



TRUSTEES' REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 APRIL 2020

Registered Charity Number: 1161504

Company Number: CE004030



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For the year ended 30 April 2020**

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Charity Information

For the year ended 30 April 2020

TRUSTEES:	David Clacher (resigned 18/06/2020) Rachel Clacher Louise Gatenby Karen Jones Kirsty Rogers (Appointed 01/02/2019) Emma Degg (Appointed 01/02/2020)
PATRON:	Sir John Timpson
REGISTERED OFFICE:	WeMindTheGap Ellice Way Wrexham LL13 7YL
CHARITY NUMBER:	1161504
REGISTERED NUMBER:	CEO 04030
ACCOUNTANTS AND INDEPENDENT EXAMINERS:	RSM UK Tax and Accounting Limited Chartered Accountants One City Place Queens Road Chester CH1 3BQ



WeMindTheGap is extremely grateful to the following supporters, employer partners and donors for their generous support over the course of the year:

All major donors and supporters of our main programmes

All our trusted volunteers who have given selflessly of their time and commitment

All of our workshop leaders who have shared their talents and expertise

All trusts and foundations supporters

Including but not limited to:

Age UK

Benders Paper Cups

Chill Factore

Clear Data Group

Clwyd Alyn Housing Association

Crime Prevention Services

Cundall

Deva House Daycare

DofE

Ed & Jane Reeves

Emerge

Flintshire County Council

Flourish Media

Homestead Day Nursery

Joanne Jacobs Foto

Joseph Holt of Manchester

Little Black Dress

MAG Manchester Airport

Manchester City Council

Money Penny

Moving On

National Trust Erddig

Procure Plus

Ramada Hotel

Redrow Housing

Skull Fades

Solvay

Techniquet

The Albert Gubay Foundation

The Bowen Trust

The Lowry Art & Entertainment

The Neumark Foundation

The Oasis Centre

University of Manchester

Wrexham County Borough Council

YHA Manchester



Trustees' Report

For the year ended 30 April 2020

The Trustees submit their report and unaudited financial statements for the Charity for the year ended 30 April 2020. The financial statements have been prepared in accordance with the accounting policies, set out in note 1 to the financial statements and comply with the Charity's trust deed, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published (Charities SORP update released October 2019).

Legal and administrative information, set out on page 2, forms part of this report.

OBJECTIVES & ACTIVITIES

Neglect, broken homes, a challenged education system, a complex benefits system and third generation workless households have culminated in a generation of forgotten young people with few aspirations or opportunities, and who are emotionally and neurologically immature. This problem manifests itself in many young people living in poverty, unable to lead independent lives, with no aspirations, confidence or real choices in life and work.

Our vision is a world in which every young person has the maturity, aspirations, confidence, independence and skills to have real choices in life and work.

Our mission is to give new opportunities in life and work to under-served young people in our local communities through the provision of totally holistic, paid programmes which address any gaps in maturation, aspiration, confidence, care and skills.

This is not about CV-writing workshops and tea and toast for poor unfortunates...or ticking boxes... This is about delivering real and lasting change for young people who deserve better. This is social mobility in action.

WeMindTheGap core values

Compassion & Care – The encouragement, reassurance and genuine care we extend to every individual is fundamental to them developing the confidence to explore their choices in the world.

Connectivity – We build positive relationships with and between our young people and the world to create their rightful place within a meaningful community.

Constancy – We are always here and always will be, people and places of safety who keep our promises and provide the support, challenge and care that our young people deserve.



Trustees' Report

For the year ended 30 April 2020

Commitment – We will go to the ends of the earth to make sure that our young people have the wherewithal to be 'pilots of our own lives'.

Confidence – We believe absolutely in our vision, our model and the impact we deliver.

Curiosity – We ask 'why' to keep learning, to help our young people grown and develop, to grow and develop best practice that others can learn from.

Capacity – We have the space, time, resilience and support required to perform our respective roles to the best of our ability.

Can-Do – We walk alongside our young people, take the initiative, make good things happen and always focus on a solution, not a problem.

Celebration – We celebrate every success, no matter how big or small.

Courage – We do what is right and not what is easy.

What we do

As we grow, run more programmes, meet more young people and learn from our own and others' experiences, our offer to our young people becomes more defined.

Our full programme has three distinct stages as follows:

1. Six-month employment that includes everything from work experience with five different employers to coaching, new skills, new experiences and work towards Maths & English GCSEs. This is delivered with a totally holistic approach that combines practical support and unashamed love and care as provided by an Aunty and Big Sister for each group of ten young people.
2. A further six month dedicated support as graduates move into the work of work or education comprising coaching, on-going emotional and practical support from the WeMindTheGap team and peer-to-peer mentoring.
3. Followed by lifelong membership of the WeMindTheGap family with all of the support and friendship that that brings.

During the year under review the Charity completed a successful pilot programme in Manchester for young women, delivered three programmes in three different communities for thirty more young women. A pilot programme for young men in Manchester that was due to start in March was postponed due to Covid-19.



For the year ended 30 April 2020

STRUCTURE, GOVERNANCE AND MANAGEMENT

Principal Objectives of the Charity

The Charity's objects and principal activities are for the benefit of the public generally but specifically to act as a resource for young people aged between 18 and 30 living in the UK by providing advice and assistance and organising programmes of work experience, physical, educational, and other activities as a means of:

- advancing in life and helping young people by developing their skills, capacity and capabilities to enable them to participate in society as independent, mature and responsible individuals;
- advancing education;
- relieving unemployment;
- 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.

Trustees

Trustees are appointed by a resolution of the Trustees passed at the board meeting. The minimum number of Trustees is three. The Board undertake a skills analysis annually to identify current skills amongst Trustees and gaps and agree to appoint new Trustees to meet those outstanding skill sets. In 2018 a new Trustee joined the Board reflecting skills in Finance and Human Resources, a Solicitor specialising in Employment Law joined the board in June 2019, and a regional business leader with strong regional stakeholder relationships joined in early 2020. A trainee Trustee has been identified but unfortunately Covid restrictions have delayed her appointment – this is a member of the Charity's original 2014 cohort who will reflect lived experience at Board level.

New trustees undergo an orientation day to brief them on: their legal obligations under charity law, the Charity Commission guidance on public benefit, inform them of the charity's strategy and objectives, the committee and decision-making processes, the business plan and recent financial performance of the charity. During the induction day they meet key employees and other trustees. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role as well as meet with programme participants and attend events held with and for them.

The Trustee Board provides strategic oversight and governance rather than running and operating the Charity on a day to day basis. All Trustees give of their time freely and no Trustee remuneration was paid during the period. The Trustees have appointed directors and managers to manage the day-to-



For the year ended 30 April 2020

day operations of the charity. To facilitate effective operations, the directors and managers have delegated authority, within terms of delegation approved by the trustees, for operational matters including finance, employment and trainee related activity.

None of our trustees receive remuneration or other benefit from their work with the charity. Any connection between a trustee, director or senior manager of the charity with a company, supplier, donor or other charity must be disclosed to the full board of trustees in the same way as any other contractual relationship with a related party. These are reported in Note 18.

The Trustees are committed to ensuring that all WeMindTheGap employees are paid fairly and in a way which ensures the charity attracts and retains the right team with the right skills to have the greatest impact in delivering our charitable objectives. The Trustees' approach to executive pay is in line with the Association of Chief Executives of Voluntary Organisations (AECVO) Good Pay Guide.

Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Charity's aims and objectives and in planning future activities.

Organisation

The organisation was registered as a Charity (Registration no 1161504) on 30 April 2015 as amended on 26 August 2017. The organisation was established as a charitable incorporated organisation (CIO).

The Charity's office, its 'Hub', is at Ellice Way, Wrexham LL13 7YL. Use of this office and associated car parking has been donated by Moneypenny, as detailed in note 2 of the accounts. Individual programmes are run in locations appropriate to the communities that they serve: Wrexham from the Hub; Flintshire from Llys Eleanor in Flint (provided by Clwyd Alyn Housing), Manchester from Use:Space (a commercial shared work space).

Our access policies

The Charity welcomes participants from all backgrounds. To admit a prospective Gappie (as we now call participants on our programmes) we need to be satisfied that the charity will be able to engage with that young person to the best of their potential and in line with the general standards achieved by their peers. With this in mind we work closely with local agencies and our graduates to identify potential Gappies and invite them all to a 'Discovery Day' - a relaxed, engaging recruitment day that allows participants to shine – from which successful candidates will be chosen. An individual's economic status, gender, ethnicity, race, religion, or education attainment do not form part of this assessment process, rather their attitude to the world and the opportunity ahead of them.



For the year ended 30 April 2020

We believe that our participants benefit from learning within a diverse community. A great deal of learning occurs through social interaction, conversation and shared experiences which helps our Gappies develop an understanding of other people that will be vital in their future lives.

We have clear insight into the neurological effect of Adverse Childhood Experiences on the child's brain and the implications for adolescence and beyond. We use these to complement best-practice childhood development practices in the design of our programmes. Our cohort – many of whom score highly on the ACEs scales – are supported in a compassion-driven way which allows them to make the most of the opportunities on offer. Every workshop, every interaction stretches neuroplasticity and creates new neural pathways, which in turn promote maturation, independence and autonomy. Our Head of Learning and Know-How is dedicated to monitoring and evaluating the learning and progression outcomes achieved on our programmes and uses these to inform future programmes and to share learnings and best practice with other organisations within this field.

In 2020/21, with five years of delivery and growth, we will produce a Social Impact Report that brings together the internal and external research related to the Charity's effectiveness in delivering its mission.

Related parties and organisations

Volunteers undertake valuable work by supporting our individual programmes, each of which has at least one volunteer to support each delivery team on a weekly basis. In addition, many talented individuals share their talents and expertise through offering workshops and learning experience for our Gappies.

Employer partners work with us on a voluntary basis to provide 10-day work placements: some employers provide work placements for up to ten Gappies, others for just one. Their support and involvement are what allows our Gappies to have experience of meaningful work, and therefore our programme to have the impact it does.

The development of English and Maths skills is a vital part of our programmes. This element is delivered cost-free by partners Coleg Cambria (in North Wales) and Manchester City Council Adult Education (in Manchester). Tutors are well aware of the challenges our cohort may have had with mainstream education and develop a learning environment that is practical and supportive. Several graduates have continued working with the colleges to gain their equivalent of GCESs in both subjects and then moved on to take Level 2 and University qualifications.

The Charity does not currently include a valuation of volunteers' time within the financial statements.

The Charity has a historical connection with Money Penny, which is outlined in note 18 of the accounts.



For the year ended 30 April 2020

ACHIEVEMENTS AND PERFORMANCE FOR 2019/20

With 2018/19 bringing news of our The National Lottery Community Fund award (TNLCF), 2019/20 has been a year of implementing exciting plans, growing an already impressive team and, most importantly, supporting our graduates and

“Gappies” to achieve ever greater successes in both life and work.

The TNLCF bid process in 2018/19 looked at the Charity’s structure, governance, its differentiators, best practice models and financing to allow a clear Business Plan for the period 2019 – 2023 evidencing the move to a sustainable funding model and the roll out of the programmes across North Wales and the North West. Through delivering that business plan the Charity has expanded its central Hub team to support the delivery of the growing number of programmes and developed its BeyondTheGap provision – the post-intervention programme for every successful participant of the WeMindTheGap programme. The Charity maintains a close and informed relationship with the TNLCF team and appreciates and acts on the advice and perspective presented by that team.

With security and confidence 2019/20 saw the charity spread its wings further: a pilot scheme for young women in Manchester came to a successful conclusion, three full programmes for thirty young women were run in total, each for ten young women in Flintshire, Wrexham and Manchester, and a pilot programme for eight young men due to start in Manchester was set up and ready to go at the beginning of March (this had to be postponed due to Covid-19).

The advent of Covid-19 meant that our three main programmes of 2019/20 were unfortunately unable to complete before the end of the financial year as expected: our Gappies were not able to participate in their last work placements and moved to work virtually from home. Laptops and data were provided, and our Aunties and Big Sisters quickly shifted their focus to delivering workshops and training online. The engagement from the Gappies and the hard work that they completed at this difficult and uncertain time was testament to their individual journeys while on the programme and also their relationships with their peers, Aunties and Big Sisters. Rather than finish the programme in the middle of lockdown, with all of the unfinished business and lack of teamwork or celebration that that would have meant, the decision was then taken to furlough all Gappies from the beginning of April. At the beginning of August, they returned for two weeks to complete the vital last weeks of the programmes in person, as a team. They now look forward to a promised but still outstanding trip to London and their graduation celebration – these will be held in 2021 at an appropriate time. From April to August our teams remained in close contact with all of our Gappies and graduates and proved to be a vital source of positivity and support for many of our more vulnerable Gappies and graduates. Gappies certainly appreciated that security of income over that time of furlough.



Trustees' Report

For the year ended 30 April 2020

This rather messy end to their six months employment for the last three programmes should not detract from our Gappies' many achievements:

- 80% of Gappies completed the six-month employment part of their programme.
- 70% moved immediately into work or education

For the four programmes in 2019/20:

- 32 different employer partners across North Wales and the North West delivered 123 work placements.
- 15 coaches delivered over 1500 hours of coaching
- 126 safe-guarding issues were raised by Gappies themselves, graduates or our team
- Gappies were accompanied to 41 GP, hospital, dentist or optician appointments
- 10 Gappies/graduates were referred to counselling
- Online banking was set up with and for 5 Gappies, who previously did not have bank accounts
- Long term accommodation was provided in the WeMindTheGap house for 5 Gappies/graduates, while emergency accommodation was provided for 3 more.

As well as other such facts and figures as:

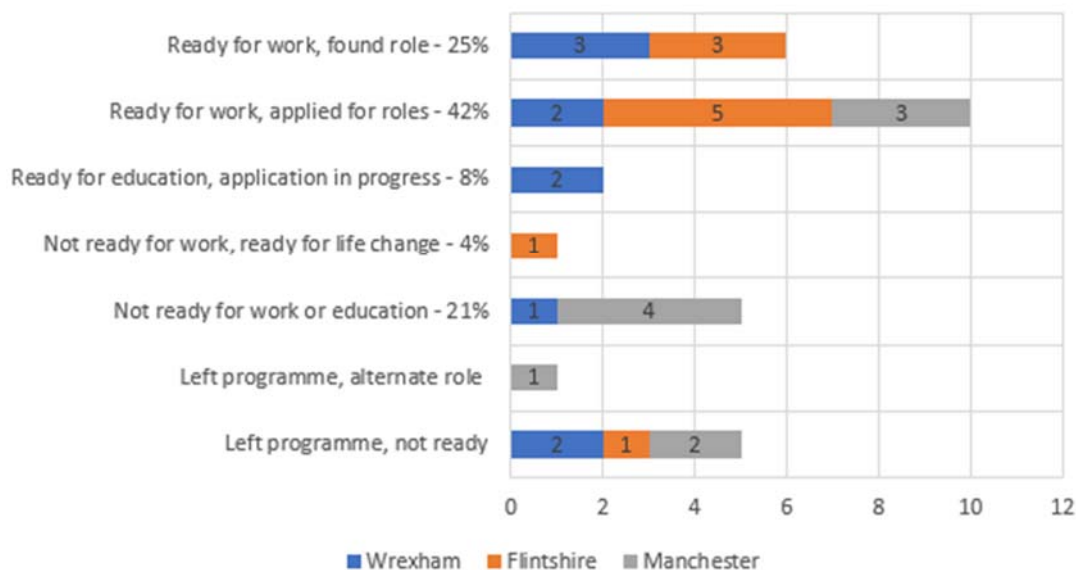
- 34 Gappies gained their Outward-Bound Trust certificates, 28 their Emergency First Aid certificates, 24 completed a self-defence course, 7 achieved their Bronze DofE



Trustees' Report

For the year ended 30 April 2020

Outcomes at 30th April



Unfortunately, lockdown meant that several job roles that had been offered were retracted.

All four programmes within the financial year operated with a blended funding model of Local Authority primary stakeholders contributing 50% of costs, with the balance made up of donations and grants from Housing Associations, Corporates, grant funding and philanthropic donations. Bridging the gap between the public and the private sector is a significant difference in the way the Charity operates and both sectors find added value from the consortium approach.

A total of £400,070 was raised directly for these individual programmes - £60,000 in Wrexham, £145,500 in Flintshire and £94,570 in Manchester for our first full programme there, and £100,000 for the pilot programme for young men in Manchester (postponed).

Funding for each programme remains, and presumably will continue to be, a challenge. Philanthropic funding of £50,000 is confirmed for each pilot programme – we call this Firestarter funding – which allows us to approach a new community for match funding of just £50,000 for a new programme. This on the understanding that those commissioners will support us to secure at least £80,000 per programme going forward (and we will aim to secure the remaining £70,000).

Some funding promises in 2019/20 were not fulfilled – lessons will be learnt - which meant that the charity had to use some reserves to fulfil both the Wrexham and Manchester programmes. A more focussed funding policy will mean that future programmes will not go ahead if full funding is not secured three months before participants’ start date.



Trustees' Report

For the year ended 30 April 2020

The more programmes we run in each community, the more powerful our relationships with our commissioners become: trust and sharing of best practice and, on our part, a growing understanding of the agencies involved, has resulted in a stronger recruitment for our Gappies and therefore ever more successful outcomes for them and our programmes.

A physical move to larger offices donated by Moneypenny in February 2019 has allowed the charity to develop a warm, welcoming space for both its growing team and its Gappies.

The appointment of our BeyondTheGap Champion and enhanced funding for BeyondTheGap in every programme has allowed us to be very explicit about the breadth and scope of the support that we offer. We are there for any bumps in the road that our graduates might experience, and also to bring together that graduate community and provide experiences and opportunities exclusively for them: social events, support with job applications, emotional support, as well as DofE – 9 graduates completed their Bronze Award (we are the only charity in Wales accredited to deliver DofE and we are looking forward to graduates taking on Young Leader Awards in this year as well as our first Gold DofE award).

Our North Wales Community Maker was able to provide necessary support for both Wrexham and Flintshire teams and build external relationships that benefitted the programme and Gappies.

October 2019 saw our first resident in the WeMindTheGap house. A philanthropic landlord has provided a house in Hightown in Wrexham for up to 5 people who are WeMindTheGap participants or graduates. Rent is an all-inclusive £70 a week and residents sign a house agreement for maximum a year, regarding visitors, alcohol, drugs. An additional £10 a week is paid into a deposit fund for their next tenancy. Over the year there has been an average of three people in residence at any one time and it has provided emergency accommodation for others in difficult times. Management of the house is time-consuming but the benefits for the residents – a safe, comfortable, welcoming home – are evident.

Two system changes have developed the charity's internal communication and safeguarding protocols. Workplace (a Facebook intranet product) is now the charity's main communication channel and allows real and meaningful communications and connections to be built and maintained not just with the executive team but with participants, graduates, coaches and the board. It is now an intrinsic and important part of the WeMindTheGap day-to-day, and we couldn't imagine life without it.

CPOMS is recognised as a 'best-in-class' safeguarding software, used by thousands of schools and colleges across the UK, and allows us to manage sensitive information and follow the correct processes in a clear, mindful and useful way.



Trustees' Report

For the year ended 30 April 2020

PLANS FOR THE FUTURE

2020/21

- Launch of 'Future Factory' (working title) – a maximum three month virtual programme for young people aged 16+ at risk of not re-engaging with education or training after leaving school prematurely due to Covid-19.
 - October to December 2020 – Flintshire and Wrexham
 - January – March 2021 - Chester
- 6 full employment programmes:
 - March – Sept 2021:
 - Pilot programme for young men in Manchester (postponed from March 2020)
 - Fifth programme for young women in Wrexham
 - Third programme for young women in Flintshire
 - Third programme for young women in Manchester
 - Sept 2021 – Feb 2022
 - Pilot programme for young women in Salford in partnership with Seddon Homes
 - Pilot programme for young women in Chester in partnership with The Westminster Foundation (tbc)
- Launch of report of Social Return on Investment, funded by North West Business Leadership Team.
- Launch of new website and fundraising approach.
- Creation of sustainable funding channels for individual programmes.
- Launch of WeMindTheGap 'Voices' – an ambassador scheme for the many individuals who offer their support and a focus for supporter recruitment
- Appointment of first Trainee Trustee – a WeMindTheGap graduate
- Full evaluation of 'WeFindTheGap' and consideration to continue the offering.

2021/22 and beyond

- To repeat delivery of 2021/22 programmes in the same communities for more young people.
- Run two pilot schemes in new communities every year.
- Develop a social franchising model.

By 2024 we will

1. Be running 16 programmes providing opportunities for 500 under-served young people
2. Be perceived and recognised as exemplars with clear impact on policy.
3. Start to see the WeMindTheGap programme mainstreamed within communities.
4. Evidence the model has lasting impact across generations: our graduates' parent differently.
5. Change policy so there are fewer gaps to mind.



Trustees' Report

For the year ended 30 April 2020

Confident that our model is helping young people move from being “prisoners of circumstance to pilots of their own lives” our ambition over the next 5 years is clear: we are about impact, not scale.

The Charity will continue to engage with stakeholders, corporates, employer partners Local Authorities and agencies who wish to affect social change for vulnerable young people in their communities. Attention will continually be given to establishing long term partnerships for the benefit of all beneficiaries regardless of location.

Maintaining and improving on the current 80% completion rate of the programmes remains critical, but alongside that the Charity aims to see improved mental health and wellbeing demonstrated by all participants. Focus is on an improvement in literacy and numeracy achievements and the Charity is working hard with external partners to make sessions relevant with achievable outcomes. Finally, the Charity will strive to ensure opportunities of employment, apprenticeships and further education are attainable for all participants as they complete the programme, to ensure a smooth transition into independent living and the working world. While the Charity is incredibly proud of the growth and success in five years and most importantly of the stories of those it has supported and impact it has had on lives, we remain committed to reviewing, evaluating and adapting the programme to ensure success is sustainable for long term.

FINANCIAL REVIEW

2020 is the 5th year of trading and this year has seen significant growth in the charity’s funding portfolio. The principal sources of income to the charity itself were: donations (including gift aid) of £204,361 (2019: £223,861), income from other trading activities of £11,645 (2019: £3,922), £39,270 (2019:£Nil) of furlough grants and other grants of £696,048 (2019: £344,338) including the new grant award from Big Lottery of £401,478 (2019: £160,462).

The Charity made a surplus for the year of £93,898 (2019: deficit £48,717), with retained funds of £98,075 (2019: £4,177) at the year end. The Charity committed significant set up funds to prove concept in running three traineeships in different geographical areas simultaneously and investing the growing the team, critical for long-term growth and replication plans.

Risk Management

The Trustees have assessed the major risks to which the Charity is exposed and are satisfied that systems are in place to mitigate exposure to the major risks.



Trustees' Report

For the year ended 30 April 2020

The Trustees have a risk management strategy which comprises:

- an annual review of the principal risks and uncertainties that the charity faces;
- the establishment of policies, systems and procedures to mitigate those risks identified in the annual review; and
- the implementation of procedures designed to minimise or manage any potential impact on the charity should those risks materialise.

This work has identified that financial sustainability is the major financial risk for the charity. A key element in the management of financial risk is a regular review of available liquid funds to settle debts as they fall due, regular liaison with the bank, and active management of trade debtors and creditors balances to ensure sufficient working capital by the Charity.

Reserves Policy

The Trustees are reviewing the reserves policy to ensure it is fit for purpose and in line expected growth in addition to being compliant with the current Charity Commission guidelines. Currently the reserves target is being developed by the trustees and will be formalised in due course. The Charity's aim is to maintain free reserves in unrestricted funds at a level which equates to approximately three months of unrestricted charitable expenditure.

Trustees' Responsibilities

The Trustees 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).

The law applicable to charities requires the Charity Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources, of the Charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.



Trustees' Report

For the year ended 30 April 2020

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the Trust deed. They are also responsible for safeguarding the assets of the Charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the Charity and financial information included on the Charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

ON BEHALF OF THE BOARD

.....
Rachel Clacher

Chair

Date: 29/01/2021

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF WE MIND THE GAP

I report to the Trustees on my examination of the financial statements of We Mind The Gap ('the Charity') for the year ended 30 April 2020, which are set out on pages 19 to 33.

Responsibilities and basis of report

As the Trustees of the Charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the financial statements. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently, I express no opinion as to whether the financial statements present a 'true and fair view' and my report is limited to those specific matters set out in the independent examiner's statement.

Independent examiner's statement

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

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

1. accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF WE MIND THE GAP (continued)

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 financial statements to be reached.

RSM UK Tax and Accounting Limited

.....
Name: John Guest

Name of applicable listed body: The Institute of Chartered Accountants in England and Wales

Membership of professional body: Chartered Accountant

ON BEHALF OF RSM UK TAX AND ACCOUNTING LIMITED

Chartered Accountants

One City Place

Queens Road

Chester

CH1 3BQ

Date: 24 February 2021

We Mind The Gap

Statement of Financial Activities (including Income and Expenditure Account) For the year ended 30 April 2020

	Note	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £	Total 2019 £
INCOME					
Donations and legacies	2	30,755	173,606	204,361	223,861
Income from charitable activities	3	-	696,048	696,048	344,338
Income from other trading activities	4	11,645	-	11,645	3,922
Other income		39,270	-	39,270	-
Total income		81,670	869,654	951,324	572,121
EXPENDITURE					
Costs of raising funds	5	-	-	-	6,679
Expenditure on charitable activities	5	17,137	840,289	857,426	614,159
Total expenditure	6	17,137	840,289	857,426	620,838
Net income/(expenditure) before transfers		64,533	29,365	93,898	(48,717)
Transfer between funds		(97,365)	97,365	-	-
Net movement in funds		(32,832)	126,730	93,898	(48,717)
Total funds brought forward		4,177	-	4,177	52,894
Total funds carried forward		(28,655)	126,730	98,075	4,177

The Charity has no recognised gains or losses other than as stated in the Statement of Financial Activities. These unaudited financial statements have been subjected to independent examination. See page 16-17.

We Mind The Gap

Statement of Financial Position as at 30 April 2020

	Notes	2020	2020	2019	2019
		£	£	£	£
FIXED ASSETS					
Intangible assets	10		1,797		2,567
Tangible assets	11		20,417		16,816
			22,214		19,383
CURRENT ASSETS					
Debtors	12	126,927		67,567	
Cash at bank and in hand		19,388		3,565	
			146,315		71,132
CREDITORS: amounts falling due within one year	13		(70,454)		(86,338)
NET CURRENT ASSETS/ (LIABILITIES)			75,861		(15,206)
NET ASSETS			98,075		4,177
CHARITY FUNDS					
Restricted funds	16		126,730		-
Unrestricted funds	16		(28,655)		4,177
TOTAL FUNDS			98,075		4,177

The financial statements were approved by the Trustees and authorised for issue on 29/01/2021 and were signed on their behalf by:



.....
Rachel Clacher
Trustee

We Mind The Gap

Cash Flow Statement for the year at 30 April 2020

	2020	2019
	£	£
Cash flows from operating activities		
Net cash used in operating activities as shown below	54,493	23,268
Cash flows from investing activities:		
Purchase of fixed assets	(8,670)	(16,665)
Net decrease in cash and cash equivalents	(8,670)	(16,665)
Cash flows from financing activities:		
Loan repayments	(30,000)	(50,109)
Other loan received	-	30,000
Net decrease in cash and cash equivalents	(30,000)	(20,109)
Cash movement		
Change in cash and cash equivalent from activities in the year ended 30 April 2020	15,823	(13,506)
Cash and cash equivalent at 1 May 2019	3,565	17,071
Cash at bank and in hand at 30 April 2020	19,388	3,565
	2020	2019
	£	£
Reconciliation of net income to net cash flow from operating activities		
Net income/(expenditure) shown in Statement of Financial Activities	93,898	(48,717)
Adjusted for:		
Depreciation and amortisation charges	5,839	2,167
Decrease/ (increase) in debtors	(59,360)	41,515
(Decrease)/ increase in creditors	14,116	28,303
Net cash used in operating activities	54,493	23,268
Relating to:		
Bank balances and petty cash included in cash at bank and in hand	19,388	3,565
	19,388	3,565

We Mind The Gap

Notes to the Financial Statements For the year ended 30 April 2020

1. Accounting Policies

The following accounting policies have been applied consistently regarding items considered material to the financial statements.

a) Accounting convention

The financial statements have been prepared in accordance with The Charities Act 2011, Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard in the UK and Republic of Ireland (FRS 102) (effective October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

The accounts (financial statements) have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

We Mind The Gap 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 note.

The financial statements are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these financial statements.

b) Going Concern

The Trustees have considered transactions that are anticipated to take place in the foreseeable future, have prepared appropriate forecast models, and have concluded that no additional financial resources will be required. On this basis the Trustees have concluded that adopting the going concern basis of accounting in preparing the annual financial statements is appropriate.

We Mind The Gap

Notes to the Financial Statements For the year ended 30 April 2020

b) Going Concern (continued)

The potential impacts of the Covid-19 pandemic have been considered and the trustees have confirmed that they have taken appropriate measures to mitigate risk and be able to meet liabilities as they fall due from cash reserves. The charity made use of the coronavirus job retention scheme for all Gappies from the beginning of April. Programmes were completed at an appropriate time in 2020/21. The trustees are of the opinion that the going concern basis remains appropriate.

c) Income recognition

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

Donations are recognised when the Charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the Charity 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 Charity and it is probable that those conditions will be fulfilled in the reporting period.

Interest on funds held 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.

Income from government grants is presented within income for charitable activities. Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the Charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Other income received in the year represents the charity's furlough grant claim due to the Covid-19 pandemic.

d) Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the Charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or appointed to the applicable expenditure heading.

We Mind The Gap

Notes to the Financial Statements For the year ended 30 April 2020

d) Expenditure (continued)

Expenditure on charitable activities comprises those costs incurred by the Charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature to support them.

Support costs have been allocated between governance costs and other support costs. Governance costs comprise all costs involving public accountability of the Charity and its compliance with regulation and good practice. These costs include costs relating to audit, accounts preparation and legal fees together with an apportionment of overhead and support costs.

Costs of raising funds consist of certain legal fees and costs associated with attracting voluntary income and the cost of trading for fundraising purposes.

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

e) Donations in kind

Donated services or facilities are included in incoming resources when the benefit to the charity is reasonably quantifiable and measurable. They are valued by the trustees at the amount the charity would have been willing to pay for the services or facilities on the open market.

f) Fund accounting

Funds held by the Charity are either:

- Unrestricted funds which can be used in accordance with the charitable objectives at the discretion of the Trustees;
- Restricted funds which can only be used for a particular restricted purpose within the charitable objectives.

g) Financial instruments

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102, in full, to all of its financial instruments.

Financial assets and financial liabilities are recognised when the Charity becomes a party to the contractual provisions of the instrument, and are offset only when the Charity currently has a legally enforceable right to set off the recognised amounts and intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

We Mind The Gap

Notes to the Financial Statements For the year ended 30 April 2020

h) Financial assets

Trade and other debtors (including accrued income) which are receivable within one year and which do not constitute a financing transaction are initially measured at the transaction price and subsequently measured at amortised cost, being the transaction price less any amounts settled and any impairment losses.

i) Financial liabilities

Financial instruments are classified as liabilities according to the substance of the contractual arrangements entered into.

Trade and other creditors (including accruals) payable within one year that do not constitute a financing transaction are initially measured at the transaction price and subsequently measured at amortised cost, being the transaction price less any amounts settled.

j) Tangible fixed assets

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Computers	20% straight line
Fixtures & Fittings	20% straight line

k) Intangible fixed assets

Intangible assets are recognised at costs and are subsequently measured at cost less accumulated amortisation. Amortisation is recognised so as to write off the cost of assets less their residual values over their useful lives on the following bases:

Website	20% straight line
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l) Critical estimates and judgements

The Trustees believe that estimates and assumptions do not have a significant risk of causing a material difference to the carrying amounts of assets and liabilities within the next financial year.

We Mind The Gap

Notes to the Financial Statements For the year ended 30 April 2020

2. Donations and legacies

	Unrestricted	Restricted	Total 2020	Total 2019
	£	£	£	£
Donations	16,787	173,606	190,393	210,510
Gift Aid reclaimed	13,968	-	13,968	13,351
	30,755	173,606	204,361	223,861
	30,755	173,606	204,361	223,861

In 2020, of the total donations received of £204,361 (2019: £223,861) £30,755 (2019: £79,288) was attributable to unrestricted funds and £173,606 (2019: £144,573) was attributable to restricted funds.

The Charity received support from many organisations throughout the year. While staff time and other costs were previously donated by Callitech Limited, which amounted to £48,329 and £13,771 respectively in the prior year, the company's continued valued support now takes the form of dedicated office space to accommodate the growing team and the delivery of the Wrexham programme. During the year the Charity also used premises in Flintshire, donated by Pennaf. The value of this rent for both premises to the charity is estimated at £66,500 (2019: £66,500). The estimated value of these services is recognised within incoming resources as a donation in kind, and an equivalent charge included within premises costs.

3. Income from charitable activities

	Unrestricted	Restricted	Total 2020	Total 2019
	£	£	£	£
Grants	-	696,048	696,048	344,338
	-	696,048	696,048	344,338
	-	696,048	696,048	344,338

In 2020, of the total income received from charitable activities of £696,048 (2019: £344,338) £Nil (2019: £20,000) was attributable to unrestricted funds and £696,048 (2019: £324,338) was attributable to restricted funds.

We Mind The Gap

Notes to the Financial Statements For the year ended 30 April 2020

4. Income from other trading activities

	Unrestricted	Restricted	Total 2020	Total 2019
	£	£	£	£
Other services	11,395	-	11,395	248
Speaking events	250	-	250	3,497
Fundraising events	-	-	-	117
	11,645	-	11,645	3,922
	11,645	-	11,645	3,922

The total amount of income received from other trading activities was unrestricted as in 2019.

5. Analysis of expenditure on charitable activities

	Staff costs	Other costs	Total 2020	Total 2019
	£	£	£	£
Costs of raising funds				
Fundraising events costs	-	-	-	6,679
Direct costs				
Programme costs	-	177,185	177,185	126,236
Trainee salary costs	170,710	-	170,710	118,648
Delivery Team costs	80,366	-	80,366	48,653
Support Costs				
Staff costs	253,725	-	253,725	141,894
Premises costs	-	77,416	77,416	71,823
Marketing	-	3,741	3,741	5,863
Professional fees	-	1,962	1,962	18,183
Business Development	-	42,558	42,558	30,487
Other costs	-	43,923	43,923	50,422
Governance costs (note 7)	-	5,840	5,840	1,950
Total	504,801	352,625	857,426	620,838
	504,801	352,625	857,426	620,838

In 2020, out of the total expenditure of £857,426 (2019: £620,838), £840,289 was attributable to restricted funds (2019: £468,911) and £17,137 (2019: £151,927) was attributable to unrestricted funds.

We Mind The Gap

Notes to the Financial Statements For the year ended 30 April 2020

6. Summary of charitable costs by activity

	Direct costs £	Support Costs £	Governance (see note 7) £	Total 2020 £	Total 2019 £
Beyond the Gap	9,638	-	-	9,638	6,451
Flintshire	123,396	7,200	-	130,596	95,085
Liverpool	-	-	-	-	40
Wrexham	110,771	7,824	-	118,595	110,446
Manchester	168,069	12,611	-	180,680	53,166
Head office	16,387	386,110	5,840	408,337	312,593
Marketing	-	3,741	-	3,741	5,863
Depreciation & Amortisation	-	5,839	-	5,839	2,167
Fundraising	-	-	-	-	6,679
The Hub	-	-	-	-	28,348
Total	428,261	423,325	5,840	857,426	620,838

7. Governance costs

	2020 £	2019 £
Accounts preparation	1,650	-
Independent examination	3,285	1,950
Other accountancy costs	840	-
Trustees' board costs	65	-
	<u>5,840</u>	<u>1,950</u>

8. Staff costs

Staff costs were as follows:

	2020 £	2019 £
Salaries and wages:		
Wages	474,524	264,596
Donations in Kind	-	25,577
Social security costs	23,648	16,389
Pension	6,629	2,633
	<u>504,801</u>	<u>309,195</u>

We Mind The Gap

Notes to the Financial Statements For the year ended 30 April 2020

8. Staff costs (continued)

No employees received emoluments of more than £60,000.

During the year the Charity employed 29 trainees for a 26-week programme. The Charity considers its key management personnel to comprise the Trustees. No Trustees received remuneration.

During the year expenses of £65 (2019: £Nil) were incurred by the trustees.

The average number of employees during the year was 30 (2019: 17).

9. Taxation

The Charity is exempt from tax on income and gains falling within Part 11 of the Corporation Taxes Act 2010 or section 256 of the Taxation of Charitable Gains Act 1992 to the extent that these are applied to its charitable objects.

10. Intangible fixed assets

	Intangible assets - Website £
Cost	
At 30 April 2019	3,850
Additions	-
	<hr/>
At 30 April 2020	3,850
	<hr/> <hr/>
Depreciation	
At 30 April 2019	1,283
Charge for the year	770
	<hr/>
At 30 April 2020	2,053
	<hr/> <hr/>
Net book value	
At 30 April 2019	2,567
At 30 April 2020	1,797
	<hr/> <hr/>

We Mind The Gap

Notes to the Financial Statements For the year ended 30 April 2020

11. Tangible fixed assets

	Fixtures & Fittings £	Tangible assets - Computers £	Total £
Cost			
At 30 April 2019	12,135	6,316	18,451
Additions	3,217	5,453	8,670
	15,352	11,769	27,121
	15,352	11,769	27,121
Depreciation			
At 30 April 2019	837	798	1,635
Charge for the year	2,960	2,109	5,069
	3,797	2,907	6,704
	3,797	2,907	6,704
Net book value			
At 30 April 2019	11,298	5,518	16,816
At 30 April 2020	11,555	8,862	20,417
	11,555	8,862	20,417

12. Debtors

	2020 £	2019 £
Trade debtors	63,404	41,832
Other debtors	54,684	29,125
Prepayments and accrued income	8,839	5,610
	126,927	67,567
	126,927	67,567

We Mind The Gap

Notes to the Financial Statements For the year ended 30 April 2020

13. Creditors: Amounts falling due within one year

	2020	2019
	£	£
Trade creditors	8,970	25,906
Accruals	5,220	19,372
Other tax and social security	4,327	11,060
Other creditors	51,937	30,000
	70,454	86,338

Included within other creditors is deferred income of £50,314 (2019: £Nil) relating to a future accounting period.

14. Financial Instruments

	2020	2019
	£	£
Financial assets		
Debt instruments measured at cost less impairment	103,977	45,430
Financial liabilities		
Measured at amortised cost	14,444	75,278

15. Analysis of net assets between funds

	Unrestricted Funds	Restricted Funds	Total 30/04/20
	£	£	£
Fixed asset	22,214	-	22,214
Debtors	16,468	110,459	126,927
Cash at bank	(46,883)	66,271	19,388
Creditors	(20,454)	(50,000)	(70,454)
Total Funds	(28,655)	126,730	99,075

We Mind The Gap

Notes to the Financial Statements For the year ended 30 April 2020

15. Analysis of net assets between funds (continued)

	Unrestricted Funds	Restricted Funds	Total 30/04/19
	£	£	£
Fixed assets	19,383	-	19,383
Debtors	67,567	-	67,567
Cash at bank	3,565	-	3,565
Creditors	(86,338)	-	(86,338)
Total Funds	4,177	-	4,177

16. Analysis of Funds

	Balance at 30/04/19	Income	Expenditure	Transfers	Balance at 30/04/20
	£	£	£	£	£
Unrestricted Funds	4,177	81,670	(17,137)	(97,365)	(28,655)
Restricted Funds	-	869,654	(840,289)	97,365	126,730
Total Funds	4,177	951,324	(857,426)	-	98,075

Restricted funds represent the donations in kind received in relation to staff costs, grants received for the delivery of employment programmes moving young people into work, specifically The National Lottery Grant of £98,000, Flintshire Council £19,000 and Manchester Council £10,000.

Unrestricted funds are available to be spent for any of the purposes of the Charity.

Transfers have been made between the two funds as expenditure was made from unrestricted funds on behalf of grant project work.

We Mind The Gap

Notes to the Financial Statements For the year ended 30 April 2020

17. Commitments under operating leases

The total future minimum lease payments under non-cancellable operating leases for plant and machinery are as follows:

	2020	2019
	£	£
Amounts due:		
Within one year	37,136	18,490
Between one and five years	27,495	24,817
	<u>64,631</u>	<u>43,307</u>

Net income before transfers is stated after charging operating lease charges of £35,873 (2019: £21,284).

18. Related Party Transactions

During the year Callitech Limited trading as Money Penny continued to support the charity through providing premises and work placements for Gappies. The following transactions took place with WeMindTheGap: recharges of £8,406 (2019: £Nil) for the provision of premises costs, electricity, water and postage, as detailed in note 2.

During the year R and D Clacher, who are Trustees of the Charity, made personal donations of £50,000 (2019: £50,000) to WeMindTheGap. During the year an unsecured short term loan made by R and D Clacher to WeMindTheGap of £30,000 was repaid in full. No balance is outstanding at the year end.

During the year the charity administered the payroll for a trustee for a personal assistant. The trustee paid the charity a monthly fee of £25 for the service. At the year end, one month's salary plus fee was outstanding, totalling £950, and is included within trade debtors (2019: £Nil).

19. Financial Period

These financial statements cover the year ended 30 April 2020. The Trustees have selected 30 April as the most appropriate date for preparing financial statements.