

Company no. 7344552  
Charity no. 1138546

**Active Gloucestershire Limited**  
**Report and Audited Financial**  
**Statements**  
**31 March 2014**

## Active Gloucestershire Limited

### Reference and administrative details

#### For the year ended 31 March 2014

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**Company number** 7344552

**Charity number** 1138546

**Registered office** 5.11 Paintworks  
Bath Road  
Bristol  
BS4 3EH

**Operational address** 8 Ullenwood Court  
Ullenwood  
Cheltenham  
Gloucestershire  
GL53 9QS

**Trustees** Trustees, who are also Directors under company law, who served during the period and up to the date of this report were as follows:

Directors	Date appointed	Date re-appointed	Until	Date resigned
Sue Bailey	26-May-11	19-Oct-11	17-Oct-13 AGM 2016	
Di Billingham	19-Oct-11	18-Oct-12	AGM 2015	15-Apr-13
Neil Cameron (Chair until 31 March 2014)	12-Aug-10	19-Oct-11	18-Oct-12 AGM 2015	
Mike Cogger (Senior Director)	12-Aug-10	19-Oct-11	17-Oct-13 AGM 2016	
Philip Cooke	12-Aug-10	19-Oct-11	18-Oct-12 AGM 2015	
Brian Hudson (Chair from 1 April 2014)	26-May-11	19-Oct-11	17-Oct-13 AGM 2016	
Angela James	12-Aug-10	19-Oct-11	18-Oct-12 AGM 2015	
Kathy Lewis	26-May-11	19-Oct-11	AGM 2014	07-Apr-14
Candace Plouffe	26-May-11	19-Oct-11	AGM 2014	
Charles Reed	17-Jul-12		AGM 2015	
Dr Paul Winterbottom	26-May-11	19-Oct-11	AGM 2014	

Directors serve for three years before resigning and offering themselves for reappointment should they so wish. In addition a third of the Board must resign and offer themselves for reappointment at each AGM. In order to achieve a smooth rotation new Directors are appointed for one, two or three years with any subsequent re-appointment being for three years.

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<b>Principal staff</b>	John Stevens Kerry Dexter Sue Morley ACCA  Robert Broad CPFA	Chief Executive Officer Operations Manager Finance and Business Development Manager resigned 4 April 2014 Finance and Office Manager from 12 February 2014
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<b>Bankers</b>	CAF Bank Limited 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ
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<b>Auditors</b>	Godfrey Wilson Limited Chartered Accountants and Statutory Auditors 5.11 Paintworks Bath Road Bristol BS4 3EH
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## Active Gloucestershire Limited

### Report of the Trustees

#### For the year ended 31 March 2014

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The Trustees present their report and the audited financial statements for the year ended 31 March 2014.

Reference and administrative information set out on page 1 and 2 form part of this report. The financial statements comply with current statutory requirements, the Memorandum and Articles of Association and the Statement of Recommended Practice - Accounting and Reporting by Charities (issued in March 2005).

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### *Legal status, date of incorporation and date of charity registration*

The organisation is a company limited by guarantee, incorporated on 12 August 2010 and its objects and powers are set out in its Memorandum and Articles of Association. The organisation was registered as a charity on 25 October 2010.

Prior to incorporation Active Gloucestershire was an unincorporated body and was hosted by the University of Gloucestershire with a history of delivery going back to 1999. Staff and some assets were transferred to Active Gloucestershire from the University on 1 November 2010 with all transfer arrangements completed by the end of March 2011. All staff transfers were subject to TUPE. From 1 November 2010 we continued to be based at offices at the University's Oxstalls Lane campus in Gloucester until October 31 2012 when we transferred to our current location.

A third of Trustees must retire at the annual general meeting and can stand for reappointment. Currently there is no limit to the number of periods that a Trustee may serve. During 2014/15 the Trustees will consider the desirability of introducing a limit.

##### *Method of recruiting and appointing new Trustees*

Recruitment is by open advertisement using a skills, knowledge and competency audit conducted by the Trustees at the moment that a vacancy arises. The recruitment process is led by the Chair, who makes any recommendations for appointment to the Trustees for confirmation. On appointment all Trustees sign an engagement letter that sets out the role, responsibilities and commitments expected of a Trustee.

##### *Appointment of Chair and Senior Director*

The Chair and Senior Director are appointed from within the Trustees on an annual basis. On appointment the Chair and Senior Director sign an engagement letter that sets out the additional roles, responsibilities and commitments expected of each position. Mr Hudson was appointed Chair in succession to Mr Cameron from 1 April 2014.

##### *Organisational structure and decision making*

The Trustees normally meet six times a year to discuss the strategic direction of the charity, ensure its core aims and objectives are being met in the most efficient way, take account of any risks to the charity and to ensure that all legal obligations are satisfied. The Trustees also conduct an annual one day retreat as part of the annual business planning process.

In October 2011 the Board established a Finance and Resources Sub-Committee (FRSC) to work with senior management to review, regularly and rigorously, all aspects of the finance, human resources and information and communications technology functions of the organisation. FRSC has no delegated powers and can only make recommendations to the main Board.

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During 2013/14 Mr Hudson (FRSC Chair), Mrs Bailey and Mrs Lewis served as members with the Chair of the Board also serving in an ex-officio capacity. The committee normally meets every other month and minutes are circulated to all Board members once approved by the Chair of the committee. A vacancy has arisen following the resignation of Mrs Lewis and the Board are taking steps to ensure that a suitably qualified replacement can be made at the earliest opportunity.

In March Mr Hudson signalled his intention to resign as FRSC Chair in order to succeed Mr Cameron as Chair of the Board from 1 April 2014. Mr Cameron agreed to accept the role of FRSC Chair pending the outcome of a Board recruitment exercise.

Outside of meetings, the implementation of the Board strategy and day to day operations of the charity is delegated to the Chief Executive and, through him, other staff. However the Financial Procedures Handbook identifies matters that are reserved for consideration by the Board. It also sets out the process for urgent action to be taken by the Chair.

#### *Related parties*

There are no subsidiaries or charities controlled by the same Trustees.

#### *Risk statement*

The Trustees have considered the major risks faced by the charity and have established systems and controls to mitigate risk. A risk register is maintained and the identified risks and their mitigations are monitored and reviewed at each Board meeting.

### **OBJECTIVES AND ACTIVITIES**

- 1) The promotion of community participation in healthy recreation by providing and assisting in the provision of facilities for and opportunities to participate in sport and other physical activities for the benefit, in particular, but not exclusively, of the inhabitants of Gloucestershire.
- 2) To advance the education of the public in sport and physical activity.

#### *Active Gloucestershire's aims and intended impacts*

Active Gloucestershire aims to make Gloucestershire a physically active and thriving sporting county and works to get as many people as possible involved in sport and physical activity on a regular basis. Simply put we want MORE PEOPLE to be MORE ACTIVE and MORE OFTEN.

To achieve this we work in partnership with public, private and not for profit organisations to lead the development of sport and physical activity across the county to:

- Promote and support participation in sport and physical activity for all ages and abilities and regardless of background;
- Provide a source of support and advice for organisations and individuals wishing to promote participation in sport and physical activity;
- Share skills and resources;
- Train, educate and support individuals and organisations to increase their skills, knowledge and confidence, enabling them to develop and deliver high quality opportunities for sport and physical activity in their local communities; and
- Deliver sport and physical activity coaching sessions in all community settings including schools and colleges.

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##### *Description of how Active Gloucestershire meets the “public benefit” criteria*

The Trustees have considered the Charity Commission’s guidance on public benefit when reviewing organisational strategy and planning future activities and are satisfied that Active Gloucestershire continues to have significant charitable purpose, and delivers very tangible public benefit. Some examples of programmes and activities in support of this are:

##### Active Inclusion

This countywide programme focused on improving provision of opportunities for sport and physical activity for children and adults with physical, sensory and learning difficulties.

##### Gloucestershire Activity Inclusion Network

This network was created by Active Gloucestershire to provide a forum which, as well as providing information on local funding opportunities, also enables sports organisations, charities, health professionals, schools and facility providers to establish working relationships and open up new opportunities for disabled people to take part in sport and physical activity.

##### Active Start

This local programme worked with parents, carers, professional and voluntary staff in early years settings to provide opportunities for children in early years to acquire fundamental movement skills alongside the development of language and social skills.

##### Primary School Physical Education and Sport

This national programme aims to improve the provision and quality of physical education and sport in primary schools. We work with the Gloucestershire Association of Primary Heads and local schools to support the implementation of the programme in Gloucestershire through advocacy, advice and professional development opportunities.

##### The Gloucestershire School Games Programme

We work with local schools and partners to co-ordinate the planning and delivery of this programme which aims to provide schoolchildren with a positive, appropriate and quality experience of sports competition.

##### Sportivate

We deliver this national Sport England programme aimed at young people described as semi-sporty and designed to encourage and support them with pursuing new activities on a regular basis.

##### Volunteering

We work with a wide range of partners to recruit, train and deploy new volunteers in sport.

##### Safeguarding

Working with Sport England and the NSPCC’s Child Protection in Sport Unit we provided a source of local advice on safeguarding children and vulnerable adults to organisations providing opportunities in sport and physical activity.

##### Education and Training

To help the local employed and volunteer sport and physical activity workforce become, and remain, fit for purpose we provided an extensive programme of education and training opportunities for coaches, officials, administrators and volunteers leading either to qualification or further learning and development.

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#### For the year ended 31 March 2014

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##### Coaching Bursaries

Working with County Sports Associations and other partners we provide coaching bursaries to support individuals to acquire or to improve their coaching qualifications in areas where lack of coaches is a barrier to growing participation.

#### MAIN OBJECTIVES FOR THE NEXT YEAR

“Achieving A Sustainable Impact”, our strategic plan for the period 2010 – 2015, has four strategic intentions:

- 1) Informing and influencing policy and practice for physical activity and sport in the county.
- 2) Enabling local action to increase participation in physical activity and sport.
- 3) Improving local infrastructure for physical activity and sport.
- 4) Making Active Gloucestershire a sustainable organisation.

##### *Actions for achieving these intentions*

- 1) Informing and influencing policy and practice for physical activity and sport in the county:
  - Continue to promote the use of key local intelligence and data (including Active People survey results; Sport England’s Market Segmentation data and local sport profiles; local Health data; monitoring and evaluation data and insight from specific schemes and other local sources) that will help to reflect opportunities and challenges at a local level and influence policy, decision making and public sector commissioning;
  - Establish and / or support appropriate county networks as effective mechanisms for influencing, co-ordinating, planning and delivering specific programmes, projects and other physical activity and sport initiatives; and
  - Develop a new strategy for 2015 - 20 to replace “Achieving a Sustainable Impact” and use this to provide wider strategic leadership for physical activity and sport in the county.
- 2) Enabling local action to increase participation in physical activity and sport:
  - Co-ordinate and support the delivery of the Gloucestershire School Games programme;
  - Support the local implementation of the Primary School Physical Education and School Sport premium;
  - Continue to support the effective implementation of individual National Governing Body (NGB) plans for Gloucestershire;
  - Continue to provide a coach development bursary scheme;
  - Increase efforts to enable more children and adults with a disability to participate in physical activity and sport on a regular basis;
  - Continue to deliver the Sport England Sportivate programme and extend the eligibility criteria to permit 11 year olds to benefit from the scheme;
  - Continue to deliver the Sport England Sport Makers and other volunteer development initiatives;
  - Work with NGBs and schools to continue to implement the Sport England Satellite Club programme.

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#### 3) Improving local infrastructure for physical activity and sport:

- Encourage and assist more local organisations to secure funding from the “Awards for All” and “Small Grants” schemes;
- Encourage and assist local sports organisations to secure capital and / or revenue funding for local projects;
- Continue to understand NGB facility requirements and seek to achieve economies of scale by sharing facilities and brokering local support where appropriate;
- Maintain an awareness of local facility issues and provide appropriate support for development including updating local playing pitch strategies; and
- Contribute and respond to appropriate planning development strategies to ensure that appropriate provision for sport and physical activity is included.

#### 4) Making Active Gloucestershire a sustainable organisation:

- Grow and diversify income, especially unrestricted income, through business development;
- Implement structural and governance changes that may be required as a consequence of actions taken to increase and diversify income;
- Continue to develop the Active Gloucestershire brand to increase stakeholder and general public awareness of Active Gloucestershire and its activities;
- Increase awareness of and satisfaction with Active Gloucestershire’s work and services amongst stakeholders;
- Maintain a robust performance review system for all staff;
- Continue to review staff satisfaction levels; and
- Undertake and act on an organisational performance improvement planning process.

## ACHIEVEMENTS AND PERFORMANCE

### *General Context*

There has been a sustained and significant improvement in adult (16+) participation in Gloucestershire since the national Active People Survey began in 2005 and across both our previous and our current strategic plans.

#### **Participation in Sport (at least once a week) by year as a % percentage of the county’s adult (16+) population.**

	<b>Number of sessions per week at moderate intensity for at least 30 minutes.</b>				
	<b>0 / 30</b>	<b>1 / 30</b>	<b>2 / 30</b>	<b>3 / 30</b>	<b>5 / 30</b>
<b>Active People 1 2005/6</b>	47.6%	35.2%	29.9%	22.5%	12.7%
<b>Active People 7 2012/13</b>	45.5%	36.7%	28.2%	26.3%	15.2%

Whilst the general trend is encouraging there are still large disparities between different geographical areas of the county; male and female participation levels and between people with a disability and the able-bodied. Furthermore there is still a significant reduction in participation across all socio-economic groups and genders on leaving school.

County-wide initiatives seeking to increase participation in sport and physical activity are demonstrating some success but it is still essential that local factors are understood and responded to if we are to exert any significant impact on these disparities.



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As forecast in last year's report our broad operating environment continued to experience disruption caused by the impact of the recession on public bodies and by structural reorganisation in health, education and local government and this looks set to continue for the foreseeable future. The Trustees took the view that the growing deficit in strategic leadership and influence for physical activity and sport in the county provided an opportunity for Active Gloucestershire and concluded that we should aim to become the "go to" organisation for sport and physical activity development in the county.

Progress continued to be made in a number of areas as follows:

#### **Active Inclusion**

Year two of the Gloucestershire County Council contract saw a considerable increase in our work with a diverse range of partner organisations, further building the capacity of county-wide groups to engage disabled young people. The following developments were notable:

- A strengthening of our partnership with the English Federation of Disability Sport (EFDS) following their designation of Active Gloucestershire as the target sports partnership for the South West. This has led to participation in regular regional forums and attendance at key EFDS events;
- EFDS information is now fed through to our growing county-wide networks providing increased choice of opportunities for disabled people. EFDS also provided guidance and support to all Active Gloucestershire staff in order to help embed best practice throughout the organisation;
- Successful establishment of Gloucestershire Active Inclusion Network (GAIN) which acts a county-wide sports and activity inclusion forum. Over 100 individuals and organisations including NGB's, funding organisations, charities, the University and community partners attended the two GAIN events held during the year;
- Working with Oaks, our business development partner, we supported the submission of a number of successful funding applications specifically targeting opportunities for disabled people and the training of staff and volunteers to develop a sustainable activity offer. Beneficiaries, including Deer Park Archers, Heart of the Forest Special School, Friends of Tumpy Green Equestrian Centre, Whitefriars Sailing Club, and Frocester Cricket Club, shared in a total investment of £70,000 from different funding sources;
- We increased the number of Sportivate applications with a focus on inclusion and disability specific projects. Sportivate funded projects covered a wide spectrum ranging from providing indoor climbing sessions for the Heart of the Forest Special School at the Warehouse in Gloucester through to bow making and archery for disabled people at Ruskin Mill in Stroud;
- We established two Satellite Clubs (yoga and multi sports) with a focus on working with disabled people using yoga and multi-sport offers;
- 171 individuals experienced continuous professional development opportunities designed to upskill those working with disabled people in a sport and physical activity setting. Sessions included;
  - Rebound Therapy training at Alderman Knight School, Tewkesbury;
  - Cycling Touring Club Trail leaders training in the Forest of Dean;
  - Boccia Leaders Training at the University of Gloucestershire's Campus in Gloucester;
  - Tennis leaders at Oxstalls Sports Park, Gloucester;
  - Wheelchair skills and awareness at Cotswold Leisure Centre;
  - Archery Leaders training with Deer Park Archers; and
  - Generic disability awareness training delivered to community and voluntary groups.

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- Working with community partners we delivered 984 places of short break activity for disabled young people in a variety of sports and activities. Often supported activities have been continued by the providers. Examples include:
  - Allsorts, a Stroud based Charity which now fund and run regular Rebound therapy sessions at St Roses Special School;
  - Heart of the Forest Special School who are seeking to embed adapted cycling sessions at the school for all pupils and investing in storage and equipment; and
  - Frocester Cricket Club by feeding new players from funded outreach sessions into regular Hub Club sessions supported by the Gloucestershire Cricket Board.

#### Active Start

This programme was designed to provide opportunities for introducing fundamental movement skills and movement literacy to children, parents / carers, staff and volunteers in early years' settings. During the year we delivered a varied programme to a total of 781 children, 64 parents and 78 members of staff as follows:

▪ 0-5 years:	672
▪ 5-16 years:	109
▪ 16-44 years:	142
▪ Female participants:	520
▪ Male participants:	403

Delivery took place in a range of settings and included:

- 6 Children Centres supporting the NHS Health Exercise and Nutrition for the Really Young (HENRY) Programme in the Forest of Dean and Gloucester City, where childhood obesity levels are amongst the highest in the county;
- The Lighthouse Children Centre in Gloucester supporting a mentoring programme for staff;
- Pre-schools in Stroud (Seasons Day Nursery), Frampton (Little Rascals), Gloucester City (Waterwells and Robinswood) and Tewkesbury (Tirlebrook);
- An Early Wellbeing Project in 20 pre-schools in the Forest of Dean supported through a successful funding bid to Awards for All;
- 1 Primary Out-of-School Club at Nailsworth Primary School;
- 1 Home School group in Gloucester;
- The independent Al Ashraf primary school and the Islamic School for Girls in the Muslim community in Gloucester funded through a successful bid to the Summerfield Trust;
- Education and training sessions for BTEC students at Hartpury College;
- Cheltenham Borough Council's *Play on a Budget* Project based in the St Paul's area of Cheltenham; and
- Treetops Children Centre and Northway and Ashchurch pre-school were supported with the submission of Awards for All applications to enable future delivery (decisions awaited).

Towards the end of the year the Board reviewed the business model for Active Start and concluded that the programme was not financially sustainable in its current format. Consequently, and with great regret, the current programme will be wound down during the first quarter of 2014/15 and further thought will be given to an alternative business model so that the lessons learnt in previous years will not be lost.

## **Active Gloucestershire Limited**

### **Report of the Trustees**

#### **For the year ended 31 March 2014**

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##### **Active Schools**

We coordinated the work of the Gloucestershire School Games Local Organising Committee and worked with the local School Games Organisers aiming to deliver the third year of the School Games with even more opportunities for young people and, especially those with a disability and those at small or rural primary schools.

Delivery of the expanded 2013/14 Level 3 programme started in January 2014 with the standalone Basketball finals, followed by the introduction of the Gloucestershire School Games Launch Event in early February 2014 at the Sportshall Athletics Finals. Held at Wycliffe College, Stroud these were supported by two GB Sporting Champion Athletes and provided local businesses and partners with an opportunity to learn about the Games and to identify partnership and sponsorship opportunities.

These events were followed by a programme of further standalone finals as well as the addition of a Spring Games, held at Cheltenham College on March 28th 2014. At the same time planning for the Celebration event at Gloucestershire Cathedral, and the main summer events in June 2014 at the Prince of Wales Stadium, Cheltenham; the South Cerney Outdoor Centre in the Cotswolds; Cheltenham College; the Indoor Tennis Centre at Oxstalls and the Primary and Secondary Schools Multi-Sports events at Hartpury College reached an advanced stage.

- At 31 March 2014 496 schoolchildren from 155 primary, secondary, independent and further education establishments had been involved in the 15 sports that made up the 2013/14 programme.
- In the region of 4,000 competitors will have been involved in the 2013/14 programme by the conclusion of the programme in June 2014.
- By March 31 2014 158 young people had been involved as volunteers undertaking a variety of roles in both preparation and delivery of the programme.
- 110 of these were successful applicants who received training and education to develop skills and knowledge to support School Games Level 3 events to the highest quality.

##### **Satellite Clubs**

During the year we started to implement this new Sport England funded programme which targets the 14-25 age group. Launched in September satellite clubs are extensions, or outposts, of community sports clubs which are established in a new venue, usually a secondary school or college. Coaches and volunteers from, or linked to, a community sports club, work in partnership with the satellite host venue to create a new community satellite club.

Nationally the aim is to help grow the number of 14-25 year olds taking part in sport for at least 30 minutes every week, as well as reducing the number of young people dropping out of sport.

In Gloucestershire we aim to have offered every secondary school in Gloucestershire the opportunity to establish at least one satellite community sports club and plan to establish at least 40 satellite clubs across the county by March 2017.

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In 2013/14:

7 Satellite Clubs were created in 5 different sports. Schools involved were:

<b>Sport</b>	<b>School / Facility</b>	<b>District</b>
Table Tennis	Marling School	Stroud
Table Tennis	Crypt School	Gloucester
Gymnastics (Trampolining)	Bournside School	Cheltenham
Football	Milestones (Special School)	Gloucester
Hockey	Kayte Lane Artificial Turf Pitch	Cheltenham
Yoga	Alderman Knight (Special School)	Tewkesbury
Yoga	St Roses (Special School)	Stroud

#### Active Youth

##### *Sportivate*

This national Sport England programme aims to encourage young people to try a sport or physical activity and support them to remain involved. Now in its third year our role continues to be one of implementing the programme in Gloucestershire. Delivery of this programme is dependent on local organisations being willing to work with us. In association with partners we organised the delivery of 72 projects and 122 blocks of activity in 27 different sports. Highlights from the year were:

- 1,416 participants were retained against our year three target of 1,041; and
- We achieved the highest percentage for retention across the South West and also achieved the highest percentage for female participation in the country.

Partner organisations delivered blocks of activity across the county:

<b>Area</b>	<b>Number of blocks of activity</b>	<b>Number of retained participants</b>
Cheltenham	28	273
Cotswolds	11	103
Forest of Dean	14	133
Gloucester	20	266
Stroud	44	522
Tewkesbury	5	119

#### Active Communities

##### *Community Games*

The community games programme is a national initiative designed to support communities wishing to run local events involving sport and culture. During April – December 2013 we supported a total of 31 registered events in year two of the Community Games just exceeding our target of 30 events. Of these 10 events were established originally in 2012 with 21 events being held for the first time. A total of 9,455 individuals participated at events held in the following areas:

- Gloucester: 14 events
- Cheltenham: 7 events
- Stroud/ Dursley: 2 events
- Forest of Dean: 7 events
- Cotswold: 1 event

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The programme also involved 670 volunteers and we were pleased to be able to celebrate the anniversary of the Olympic Torch Relay in Gloucestershire by organising a local “Shine a Light” event in the Forest of Dean. Local volunteer and coach, Dave Lucas, was nominated as the “Shining Light for Gloucester” in recognition of his efforts organising Community Game events in 2012. As a result Dave was invited to meet Lord Coe at the anniversary games in the Olympic Park.

#### *Rugby World Cup 2015*

The news that Kingsholm will host some of the pool games for the 2015 Rugby World Cup provides an opportunity to not only support Gloucester City Council’s efforts as a Host City, but also to help the Gloucestershire Rugby Football Union (GRFU) achieve a lasting legacy for the game in the county and we accepted an invitation to join GRFU’s legacy committee. Planning started in late autumn 2013 and discussions have revolved around a new facility build in the County and how to support clubs with an expected increase in participation in rugby following the World Cup.

#### **Active Volunteers**

##### *Details of use of volunteers*

Building on the London 2012 Sport Makers programme and using new opportunities arising from the School Games programme and the 2015 Rugby World Cup we continued to support the recruitment, training and deployment of new volunteers for sport and physical activity as well as their subsequent development. At 31 March 2014 we had 1,352 registered volunteers.

- 258 of these registered between April 2013 and March 2014
- 854 of the registered volunteers have attended a volunteer training event
- 229 attended a training event between April 2013 and March 2014
- 50.3% of the registered volunteers were male and 49.7% female

#### **Active Coaches**

Coaching continued to be a high priority as the availability of suitably qualified and competent coaches is critical to the development of participation in sport at all levels and remains a priority for Active Gloucestershire. 835 coaches (607 in 2012/13) were registered on Connect2Coaching, our coaching database, and received regular newsletters and bulletins about coaching matters, including the availability of funding to gain or update qualifications.

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During 2013/14 we launched our 2012 Legacy Coaching Bursary scheme which aims to support coaches to either obtain new or to improve their existing qualifications. By 31 March 2016 we aim to have supported the development of 150 coaches through the programme. During 2013/14 62 bursaries, totalling £12,839, were awarded to coaches from:

<b>Sport</b>	<b>Level 0</b>	<b>Level 1</b>	<b>Level 2</b>	<b>Level 3</b>	<b>Level 4</b>	<b>Level 5</b>	<b>Totals</b>
Archery		3					<b>3</b>
Athletics		7					<b>7</b>
Badminton		6					<b>6</b>
Basketball		1					<b>1</b>
Canoeing		1					<b>1</b>
Cycling			6				<b>6</b>
Equestrian			2				<b>2</b>
Football			2	3			<b>5</b>
Gymnastics	7						<b>7</b>
Handball			1				<b>1</b>
Hockey		1					<b>1</b>
Exercise Movement and Dance						3	<b>3</b>
Netball		2	3	1			<b>6</b>
Rowing			2				<b>2</b>
Rugby		1					<b>1</b>
Swimming		4	3				<b>7</b>
Tennis		2	1				<b>3</b>
<b>Totals</b>	<b>7</b>	<b>28</b>	<b>20</b>	<b>4</b>	<b>0</b>	<b>3</b>	<b>62</b>

Most coaches are volunteers and therefore most likely to coach in their immediate communities, so it is important to ensure a wide availability of coaches across the county.

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#### Geographical Distribution of where Coaches in receipt of a bursary actually coach

District	Number of coaches supporting clubs in these areas who received a bursary
Tewkesbury	9
Cheltenham	12
Gloucester	18
Stroud	7
Forest of Dean	5
Cotswolds	11

As a result:

Archery:

- 3 coaches at Deer Park Archers were qualified to support the establishment of their new disability section.

Athletics:

- 3 new England Athletics Running Groups were established in the County.

Badminton:

- 6 coaches qualified to deliver Community Badminton Network Activity in the County.

Netball:

- 2 Level 1 coaches were funded to support Churchdown Ladies Netball Club to become an England Netball accredited club. 2 Level 2 coaches were supported to deliver *Back 2 Netball* activity in the county.

Swimming:

- 6 coaches were supported to gain either a level 1 or level 2 qualification at Gloucester City Swimming Club leading to increased numbers receiving coaching.

Connect 2 Coaching:

- A minimum of 970 coaching hours were delivered in Gloucestershire by coaches in receipt of a bursary.

#### Active Sports

We continued to engage with 22 National Governing Bodies of Sport (NGBs) on supporting the local delivery of the first year of their 2013/17 whole sport plans.

Inevitably the support provided to individual NGBs was varied and included:

- helping individual NGBs to identify and engage key local partners;
- providing access to local facility providers;
- assisting with specific facility developments;
- accessing national and local funding;
- promoting NGB products and events to local partners;
- providing up to date local intelligence and insight to enable NGBs to identify specific areas of the county to work in;
- providing support for the recruitment, training and development of NGB coaches;
- supporting NGBs to develop local *Sportivate* projects and *Satellite Clubs*; and
- providing a programme of education and training to enable local clubs improve their operation and to achieve the Clubmark quality accreditation (or local equivalent).

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##### Active Clubs

- 154 clubs across the county hold a current Clubmark accreditation (or NGB equivalent).

##### Active Learning

- 507 individuals attended workshops provided through our Training and Education programme. "Safeguarding and Protecting Children" and "Emergency First Aid" remained the most popular courses.
- New courses organised during 2013/14 included "Wheelchair Skills Awareness", "How to Deliver Engaging Sessions to Young People", "Boccia Leaders", "First Steps into Coaching", "Basketball Refresher for Teachers" and "Rounders Activators".

##### Active Funding

One of our key roles is to provide a source of advice and information for organisations seeking funds to promote sport and physical activity, whether these will be used for facility development and improvement or for schemes to provide equipment and programmes of activity. Our service can range from, on the one hand, merely signposting to sources of funding and offering a source of general advice, guidance and comment to organisations seeking funding to, on the other hand, providing a bid writing support service to organisations preparing submissions.

In recent years sport and physical activity in Gloucestershire has seen a significant upturn in securing investment as follows:

Club	Amount Awarded £	District Council	Funding Source	Purpose
Gloucester Rowing Club	500,000	Gloucester	Sport England Improvement Fund	Establish a new watersports hub and clubhouse
Beaufort Co-operative Academy	219,000	Gloucester	Sport England Improvement Fund	Improved swimming and diving facilities
Cam Parish Council	50,000	Stroud	Sport England Inspired Facilities	Provision of new pavilion for multi-sport use
Down Hatherley Cricket Club	50,000	Gloucester	Sport England Inspired Facilities	Clubhouse renovation
Fairford Tennis Club	48,600	Cotswold	Sport England Inspired Facilities	Installation of electricity supply and floodlighting
Matson Rugby Club	50,000	Gloucester	Sport England Inspired Facilities	Clubhouse renovation
Nailsworth Tennis Club	35,456	Stroud	Sport England Inspired Facilities	Tennis facility improvements
Stonehouse Town Council	50,000	Stroud	Sport England Inspired Facilities	Provision of a wheeled sports park
Drybrook Rugby Football Club Ltd	36,900	Forest of Dean	Sport England Inspired Facilities	Clubhouse improvements
Chipping Campden Tennis Club	50,000	Cotswold	Sport England Inspired Facilities	Provision of new and improved playing courts
Aspire Springers Trampolining Club	6,800	Gloucester	Sport England Small Grants	Development of Disability Trampolining



## Active Gloucestershire Limited

### Report of the Trustees

#### For the year ended 31 March 2014

Aston Ingham Cricket Club	9,891	Forest of Dean	Sport England Small Grants	Purchase of Cricket equipment to increase participation
Baker Street Boxing Club	9,940	Gloucester	Sport England Small Grants	Refurbishment of Boxing gym and equipment
Bowmoor Sailing Club	10,000	Cotswold	Sport England Small Grants	Improving Sailing Fleet
Bristol & Gloucester Gliding Club	7,448	Stroud	Sport England Small Grants	Provision of anti-collision safety system in gliders and pilot training
Cheltenham & County Harriers	8,205	Cheltenham	Sport England Small Grants	Purchase of new athletics equipment
Cheltenham Rugby Club	8,325	Tewkesbury	Sport England Small Grants	Summer Sports programme
Cam & Dursley Tennis Club	3,478	Stroud	Sport England Small Grants	Provision of Tennis coaching to women and new mothers
Churchdown School Academy	9,905	Tewkesbury	Sport England Small Grants	Provision of Equestrian programme for students
Dene Magna School	6,955	Forest of Dean	Sport England Small Grants	Purchase of Table Tennis equipment and provision of coaching
Friends of Tumpy Green	718	Stroud	Sport England Small Grants	Provision of Equestrian programme
Gloucester Rowing Club	10,000	Gloucester	Sport England Small Grants	Increasing Youth Participation programme
Gloucester Rowing club	9,259	Gloucester	Sport England Small Grants	Establishment of an Inclusive Rowing programme
Gloucestershire Visually Impaired County Cricket Club	5,850	Gloucester	Sport England Small Grants	Support the development of visually impaired cricket
Heart of the Forest Special School	9,898	Forest of Dean	Sport England Small Grants	Establishment of a disability cycling programme
Kingsholm Cricket Club	3,780	Tewkesbury	Sport England Small Grants	Provision of coaching
Severn Vale School	10,000	Gloucester	Sport England Small Grants	Establishment of a Mountain Biking programme
Tidenham Football Club	2,139	Forest of Dean	Sport England Small Grants	Programme to recruit new participants
University of Gloucestershire	10,000	Gloucester	Sport England Small Grants	Establishing a wheelchair rugby club

## Active Gloucestershire Limited

### Report of the Trustees

#### For the year ended 31 March 2014

Gloucestershire College	32,200	Gloucester	Further Education Activation Fund	Sports enrichment team
Deer Park Archers	9,710	Cotswold	Awards for All	Establishment of Disability Archery
Frocester Cricket Club	9,935	Stroud	Awards for All	Establishment of Disability Cricket
Heart of the Forest Special School	9,958	Forest of Dean	Awards for All	Establishment of healthy lifestyle programme using disability cycling
Whitefriars Sailing Club	9,556	Cotswold	Awards for All	Establishment of Sailability programme
Treetops Children's Centre	7,690	Forest of Dean	Awards for All	Delivery of Active Start programme
Dene Magna School	9,100	Forest of Dean	Awards for All	Establishment of healthy lifestyle programme using Table Tennis
Tumpy Green Equestrian Centre	9,880	Stroud	Awards for All	Establishment of Disability Equestrian programme
Northway and Ashchurch Active Gloucestershire Early Well Being Active Gloucestershire Al Ashraf and Islamic Girls School	9,044	Tewkesbury	Awards for All	Delivery of Active Start programme
	9,915	Forest of Dean	Awards for All	Delivery of Active Start programme in a rural setting
	6,000	Gloucester	Summerfield Trust	Delivery of a multi-sport participation programme to Muslim girls
Charlton Kings Cricket Club	50,000	Cheltenham	Protecting Playing Fields	Purchase of land to provide new pitches
Corse & Staunton Playing Fields Recreation Ground Painswick Trust	49,978	Forest of Dean	Protecting Play Fields	Corse & Staunton Playing Fields
	50,000	Stroud	Protecting Playing Fields	Recreation Ground Painswick Trust
Ullenwood Bharat Cricket Club	50,000	Cotswold	Protecting Playing Fields	Ullenwood Bharat Cricket Club
<b>Total investment from funding bodies</b>	<b>1,555,513</b>			

#### Active Insight

Once again we were commissioned by the County Sports Partnership Network (CSPN) to manage and deliver the annual (2013) Stakeholder Satisfaction Survey. Working with the University of Gloucestershire's Insight4Health research group the project was delivered successfully. Now that the CSPN has increased staff capacity the survey will in future be undertaken directly by CSPN and we arranged an effective handover of back data and survey systems to CSPN.

## Active Gloucestershire Limited

### Report of the Trustees

For the year ended 31 March 2014

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#### Corporate Governance

##### *Board attendance*

The Board and Sub-committee met throughout the year. Attendances were as follows:

<b>Board</b>	<b>Actual / Possible</b>
Neil Cameron	7/7
Mike Cogger	4/7
Sue Bailey	4/7
Philip Cooke	3/7
Brian Hudson	3/7
Angela James	7/7
Kathy Lewis	3/7
Candace Plouffe	2/7
Charles Reed	6/7
Paul Winterbottom	4/7

<b>FRSC</b>	<b>Actual / Possible</b>
Sue Bailey	5/6
Neil Cameron (ex-officio)	1/6
Brian Hudson	6/6
Kathy Lewis	6/6

##### *Business Efficiencies*

Working with our commercial partners and suppliers we continued to identify and implement opportunities to reduce our administration costs, including negotiating a new contract for ICT which has delivered savings and improvements in service and support.

Going forward Sport England has challenged individual CSPs to achieve and maintain their administration costs within a range of 7 - 8% of total expenditure by 31 March 2017. Using Sport England's definition of administration costs and applying these to our 2013/14 out-turn as our baseline position, our administration costs were 9.7%. This compared with the current national average of 9.4% for independent CSPs (as measured by the County Sports Partnership National Network). Our 2014/15 budget aims to reduce our administration costs as a percentage of total expenditure to 8.6% and early in the new financial year the Trustees will establish a realistic target for the organisation to achieve by 31 March 2017.

#### FINANCIAL REVIEW

##### *Reserves Policy*

The Trustees aspire to accumulate and maintain a level of unrestricted reserves, excluding designated funds, equivalent to approximately at least three month's operating costs, which is calculated to be £180,000. At 31 March 2014, unrestricted reserves, excluding designated funds, were £192,498.

##### *Main Sources of Funding*

Active Gloucestershire receives funding from several sources. Funding from Sport England continues to be the main source of funds and represents 84% of our overall income. Other funds are derived from commissioning, commercial partnerships and through sales and registration fees for courses.

## **Active Gloucestershire Limited**

### **Report of the Trustees**

#### **For the year ended 31 March 2014**

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Sport England has challenged the network of CSPs to move towards a position where the total Sport England investment in the network amounts to 50% by March 2017 and the growth and diversification of income remains a key strategic priority for the Trustees. Early in the new financial year the Trustees will establish a realistic target to work towards as our contribution to this network goal.

During 2013/14 we retained Oaks consultancy as our business development partner and Oaks will continue to work with us in 2014/15.

#### **PLANS FOR THE FUTURE**

- To continue to fulfil the charity's objectives in the most effective, efficient and sustainable manner
- To provide strategic leadership for sport and physical activity in the county.
- To strengthen and extend the existing working relationship with local partners in the public, private and not for profit sector
- To identify and secure further sources of suitable and sustainable funding
- To continue to build a sustainable organisation through securing a core team of dedicated staff and an appropriate office location and environment.

#### **STATEMENT OF RESPONSIBILITIES OF THE TRUSTEES**

The Trustees are required 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 the incoming resources and application of resources, including the net income or expenditure, of the charitable company for the period. In preparing these financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures that are 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 operation.

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

The Trustees confirm that to the best of their knowledge there is no information relevant to the audit of which the auditors are unaware. The Trustees also confirm that they have taken all necessary steps to ensure that they themselves are aware of all relevant audit information and that this information has been communicated to the auditors.

Members of the charity guarantee to contribute an amount not exceeding £10 to the assets of the charity in the event of winding up. The total number of such guarantees at 31 March 2014 was 10. The Trustees are members of the charity but this entitles them only to voting rights. The Trustees have no beneficial interest in the charity.

Active Gloucestershire Limited

Report of the Trustees


For the year ended 31 March 2014

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**AUDITORS**

Godfrey Wilson Ltd were re-appointed as the charitable company's auditors during the year and have expressed their willingness to act in that capacity. As this is the third audit conducted by Godfrey Wilson, the Trustees intend to test the market for the provision of audit services for the 2014/15 audit.

Approved by the trustees on 17 July 2014 and signed on their behalf by

  
17 July 2014

Brian Hudson - Chair

## **Independent auditors' report**

### **To the members and trustees of**

#### **Active Gloucestershire**

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We have audited the financial statements of Active Gloucestershire for the year ended 31 March 2014 which comprise the statement of financial activities, 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 The Trustees and Auditors**

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 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 Annual Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies, we consider the implications for our report.

#### **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 2014 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.

**Independent auditors' report**

**To the members and trustees of**

**Active Gloucestershire**

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**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; and
- we have not received all the information and explanations we require for our audit.

*Rob Wilson*

Date: 17 July 2014

**Rob Wilson FCA**  
**(Senior Statutory Auditor)**  
For and on behalf of:

**GODFREY WILSON LIMITED**  
Chartered Accountants and Statutory Auditors  
Unit 5.11 Paintworks  
Bath Road  
Bristol  
BS4 3EH

**Active Gloucestershire Limited**

**Statement of financial activities** (incorporating an income and expenditure account)

**For the year ended 31 March 2014**

	Notes	Restricted £	Unrestricted £	2014 Total £	2013 Total £
<b>Incoming resources</b>					
<i>Incoming resources from generated funds:</i>					
Voluntary Income	2	11,865	205,000	<b>216,865</b>	200,000
Investment income		-	3,342	<b>3,342</b>	3,699
<i>Incoming resources from charitable activities</i>	3	<u>379,800</u>	<u>87,468</u>	<b><u>467,268</u></b>	<u>362,257</u>
<b>Total incoming resources</b>		<u>391,665</u>	<u>295,810</u>	<b><u>687,475</u></b>	<u>565,956</u>
<b>Resources expended</b>					
Charitable activities		255,694	396,402	<b>652,096</b>	528,054
Governance costs		<u>-</u>	<u>4,260</u>	<b><u>4,260</u></b>	<u>4,140</u>
<b>Total resources expended</b>	4	<u>255,694</u>	<u>400,662</u>	<b><u>656,356</u></b>	<u>532,194</u>
<b>Net incoming / (outgoing) resources before transfers between funds</b>		135,971	(104,852)	<b>31,119</b>	33,762
Transfers between funds		<u>(20,017)</u>	<u>20,017</u>	<u>-</u>	<u>-</u>
<b>Net movement in funds</b>		115,954	(84,835)	<b>31,119</b>	33,762
<b>Reconciliation of funds</b>					
Total funds brought forward		<u>126,000</u>	<u>319,325</u>	<b><u>445,325</u></b>	<u>411,563</u>
<b>Total funds carried forward</b>		<u><u>241,954</u></u>	<u><u>234,490</u></u>	<b><u><u>476,444</u></u></b>	<u><u>445,325</u></u>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above.



Active Gloucestershire Limited

Balance sheet

31 March 2014

	Notes	£	2014 £	2013 £
<b>Current assets</b>				
Debtors	8	21,694		23,268
Cash at bank and in hand		<u>522,755</u>		<u>479,556</u>
		544,449		502,824
<b>Liabilities</b>				
Creditors: amounts due within one year	9	<u>68,005</u>		<u>57,499</u>
<b>Net current assets</b>			<b>476,444</b>	<b>445,325</b>
Creditors: amounts due after one year			<u>-</u>	<u>-</u>
<b>Net assets</b>			<b><u>476,444</u></b>	<b><u>445,325</u></b>
<b>Funds</b>				
<b>Restricted funds</b>			<b>241,954</b>	<b>126,000</b>
Unrestricted funds:				
Designated funds			<b>41,992</b>	<b>37,928</b>
General funds			<b><u>192,498</u></b>	<b><u>281,397</u></b>
<b>Total charity funds</b>	11		<b><u>476,444</u></b>	<b><u>445,325</u></b>

Approved by the trustees on 17 July 2014 and signed on their behalf by

 17 July 2014

Brian Hudson - Chair

## Active Gloucestershire Limited

### Notes to the financial statements

#### For the year ended 31 March 2014

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##### 1. Accounting policies

a) The financial statements have been prepared under the historical cost convention and in accordance with applicable accounting standards and the Companies Act 2006. They follow the recommendations in the Statement of Recommended Practice, Accounting and Reporting by Charities (issued in March 2005).

##### b) Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income including core grants, sponsorship, donations and gifts is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific activity by the charity, are recognised when the charity becomes unconditionally entitled to the grant
- Incoming resources from charitable activities includes income from fees received under contract. Grant income included in this category provides funding to support activities and is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability
- Investment income is included when receivable.

Revenue grants are credited to the statement of financial activities when received or receivable whichever is earlier.

Where unconditional entitlement to grants receivable is dependent upon fulfilment of conditions within the charity's control, the incoming resources are recognised when there is sufficient evidence that conditions will be met. Where there is uncertainty as to whether the charity can meet such conditions the incoming resource is deferred.

Amounts received during the year relating to specific periods are spread over the periods to which they relate. Income received during the year for future periods is treated as deferred income. Capital grants are treated as restricted funds against which the assets purchased are depreciated over their useful life.

##### c) Gifts in kind

Gifts in kind are recognised as income on a receivable basis, and debited to the appropriate expenditure category.

## Active Gloucestershire Limited

### Notes to the financial statements

#### For the year ended 31 March 2014

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##### d) Charitable expenditure

Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which cannot be recovered.

- Charitable activities expenditure comprises those costs incurred by the charity in the running of its projects. It includes both costs allocated directly to such activities and those costs of an indirect nature necessary to support them
- Governance costs include those incurred in the governance of the charity and are primarily associated with constitutional and statutory requirements.

##### e) Tangible fixed assets

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. At present there are no fixed assets, the depreciation rates that will be in use in the future are as follows:

All fixed assets	4 years
Assets used in a restricted project	Over the life of the funding of the project

Items of equipment are capitalised where the purchase price exceeds £1,000 (including VAT). Depreciation costs are allocated to activities on the basis of the use of the related assets in those activities. Assets are reviewed for impairment if circumstances indicate their carrying value may exceed their net realisable value and value in use.

##### f) Pension costs

The company operates a defined contribution pension scheme for some of its employees. There are no further liabilities other than that already recognised in the Statement of Financial Activities.

##### g) VAT

The company is not registered for VAT. It is therefore not able to reclaim the input VAT it suffers.

##### h) Funds accounting

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund.

Unrestricted funds are donations and other incoming resources received or generated for the charitable purposes.

**Active Gloucestershire Limited**

**Notes to the financial statements**

**For the year ended 31 March 2014**

**2. Voluntary income**

	<b>Restricted</b>	<b>Unrestricted</b>	<b>2014 Total</b>	2013 Total
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Grants</b>				
Sport England - Core Funding	-	200,000	<b>200,000</b>	200,000
<b>Donations</b>				
Gifts in kind	11,865	5,000	<b>16,865</b>	-
	<u>11,865</u>	<u>205,000</u>	<u><b>216,865</b></u>	<u>200,000</u>

**3. Incoming resources from charitable activities**

	<b>Restricted</b>	<b>Unrestricted</b>	<b>2014 Total</b>	2013 Total
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Grants and service level agreements</b>				
Archery Great Britain	-	-	-	2,000
Big Lottery	9,915	-	<b>9,915</b>	-
Community Games	12,000	-	<b>12,000</b>	18,000
Gloucestershire County Council - Inclusive Sports	-	40,000	<b>40,000</b>	40,000
NHS Gloucestershire	-	-	-	38,000
Playground to Podium Scheme	-	-	-	6,500
Rounders England	-	1,000	<b>1,000</b>	-
Sport England - Children & Young People	-	-	-	20,000
Sport England - Coach Manager	-	-	-	40,000
Sport England - Coach Project	40,000	-	<b>40,000</b>	-
Sport England - Community Investment Fund	-	-	-	13,278
Sport England - DofE Volunteers	13,000	-	<b>13,000</b>	20,000
Sport England - Primary Schools	40,439	-	<b>40,439</b>	-
Sport England - Satellite Clubs	92,000	-	<b>92,000</b>	-
Sport England - Sport Makers	16,950	-	<b>16,950</b>	16,760
Sport England - Sportivate	104,069	-	<b>104,069</b>	82,950
Sport England - School Games	45,000	-	<b>45,000</b>	35,000
Summerfield Trust	6,000	-	<b>6,000</b>	-
Total grants and service level agreements	379,373	41,000	<b>420,373</b>	332,488
<b>Course contributions and income</b>	427	30,701	<b>31,128</b>	28,439
<b>Commissioning income</b>	-	8,569	<b>8,569</b>	-
<b>Hosting staff from partner organisations</b>	-	7,198	<b>7,198</b>	1,330
	<u>379,800</u>	<u>87,468</u>	<u><b>467,268</b></u>	<u>362,257</u>

**Active Gloucestershire Limited**

**Notes to the financial statements**

**For the year ended 31 March 2014**

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**4. Total resources expended**

	Charitable activities £	Governance costs £	2014 £	2013 £
Project expenditure	166,335	-	<b>166,335</b>	153,096
Staff costs (note 6)	345,852	-	<b>345,852</b>	263,875
Travel and subsistence	18,050	-	<b>18,050</b>	12,232
Information and communications technology	17,616	-	<b>17,616</b>	22,717
Premises costs	(5,622)	-	<b>(5,622)</b>	26,441
Stationery	1,106	-	<b>1,106</b>	3,889
Telephone	1,653	-	<b>1,653</b>	1,380
Photocopying and printing	2,357	-	<b>2,357</b>	111
Postage	116	-	<b>116</b>	871
Subscriptions	2,179	-	<b>2,179</b>	25
Marketing and website	14,088	-	<b>14,088</b>	8,901
Team fund	2,832	-	<b>2,832</b>	1,133
Audit fees	-	4,260	<b>4,260</b>	4,140
Legal, professional and consultancy fees	85,534	-	<b>85,534</b>	33,383
	<u>652,096</u>	<u>4,260</u>	<u><b>656,356</b></u>	<u>532,194</u>

## Active Gloucestershire Limited

### Notes to the financial statements

#### For the year ended 31 March 2014

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#### 5. Net incoming resources for the year

This is stated after charging / crediting:

	2014	2013
	£	£
Depreciation	-	-
Trustees' reimbursed expenses	753	623
Auditors' remuneration:		
▪ audit	4,260	4,140
▪ non-audit	3,346	7,920
	<u>3,346</u>	<u>7,920</u>

During the year trustees received reimbursed expenses as follows, Neil Cameron £324 (2013: £253) for travel expenses, Angela James £63 (2013: £26) for travel expenses and Brian Hudson £366 (2013: £344) for travel expenses.

#### 6. Staff costs and numbers

Staff costs were as follows:

	2014	2013
	£	£
Wages	294,435	223,747
Social security costs	28,869	22,231
Pension costs	11,137	14,826
Secondment	5,589	-
Staff development	4,812	1,922
Redundancy	1,010	-
Retraining	-	1,149
	<u>345,852</u>	<u>263,875</u>
Total	<u>345,852</u>	<u>263,875</u>

The total remuneration package including pension of one employee is more than £60,000 during a calendar year. This employee's remuneration is between £60,000 and £70,000.

	2014	2013
	No.	No.
Average number of full time equivalent staff in period	<u>10.9</u>	<u>8.7</u>

#### 7. Taxation

The charitable company is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

**Active Gloucestershire Limited**

**Notes to the financial statements**

**For the year ended 31 March 2014**

**8. Debtors**

	<b>2014</b>	2013
	£	£
Trade debtors	<b>15,659</b>	7,084
Other debtors	-	1,805
Prepayments	<b>4,541</b>	7,740
Accrued income	<b>1,494</b>	6,639
	<b><u>21,694</u></b>	<b><u>23,268</u></b>

**9. Creditors: amounts due within 1 year**

	<b>2014</b>	2013
	£	£
Trade creditors	<b>27,771</b>	8,566
PAYE and social security	<b>8,844</b>	5,576
Pension control account	<b>1,426</b>	1,422
Accruals	<b>23,392</b>	41,549
Deferred income	<b>6,572</b>	386
	<b><u>68,005</u></b>	<b><u>57,499</u></b>

**10. Analysis of net assets between funds**

	Restricted £	Designated £	General £	Total £
Fixed assets	-	-	-	-
Current assets	289,115	41,992	213,342	<b>544,449</b>
Current liabilities	<u>(47,161)</u>	<u>-</u>	<u>(20,844)</u>	<b><u>(68,005)</u></b>
<b>Net assets at 31 March 2014</b>	<b><u>241,954</u></b>	<b><u>41,992</u></b>	<b><u>192,498</u></b>	<b><u>476,444</u></b>

**Active Gloucestershire Limited**

**Notes to the financial statements**

**For the year ended 31 March 2014**

**11. Movements in funds**

	At 1 April 2013 £	Incoming resources £	Outgoing resources £	Transfers between funds £	At 31 March 2014 £
<b>Restricted funds:</b>					
Big Lottery - Early Well Being	-	9,915	(2,917)	-	<b>6,998</b>
Change4Life	3,750	-	(462)	(3,288)	-
Coney Hill	1,032	-	-	(1,032)	-
Community Games	13,448	12,000	(11,680)	-	<b>13,768</b>
Gloucestershire County Council - Sport & Physical Activity	13,062	-	-	(13,062)	-
School Games	18,292	57,292	(68,021)	3,288	<b>10,851</b>
Sport England - Children & Young People	4,653	-	(42)	-	<b>4,611</b>
Sport England - Coach Manager	8,545	-	-	(8,545)	-
Sport England - Coach Projects	-	40,000	(28,879)	8,545	<b>19,666</b>
Sport England - DofE Volunteers	29,934	13,000	(23,422)	-	<b>19,512</b>
Sport England - Primary Schools	-	40,439	(5,761)	-	<b>34,678</b>
Sport England - Satellite Clubs	-	92,000	(26,860)	-	<b>65,140</b>
Sport England - Sport Makers	4,786	16,950	(7,814)	-	<b>13,922</b>
Sport England - Sportivate Capacity & Delivery	22,575	104,069	(79,836)	-	<b>46,808</b>
Summerfield Trust	-	6,000	-	-	<b>6,000</b>
Swimathon Foundation	293	-	-	(293)	-
Swimming Active Inclusion	5,630	-	-	(5,630)	-
<b>Total restricted funds</b>	<b>126,000</b>	<b>391,665</b>	<b>(255,694)</b>	<b>(20,017)</b>	<b>241,954</b>
<b>Unrestricted funds:</b>					
<i>Designated funds:</i>					
Redundancy	29,928	-	(1,010)	5,074	<b>33,992</b>
Retraining	3,000	-	-	-	<b>3,000</b>
Staff development	5,000	-	(4,812)	4,812	<b>5,000</b>
<i>Total designated funds</i>	<b>37,928</b>	-	<b>(5,822)</b>	<b>9,886</b>	<b>41,992</b>
General funds	281,397	295,810	(394,840)	10,131	<b>192,498</b>
<b>Total unrestricted funds</b>	<b>319,325</b>	<b>295,810</b>	<b>(400,662)</b>	<b>20,017</b>	<b>234,490</b>
<b>Total funds</b>	<b>445,325</b>	<b>687,475</b>	<b>(656,356)</b>	<b>-</b>	<b>476,444</b>



**Active Gloucestershire Limited**

**Notes to the financial statements**

**For the year ended 31 March 2014**

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**11. Movements in funds (continued)**

**Purposes of restricted funds**

*Big Lottery – Early Well Being*

Funding to develop and maintain a healthy life style in Early Years settings.

*Change 4 Life*

Funding to generate and encourage clubs within schools, cessation of initiative the balance of funding transferred to School Games project to promote Change 4 Life programme.

*Coney Hill*

Funding provided to promote Active Start theme, cessation of initial scheme balance of funding transferred to main Active Start programme.

*Community Games*

Funding from the Cabinet Office's Social Action Fund to support the provision of Community Games.

*School Games*

Sport England funding to deliver the level 3 School Games.

*Children and Young People*

Sport England funding to support the Local Organising Committee (LOC) and the School Games.

*Coach Manager*

Sport England funding to support coach manager programme, fund now incorporated within coach projects fund (below).

*Coach Projects*

Sport England funding to support the coach manager programme and coaching activities.

*D of E Volunteers*

Sport England funding to promote volunteering in sport and physical activity to young people.

*Primary Schools*

Sport England funding to support schools in utilising their premium funding.

*Satellite Clubs*

Sport England funding to facilitate the creation of satellite clubs for schools and younger people.

*Sport Makers*

Sport England funding to support volunteers .

*Sportivate*

Sport England funding to increase participation for 11-25 year olds.

*Swimathon*

Funding provided to promote Active Start theme, cessation of initial scheme, balance of funding transferred to main Active Start programme.

## Active Gloucestershire Limited

### Notes to the financial statements

#### For the year ended 31 March 2014

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#### 11. Movements in funds (continued)

##### Purposes of restricted funds

###### *Swimming Active Inclusion*

Funding to promote swimming for disabled children, cessation of initial scheme, balance of funding transferred to the main inclusion project earmarked for promoting swimming activities.

###### *Gloucestershire County Council – Sport and Physical Activity*

Contract to provide opportunities for disabled young people and to provide training opportunities for staff and volunteers. Now classified as unrestricted.

#### 12. Related party transactions

Mike Cogger, a trustee, is also a director of the University of Gloucestershire. During the year, Active Gloucestershire received free use of University of Gloucestershire facilities as a gift in kind calculated to be equivalent to £5,000.

Charles Reed, a trustee, was appointed as a director to the board of Sport England in February 2014. During the year Active Gloucestershire received £551,884 in grant funding from Sport England.

Brian Hudson, a trustee, is also a director of Gloucestershire Cricket Board. During the year Active Gloucestershire received £3,120 (2013: £3,120) of income for hosting staff employed by Gloucestershire Cricket Board.

#### 13. Operating leases

The charity had annual commitments at the year end under operating leases expiring as follows:

	Land and buildings £	Other £
Less than 1 year	-	8,208
2 - 5 years	<u>13,000</u>	<u>-</u>

#### 14. Contingent liabilities

The charity has received a claim for which it has admitted liability. The charity has been advised that the amount that could be claimed ranges between £10,000 and £18,000, and that legal costs could amount to £7,500. No provision has been made in the accounts.