable VAT.

FOCUS CHARITY
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

1. ACCOUNTING POLICIES (continued)

1.8 CAPITAL EXPENDITURE

Small items of office equipment and activity apparatus are written off to the Income and Expenditure Account as incurred. Other capital purchases costing more than £250 are capitalised and depreciation is provided to write off the cost of tangible fixed assets over their estimated useful lives by equal annual installments at the following rates:

Computers and equipment - 33.3% straight line

Donated assets are capitalised at a value equivalent to market value at the date of donation.

1.9 DEBTORS

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount repaid net of any trade discounts due.

1.10 CASH AT HAND AND IN BANK

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

1.11 LIABILITIES

Liabilities (creditors) are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

1.12 FINANCIAL INSTRUMENTS

The Company 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 are subsequently measured at their settlement value.

FOCUS CHARITY
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016**

2. DONATIONS AND LEGACIES

	2016	2015
	£	£
Grants/Donations including the following amounts over £1,000:		
Paul Hamlyn Foundation	-	25,000
Heritage Lottery Fund - Young Roots	38,100	3,702
Henry Smith Charity	-	20,000
Leicester Ageing Together	38,826	-
Leicester City Council	11,956	-
Bridge Partnership	-	2,000
Diversity Hub	-	4,000
Lloyds Bank Foundation	4,000	6,000
IBM	1,300	-
Living Streets	1,260	-
Michael Bishop Foundation	34,000	33,000
Other Grants/Donations less than £1,000	5,277	6,916
	134,719	100,618
Total voluntary income	134,719	100,618

In 2015, grants totalling £55,802 were received into restricted funds and the remaining £44,860 were received for unrestricted purposes.

3. INVESTMENT INCOME

	Restricted Special projects Fund 2016 £	Unrestricted funds 2016 £	Total funds 2016 £	Total funds 2015 £
Bank deposit interest	-	71	71	44
	-	71	71	44

In 2015 all of the bank interest received was unrestricted.

FOCUS CHARITY
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016**

4. COSTS OF RAISING FUNDS

	Restricted Special projects Fund 2016 £	Unrestricted funds 2016 £	Total funds 2016 £	Total funds 2015 £
Photocopying, publicity and printing	1,165	123	1,288	1,202
Voluntary income staff costs	<u>10,294</u>	<u>185</u>	<u>10,479</u>	<u>9,002</u>
	<u><u>11,459</u></u>	<u><u>308</u></u>	<u><u>11,767</u></u>	<u><u>10,204</u></u>

In 2015, of the total voluntary income, £ *NIL* was to unrestricted funds and £ *NIL* was to restricted funds

5. EXPENDITURE ON CHARITABLE ACTIVITIES

	Direct Costs (Note 6) £	Support and Governance Costs (Note 7) £	2016 £	2015 £
Expenditure	<u>71,864</u>	<u>51,476</u>	<u>123,340</u>	<u>95,831</u>

6. DIRECT COSTS

	Activities Undertaken £	Total 2016 £	Total 2015 £
Administration	22,885	22,885	14,030
Volunteer costs	2,697	2,697	-
Inspire Programme Preparation and Delivery costs	3,664	3,664	300
Other small projects	-	-	75
Explore Residentials	1,717	1,717	765
Explore Workshops	3,612	3,612	5,325
Wages and salaries	35,548	35,548	26,578
National insurance	1,741	1,741	1,679
	<u>71,864</u>	<u>71,864</u>	<u>48,752</u>

In 2015, £15,336 of the direct costs were met from restricted funds and £33,416 from unrestricted funds.

FOCUS CHARITY
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

7 SUPPORT AND GOVERNANCE COSTS

	Support Costs £	Governance £	Total 2016 £	Total 2015 £
Administration	3,205	-	3,205	6,806
Volunteer costs	804	-	804	-
Other small projects	882	-	882	243
Independent Examination	-	3,780	3,780	3,480
Office costs	-	1,742	1,742	1,917
Wages and salaries	31,394	7,413	38,807	32,688
National insurance	1,810	446	2,256	1,945
	<u>38,095</u>	<u>13,381</u>	<u>51,476</u>	<u>47,079</u>

In 2015, £29,297 of the support and governance costs were met from restricted funds and £17,782 was met from unrestricted funds.

8 NET INCOME / (EXPENDITURE)

This is stated after charging:

	2016 £	2015 £
Independent Examiner's fees - for examination	1,320	1,320
Independent Examiner's fee - for accountancy	2,460	2,160
	<u>3,780</u>	<u>3,480</u>

FOCUS CHARITY
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016**

9 STAFF COSTS

Staff costs were as follows:

	2016	2015
	£	£
Wages and salaries	84,239	67,770
Social security costs (net of Employers Allowance)	4,592	4,121
	88,831	71,891
	88,831	71,891

The average number of persons employed by the Company during the year was as follows:

	No.	No.
	5	3
	5	3

No employee received remuneration amounting to more than £60,000 in either year.

The charity considers its key management personnel to be the Trustees and the Executive Director, Mr. M Lilley.

During the year, the Executive Director received remuneration totalling £35,020 (2015: £35,020)

The Trustees all give their time and expertise without any form of remuneration or other benefit in kind (2015: £NIL).

During the year, one Trustee received reimbursement of travel expenses totalling £52 (2015 - one Trustee £119).

10 TANGIBLE FIXED ASSETS

	Office equipment £
COST	
At 1 April 2015 and 31 March 2016	23,775
DEPRECIATION	
At 1 April 2015 and 31 March 2016	23,775
NET BOOK VALUE	
At 31 March 2016	-
	-

FOCUS CHARITY
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

11 DEBTORS

	2016	2015
	£	£
Other debtors	19,050	62
Prepayments and accrued income	2,347	7,748
Grants Receivable	-	10,000
	<hr/> 21,397 <hr/>	<hr/> 17,810 <hr/>

12 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2016	2015
	£	£
Other taxation and social security	2,235	1,686
Accruals	5,507	4,144
	<hr/> 7,742 <hr/>	<hr/> 5,830 <hr/>

FOCUS CHARITY
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

13 STATEMENT OF FUNDS

	Brought Forward	Income	Expenditure	Transfers in/out	Carried Forward
	£	£	£	£	£
UNRESTRICTED FUNDS					
General Funds - all funds	22,413	40,608	(30,677)	(12,715)	19,629
RESTRICTED FUNDS					
Paul Hamlyn Foundation	5,649	-	(7,500)	1,851	-
O2 Think Big	300	-	(300)	-	-
Henry Smith Charity	15,000	-	(10,000)	-	5,000
Lloyds Bank Foundation	-	4,000	(4,000)	-	-
Heritage Lottery Fund - Young Roots	-	38,100	(19,684)	-	18,416
IBM	-	1,300	(1,300)	-	-
Leicester Ageing Together	-	38,826	(49,690)	10,864	-
Parks Project	-	10,000	(10,000)	-	-
Leicester City Council - Ward Grant	-	1,956	(1,956)	-	-
	20,949	94,182	(104,430)	12,715	23,416
Total of Funds	43,362	134,790	(135,107)	-	43,045

FOCUS CHARITY
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

13 STATEMENT OF FUNDS (continued)

14 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Restricted Special Projects Fund 2016 £	Unrestricted funds 2016 £	Total funds 2016 £	Total funds 2015 £
Current assets	5,000	45,787	50,787	49,192
Creditors due within one year	-	(7,742)	(7,742)	(5,830)
Difference	18,416	(18,416)	-	-
	<u>23,416</u>	<u>19,629</u>	<u>43,045</u>	<u>43,362</u>

15 OPERATING LEASE COMMITMENTS

The charity has a rolling monthly lease arrangement for the rental of office space and therefore has no formal commitment at 31 March 2016. Rent is payable at a rate of £9,000 per annum.

16 RELATED PARTY TRANSACTIONS

There were no related parties or related party transactions during the year to 31 March 2016.

17 FIRST TIME ADOPTION OF FRS 102

It is the first year that the Company has presented its financial statements under SORP 2015 and FRS 102. The following disclosures are required in the year of transition. The last financial statements prepared under previous UK GAAP were for the year ended 31 March 2015 and the date of transition to FRS 102 and SORP 2015 was therefore 1 April 2014. As a consequence of adopting FRS 102 and SORP 2015, a number of accounting policies have changed to comply with those standards.

The policies applied under the Company's previous accounting framework are not materially different to FRS 102 and have not impacted on funds or net income / expenditure.