



# **THE TRUST FOR DEVELOPING COMMUNITIES**

(A COMPANY LIMITED BY GUARANTEE AND A REGISTERED CHARITY)

## **TRUSTEES' ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

REGISTERED NUMBER: 3939332

REGISTERED CHARITY NUMBER: 1106623



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**THE TRUST FOR DEVELOPING COMMUNITIES  
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**TRUSTEES' ANNUAL REPORT**

The Trustees (who also act as Directors for Companies Act purposes) have pleasure in presenting their report and financial statements for the year ended 31 March 2016.

The Trustees believe that the financial statements comply with current statutory requirements, the Charity's governing document and the Statement of Recommended Practice, Accounting and Reporting by Charities issued in March 2005.

**LEGAL AND ADMINISTRATIVE DETAILS**

**Directors**

Nick Ashwell (from October 2015)

*Jordan Back (Associate Member from October 2015)*

Fabia Bates (Chair from November 2014 – stood down October 2015)

Paul Bramwell (Chair from November 2015)

Robert Brown, MBE

Valerie Chisholm (until October 2015)

Mark Drayton (until April 2015)

Izzi Hickmott (from November 2014 – October 2015)

John Homewood

Vicky Johnson

Riziki Millanzi

Eileen O'Leary

Edith Ojo (from October 2015)

Grant Scott (Vice Chair)

Revd Stephen Terry (Treasurer)

Laura Williams (from November 2014 – October 2015)

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**TRUSTEES' ANNUAL REPORT - continued**

**Company Secretary**

Mandy Tyler

**Company Number**

3939332

**Charity Number**

1106623

**Staff at 31 March 2016**

Linda Saltwell	Chief Executive
Lyndsay Macadam	Projects Manager
Kirsty Walker	Projects Manager
Mandy Tyler	Finance Manager
Katharine Trevelyan	Central Services Manager
Adam Muirhead	Youth Team Co-ordinator (Projects Manager from March 2016)
Amy Allison	Community Development Worker, Queen's Park & Craven Vale
Claire Burchell	Senior Community Worker with Young People, Queen's Park & Craven Vale
David Pinder	Community Development Worker, BME (Black & Minority Ethnic) Psychosocial Project (from April 2014 until August 2015)
Elizabeth Lee	Community Development Worker, Hollingdean & Saunders Park (Senior Worker from April 2016)
Helen Jones	Community Development Worker, Bevendean (move to Moulsecoomb from June 2016)

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**TRUSTEES' ANNUAL REPORT - continued**

Kalishia Davey (née Le Coutre)	Community Development Worker, Tarnor
Mark Drayton	Community Development Worker, Portslade and Portland Road (temporary until 31 August 2015 and permanent from 1 September 2015)
Polly Brooks	Community Worker with Young People
Sofie Rutherford	Community Development Worker, Moulsecoomb (until March 2016)
Jackie Martin	Temporary Community Development Worker, Moulsecoomb (until March 2016)
Stephen Andrews	Community Participation Worker, New Larchwood, Coldean
Sue Sayers	Senior Participation and Development Worker, Downlands Court, Peacehaven & Eastern Road
Peter Sutcliffe	Community Health Checks Outreach Co-ordinator (from June 2015)
Terry Adams	Community Development Worker BME Communities (Mental Health) (from March 2016)

**Sessional Workers:**

Kaye Duerdoth	Training Co-ordinator
Joanna Hill	Fundraising & Consultancy
Sophie Murphy	Youth Activities
Kate Barker	Youth Activities (until February 2016)
Siobhain Lewendon	Youth Activities (Senior role)
Sabiha Khan	BME (Black & Minority Ethnic)
Sayanti Banerjee	BME (Community Development Worker, Bevendean & Saunders Park from May 2016)
Cal Chester	Citywide work
Dr Yaa Asare	Researcher

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**TRUSTEES' ANNUAL REPORT - continued**

**Registered and Operations Office**

Wavertree House  
Somershill Road  
Hove, East Sussex  
BN3 1RN

**Independent Auditors**

Christopher Robert Tyler FCA DChA FCIE  
Chartered Accountant  
Chariot House Limited (formerly Clark Brownscombe)  
Chartered Accountants  
44 Grand Parade  
Brighton, East Sussex  
BN2 9QA

**Bankers**

CafCash  
25 Kings Hill Avenue  
Kings Hill  
West Malling, Kent  
ME19 4TA

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

The Trust for Developing Communities (TDC) was incorporated as a company limited by guarantee on 3 March 2000 and received charitable status on 5 November 2004.



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**TRUSTEES' ANNUAL REPORT - continued**

Its governing document is its Memorandum and Articles of Association dated 3 March 2000, as amended at an Extraordinary General Meeting held on Thursday 12 December 2002 and again at the Annual General Meeting held on 20 October 2004.

### **Board Membership**

The Trustees when complete shall consist of at least 5 and not more than 15 individuals. One third of the Trustees must retire at each Annual General Meeting, those longest in office retiring first and the choice between any of equal service being made by drawing lots. A Trustee retiring under this Article may stand for re-election.

The Board meets six times a year, receiving reports from the staff and from its three Sub-Committees, and keeping an overall eye on the work of TDC.

The minutes and papers for the Board meetings are also circulated to the staff to keep them aware of the decisions being taken by the Board. At TDC's AGM in November 2015 Fabia Bates, Valerie Chisholm, Izzi Hickmott and Laura Williams stood down under the three-year rule and chose to resign. Nick Ashwell and Edith Ojo were elected as new Trustees and Jordan Back as an Associate Member.

### **Sub-Committees of the Board**

Robert Brown volunteered to be the new Chair of the Personnel and Employment Sub-Committee (PESC), and Stephen Terry volunteered to be Vice-Chair and has met as the need has arisen. The Finance Sub-Committee has met on a regular basis to ensure that TDC's financial affairs are in good order. Stephen Terry volunteered to remain as Treasurer and Chair of the Finance Sub-Committee (FSC). Paul Bramwell volunteered as the Chair of the Strategy Sub-Committee (SSC) which was convened in February 2015 to support the Chief Executive to steer the strategic direction of the organisation.

### **Major Risks**

The Directors regularly consider the major risks to which the company is exposed and are confident that controls are in place to mitigate those risks (see Risk Policy on page 10).

**TRUSTEES' ANNUAL REPORT - continued**

**Organisational structure and how decisions are made**

The minutes of Sub-Committee meetings are circulated to the Board and received by them, and decisions are taken in relation to their recommendations. The Board sets policy, agrees the annual budget (following recommendation from the FSC) and takes decisions on major matters that arise. The Board meets on a two-monthly basis when it receives detailed reports from the Chief Executive and staff on work in progress and opportunities arising and takes the necessary decisions.

The Chief Executive makes day-to-day decisions and meets with the Chair/Chairs of Sub-Committees to discuss any forthcoming issues between Board meetings.

**Trustees, recruitment and appointment**

A third of the Board of Trustees retires each year by rotation and the retirees are eligible to stand for re-election. Throughout the year staff encourage people within the neighbourhoods where they work to take up membership of TDC, and as the AGM approaches, to put themselves forward for election to the Board of Trustees. This approach has had some success, but we have also undertaken a skills audit and Board development to ascertain the need for certain skills within the Board and target potential Trustees accordingly.

Invitations to the AGM are sent to all members and to a wide range of people within the statutory and voluntary sectors. Non-members are encouraged to become members, and non-Trustees to consider standing for election to the Board. There is a range of skills represented on the Board, and a good mix of different sections of the community, and no major deficiencies have been identified.

**Induction and training of Trustees**

Before even standing for election, Trustees are generally fully informed, by way of one-to-one discussion, of the aims and purposes of TDC's work and potential Trustees are only encouraged to stand if they are fully in agreement with these and wish to join collectively in working towards them. Some Trustees have been elected at an AGM, following the completion of a nomination form, without prior discussion with current staff or Trustees. In that case, the one-to-one conversation will take place as soon as possible afterwards.



**TRUSTEES' ANNUAL REPORT - continued**

All new Trustees are provided with a Welcome Pack, background information about TDC and the responsibilities of being a charity Trustee and they are required to sign a form indicating that they have understood this information and are legally entitled to act as a charity Trustee.

New Trustees are offered a 'mentor' or 'buddy' from within the current Trustees, to support them through their initial stages of Trustee-ship, if they so wish.

**Relationships with related parties, including key partnerships**

TDC worked closely with a range of community organisations in the various neighbourhoods in which it works as well as in partnerships: including Brighton & Hove Youth Collective, (made up of The Hangleton & Knoll Project, The Deans, Turner Community Project, Sussex Central YMCA, Young People's Centre, Impact Initiatives and Brighton Youth Centre) and MOSAIC Brighton. It also works with the Brighton and Sussex Universities.

TDC is a member of the Brighton & Hove Community Works. Community Works are the lead partner in an Infrastructure and Third Sector Prospectus Partnership. The other partners in this are primarily The Hangleton & Knoll Project and Whitehawk Inn although there are a number of smaller partners including LGBT (Lesbian, Gay, Bisexual Transgender) Switchboard and Amaze. Through this Prospectus, Brighton & Hove City Council commission TDC to provide community development work across the city in a 3 year commissioning process, which runs to March 2017.

Across all our communities of interest and identity and place, we work collaboratively with local partners from all sectors.

TDC is commissioned by the Clinical Commissioning Group for Brighton & Hove to deliver their patient engagement as part of a partnership with Community Works, The Hangleton & Knoll Project and Serendipity Enterprise Solutions. As part of this work, TDC bridges relationships with other community and voluntary sector providers to work with GP surgeries. TDC also works with voluntary and statutory partners on other health related work, such as health checks and dementia awareness.

The list of staff on pages 4 and 5 shows staff at the 31 March 2016. During 2015 to 2016: Lyndsay Macadam became Projects Manager in February 2015; David Pinder resigned from his post as BME Community Development Worker (CDW) in August 2015; Mark Drayton became CDW in September 2015; Sofie Rutherford resigned as CDW (after maternity leave) in March 2016; Jackie Martin resigned as temporary CDW

TRUSTEES' ANNUAL REPORT – continued

in March 2016; and Peter Sutcliffe was recruited as Community Health Checks Outreach Co-ordinator from June 2015.

### Charity's Vision and Mission

The Trust for Developing Communities is a community development charity working in Brighton & Hove and beyond. At TDC, we aim to **inspire** and **involve** local people in **innovative** projects and activities.

Our ultimate **Vision** is for **Strong, fair, healthy communities** and our **Mission** is **To support people of all ages to work together to find solutions and build the feeling of community and shared voice, to achieve lasting positive change.**

TDC strives towards equalities for all and recognising community development as a profession.

Working in a variety of partnerships with community, voluntary and statutory organisations, TDC provide community development training, work and support across Brighton & Hove and beyond..

### Risk Policy

TDC has developed a risk management strategy as part of the regular review of the risks to which it might be exposed. This process of review informs the creation of any necessary new policies and procedures which serve to mitigate identified risks. We aim to be proactive in addressing risk and to have reporting systems that allow organisational response to be swift and effective. Through our processes risk is identified, measured, mitigated and monitored. We recognise that risk management is an ongoing process and that risk cannot always be eliminated, but that with planning and thought it can be controlled and minimised. The major risk currently is the loss of funding and the continuously needed efforts to make funding applications to as wide a range of potential funders as can be identified. TDC's Business Plan is being developed into separate operational and strategic plans alongside a robust Theory of Change.

### PUBLIC BENEFIT

In shaping our objectives and planning our activities for the year, the Trustees have given consideration to the duties set out in section 4 of the Charities Act 2011 to have due regard to public benefit. In particular, the Trustees have considered how the planned activities will contribute to the overall aims and objectives that they have set.

**TRUSTEES' ANNUAL REPORT – continued**

The Trustees believe that the following paragraphs, specifically on the Objectives and Activities and Achievements for the year, relate in detail the benefit that TDC provides to the public.

**OBJECTIVES AND ACTIVITIES**

The Objects of TDC (“the Objects”) are to further such charitable purposes for the benefit of the inhabitants of economically and socially or socially disadvantaged communities in South East England as the Trustees see fit, in particular but not exclusively by:

1. developing their capacity and skills and advancing education in such a way that they are better able to identify and help meet their needs, and to participate more fully in society;
2. advancing education including, but not limited to the foregoing, the provision of training;
3. providing, in the interests of social welfare, facilities for recreation and other leisure-time occupation with the object of improving the conditions of life of the said inhabitants having need of such facilities by reason of their age, youth, sex, race, infirmity, disablement, sexual orientation, gender, poverty or social or economic circumstances; and
4. promoting the elimination of unfair discrimination on the grounds of race, sex or disability and encouraging equality of opportunity.

TRUSTEES' ANNUAL REPORT - continued

## ACHIEVEMENTS AND PERFORMANCE

### 1. *Community Development work*

We were in receipt of the second year of three-year funding from the council commission on Communities and the Third Sector for which we receive all our community development funding and some BME engagement funding.

We have Community Development Workers in Moulsecoomb & Bates Estate, Bevendean, Hollingdean & Saunders Park, Queen's Park, Craven Vale, Tarner, Eastern Road area, Portland Road area and Portslade.

#### **Healthy Neighbourhood Funding (HNF)**

HNF is part of this commission. We support administration of HNF in all of the above areas as well as Coldean, Hollingbury and Woodingdean.

#### **Bevendean**

In Bevendean Helen Jones continued to work from the primary school base and the Holy Nativity Community Centre.

Helen supported the foodbank to build up its referral processes to be robust whilst still accessible. She outreached on behalf of the advice surgeries to develop their use.

Action for Bevendean Community continued to support small group activity and through healthy neighbourhood funding. This year they held a *Dragon's Den* public event to decide on the fund as well as their end of year celebration event.

The Holy Nativity Community Centre group continued to be supported with its charity registration and lease and has produced a brochure and is being supported to look at its advertising.

Helen supported local residents to form a group to help save and improve their neighbourhood park.

**TRUSTEES' ANNUAL REPORT – continued**

**Hollingdean and Saunders Park**

Elizabeth (Liz) Lee has continued to work from Hollingdean Community Centre. She has worked closely with Hollingdean Development Trust and has developed a more public role for them with open themed meetings and a community conference format to their AGM. This has encouraged new trustees into the organisation.

HDT and resident volunteers are helped to continue their partnership work with the Council that developed out of the neighbourhood governance pilot. The Children's Centre ran a volunteer summer café; the Highways Department agreed to paint children's art on the road at The Dip and the Parks Department are working with local volunteers to improve the park.

Liz continues to support The Lucky Dip market group to arrange street closure for their events.

**Moulsecoomb and Bates Estate**

Sofie Rutherford left the post at the end of the last reporting period to go on maternity leave and Jackie Martin took up this maternity cover from 23<sup>rd</sup> March 2015 to 31<sup>st</sup> March 2016.

Jackie continued to facilitate the network of local frontline service staff and offer support to the local action team with their newsletter and door knocking to outreach to residents. This included support for a HNF celebration event in partnership with the primary school.

Jackie also continued to work in partnership with Amaze on their support group for families of children with special educational needs (SEN).

Jackie also supported St. Georges and Moulsecoomb Hall with reviewing their governance and policies.

Jackie also worked with Mad Hatters Lunch Club on their finances and ensuring they are more financially robust in the future.

**TRUSTEES' ANNUAL REPORT - continued**

**Portslade & Portland Road**

Mark Drayton continued to work from the Hive Centre in Stoneham Park. He continued the ongoing support to develop the West Hove Forum and offered support linking it into citywide Local Action Team (LAT) structures in partnership with the Council's Communities Team. He also supports this forum to administer the area HNF and hold its celebration event.

Mark continues to support park groups in these neighbourhoods and has networked several park groups together across the Hove area in partnership with Hangleton & Knoll. He is linking these groups into citywide forums in partnership with Community Works and the Council Parks' team.

Mark also worked with Portslade Local Action Team and Forum to look at their structures and format.

**Queen's Park and Craven Vale**

In Queen's Park and Craven Vale, Amy Allison continued to work closely with the Craven Vale Community Association (CVCA) and the Queen's Park Community Association (QPCA). Both of whom administer HNF and produce community newsletters as well as putting on community events regularly throughout the year.

Amy has supported The Edge residents to be more active in the running of their community centre and activities there and she has supported them to establish their governance structures and links with the wider QPCA.

Amy also continues to offer support to The Vale foodbank and café networking in other services as appropriate.

**Tarner & Eastern Road**

Kalishia Davey (née Le Coutre) continued to work from The Millwood Centre and has been supporting their management committee through the process of establishing lease arrangements with the council.

Kalishia carried out some outreach and engagement through door knocking and visiting community organisations and services.

She supported the 'All Different All Equal' group to administer HNF across both areas.

TRUSTEES' ANNUAL REPORT - continued

Sue Sayers works in the Eastern Road area on very limited hours and has built on existing groups and assets by networking across the different housing blocks to develop joint events and activities.

**2. *Work with older people***

**Downlands Court, Peacehaven**

Sue Sayers continues her work with older people in Peacehaven at the Downlands Court Community Participation Project.

Sue has supported the Friends of Downlands to achieve charitable status and to prepare for and hold their AGM, including having their accounts independently examined with support from TDC Finance Manager, Mandy Tyler. She has also learned how to support the group to maintain and update their website.

Sue has supported the Friends of Downlands Court to recruit volunteers to support a wide range of activities to run regularly.

These include chair-based exercise, card-making, flower arranging, sewing, shuffleboard, baking group, painting, drawing and outings. She organised a celebration for Older People's Day (theme Full of Life) with a day of gentle exercise (seated dance & Tai Chi) and an afternoon of shuffleboard and Boccia. Sue supported residents to attend and take part in an intergenerational Boccia match at the secondary school, a concert held by students for their citizenship course, and a Matinee Melodies Christmas performance at the Meridian Centre. She also supported Friends of Downlands Court to organise community events such as the fundraising table top sale to buy Christmas presents for residents and the Summer Fête which topped last year's event by raising over £500.

As the funding for Sue's work with Friends of Downlands Court came to an end in October 2015, Sue worked with the group to seek ongoing funding to continue her post and work towards supporting and training new workers/volunteers to take over in order to ensure the support is more sustainable. Funding was secured in March 2016 from Sussex Community Foundation which will enable Sue to maintain a presence at Downlands Court one morning a week during the financial year 2016/17.

**TRUSTEES' ANNUAL REPORT - continued**

Sue has supported Peacehaven Pioneers to meet monthly and design their local calendar for 2016 (making group decisions about what will be included).

Following a public meeting attended by 56 people, Sue supported the establishment of a Havens Dementia Action Group (HDAG). This group meets monthly, sitting under the umbrella of the Lewes, Wealden & Havens Dementia Action Alliance and is taking action to create a dementia friendly community in Newhaven, Peacehaven, Telscombe Cliffs and East Saltdean. Sue has been supporting this process.

Sue has supported people with a range of disabilities, including the partially sighted, hearing impaired, those with chronic health problems, mobility restrictions, those who are wheelchair dependent and those with mental health problems, including dementia.

### **Dementia Project**

Sue presented at a Brighton & Hove City Council Engagement event on the engagement process of developing the Dementia Guide.

Sue also worked with Yvonne Rivers on a piece of research for Health Education England. This involved consulting with people with dementia and their carers to hear their experiences of healthcare – this was carried out through a combination of 1-1 interviews and focus groups. The research culminated in a report which was submitted to Health Education England to inform the design of training for all healthcare workers.

TDC has also been successful in entering into a partnership with Age UK Brighton & Hove (AUKBH) to secure a contract with Brighton & Hove Clinical Commissioning Group to set up a Dementia Action Alliance (DAA) in the city.

From April 2016, Sue will work one day per week on this three-year partnership project to engage with community groups and people with dementia, and their carers, across the city in community venues. She will provide ongoing support to community based groups, as well as hosting community based awareness raising sessions to promote use of the Dementia Guide and to introduce it to partners not previously involved. The aim is to focus on community development to ensure people from seldom heard communities can participate and benefit from the establishment of the DAA.



**TRUSTEES' ANNUAL REPORT - continued**

**New Larchwood, Coldean**

Steve Andrews has continued to work with isolated older people in New Larchwood –the Reminiscence Group has built strong links with The Keep and The Knitting Group is growing in confidence, enthusiasm and numbers, even raising money by selling their crafts. The Larches Café is becoming more popular and Steve has been supporting groups to meet and run their activities there.

Steve has cultivated a successful ongoing relationship with the University of Brighton, strengthened existing connections between TDC and the University. As a result of this, several occupational therapy students have taken up volunteer placements at New Larchwood during the course of 2015/16. This additional resource has increased the capacity for supporting activities for isolated older people from New Larchwood and the local community and there is now a full programme of weekly activities taking place in the Larches Café and a significant increase in participation with very positive feedback.

As part of the three-year funding for the older people's Locality Project, Steve has been doing outreach work to isolated older people in West Hove, Hollingbury and Hollingdean, in addition to Coldean.

As a result of linking up across neighbourhoods, groups have been sharing opportunities for outings, transport, activities and exercise practitioners. Steve supported isolated older men from Hollingbury, Coldean, Hollingdean, and West Hove to participate in a variety of activities including an outing to a local microbrewery and a visit to Foredown Tower.

Steve supported the development of an over 55s Steering/Advisory Group to enable older people from neighbourhoods we work in, to provide guidance to ensure the Locality Project meets their needs. A West Locality Steering/Advisory Group started holding meetings with Steve's support and throughout the course of the year the group has become more closely aligned with the Older People's Council.

Steve has set up a lunch club based at the Old Boat Corner Community Association in Hollingbury which has been taken up by isolated older people in Coldean, Patcham and Hollingbury. With Steve's support, the lunch club has invited guest speakers on a variety of topics and attendees have grown in number and confidence, with participants beginning to share confidences, take responsibility for organising speakers and attend other activities in the area.

TRUSTEES' ANNUAL REPORT - continued

**3. Community Work with Young People**

TDC's work with young people continues to be a prominent feature of the Brighton youth work landscape, and through our partnership in the Brighton & Hove Youth Collective we have responsibility for the areas of Moulsecoomb, Bevendean, Coldean, Queen's Park and Craven Vale.

This year has seen the re-shaping and consolidation of the youth team with Adam Muirhead assuming the role of Projects Manager as Lyndsay Macadam shifted to co-ordination of other parts of the TDC's work. Claire Burchell and Polly Brooks remained as Senior Community Worker with Young People and Community Worker with Young People, respectively. Kate Barker moved on from her role with TDC that saw sessional worker Siobhain Lewendon promoted to Senior Youth Activities Worker and the employment of Sophie Murphy as a Youth Activities Worker following a spell as a volunteer with us through her studies at the University of Brighton.

We have sought to diversify income for our youth work over the past year that has led us firstly to raise our profile wherever we can. This work culminated with the hugely exciting news that TDC became the first charity partner of the British Airways i360, due to open in summer 2016.

The partnership is intended to be a reciprocal arrangement of support with the ultimate aim being to raise the aspirations and increase the opportunities for more children and young people in the city. The i360 team kicked off the partnership by selling their graffiti painted hoardings at the building site and raised over £2,000 of unrestricted funding for our work.

Other exciting developments have taken shape over the year including our support of Moulsecoomb Amateur Boxing Club in their quest to build an extension to their clubhouse to help meet the growing demand for their services. With support, we have helped them to secure £60,000 from Sport England and the Police & Crime Commissioner to help make this a reality. Hundreds more children and young people are expected to benefit over the coming years.

Project work continues with success including support for volunteer-led dance groups, intergenerational events, summer holiday activities groups, young journalists' groups, sports clubs, young women's work, bike clubs, clubs for young people with disabilities, schools work, street-based youth work and 1:2:1 work for young people in crisis. All bring their own challenges but the diversity in the skills required to support such work is testament to the abilities of the youth team here at TDC.

TRUSTEES' ANNUAL REPORT - continued

**Key Finances for the Youth Work projects:**

TDC remains a key partner in the Brighton & Hove Youth Collective which sees us share a contract with seven other organisations to cover open access youth work in the city. The financial year 2016/17 is a transitional year for our contract arrangements with a three-year contract expected to start from April 2017. This will hopefully keep our work with young people on a sure footing through to 2020.

Although our partnership with the British Airways i360 is primarily one of profile raising, we are looking at ways that the i360 may be able to support some of our fundraising efforts with ideas expected to become reality when the attraction opens in early summer.

We have been extremely proud and thankful to have had support from Children in Need, Public Health, the Brighton & Hove Clinical Commissioning Group and the Police & Crime Commissioner this year in addition to our main contract with Brighton & Hove City Council. A huge thank you to all our funding supporters.

**4. *BME Engagement and Mental Health & Wellbeing***

There has been a lot of learning from year one of the BME Engagement and Psychosocial projects, as well as change in the shape of David Pinder leaving the role in August 2015. It had been felt at the end of 2014/15 that the amalgamated role might lead to some confusion so a decision was taken to recruit to replace the BME Psychosocial Community Development Worker as a distinct post, separate from BHCC and CCG engagement work which are now undertaken by Sayanti Banerjee and Sabiha Khan.

This means that the three areas of BME work which TDC delivers are now undertaken by separate workers. They are able to concentrate on their distinct outcomes, whilst adding value by complementing one another's work and becoming a small BME 'team' with greater capacity and reach to build and share contacts and develop and maintain relationships with a growing spectrum of communities, particularly with regard to gender-specific work with certain ethnic groups.

Sabiha Khan and Sayanti Banerjee have worked with a growing number of new and existing BME groups over the course of the year to carry out four engagement consultations into health topics for the CCG, as well as consulting widely with the BME community on the Fairness Commission as part of the BHCC engagement contract.

**TRUSTEES' ANNUAL REPORT - continued**

TDC has supported several partner organisations in Brighton & Hove, including The Fed, MindOut, Allsorts, Right Here and The Carer's Centre to access members of BME communities and work towards increasing the diversity of their services users through greater accessibility and inclusion.

Work with Sussex Partnership Foundation Trust and the two key forums (Race and Service User Reference Groups) has resulted in clearer outputs for the groups and dedicated work streams for the Trust's Equality delivery systems. Two of the anchor group members now attend these fora and will be part of the development of the two new Care and Patient Support Planning policies – this has led to improved knowledge of and access to mental health services for BME communities.

Work with the Brighton & Sussex University Hospitals and the Equalities Director has resulted in the formation of the Black & Minority Ethnic Patients' Association.

This group will work directly with the heads of the key clinical / frontline services to take forward patient complaints, views and comments. This means BME communities will have a more strategic forum at which to engage with the Trust /hospital administration.

Terry Adams took up his post in March 2016 as the new BME Psychosocial Community Development Worker and, along with Lyndsay Macadam and the two Engagement Workers, worked towards the organisation of the annual BME wellbeing event, which will be held on April 19<sup>th</sup> 2016.

## **5. NHS Health Checks Community Outreach**

TDC secured a contract from the Brighton & Hove CCG to deliver an NHS Health Checks Outreach service for two years beginning in April 2015.

The aim of the NHS Health Checks Outreach service is to provide community outreach, support and follow up to those aged 40-74 years, predominantly but not exclusively men without existing cardiovascular disease (CVD) with a particular emphasis on targeting at-risk groups who have not taken up an offer of an NHS Health Check.

Interviews were held in May 2015 to recruit the post of a part-time (15 hours per week) Community Health Checks Outreach Co-ordinator who would deliver the project. The worker would build on the trusted relationships already developed by TDC Community Development Workers with a wide range of groups and individuals in harder to reach communities as well as attending events and working with partner organisations in order to promote the project and encourage people to attend a health check.

**TRUSTEES' ANNUAL REPORT - continued**

The successful candidate, Peter Sutcliffe, took up the post at the end of June 2015 and has worked throughout the year to successfully meet the project targets, working with local groups and communities, health workers and GP surgeries to explore ways to reach out to those who are not accessing health checks and encourage them to play a more active role in the management of their health and wellbeing. Peter has also worked closely with local GP surgeries to advise and explore on a variety of methods to increase uptake of health checks, particularly among their quintile populations.

**6. Citywide work**

As part of the Third Sector Prospectus TDC works on flexible community development project work and support across the city. Projects have been supported by different members of the team during the last year and include: the Unemployed Centres in the centre of the city and in Hollingdean; the Old Boat Corner Community Centre and Carden Park play area; an adult ADHD (Attention Deficit Hyperactivity Disorder) group (ADHD Aware!), establishing Neighbourhoods Network online; and work with MOSAIC. We have also supported The Level/Triangle groups and two citywide networks around Buildings and Early Years.

Through the City Council, TDC were funded to run a fifth series of 'Working with communities' courses for council, statutory and voluntary sector staff.

Delivered by associate trainer Yvonne Rivers and Training Co-ordinator Kaye Duerdoth, these courses were extended to include content about the Community Engagement Framework and collaboration. TDC have also been developing new training aimed at community activists, called Working in C-ODE (Community – organisation, development and engagement).

For this we are using funding that has been ring-fenced in our TDC budgets for this purpose since our last WICO course (Working in Community Organisations) in 2012/2013.

**Clinical Commissioning Group (CCG) Funded Work**

TDC works in partnership with the NHS Clinical Commissioning Group on citywide work. For example, we have been funded to carry out Patient Participation Group work across the city's GP surgeries.

TDC were successful in securing BME engagement funding for health themed focus group work through 2015/16.

**TRUSTEES' ANNUAL REPORT - continued**

TDC has received funding from the Clinical Commissioning Group for Patient Participation Development in partnership with Community Works, The Hangleton & Knoll Project and Serendipity Enterprise Solutions. This has involved working with GP surgeries across the city to recruit volunteers and develop structures for their patient engagement and ensuring they are linked to citywide structures like the Patient Participation Group Network.

### **Volunteer involvement**

A valuable contribution to the work of TDC continues to be made by Trustees as volunteers; their names are listed on page 3. TDC has also offered opportunities for people to volunteer and gain experience in community development by shadowing and working alongside TDC staff in various neighbourhoods.

TDC's staff work with volunteers in the various communities where they are based, and also seek to increase volunteer participation in the various existing and newly-formed community organisations. When recruiting new paid staff to work in any area, TDC seeks the involvement of at least one volunteer resident in the short-listing and interview process. In addition, the appointments panel will include a Trustee with knowledge of the geographical area or the nature of the work for which the new member of staff is being sought.

TDC continues to support volunteer placements and there is a system in place to ensure the management and support of volunteers and staff, including a volunteer policy and volunteer mentoring pack.

Volunteering has provided an opportunity to develop skills at all levels within the organisation. Mentoring a volunteer has provided an opportunity to develop staff management skills and share their knowledge and experience through mentoring.

We were successful in securing Department of Health funding for a volunteering project in April 2016, which involved the youth and BME teams recruiting and supporting volunteering around health and wellbeing.

### **Future Development of TDC**

With a new administration in place since the elections in May 2015, the Third Sector Commission is now to be recommissioned in the autumn of 2016 and there are on-going conversations about the direction of youth work in the city. The older people's Locality work and psychosocial projects have been rolled over until 2018.

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**TRUSTEES' ANNUAL REPORT - continued**

We also saw the development of a new council sub-committee (NiCE – Neighbourhoods, Communities & Equalities) and a local Fairness Commission this year, which has taken an overview of the issues across the city by considering a number of submissions from across the sector to prioritise recommendations which were launched in July 2016. Community development was woven throughout the document as a methodology and as mentioned, TDC await the new Third Sector Investment Programme in September 2016. TDC are a partnership organisation and have thrived in a very successful number of partnerships on small and larger commissions. We would certainly wish to develop this further going forward.

In April 2016 we secured our first charity/business partnership when we were picked by the British Airways i360 seafront attraction to be their local charity partner. This takes TDC on a different journey, opening the door to building our business links and raising our profile.

We have had some changes in the staff team and in our staff cover of neighbourhood areas. There has been a CDW recruitment in Bevendean and a change of area arrangement in Moulsecoomb. We have also recruited a new Business Development Manager who will grow our supporter base throughout the city and manage the BA i360 partnership. We have also been developing a new handbook for TDC staff and this will be updated on-going.

We have been working to strengthen the representation of the Board of Trustees and were very pleased to welcome two new members during the last AGM and an associate member.

For the first time since the last Working in Community Organisations (WICO) training course in 2012, the Trustees and staff have looked at opportunities to plan a further course now re-named and re-developed: C-ODE (Communities – organisation, development & engagement). There is money ring-fenced in the TDC budget to add to other money as it is raised and using participant fees. The new course will be run from September 2016.

TDC were pleased to receive funding from the Department of Health for a volunteering project which started May 2016, focussing on recruiting and mentoring volunteers to support the youth and BME teams. This is three-year funding.

We are a progressive organisation, always looking towards our digital developments, communications, marketing and potential income. With this in mind, we are keen to grow our training and business partnerships.



**TRUSTEES' ANNUAL REPORT - continued**

**TDC Policies**

TDC's numerous employment policies have been kept under review and updated as necessary with several new policies added. They are all available to view on TDC's website at <http://www.trustdevcom.org.uk/policies/>

**Core Funding**

In December 2012, we were awarded £10,000 per annum for the years 2013-16 through the Brighton & Hove City Council's discretionary three year grant funding towards TDC's core costs. This was rolled over for another year to March 2017.

**Communications & Marketing**

The website has been updated with a new format and photographs. The Communications & Marketing group is made up of staff, Trustees and volunteers and oversaw the development of an Annual Report Calendar 2015/16 and a photo competition which was around the theme of equalities.

**Administration**

Our Wavertree House-based Central Services Manager Katharine Trevelyan has responsibility for supporting the Board of Trustee meetings, Personnel & Employment Sub-Committee and Strategy Sub-Committee meetings and personnel matters generally, including Health and Safety. She also has responsibility for TDC's website at <http://www.trustdevcom.org.uk>, Facebook page and is a member of the Communications and Marketing group.

**Offices**

All members of staff who work in neighbourhoods are based in the neighbourhood offices where they work. TDC has remained in its office at the RNIB's Wavertree House in Hove where Central Services Manager Katharine Trevelyan works full-time and which the Chief Executive, Projects Managers and Finance Manager use as a base. Staff, management and Trustee meetings are held at Wavertree House.



TRUSTEES' ANNUAL REPORT - continued

## FINANCIAL REVIEW

### Overview

Financial management is undertaken by Mandy Tyler who manages all accounting, budgeting, book keeping and payroll functions.

We entered the financial year with Unrestricted Reserve Funds of £195,506 of which £73,100 had been designated for specific purposes. At the year-end Unrestricted Reserves (included Designated Funds) have increased by £29,391 to £224,897 as a result of the surplus achieved in this year. The Designated Reserves have been increased to £25,000 as we wished to increase our redundancy reserves in line with our current staff position, but most importantly we wished to provide extra funds to invest in our new certified accredited training programme – 'C-ODE' which is due to commence September 2016.

The organisational budget for the year 2015-16 that was approved in the spring of 2015 projected a break even position and so we are delighted to have achieved a surplus this year that we can invest in the future development of the Charity. This was made possible by generating over £30,000 of unrestricted fee income from training and other services and small amounts of investment income.

### Reserves

During the year the Finance Sub-Committee, and through them the Board of Trustees, keeps a regular eye on TDC's financial situation. Since August 2009 the Reserves policy has been:

"The Trustees believe that the reserves target should be sufficient for six months' expenditure. This would cover:

- Any redundancy payments due to employees
- Support to employees in finding alternative employment
- Terminating service contracts such as rent, telephone, broadband, etc.
- A contingency sum for outstanding liabilities
- Accountancy, audit and other professional costs, or
- Obtaining alternative funding to continue TDC's work in whole or in part.

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**TRUSTEES' ANNUAL REPORT - continued**

The Trustees have already established a Designated Redundancy Fund, and keep the level of that fund under review. There was sufficient in the fund to cover the redundancy payments that have arisen and to cover future redundancy payment should that need arise.

There are also designated funds for ongoing pieces of work and it may be necessary from time to time for the Trustees to designate further sums in TDC's accounts to cover operational costs in a subsequent year. Designated funds and the reserves target will be reviewed and recommended by TDC's Finance Sub-Committee and ratified by the full Board of Trustees on an annual basis."

At the end of the year 2015-16, TDC's Unrestricted Reserves and Designated Reserves stood at £224,897 (2014-15 £196,506).

The total of Restricted Reserves at 31 March 2016 was £1000. (2015 - £1000)

Six months expenditure would amount to over £260,000 so as can be seen, our Reserves do slightly fall below what we would like them to be.

We have said before that the current financial situation within the country, and its consequences, mean that TDC's work in strengthening community cohesion and empowering local communities and individuals is needed more than ever. At the same time there are further pressures on our funders. The Trustees are therefore anxious to maintain sufficient reserves to cover likely shortfalls in the years ahead.

### **Banking and Investment Policy**

TDC has two accounts with CAF Bank, the banking arm of the Charities Aid Foundation and continues to be happy with its banking arrangements. However, since 2008-2009 bank interest rates have plummeted. TDC has managed to identify slightly better rates elsewhere and we now have £80,000 invested with Cambridge & Counties Bank in a 30-day notice account and two fixed one year accounts with Aldermore and Triodos Banks. In total the interest received on all TDC's assets was £2,958, slightly higher than the previous year's £1,442.



**TRUSTEES' ANNUAL REPORT - continued**

**Principal funding sources**

The year was funded in the main by Brighton & Hove City Council as in previous years to support community development within the Bevendean, Hollingdean, Moulsecoomb, Queen's Park/Craven Vale, South Portslade & Portland Road areas and citywide. This funding has been extended into the first quarter of 2016-17. The Youth Collective via Impact Initiatives also funded our youth work within Moulsecoomb, Bevendean, Queen's Park/Craven Vale and Coldean. This work was also funded by BBC Children in Need. Our work with older people has been funded also at Peacehaven Downlands Court, and we have been funded by Brighton & Hove City Council Adult Social Care, East Sussex County Council, Community Health Fund and Comic Relief.

Details about other Restricted Projects are given from page 47 of this Annual Report.

**FUNDS HELD AS CUSTODIAN TRUSTEE ON BEHALF OF OTHERS**

No funds are currently held as a custodian for other organisations.

**PLANS FOR THE FUTURE**

Our plans for 2016 - 2017 build upon all the good work undertaken during the last 16 years. Becoming increasingly responsive to the communities we work in has been at the forefront of our work and we continue to grow our ambition to deliver high quality, equalities-led work keeping health and well-being embedded in everything we do. As such we will continue to grow our business partnerships in particular our current BA i360 partnership, in order to fund our important work with young people. We will also further develop our training opportunities, including the future of C-ODE and marketing our popular bespoke engagement training Working with Communities.

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**TRUSTEES' ANNUAL REPORT - continued**

Working with all our partners mentioned here, will see changes in the way we deliver our community development work to meet different community's needs and we will involve them, our partners and other stakeholders fully in this process. There is much to be proud of, but equally we must acknowledge our on-going challenges to ensure we provide the best possible community development support to areas of the city, whilst we continue to fundraise, diversify and ultimately strengthen our business practices.

**STATEMENT OF DIRECTORS' RESPONSIBILITIES**

The Trustees (who are also directors of The Trust for Developing Communities 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 which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditures 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 of the Charities SORP (Statements of Recommended Practice);
- make judgements 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 charitable company will continue in operation

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and which enables 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.

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**TRUSTEES' ANNUAL REPORT - continued**

**STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS**

So far as the Trustees (Directors) are aware, there is no relevant audit information (as defined by Section 418 of the Companies Act 2006) of which the company's Auditors are unaware, and each Trustee has taken all steps that he or she ought to have taken as a Trustee in order to make himself or herself aware of any relevant audit information and to establish that the company's auditors are aware of that information.

**AUDITORS**

The Auditors, Chariot House Limited (formerly Clark Brownscombe) , have indicated their willingness to continue in office and a resolution to reappoint them will be proposed at the forthcoming annual general meeting.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

By order of the Board

Trustee/Director

Date:

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**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF  
THE TRUST FOR DEVELOPING COMMUNITIES**

We have audited the financial statements of The Trust for Developing Communities for the year ended 31 March 2016 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

***Respective responsibilities of trustees and auditor***

As explained more fully in the Trustees' Responsibilities Statement, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

***Scope of the audit of the financial statements***

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed, the reasonableness of significant accounting estimates made by the trustees, and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited financial statements and to identify any information that is materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies, we consider the implications for our report.

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***Opinion on financial statements***

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2016 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, and
- have been prepared in accordance with the requirements of the Companies Act 2006.

***Opinion on other matters prescribed by the Companies Act 2006***

In our opinion the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

***Matters on which we are required to report by exception***

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us;
- the financial statements are not in agreement with the accounting records and returns;
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Christopher Robert Tyler FCA DChA FCIE

Chartered Accountant

Chariot House Limited

Chartered Accountants

44 Grand Parade

Brighton, East Sussex, BN2 9QA

Date:

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**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 MARCH 2016**

				2016	2015
	Notes	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
		£	£	£	£
<b>INCOME &amp; ENDOWMENTS FROM</b>					
Donations and legacies	2	18,280	-	18,280	35,635
<b>Charitable activities</b>	5				
Community benefit	-		426,416	426,416	464,865
Other trading activities	3	26,560	84,682	111,242	28,777
Investment income	4	2,958	-	2,958	1,442
Other income	-		-	-	289
Total		<u>47,798</u>	<u>511,098</u>	<u>558,896</u>	<u>531,008</u>
<b>EXPENDITURE ON</b>					
Raising funds	6	11,924	-	11,924	1,620
<b>Charitable activities</b>	7				
Community benefit		<u>6,483</u>	<u>511,098</u>	<u>517,581</u>	<u>513,693</u>
<b>TOTAL</b>		<u>18,407</u>	<u>511,098</u>	<u>529,505</u>	<u>515,313</u>



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<b>NET INCOME</b>	<b>29,391</b>		<b>29,391</b>	<b>15,695</b>
<b>RECONCILIATION OF FUNDS</b>				
<b>Total funds brought forward</b>	<b>195,506</b>	<b>1,000</b>	<b>196,506</b>	<b>180,811</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b><u>224,897</u></b>	<b><u>1,000</u></b>	<b><u>225,897</u></b>	<b><u>196,506</u></b>

The notes form part of these financial statements

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**BALANCE SHEET**  
**AS AT 31 MARCH 2016**

		Unrestricted funds	Restricted funds	2016 Total funds	2015 Total funds
	Notes	£	£	£	£
<b>CURRENT ASSETS</b>					
Debtors	12	7,686	-	7,686	6,581
Cash at bank and in hand		<u>300,478</u>	<u>1,000</u>	<u>301,478</u>	<u>241,849</u>
		308,164	1,000	309,164	248,430
<b>CREDITORS</b>					
Amounts falling due within one year	13	<u>(83,267)</u>	-	<u>(83,267)</u>	<u>(51,924)</u>
<b>NET CURRENT ASSETS</b>		<u>224,897</u>	<u>1,000</u>	<u>225,897</u>	<u>196,506</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		224,897	1,000	225,897	196,506
<b>NET ASSETS</b>		<u>224,897</u>	<u>1,000</u>	<u>225,897</u>	<u>196,506</u>
<b>FUNDS</b>					
Unrestricted funds	14			224,897	195,506
Restricted funds				1,000	1,000
<b>TOTAL FUNDS</b>				<u>225,897</u>	<u>196,506</u>

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**BALANCE SHEET CONTINUED  
AS AT 31 MARCH 2016**

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31<sup>st</sup> March 2016.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31<sup>st</sup> March 2016 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- a. ensuring that the charitable company keeps accounting records that comply with Sections 386 and 397 of the Companies Act 2006 and
- b. preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective January 2015).

The financial statements were approved by the Board of Trustees on:

.....

and were signed on its behalf by:

.....

..... Trustee

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**NOTES TO THE FINANCIAL STATEMENTS**

**(Forming part of the Financial Statements)**

**1. ACCOUNTING POLICIES**

**Basis of preparation**

The financial statements of the charitable company have been prepared in accordance with the Charities SORP (FRSSE) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (FRSSE) (effective 1 January 2015)', and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

**Exemption from preparing a cash flow statement**

Exemption has been taken from preparing a cash flow statement in accordance with the FRSSE (effective January 2015).

**Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

**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 a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of resources.

**Taxation**

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK Corporation Tax purposes.

Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act

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1992, to the extent that such income or gains are applied exclusively to charitable purposes.

**Fund accounting**

This charity has various types of funds for which it is responsible.

Unrestricted funds – these funds are for use on the charitable objectives of the charity

Restricted funds – these funds are for use as directed by the donor.

Designated funds – these are funds which the Board of the charity, rather than the donor, has designated as being for specific purposes.

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**2. DONATIONS & LEGACIES**

	2016	2015
	£	£
<b>Donations</b>	550	1,140
<b>Grants</b>	<u>17,730</u>	<u>34,495</u>
	<u>18,280</u>	<u>35,635</u>

**Grants received, included in the above, are as follows:**

	2016	2015
	£	£
Brighton & Hove City Council Grant	10,000	16,000
Brighton & Hove City Council Small Grant	-	18,495
Brighton & Hove City Council – Community & Third Sector Prospectus	5,580	-
Brighton & Hove Community Works	250	-
Amaze	<u>1,900</u>	-
	<u>17,730</u>	<u>34,495</u>

**3. OTHER TRADING ACTIVITIES**

	2016	2015
	£	£
Fees	33,857	28,777
Contracts for Services	<u>77,385</u>	-
	<u>111,242</u>	<u>28,777</u>

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**4. INVESTMENT INCOME**

	2016	2015
	£	£
Deposit account interest	<u>2,958</u>	<u>1,442</u>

**5. INCOME FROM CHARITABLE ACTIVITIES**

	2016	2015
	£	£
<b>Activity</b>		
Grants	<u>426,416</u>	<u>464,865</u>
<b>Community Benefit</b>		
Grants received, included in the above as follows:		
Brighton & Hove City Council Small Grant	-	16,767
Awards 4 All	5,000	4,845
Brighton & Hove Council – Small Grants	-	5,837
Brighton & Hove City Council – Healthy Neighbourhoods	-	44,000
Brighton & Hove City Council – Commissioning Support Unit	57,202	56,972
Brighton & Hove City Council – Community & Third Sector Prospectus	229,556	178,653
Brighton & Hove City Council Community Development Commissioning – Bevendean CD Support Project	-	8,500

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Brighton & Hove City Council Community Development Commissioning – Coldean CD Project	-	<b>2,286</b>
Brighton & Hove City Council Community Development Commissioning – Hollingdean & Saunders Park Project	-	<b>8,250</b>
Brighton & Hove City Council Community Development Commissioning – Moulsecoomb CD Project	-	<b>8,750</b>
Brighton & Hove City Council Community Development - QPCV CD Support Project	-	<b>7,500</b>
Brighton & Hove City Council Community Development – South Portslade and Portland Road	-	<b>7,500</b>
Brighton & Hove Museums Service – Museums Select Project	-	<b>2,400</b>
BBC Children in Need	<b>9,702</b>	<b>8,982</b>
Comic Relief – Peacehaven Downlands Project	-	<b>7,455</b>
East Sussex County Council – Peacehaven Downlands Project	<b>5,833</b>	<b>4,166</b>
NHS Sussex – Dementia Project	-	<b>13,000</b>
Amaze – Partnership Outreach Pilot for Parent Carers	-	<b>880</b>
Friends of Downlands – Peacehaven Downlands Project	-	<b>7,800</b>
NHS Sussex – The Bevendean Activities Group		<b>150</b>
Impact Initiatives – Bevendean Youth Work Project	-	<b>11,005</b>
Impact Initiatives - Moulsecoomb & Coldean YW Project	-	<b>15,962</b>
Impact Initiatives - QPCV YW Project	-	<b>9,375</b>
Impact Initiatives – Sexual Health	-	<b>16,315</b>



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Impact Initiatives – New Larchwood	-	1,500
Impact Initiatives – Schools Funding	-	2,340
Impact Initiatives – Youth Work	-	11,985
Impact Initiatives – Participatory Budget	-	1,660
Sussex Police and Crime Commission Fund	2,102	-
Brighton & Hove City Council – Public Health	10,000	-
Impact Initiatives Consolidated Youth Work	61,239	-
Brighton & Hove City Council – Communities and Equalities	45,782	-
	<b><u>426,416</u></b>	<b><u>464,865</u></b>

**6 RAISING FUNDS**

**Raising donations and legacies**

	2016	2015
	£	£
Costs of generating Funds	<b><u>11,924</u></b>	<b><u>1,620</u></b>

**7. CHARITABLE ACTIVITIES COSTS**

	Direct Costs	Support Costs	Totals
		(See note 8)	
	£	£	£
Community benefit	<b><u>511,758</u></b>	<b><u>5,823</u></b>	<b><u>517,581</u></b>

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**8. SUPPORT COSTS**

	<b>Governance costs</b>
	<b>£</b>
Community benefit	<b><u>5,823</u></b>

Support costs, included in the above, are as follows:

**Governance Costs**

	<b>2016</b>	<b>2015</b>
	<b><u>Community benefit</u></b>	<b><u>Total activities</u></b>
	<b>£</b>	<b>£</b>
Auditors' remuneration	<b>4,000</b>	<b>3,000</b>
Consultancy	<b>-</b>	<b>10,469</b>
AGM	<b>827</b>	<b>1,466</b>
Bank charges re: Audit	<b>53</b>	<b>29</b>
Board and Committee meeting expenses incl. administration	<b>901</b>	<b>1,065</b>
Printing, Postage & Stationery	<b>16</b>	<b>230</b>
Companies House Filing Fees	<b>26</b>	<b>-</b>
	<b><u>5,823</u></b>	<b><u>16,259</u></b>

**9. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	<b>2016</b>	<b>2015</b>
	<b>£</b>	<b>£</b>
Auditors' remuneration	<b><u>4,000</u></b>	<b><u>3,000</u></b>

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**10. TRUSTEES' REMUNERATION AND BENEFITS**

No Trustees or connected persons received any remuneration during the year.

Reimbursement of expenses incurred by Trustees amounted to £829 (2015: £860), in respect of travelling costs claimed by six Trustees.

**11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	35,385	250	35,635
<b>Charitable activities</b>			
Community benefit	-	464,865	464,865
Other trading activities	22,392	6,385	28,777
Investment income	1,442	-	1,442
Other income	<u>289</u>	-	<u>289</u>
<b>TOTAL</b>	<b>59,508</b>	<b>471,500</b>	<b>531,008</b>
<b>EXPENDITURE ON</b>			
Raising funds	1,620	-	1,620
<b>Charitable activities</b>			
Community benefit	<u>43,193</u>	<u>470,500</u>	<u>513,693</u>
<b>TOTAL</b>	<b><u>44,813</u></b>	<b><u>470,500</u></b>	<b><u>515,313</u></b>

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<b>NET INCOME</b>	<b>14,695</b>	<b>1,000</b>	<b>15,695</b>
 <b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	<b><u>180,811</u></b>	<b>-</b>	<b><u>180,811</u></b>
 <b>TOTAL FUNDS CARRIED FORWARD</b>	 <b><u>195,506</u></b>	 <b><u>1,000</u></b>	 <b><u>195,506</u></b>

**12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2016	2015
	£	£
Trade debtors	5,000	6,077
Other debtors	1,207	504
Prepayments and accrued income	<u>1,479</u>	-
	<b><u>7,686</u></b>	<b><u>6,581</u></b>

**13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2016	2015
	£	£
Bank loans and overdrafts	-	58
Trade creditors	13,950	9,331
Social security and other taxes	9,626	6,775
Other creditors	2,284	1,863

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Deferred income	35,498	13,500
Accrued expenses	<u>21,909</u>	<u>20,397</u>
	<u>83,267</u>	<u>51,924</u>

**14. MOVEMENT IN FUNDS**

	At 1/4/15	Net movement in funds	At 31/3/16
	£	£	£
<b>Unrestricted funds</b>			
General fund	122,405	9,391	131,796
Bevendean Community Building	8,693	-	8,693
	34,674	5,000	39,674
Redundancy Fund			
IT Fund	15,000	-	15,000
C-ODE Development Fund	<u>14,734</u>	15,000	<u>29,734</u>
	<u>195,506</u>	<u>29,391</u>	<u>224,897</u>
<b>Restricted funds</b>			
Bevendean Community Building	<u>1,000</u>	-	<u>1,000</u>
<b>TOTAL FUNDS</b>	<u>196,506</u>	<u>29,391</u>	<u>225,897</u>

Net movement in funds,  
included in the above area  
as follows:

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	Incoming resources	Resources expended	Movement in funds
	£	£	£
<b>Unrestricted funds</b>			
General fund	<b>47,798</b>	<b>(18,407)</b>	<b>29,391</b>
<b>Restricted funds</b>			
Bevendean CD Project	20,997	(20,997)	-
BMC Engagement	44,603	(44,603)	-
BMC Psychosocial	37,026	(37,026)	-
Citywide	24,257	(24,257)	-
Consolidated Youth Work – Look Sussex	3,162	(3,162)	-
Consolidated Youth Work – Other	77,536	(77,536)	-
Hollingdean & Saunders Park	38,415	(38,415)	-
Locally Based Activities for Older People	37,578	(37,578)	-
Moulsecoomb CD Project	31,223	(31,223)	-
Peacehaven Downlands	5,833	(5,833)	-
QPCV CD Project	29,333	(29,333)	-
South Portslade & Portland Road	29,607	(29,607)	-
Turner	37,501	(37,501)	-
GP Accessibility	10,000	(10,000)	-
NHS Health Education	4,991	(4,991)	-
Outreach Health Checks	23,145	(23,145)	-
PPG Community Development Project	<u>55,891</u>	<u>(55,891)</u>	-
	<u>511,098</u>	<u>(511,098)</u>	-
<b>TOTAL FUNDS</b>	<u>558,896</u>	<u>(529,505)</u>	<u>29,391</u>

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## **15. RELATED PARTY DISCLOSURES**

There are no related party transactions for the year ended 31<sup>st</sup> March 2016.

## **16. FUNDS**

The purpose of each restricted fund was as follows:

### **Bevendean CD Project**

To continue to develop and support a range of community organisations in the Bevendean area of Brighton. The funding is BHCC Community Development funding, which formed part of BHCC's Communities and Third Sector Commission from July 2014.

### **BME Engagement**

To facilitate effective engagement across the city with marginalised BME groups and communities and people not already involved, so that communities are better able to inform council decision making. The funding comes from Clinical Commissioning Group Engagement fund and is part of the BHCC Community Engagement funding, which formed part of BHCC's Communities and Third Sector Commission from July 2014.

### **BME Psychosocial project**

The project, which is delivered in partnership with Hangleton & Knoll Project, focuses on the provision of Psychosocial Support for Black and Minority Ethnic communities. It is tasked with delivering and facilitating services that 'improve the mental health management and wellbeing of black and minority ethnic communities who live and work in Brighton & Hove, in particular those who have limited knowledge of, or access to community mental health services'. This is a three year project, originally commissioned by Brighton & Hove Clinical Commissioning Group from April 2014 – March 2017 has been extended to run until March 2018.

### **Citywide**

To deliver flexible community development support to community based organisations across the city in partnership with Community Works. The funding is BHCC Community Development funding, which formed part of BHCC's Communities and Third Sector Commission from July 2014.

### **Consolidated Youth Work - Look Sussex**

To run a youth group with activities and support for blind and partially sighted young people in Brighton & Hove, funded by Look Sussex.



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**Consolidated Youth Work - Other**

Working across four areas (Moulsecomb, Bevendean, Queen's Park/Craven Vale & Coldean) in partnership with Brighton & Hove Youth Collective members to deliver youth work through group activities and projects. Commissioned by BHCC.

**Hollingdean and Saunders Park Project**

To continue to develop and support a range of community organisations in the Hollingdean and Saunders Park area of Brighton. The funding is BHCC Community Development funding, which formed part of BHCC's Communities and Third Sector Commission from July 2014.

**Locally Based Activities for Older People**

To develop a co-ordinated and effective approach to provide services for older people. To help stakeholders have access to and know what choices they have in relation to older people's activities. Commissioned by Adult Social Care and delivered in the west of the city in partnership with The Hangleton & Knoll Project, LGBT Switchboard and Impact. This commission has been extended to March 2018.

**Moulsecomb and Bates CD Project**

TDC continues to work with a range of community projects and organisations in the Moulsecomb area. The funding is BHCC Community Development funding and some disability engagement from Amaze, which formed part of BHCC's Communities and Third Sector Commission from July 2014.

**Peacehaven Downlands Project**

The development and support of a range of community organisations and activities mainly for older people in Peacehaven. This work was funded by a grant from Comic Relief through Sussex Community Foundation (which paid for Cooking on a Budget courses), East Sussex County Council and Peacehaven Downlands.

**Queens Park and Craven Vale CD Project**

To continue to develop and support a range of community organisations in the Queen's Park Estate and Craven Vale areas of Brighton. The funding is BHCC Community Development funding, which formed part of BHCC's Communities and Third Sector Commission from July 2014.





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**South Portslade and Portland Road**

TDC continue to develop and support a range of community organisations in the Portslade and Portland Road areas of Brighton. The funding is BHCC Community Development funding, which formed part of BHCC's Communities and Third Sector Commission from July 2014.

**Turner and Eastern Road**

TDC continue to develop and support a range of community organisations in the Turner and Eastern Road areas of Brighton. The funding is BHCC Community Development funding, which formed part of BHCC's Communities and Third Sector Commission. We had previously delivered this project in 2012-13.

**GP Accessibility**

To engage in community research with particular reference to BME groups to establish GP practice issues and mapping the data.

**NHS Health Education**

Using our expertise and experience engaging patients and carers in healthcare improvements in particular with regards to dementia education and training for healthcare professional.

**Outreach Health Checks**

To raise awareness and benefits of the NHS Health Check programme and increase uptake of 'ad hoc' groups and monitor the outcomes.

**Patient Participation CD Project**

To increase participation in GP surgery PP groups and representative engagement in health matters. This is funded by the Clinical Commissioning Group as a partnership delivery through Community Works in a commission running until March 2017.

**17. SHARE CAPITAL**

The Trust for Developing Communities is a company limited by guarantee.

In accordance with clause 7 of its Memorandum of Association every member of the charity undertakes to contribute such an amount as may be required (not exceeding £1) to the charity's assets if it should be wound up while he or she is a member or within one year after he or she ceases to be a member.



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	2016	2015
	£	£
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations	550	1,140
Grants	17,730	34,495
	<hr/>	<hr/>
	<b>18,280</b>	<b>35,635</b>
<b>Other trading activities</b>		
Fees	33,857	28,777
Contracts for Services	77,385	-
	<hr/>	<hr/>
	<b>111,242</b>	<b>28,777</b>
<b>Investment income</b>		
Deposit account interest	2,958	1,442
<b>Charitable activities</b>		
Grants	426,416	464,865
<b>Other income</b>		
Miscellaneous Income	-	289
	<hr/>	<hr/>
<b>Total incoming resources</b>	<b>558,896</b>	<b>531,008</b>

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**EXPENDITURE**

**Raising donations and legacies**

Costs of Generating Funds	<b>11,924</b>	<b>1,620</b>
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**Charitable activities**

Charitable Activities	<b>511,758</b>	<b>497,434</b>
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**Support costs**

**Governance costs**

Auditors' remuneration	<b>4,000</b>	<b>3,000</b>
Consultancy	-	<b>10,469</b>
AGM	<b>827</b>	<b>1,466</b>
Bank Charges re: Audit	<b>53</b>	<b>29</b>
Board and Committee meeting expenses incl.administration	<b>901</b>	<b>1,065</b>
Printing , Postage & Stationery	<b>16</b>	<b>230</b>
Companies House Filing Fees	<b>26</b>	-

	<b>5,823</b>	<b>16,259</b>
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<b>Total resources expended</b>	<b>529,505</b>	<b>515,313</b>
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	<b>2016</b>	<b>2015</b>
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	<b>£</b>	<b>£</b>
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<b>Net income</b>	<b><u>29,391</u></b>	<b><u>15,695</u></b>
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