The Lifetrain Trust

Annual Report of the Trustees and Financial Statements

For the year ended 31st March 2016

Realising the Potential in all Young People

Realising the Potential In All Young People

Since 1950

The Lifetrain Trust
A Company Limited by Guarantee
Charity No: 803697
Company No: 2513757

THE LIFETRAIN TRUST

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for the year ended 31st March 2016

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THE LIFETRAIN TRUST

Company Information

Patrons:	Michael More-Molyneux, The Lord Lieutenant of Surrey Mr David Hypher OBE DL	
President:	Mrs Handa Bray MBE DL	
Vice Presidents:	Lady Skinner Lady Griffiths Mr Gordon Lee-Steere DL Mr Ron Hancock FBIBA ACII	
Directors & Trustees:	P D McIlwraith A G Sales A R Baird (Resigned November 2015) Mrs H Bray MBE DL D M Davis DL D Fuller I O H MacLeod Mrs S McCauley Mrs L Childs	Chairman Treasurer
	All Directors are members of the Executive Committee	
Observers:	E Le Riche	
Chief Executive & Company Secretary:	P A Wilkinson	
Company No: 2513757	Charity No: 803697	
Registered Office:	Rentwood School Lane Fetcham, KT22 9JX	
Independent Examiner:	Ellis Atkins Chartered Accountants 1 Paper Mews 330 High Street Dorking, RH4 2TU	
Bankers:	Barclays Bank plc 19 North Street Guildford, GU1 4AG	
Solicitors:	Irwin Mitchell LLP Belmont House Station Way Crawley, RH10 1JA	

THE LIFETRAIN TRUST

Directors' and Trustees' Report and Financial Statements
for the year ending 31st March 2016

Message from the Chair

This has been a year of substantial change, which has been partly due to changes in strategy by our clients and partners. The financial performance during the year has been impaired in part by exceptional staff costs as a result of the changes initiated by Surrey County Council, driven by their need to reduce costs.

However, at Lifetrain we thrive on our ability to move with young people and support them where, when and how they themselves decide. This 'person-centred' approach allows us to work collaboratively with young people towards goals that promote positive personal, social and emotional wellbeing.

To ensure that we continue to deliver this work effectively three months ago the Board of Trustees embarked on the development of a new Strategic Plan, which is focussed on enhancing the public benefit in everything that we do.

The plan addresses the Governance of our charity, Product and Offer, Staffing and Resources, Marketing and Finance. We have particularly recognised the need for our Board of Trustees to be even better informed about the needs of the young people that we serve and we will be arranging for young people to give direct input to our Board discussions. We are setting ourselves specific targets to be achieved by 2020, which we are calling our **"2020 Vision".**

I would like to draw your attention to the pages 7-12, which highlight the current programs that we deliver to young people. Our **Bus Shelters**, which are mobile youth centres enable us to support young people where, when and how they decide in four Boroughs in Surrey. The **Early Help** programme In Spelthorne engages with the most vulnerable young people; building relationships to remove barriers and achieve positive choices and behaviours; preventing the need for specialist services in the future. Lifetrain uses the skills of its specialist youth workers, social work students and volunteer adult mentors in this essential programme which will improve the lives of young people and their families.

We will continue to deliver our specialist courses such as **'In2View'** which offers young people access to an intensive employability course that builds their knowledge of the skills needed to support their employability or progression to further education, including CV writing, communication and interpersonal skills as well as a simulated interview experience with business professionals. **'Heads Up!'** promotes mental health and supports the emotional well-being of young people. Lifetrain's **Relationship and Sex Education** workshops provide high quality RSE education and information to help children and young people learn about choice, self-awareness and consent thus helping them form strong and stable, family, social and professional relationships throughout their lives.

We are very proud of our dedicated team of professional staff, lead by Paul Wilkinson, who are identified on page 35 of this report.

I also pay tribute to the valuable work of all our many volunteers and my fellow Trustees.

Peter McIlwraith
Chair

Directors' and Trustees' Report and Financial Statements
for the year ending 31st March 2016

Directors' and Trustees' Report

The Directors' and Trustees' present their report together with the financial statements of the Company for the year ending 31st March 2016. The Board have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities", applicable to charities in accordance with the Financial Reporting Standard for smaller entities (the FRSSE) (effective January 2015) in preparing the annual report and financial statements.

Structure, Governance and Management

Governing Document

The Lifetrain Trust is an independent charity established in 1950. It registered with the Charity Commission in July 1990 having been incorporated as a Company, limited by guarantee, as defined by the Companies Act 2006, in June of that year. The charity is controlled by its governing document, the memorandum and articles of association incorporated 20th July 1990 and amended 17th December 2003.

Mission Statement

Our Mission is to empower young people and disabled people to make positive changes for themselves and the community through learning, equality of opportunity and inclusion, and to offer opportunities for those who wish to support them.

The organisation is dedicated to helping young people and disabled people achieve their potential through informal education. We give individuals unique opportunities through training, education and life experiences, encouraging and developing vital skills such as social skills, teamwork and leadership.

Objects

The primary objects of the charity are:-

a) To help young people especially but not exclusively through their leisure-time activities to develop their physical, mental and spiritual capacities that they may grow to full maturity as individuals and fully contributing members of society.

b) To relieve the needs of disabled persons by bringing such persons into closer association with non-disabled people and the provision of facilities for recreation or other leisure-time occupation. To advance education by bringing disabled people into closer association and integration with non-disabled people.

In the interests of social welfare to provide, or assist in the provision of, facilities for recreation or other leisure-time occupation with the objects of improving the conditions of life for the persons for whom such facilities are primarily intended being persons who have need of such facilities by reason of their youth, age, infirmity or disablement, poverty or social and economic circumstances provided nevertheless that such facilities shall be available to members of the public at large.

Aims and Objectives

The Lifetrain Trust is dedicated to enabling all children and young people to realise their full potential. The people we support are given unique opportunities that encourage and develop social skills, teamwork and leadership. Our work encourages all to make positive changes for themselves, helping them to develop the skills and confidence to become independent and empowering them to believe and recognise that they can reach their personal targets and that they have something to offer society.

Board of Trustees

The Lifetrain Trust is governed by a non-executive Board of between 5 and 20 people elected by The Lifetrain Trust's voting members, up to three may be co-opted by the elected Board. The Board is the primary decision making body of the Trust.

Directors retire by rotation, with one third of the Board retiring each year in the order of those who have served longest since last being voted onto the Board. All those retiring are eligible for re-election. New Trustees are provided with a comprehensive induction pack and are invited to attend a number of Board of Trustees meetings prior to agreeing to the appointment. Trustees are encouraged to attend the work of the charity to increase their knowledge of that work and support key operational activities.

During the year the Board of Trustees held five formal Board Meetings. The Board delegates responsibility for the day to day operation of the Charity through the Chairman to the Chief Executive and the Management Team.

In January 2014 an Investment Committee was formed which meets annually or when deemed necessary, and reports to the main Board for ratification of any decisions. The Committee consist of Andrew Sales (Treasurer), Denis Fuller and the Chief Executive.

Risk Management and Internal Control

The Trustees actively review the major financial risks which the charity faces on a regular basis, and believe that maintaining the free reserves stated, combined with the annual review of the controls over key financial systems, will provide sufficient resources in adverse conditions. The Trustees have also examined other operational and business risks faced by the charity, and confirm that they have established systems to mitigate the significant risks.

The Board is aware of its Third Party responsibilities and maintains insurance at a level of £5,000,000 per annum and Employers Liability at £10,000,000 per annum.

The Board acknowledges the high regard that the charity's staff and training projects have within the voluntary and statutory sectors and it highly values the work that the staff have put in to achieve this status. It therefore takes steps to ensure that its staff are adequately rewarded and trained to ensure continuity and a high level of professionalism.

The Board recognises the physical risks associated with much of its work to staff and clients and has in place appropriate Health and Safety Policies. Risk assessments have been undertaken in all areas of its work to minimise risk. The Board reviews the Risk Register on an annual basis.

Funds

The Charity holds three types of funds:

1) Restricted funds are those for which the original donors specified, directly or indirectly, the purposes for which they wanted the money to be used.
2) Unrestricted funds are those funds for which the original donors did not give any particular instruction as to how they wished the funds to be spent.
3) Designated funds are funds that are allocated by the Trustees at their discretion from unrestricted funds for a specific purpose. Designated funds may be transferred back to unrestricted funds if Trustees so decide.

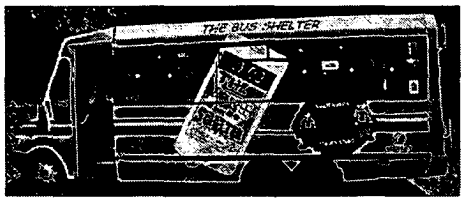
Public Benefit Statement

The charity acknowledges the requirement to demonstrate clearly that its charitable purposes or 'aims' are for the public benefit. Details of how the charity has achieved this are contained in the Trustees' report. The Trustees confirm that they have paid due regard to the Charity Commission's guidance on public benefit before deciding which activities the charity should undertake.

Review of Activities and Performance 2015/16

Local Prevention - Bus-shelter

Bus-shelter: what we do



The 'Bus-Shelter' is a mobile youth centre that operates in the evenings at locations where young people gather. From April until August 2015 it operated only in the Borough of Spelthorne, from September 2015 Lifetrain were awarded grants to deliver additionally in Elmbridge, Runnymede and Guildford.

The youth work team focus on the needs of young people supporting those at risk of becoming NEET (Not in Education, Employment or Training). The Bus-shelter provides a safe place where young people can socialise, learn new skills, share issues that concern them and seek advice on the multitude of problems that impact the daily lives of young people.

For example becoming involved in the small on-board café enables young people to take responsibility of running a small enterprise, develop life and social skills and prepare for independence and a future working life. The team provides information about drug and alcohol misuse and the issues around sexual health enabling the young people to make informed decisions around risk taking and healthy lifestyles.

Young people take the opportunity to get support with homework which is not always given at home. The lap-tops and Wi-Fi also provide the facility to undertake job searches, compile CVs and plan activities.

Group and team building activities encourage co-operation and an appreciation of the strengths and weaknesses of others. With appropriate interventions our youth workers are able to help young people deal with conflict and relationship issues which are inevitably highlighted in group work. As role models the youth workers are able to bring a constructive perspective to the family issues that are often raised by young people. The team regularly address the issue of anti-social behaviour and its impact on them, their peers and their communities. The team, on a number of occasions, have referred young people to the Early Help for 1-to-1 support.

In spring 2015 the Mobile Youth Work team supported young people in Sunbury to run their own skating/scootering/BMX competition at Sunbury Skate Park which was well attended by over 30 local young people as well as some from other parts of the Borough who volunteered to come along and help the team. The young people managed the day acting as compere, timekeepers and judges. The young people welcomed the responsibility involved and took ownership of the event. Community Safety Officers, Leisure Development and the police attended and everyone including young people agreed it was an enjoyable, successful and positive community event.

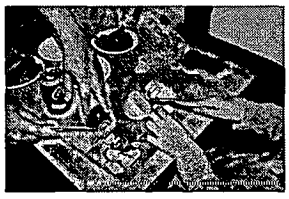
The Bus-shelter team were invited by the young people who plan and run the Boombox Live Festival at Brooklands College in Ashford as part of their course at the college. These events help the team to become part of the community.

1,594 Hours of Provision Delivered

As a result of Lifetrain being awarded additional grants the Bus-shelter project from September extended to Runnymede, Elmbridge and Guildford in addition to Spelthorne. An additional bus was purchased and a new team set about getting it fitted out as a mobile youth bus. A group of young people from the Youth Support Service Reparation Team gave great support by designing and building storage and seating units for both buses as part of their programme.

The teams now deliver 2 sessions a week in Elmbridge and Runnymede, 4 sessions in Guildford and 4 sessions in Spelthorne. The sessions we have delivered in Ash have proved very successful in terms of regular engagement and also in bringing together two groups of young people who would not previously mix from traveller and non-traveller backgrounds.

The Bus Team have worked with young people around boundary setting and behaviour rules on the bus, anger management, bullying, how to handle their own behaviour when they feel undermined, looking at arguments from other peoples' perspectives, doing homework, healthy eating, sports and creative crafts.



Lifetrain supports other agencies in tackling the serious issue of CSE. Youth workers have raised and reported concerns to the appropriate authorities about some young peoples' interaction with older males. It was the ability of the Bus Team to work with young people in the places they chose to gather that permits the identification of these issues.

1,035 Young People Contacted

The Team meet with partners, community wardens, local police, detached workers from the Community Youth Work team, and local residents about where young people gather.

The sessions are delivered on evenings and at times when there is no other provision for young people locally. In winter 2015 Young people in Stanwell took part in a community engagement project run by VAIS about facilities for young people and families in Stanwell.

Workforce Development in the Bus Shelter team

Megan Kyrionymou and Vicky Hannay achieved their ABC Level 2 qualifications in Youth Work enhancing their skills and knowledge in working with young people.

Case Studies

A young man with a learning disability started visiting the bus early in 2016 and over a period of time has grown in confidence so much that he was began to be able to travel to the bus on his own, showing a real increase in independent living skills. He had support with creating a CV and was successful in getting a part-time job after he left college.

Three young people from Stanwell came to The Lifetrain Trust AGM in November and gave a presentation about their involvement with Bus Shelter. This was part of their YAA Challenge and was very well received by all in attendance. They planned and delivered speeches and confidently answered questions from the audience. This showed a huge increase in confidence from 3 young people who at first found talking to people they hadn't met quite a challenge. It was also lovely to see one of the young people's parents attend the event too and talk to people about their development since being part of the project.

In2View

In2View is a course that prepares young people with employability skills and provides an opportunity to earn an ABC Level 1 Award Qualification in Employability Skills. The course explores overcoming barriers to working, exploring job opportunities, preparing applications and CVs, team working and communication, time management and setting goals, rights and responsibilities, environmental awareness and self-development. The course culminates in a day of workshops, which includes interview practice with local business partners.

Two groups of young people, Year 10 and 11 pupils from the Wey Valley College Short Stay School and a group of Year 10 pupils from Ash Manor School took part in In2View Employability courses.

The students from both these schools have various issues in terms of confidence, low self-esteem, learning difficulties and behavioural issues. All those who attended achieved clear learning outcomes and received recognition of this. Three young people from Ash Manor School also completed and earnt the ABC Level 1 Qualification in Employability Skills.

One to One Early Help

Lifetrain's Early Help team deliver one to one intervention to a variety of young people from different backgrounds with varying needs. Referrals are allocated through Surrey County Council's (SCC) Multi Agency Safeguarding Hub and Family Support Service. Each case is assessed jointly with SCC Youth Support Service to determine the best route of support .The young person identified as requiring Lifetrain's program of support is allocated a 'One to One' worker. An action plan is prepared, completed in conjunction **with the young person** and their parent/carer. Regular contact is made in order to best support the individual and the action plan is reviewed every four weeks. The Lifetrain 'One to One' team is supported by Volunteer Mentors and Social Work Students as part of their University Course Placement Scheme.

The outputs - Between *September 2015* and *September 2016*, Lifetrain Early Help team:

- Has supported **43** eleven to eighteen year olds.
- Has successfully closed **24** referrals after interventions.
- Is currently working with **19** young people.
- Is engaging young people back into education.
- Is building on life skills, self-esteem, confidence issues, and family issues and engaging in education.

The outcomes - The Young people we have supported have achieved the following outcomes:

- 3 YP Engaged back into education.
- 3 YP Engaged with work experience
- 7 YP Engaged in education who previously were at risk of dropping out.
- 5 YP have noticeably better relationships with family members.
- 15 YP have said they feel more confident with the skills and support they have received.
- 1 Parent has written a letter of thanks for the difference that we have made.

The 'One to One' team have taken on an extra member of the Lifetrain staff who possesses 5 years' experience of working in the Spelthorne area.

The Early Help Team have recently received a grant from a local councillor to support mental health and emotional well-being support for young people.

Interventions - The Early Help Team has been delivering the following interventions since Sept 16:

- Confidence / self-esteem building
- Anger management
- Work experience
- Return to/maintaining education
- Family mediation
- Group work
- Youth Achievement Awards
- Expression through arts & crafts; hobbies and interests
- Outcome Star
- Social /Life skills Inc. healthy eating, time management, emotions, communication skills,
- Catch 22 drug awareness
- Mediation
- Employability skills
- Drama and expressive arts

Future plans:

Recent changes within the Lifetrain Early Help team have broadened the skill set and opportunities.

Following feedback from the recent very successful Quality Mark Observation we will be involving parents/carers in setting targets for their young people; this will be achieved through tailoring the agreement that is carried out during the initial visit between the young person and one to one worker.

Each young person will be encouraged to undertake a Youth Achievement Award to run alongside the agreed intervention. This will provide the opportunity for the young person to achieve an accreditation as part of their intervention.

One volunteer mentor has been allocated to two young people, with three volunteers waiting to start. A training program for mentors is being developed.

A 'Heads Up!' Course which promotes mental health and emotional well-being is being delivered at Thomas Knyvett School in Spelthorne commencing in November 2016.

Case Study

T.H was referred to Lifetrain concerning his negative attitude towards his schooling following a managed move. As well as this, he often presented aggressive behaviours and used class c drugs.

After successfully matching him with a worker where trust was already established through the 'Bus Shelter project T.H (after two sessions) was able to be frank and honest with his one to one worker and was able to identify that his behaviours were due to a loss within the family. He expressed to his worker that he felt ready to explore his emotions and the events surrounding this.

Through the on-going weekly support of his worker T.H has asked to explore the idea of counselling, furthermore T.H is making improvements at school in regards to his negative behaviours; he has been taken off report and is making progress with his learning. In addition T.H has organised a group outing to London to celebrate Halloween.

"There is no greater loan, than a listening ear"

Youth Achievement Awards (YAA)

The YAA is aimed at young people aged 14 plus and encourages young people to take responsibility in selecting, planning and leading activities. They take an activity based approach to a peer support and review process. YAA support the development of a wide range of life skills by enabling young people to take a progressive level of responsibility in the planning, organising and leading activities for themselves and other young people.

The YAA's are a Peer Assessed Accreditation and are completely peer lead. The awards showcase many of the strengths in young people such as commitment, belief, self-evaluation, confidence, team work, individuality and a sense of ownership. The awards work on a 'Plan Do Review' structure and can also run alongside programmes the young people are already doing.

The Outputs:
Between April 2015 and April 2016, Lifetrain:

- Accredited over **74** portfolios.
- Registered **5** new participating units.
- Engaged **150** young people into positive activities
- **40** young people currently working on personal challenges.

The Impacts:
YAA works for many young people whether in mainstream education or not, it provides a structure that may otherwise not be there and helps young people to acknowledge each step of their personal achievements and encourages them to keep going! This approach works particularly well when integrated into the Early Help work.

Epsom PHAB and Surrey Peer Education Project have been particularly successful delivering awards from Junior Achievement Awards through Bronze, Silver and Gold right through to Platinum Awards.

The challenges undertaken and developed by young people range from organising a trip to London to becoming a lunchtime Playground assistant; from organising a charity cake sale to organising a talent show; and addressing issues around drug awareness, confidence building, social anxiety awareness and sex and relationships.

The Future:
In the future we will continue to develop tool kits and programmes to help Participating Units with evidencing the young peoples' work, challenging their ideas and encouraging more young people to become involved in YAA. A programme has commenced to introduce YAA into the secondary schools in Spelthorne.

Work Force Training

The departure of Sue Wilson had a major impact on Lifetrain's training opportunities. However using external resources Lifetrain has continued to build on its reputation to successfully deliver the Assessor, Internal Quality Assurance and External Quality Assurance qualifications to learners, locally, regionally and nationally.

Learners continue to come from a wide range of vocational sectors working within the Apprenticeship Framework including Journalism, Gas and Electric Installers, Youth Work, Teaching and Vehicle Maintenance. Lifetrain has become the preferred provider for the bodies representing these industries.

Despite Surrey County Council taking their Youth Work training in-house, Lifetrain has been able to continue to positively impact the learning opportunities of youth workers by delivering Level 2 and Level 3 qualifications in Youth Work Practice to local authorities outside Surrey.

Fundraising & Marketing

As is the case for most charities, securing unrestricted funds to support the charity's core costs and to fund new development work on initiatives to support vulnerable young people continues to be challenging. Obtaining project funding however has been successful with many successful bids being made to Charitable Trusts. We have received support to allow expansion of the Bus-shelter sessions, to deliver In2View Training Programmes, to support the delivery of Youth Achievement Awards and to provide equipment to assist the delivery of our Early help programme.

We would like to thank the generosity of St Faiths, The David Brooke Charitable Trust and the Community Foundation of Surrey particularly for seeing, understanding and supporting our vision of giving Young People a better chance in life to achieve their potential.

Our Annual Golf Day in June last year was a success with 13 teams and many other donations made to sponsor a hole, advertise in our programme and a large personal donation for a private caddy. As always Gatton Manor provided an excellent lunch and we hope you see the teams return again next year.

For the first time Lifetrain Christmas Cards were sold in 'Cards for Good Causes' shops in Leatherhead and Dorking. Thank you to everyone who helped us to fill all the volunteering slots.

Walton Poor Gardens owned by Mrs Prue Calvert kindly opened her stunning gardens for us again this year as part of the National Garden Scheme. Our 5 London Marathon Golden Bond spaces were filled by keen runners and ambassadors for Lifetrain and our newsletter continues to thrive and spread the word of the invaluable work our team carries out throughout the year.

Supporters

Supporters during the year included:

Alchemy Foundation
Basil Shippam & Alsford CT
Beaverbrook Foundation
Betty Risely Trust
Brook Charitable Trust
Borahurst Ltd
Cliff Richard Charitable Trust
BB & JA Craddock
Duke of Kent School
Foster Community Foundation
R B Gates
Gerald Bentall Charitable Trust
High Sheriff Youth Awards
Hurtwood House School
Lady Griffiths
Lady Skinner
Lodge of Grand Design Benevolent Fund
Loseley Trust
Major RLP Coleman Charitable Trust
Neville Charitable Trust
Provincial Grand Lodge Surrey
St Faiths's CT
Shepperton & Sunbury Rotary
Shere Manor Estate
Sheik Yamani
Sir Anthony Touche
Surrey Community Foundation
Surrey Mirror Heart of the Community
The Mears Foundation
TWM Solicitors
Untangle Ltd
Waitrose
Walton Poor Garden
Woking Community Transport

Thanks also to our Marathon Runners who raised over £8,000 and to our loyal golfers who support our Annual Golf Day at Gatton Manor.

Supporters cont'd:

We are always most grateful to the many friends and volunteers who made regular donations or helped us organise fundraising events throughout the year.

We would particularly thank Rod Sewell, Mary Sales and Denise Mead and Gatton Manor Golf Club who once again organised the Annual Golf Tournament.

We also wish to thank Sandie Chambre and Ruth Cole for their help throughout the year supporting variousprojects.

Trustees' Strategic Goals

The Board of Trustees review the Strategic Plan regularly throughout the year, to ensure that the priorities remain relevant around the ever changing circumstances within which the Charity operates and the limited resources that The Lifetrain Trust has available.

The NCVO published a report in July 2015 identifying that Charities have not seen the recovery experienced by the economy overall, while the rest of the economy has grown, the charity sector's income has flat-lined since 2009.

On current projections, charities will be faced with a £4.6bn shortfall in income by 2018/19 - the result of cuts to government contract and grant income, tepid growth in donations from the public, and inflation.

Small and medium-sized organisations have been hardest hit, with charities with incomes between £100,000 and £1m seeing the biggest falls in their income and assets. Such charities saw an overall fall of 38% in their income from government sources between 2007/8 and 2012/13.

The report's other findings include that almost all of the growth in charities' income from individuals has been earned rather than donated, as charities seek to commercialise their services in order to sustain their funds while donations flat-line. That income from individuals is unlikely to compensate for the falls in income from government sources and that many charities are experiencing a 'capacity crunch', with cuts to back-office and management capacity limiting their ability to access even familiar sources of funding, compromising their long-term sustainability.

It has long been a concern of Lifetrain's Trustees that to rely so heavily on such a high percentage of its income coming from one source, as it does from SCC, is not a healthy position for the charity. However the opportunities presented by SCC have allowed Lifetrain to deliver effective, valuable and vital work with young people in Surrey that would not have otherwise been possible.

Rather than strive for independence from SCC it is in the interests of the organisation to deliver such added value to its SCC grants and contract that its services become indispensable whilst at the same time increasing the volume of funding through contracts and grants outside of SCC's domain.

The Future

Youth work over the last 5 years has changed significantly, the collective picture of youth work nationally has sadly decreased in the wake of saving needs and budget cuts. The Third Sector has been a victim in this process with most Local Authorities reducing or removing its grants for voluntary sector provisions.

Youth work has also changed in nature, the remaining youth work, particularly in Surrey, is seeing growing demand and pressure to offer more universal first line services that are high quality and are able to clearly identify at an early stage the needs of young people in an attempt to support them into 'Early Help' support.

With this in mind Lifetrain is in a very fortunate position having survived the worst and now coming through the other side of this strained time. We now need to look clearly at where the organisation is going in the next three years, what we expect to achieve and how we will sustain our existence. Over

the last five years Lifetrain has seen many changes that have resulted in a need for a reactive shift in its work force and product provision.

To ensure the future of the Charity it is essential to acknowledge the limitations of Lifetrain in what is becoming a tougher and more definitive market. Funders and Commissioners require evidence of outcomes and the impact that the projects and programmes have had and are having on the local community and the lives of young people.

The Trustees meet :-

- to review where Lifetrain has been and is being successful and to identify where and how its limited resources can be best targeted to achieve maximum impact.
- to consider opportunities to expand its current activities
- to consider new opportunities that can be supported by the existing skills base
- to consider new opportunities that may require different skills but still within our core objectives
- to consider the opportunities for further collaboration.

The overall objectives are to:

- Create a Strategy & Vision for the next 3 years
- Identify Goals and Targets and how these will be achieved
- Agree performance monitoring approach
- Agree an Action Plan for implementing change

The Strategy, addressing Governance, Lifetrain's Products and Offer, its Staffing and Resources, how it markets itself and the implications of pressured funding, was signed off by Trustees at the Board meeting in October.

The staff team and the Trustees recognise the need to be able to clearly communicate Lifetrain's vision and plans for the future to funders, beneficiaries and opinion formers. Strategic planning is a creative process which will help to engage, provide direction and explain the roadmap to get to, and maintain, a sustainable future.

Monitoring Performance

The Trustees meet at least five times a year to review the performance of the Charity and develop and review its strategic direction. To achieve this, the Trustees rely on a number of tools including:

- Bi-monthly management accounts
- Bi-monthly reports from the Chief Executive and the Treasurer
- Bi-monthly review of Key Performance Indicators

Efficient Administration

The Charity seeks to keep its administrative costs to a minimum. The Chief Executive divides his time between managing the charity, supporting full-time and part-time staff, assisting the Board and company administration. The accountancy function continues to be outsourced. Office accommodation costs since the move to Fetcham have significantly reduced. Every opportunity is

taken to streamline processes and maximise resources through negotiating where possible service contracts and supply routes.

Employee Involvement and Staffing Polices

The Lifetrain Trust is an equal opportunities employer, which welcomes applications from all sections of the community.

The Charity has a number of documented policies in relation to personnel matters including:

Equal Opportunities	Child & Vulnerable People Protection
Volunteers	Recruitment and Selection
Health and Safety	Lone Worker
Employment of Ex-offenders	Alcohol and Drugs
Email and Internet Usage	Grievance Procedures

Working with young people and vulnerable adults, the charity meets the requirements of section 4 (2) of the Rehabilitation of Offenders Act 1974 in respect of exempt questions.

The Charity is not a Registered Body with the Criminal Records Bureau but is a registered counter signatory through Surrey Community Action and is therefore able to facilitate the obtaining of the Disclosures of its own staff, the workers and volunteers of our affiliated clubs and other organisations.

The Lifetrain Trust seeks the staff's involvement in the running and future of the Charity. The management team meets on a monthly basis and all the staff meet together six times each year.

Volunteers

We are grateful for all those marvellous volunteers that support us directly, either as committee members, working in our youth centres, undertaking administrative tasks in the office or who help in our fundraising efforts.

Financial Performance 2015-2016

Yet another challenging year, where, as already reported, The Lifetrain Trust struggled to financially support core activities, mainly due to the challenges of securing unrestricted funding and the staffing and structure legacy occasioned by the Surrey County Council taking back in house the management of Youth centres and Youth Work Training. This resulted in the need to restructure the organisation leading to the departure of two senior members of the team

Given the degree of uncertainty arising from the restructuring of the external environment in which The Lifetrain Trust operates, and the amount of work required to mount bids within Surrey, this was a disappointing year for us. However, the budget for 2016-2017 reflects a small excess of income over expenditure. Costs continue to be strictly controlled, and this is particularly difficult given that overheads need to be constantly under review.

We continue to need an increasing level of contribution from donors and other charitable activity, and this is proving to be an invaluable aspect of our overall operation. It is more challenging to seek donations, in the present environment, and we are fortunate in having Amy Lee as our Fundraiser who

works tirelessly in this work. Such donations increased by £9,000 over the year, and considerably helped us defray costs and overheads,

Cash Flow:
Cash flow is constantly monitored, and where necessary, we have used our investments to fund short term deficits without the need to secure short term, and expensive, Bank overdraft facilities.

Reserves Policy
The long-term objective to create a reserve equivalent to three months' total expenditure has been met. The Board of Trustees continues to be mindful of their fiduciary responsibilities in regard to the liquid funds created by the disposal, and given the turbulence in financial markets continue to garner advice as to how best to protect the returns on the Trust's assets for the future.

As a responsible and prudent charity, The Lifetrain Trust finds it necessary to hold a level of reserves that help maintain stability and reliability. In recent years, we have experienced reductions in funding and support and some late payments by debtors that might otherwise have caused Lifetrain some financial concerns. Our strong reserves provide resilience in these uncertain times and credibility in our capacity to provide services to Young People for the long term.

Fixed Assets
These are set out in note 15 of the Financial Statements.

Andrew Sales FCCA
30th September 2016

THE LIFETRAIN TRUST

Directors' and Trustees' Report and Financial Statements
for the year ending 31st March 2016

Independent Examiner

Ellis Atkins was appointed the Charity's independent examiner.

Statement of Trustees' Responsibilities

The Trustees are required by law to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the Charity and of the surplus or deficit of the Charity as at the end of the financial year. In preparing those financial statements, the Trustees are required to:-

> Confirm that suitable accounting policies have been used and applied consistently, make judgements and estimates that are reasonable and prudent; and confirm that applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts and that the financial statements have been prepared on the going concern basis.

The Trustees are also responsible for:

> Keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act, and the Companies Act, and Safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

By order of the Trustees

P A Wilkinson
Company Secretary
Date: 09.11.16.

Directors' and Trustees' Report and Financial Statements for the year ending 31st March 2016

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF

THE LIFETRAIN TRUST

I report on the accounts year ended 31st March 2016 set out on pages twenty-one to thirty-four.

Respective responsibilities of trustees and examiner
The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (effective January 2015) and that an independent examination is required.

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

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

Basis of the independent examiner's report
My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements below.

Independent examiner's statement
In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that, in any material respect, the requirements

- to keep accounting records in accordance with Section 386 and 387 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or

(2) to which, in my opinion, attention should be drawn to enable a proper understanding of the accounts to be reached.

Rick Parish ACA
For and on behalf of Ellis Atkins
Chartered Accountants
1Paper Mews
330 High Street
Dorking, Surrey
RH4 2TU

Dated: 9th November 2016

THE LIFETRAIN TRUST

Statement of Financial Activities
for the year ending 31st March 2016

	Notes	Unrestricted Funds	Restricted Funds	Total Funds 2016	Total Funds 2015 re-stated
Income from:		£	£	£	£
Donations and legacies	2	44,075	-	44,075	35,007
Charitable activities	3	-	234,626	234,626	337,339
Other trading activities	4	18,838	-	18,838	9,359
Investments	5	2,140	-	2,140	4,623
Other	6	5,010	-	5,010	3,000
Total		**70,063**	**234,626**	**304,689**	**389,329**
Expenditure on:					
Raising funds	7	21,914	-	21,914	21,071
Charitable activities	8	93,348	231,385	324,733	366,274
Total		**115,262**	**231,385**	**346,647**	**387,345**
Net income/(expenditure)		(45,199)	3,241	(41,958)	1,984
Transfers between funds		(54)	54	-	-
Net movement in funds		**(45,253)**	**3,295**	**(41,958)**	**1,984**
Total funds brought forward		164,880	6,464	171,344	169,360
Total funds carried forward		**119,627**	**9,759**	**129,386**	**171,344**

The above results are derived from continuing activities. All gains and losses recognised in the year are included above. The surplus for Companies Act purposes comprises the net decrease in resources for the year of (£41,958) (2015: surplus £1,984)

THE LIFETRAIN TRUST

Balance Sheet
as at 31st March 2016

	Notes	2016 £	2015 £
Fixed Assets			
Tangible fixed assets	15	6,028	-
Investments	16	55,000	100,000
		61,028	100,000
Current Assets			
Debtors	17	75,255	83,256
Cash at bank and in hand		32,761	56,230
		108,016	139,486
Creditors: Amounts falling due within one year	18	39,658	68,142
Net Current Assets/(Liabilities)		68,358	71,344
Total Assets Less Current Liabilities		**129,386**	**171,344**
Funds:	21		
Restricted Funds		9,759	6,465
Designated Funds		50,000	50,000
Unrestricted Funds		69,627	114,879
		129,386	**171,344**

THE LIFETRAIN TRUST

Balance Sheet
as at 31st March 2016

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

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31st 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 Section 386 and 387 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 the financial year and of its surplus or deficit for each financial year in accordance with the requirements of Section 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 9th November 2016 and were signed on its behalf by:

PD McIlwraith – Chairman	A Sales – Treasurer
Director and Trustee	Director and Trustee

Notes to the Financial Statements for the year ended 31st March 2016

1. Accounting Policies

a) Basis of Preparation

The financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (FRSSE), effective January 2015, and all other applicable accounting standards, as modified by the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales (revised May 2008). The accounts have been prepared in accordance with the provisions of the Charities (Accounts and Reports) Regulations 2008 and the Companies Act 2006, and include the results of the charity's operations which are described in the Trustees' Report.

Financial Reporting for Smaller Entities (FRSSE)

Exemption has been taken from preparing a cash flow statement on the grounds that the Charity qualifies as a small company.

Company Status

The charity is a company limited by guarantee. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company. All the directors of the company are also members.

b) Fund Accounting

Restricted Funds are funds received which have been earmarked for a specific purpose by the donor or which have been raised by the charity for particular purposes. The charity makes a charge for the administration and costs of raising such funds against the specific restricted fund.

Designated Funds are unrestricted funds which have been set aside by the trustees for a specific purpose. The trustees can propose to un-designate such funds at their discretion.

Unrestricted Funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for any other purpose.

c) Income

All income is recognised in the Statement of Financial Activities where 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 is received by way of grants, donations and gifts which are included in the full Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the Charity, are notes as such when the Charity becomes unconditionally entitled to the grant.

Surplus funds are invested in a bank deposit account to earn interest. Interest received is included when receivable.

Incoming resources from the charitable activities consists of grants which are related to performance and are accounted for as the Charity earns the right to consideration by its performance.

Notes to the Financial Statements
for the year ended 31st March 2016

d) Expenditure

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs 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.

Fundraising & Marketing Costs are those incurred in seeking voluntary contributions, grants, arranging events and the preparation of marketing the publicity material in support of the charity's activities.

Support Costs include central functions and have been allocated to charitable activity cost categories on a basis consistent with the use of resources.

Governance Costs are those costs incurred in connection with meeting the constitutional and statutory requirements of the Charity and include the Independent Examination fees and costs linked to the strategic management of the Charity.

e) Tangible Fixed Assets

Items with an initial value or cost of less than £1,000 (2015: £750) each are written off as an expense in the year of purchase.

Depreciation is provided on all assets at the following annual rates calculated to write off the cost of each asset over its estimated useful life, or if held under a finance lease, over the lease term, whichever is the shorter.

Vehicles	25% reducing balance

f) Capital Grants

The Board of Trustees consider that gifts of tangible fixed assets or grants of a capital nature given for specific purposes and fully utilised in the furtherance of the objects of the charity should be credited to restricted income in the year receivable. When fixed assets are purchased with donor grants, the capital expenditure is charged to the donor fund and transferred to the capital grants fund. The value of the capital grants fund represents the net book value of donor funded fixed assets.

g) Taxation

The charity is exempt from corporation tax on its charitable activities.

h) Investments

Investments are stated at cost. Recognised realised and unrealised gains and losses on investments are dealt with in the Statement of Financial Activities.

i) Leasing Commitments

Assets obtained under finance leases are capitalised in the balance sheet and are depreciated over their estimated useful lives or the lease term, whichever is shorter. The interest element of these obligations is charged to the Statement of Financial Activities over the relevant period. The capital element of the future payments is treated as a liability.

Notes to the Financial Statements for the year ended 31st March 2016

j) Pension Costs

The Charity does not operate a pension scheme to date, but is aware of the legislation and will implement in line with the legislation at a future date.

k) Grants Payable

Grants are charged to the Statement of Financial Activities in the year in which they are awarded.

l) Deferred Grants

Grants receivable which relate to a specific time period are recognised evenly over the relevant years.

m) Transfers between Funds

Trustees have the authority to transfer monies out of the Unrestricted Funds into the Restricted Funds when required. With the fund holder's permission, the Trustees have the authority to make transfers from one Restricted Fund to another.

2. Donations and legacies

	Unrestricted Funds	Restricted Funds	Total 2016	Total 2015
	£	£	£	£
Donations:				
Fundraising events	12,805	-	12,805	13,104
Individual donations	3,494	-	3,494	3,259
Company/Trusts/Foundations:				
Donations > £1,000	4,400	-	4,400	2,817
Donations < £1,000				
A & B Diocesan Trust	-	-	-	2,000
Boxhill School Trust	-	-	-	1,200
Duke of Kent School	5,332	-	5,332	-
Edward Lewis Foundation	-	-	-	1,000
Felbury House	1,000	-	1,000	1,000
Foster Community Foundation	1,000	-	1,000	-
Major RLP Coleman Charitable Trust	13,044	-	13,044	8,627
Provincial Grand Lodge Surrey	1,000	-	1,000	1,000
Shere Manor	1,000	-	1,000	-
Surrey Mirror Heart of the Community	1,000	-	1,000	-
Shere Village Cinema	-	-	-	1,000
Total	**44,075**	**-**	**44,075**	**35,007**

Of the £35,007 received in 2015, £28,629 was unrestricted funds and £6,378 was restricted funds.

Notes to the Financial Statements for the year ended 31st March 2016

3. Income from Charitable Activities

	Unrestricted Funds	Restricted Funds	Total 2016	Total 2015
	£	£	£	£
Basil Shipman	-	2,000	2,000	-
Comic Relief	-	-	-	3,098
Community Foundation Surrey	-	7,155	7,155	10,000
David Brooke Charity	-	2,000	2,000	-
High Sheriff Youth Awards	-	1,700	1,700	1,500
Wates Foundation	-	-	-	7,500
SCC – Centre Based Youth Work	-	-	-	84,744
SCC – Local Prevention Fund to 31/8/15	-	54,637	54,637	130,120
SCC – Local Prevention Neighbourhood from 1/9/15	-	91,998	91,998	-
The Eikon Charity – Local Prevention Neighbourhood from 1/9/15	-	14,000	14,000	-
SCC – Local Prevention 1:1 from 1/9/15	-	32,668	32,668	-
SCC – Workforce Development	-	10,718	10,718	100,377
St Faiths	-	12,750	12,750	-
The Betty Risely Trust – via Hart Brown	-	5,000	5,000	-
Total	**-**	**234,626**	**234,626**	**337,339**

Of the £337,339 received in 2015, £22,098 was unrestricted funds and £315,241 was restricted funds

4. Other Trading Activities

	Unrestricted Funds	Restricted Funds	Total 2016	Total 2015
	£	£	£	£
Workforce Development	17,971	-	17,971	7,677
Detached Youth Work	333	-	333	-
Youth Achievement Award Booklets	-	-	-	252
Christmas Card Sales	224	-	224	496
DBS Checks	310	-	310	934
Total	**18,838**	**-**	**18,838**	**9,359**

All of the £9,359 received in 2015 was unrestricted funds.

5. Investment Income

	Unrestricted Funds	Restricted Funds	Total 2016	Total 2015
	£	£	£	£
Income from listed investments	-	-	-	60
Bank Interest	2,140	-	2,140	4,563
Total	**2,140**	**-**	**2,140**	**4,623**

Of the £4,623 received in 2015, £4,563 was unrestricted funds and £60 was restricted funds.

THE LIFETRAIN TRUST

Notes to the Financial Statements for the year ended 31st March 2016

6. Other Income

	Unrestricted Funds	Restricted Funds	Total 2016	Total 2015
	£	£	£	£
Social Work Students	3,960	-	3,960	-
Youth Achievement Awards Annual Subscriptions	1,050	-	1,050	3,000
Total	**5,010**	**-**	**5,010**	**3,000**

All of the £3,000 received in 2015 was unrestricted funds.

7. Cost of Raising Funds

	Direct Costs	Support Costs	Total 2016	Total 2015
	£	£	£	£
Staff costs	16,294	-	16,294	16,212
Event costs	4,960	-	4,960	4,102
Travel expenses	108	-	108	152
Postage	28	-	28	-
Subscriptions	524	-	524	605
Total	**21,914**	**-**	**21,914**	**21,071**

All of the £21,071 expenditure in 2015 was unrestricted funds.

8. Expenditure on Charitable Activities

	Direct Costs	Support Costs	Total 2016	Total 2015
	£	£	£	£
1:1 Early Help	38,373	8,295	46,668	-
Detached Youth Work	121,245	25,973	147,218	194,823
Disability Awareness	6,430	-	6,430	18
Employability (In2View)	6,173	1,755	7,928	-
Lifetrain Information & Advice	49,521	15,100	64,621	44,854
Workforce Development	21,482	3,445	24,927	100,377
Youth Work	23,496	3,445	26,941	26,202
Total	**266,720**	**58,013**	**324,733**	**366,274**

THE LIFETRAIN TRUST

Notes to the Financial Statements for the year ended 31st March 2016

9. Analysis of Direct Costs

	Raising Funds	Charitable Activities	Total 2016	Total 2015
	£	£	£	£
Staff costs	16,294	204,858	221,152	220,825
Sessional workers	-	5,669	5,669	11,203
Consultancy fees	-	790	790	2,966
Recruitment	-	930	930	616
Training	-	790	790	687
Travel expenses	108	13,196	13,304	5,578
Outreach Bus insurance, lease, repairs & depreciation	-	7,510	7,510	4,873
Mobiles	-	334	334	-
Stationery & postage	28	41	69	4
IT costs	-	259	259	-
Subscriptions	524	1,152	1,676	1,888
Event costs	4,960	-	4,960	4,102
Activity costs	-	31,191	31,191	74,940
Total	**21,914**	**266,720**	**288,634**	**327,682**

10. Analysis of Support Costs

	Raising Funds	Charitable Activities	Total 2016	Total 2015
	£	£	£	£
Staff costs	-	20,906	20,906	22,425
Rent & rates	-	9,077	9,077	8,601
Charity & HR insurance	-	3,176	3,176	2,254
Travel expenses	-	501	501	1,954
Printing	-	1,343	1,343	1,801
Postage & stationery	-	1,634	1,634	1,485
Telephone & mobiles	-	3,256	3,256	3,490
AGM costs	-	97	97	228
Subscriptions	-	666	666	1,283
Meeting expenses	-	386	386	230
Legal & professional	-	763	763	13
Audit fees	-	3,000	3,000	3,000
Bookkeeping costs	-	4,298	4,298	4,508
Office machine maintenance	-	3,789	3,789	3,964
Staff welfare	-	717	717	253
IT & website	-	3,593	3,593	4,062
Credit card charges	-	402	402	115
Repay balance of funding	-	409	409	-
Total	**-**	**58,013**	**58,013**	**59,666**

Notes to the Financial Statements for the year ended 31st March 2016

11. Governance Costs

	Unrestricted Funds	Restricted Funds	Total 2016	Total 2015
	£	£	£	£
Independent Examiner's fee	3,000	-	3,000	3,000
Legal & professional fees	717	-	717	13
AGM & annual report	97	-	97	228
Total	**3,814**	**-**	**3,814**	**3,241**

12. Net Income/(Expenditure)

Net income/(expenditure) for the year is stated after charging:

		£
Independent Examiner's Fee	Audit services	-
	Non audit services	3,000
Depreciation		972
		3,972

13. Trustees Remuneration

The trustees neither received nor waived emoluments during the year (2015: £Nil). No expenses were reimbursed to trustees during the year (2015: £Nil).

14. Staff Costs

	2016	2015
	£	£
Wages & salaries	211,563	224,753
Redundancy payment	14,250	-
Employer's NI costs	16,245	18,496
	242,058	**243,249**

There was no employee whose emoluments as defined for taxation purposes amounted to over £60,000 in either year.

The average number of employees, calculated on a full-time basis, analysed by function was:

	2016	2015
Direct charitable activities	9	8
Raising funds	.5	.5
Support	1	.5
	10.5	**9**

15. Tangible Fixed Assets

Cost or valuation	**Vehicles** £	**Total** £
At 1st April 2015	-	-
Additions	7,000	7,000
Disposals	-	-
At 31st March 2016	7,000	7,000
Depreciation		
At 1st April 2015	-	-
Additions	972	972
Disposals	-	-
Charge for year	-	-
At 31st March 2016	972	972
Net book value 31st March 2016	**6,028**	**6,028**
Net book value 31st March 2015	**-**	**-**

16. Fixed Asset Investment

	2016 £	**2015** £
Investment Listed on a Recognised Stock Exchange	**55,000**	**100,000**

The listed investment was initially purchased in 2014/15 comprising £100,000. For the current year a withdrawal was made of £45,000. Interest of £2,140 was received during the year and paid directly into our current account, the value of the investment remains at £55,000.

17. Debtors

	2016 £	**2015** £
Trade Debtors	57,793	61,358
Other Debtors	234	234
Prepayments & Accrued Income	17,228	21,664
	75,255	**83,256**

18. Creditors: Amounts falling due within one year

	2016 £	**2015** £
Trade Creditors	2,605	14,488
Funds received in advance	26,022	38,605
Accrued Expenses	6,719	10,216
Social Security and Other Taxes	4,312	4,833
	39,658	**68,142**

19. Operating Lease Commitments

	2016	2015
	£	£
Expiring:		
Within one year	3,305	3,305
Between one & five years	3,306	6,611
	6,611	**9,916**

20. Analysis of Funds

	Unrestricted Funds	Designated Funds	Restricted Funds	Total 2016
	£	£	£	£
Fixed Assets	6,028	-	-	6,028
Fixed Assets Investments	55,000	-	-	55,000
Current Assets	48,257	50,000	9,759	108,016
Current Liabilities	(39,658)	-	-	(39,658)
Total	**69,627**	**50,000**	**9,759**	**129,386**

Notes to the Financial Statements for the year ended 31st March 2016

21. Movement in Funds

	At 1st April 2015	Income	Expenditure	Transfers	At 31st March 2016
	£	£	£	£	£
Unrestricted Funds					
General	**114,879**	**70,063**	**(115,262)**	**(54)**	**69,626**
Designated Funds					
Youth Work	**50,000**	**-**	**-**	**-**	**50,000**
Restricted Funds					
1. Disability Services	6,378	-	(6,432)	54	-
2. Employability Skills:					
Community Foundation Surrey	-	7,155	(3,578)	-	3,577
David Brooke Charity	-	2,000	(1,000)	-	1,000
High Sheriff Youth Awards	-	1,700	(850)	-	850
The Betty Risely Trust-via Hart Brown	-	5,000	(2,500)	-	2,500
3. SCC YC's Community Based Youth Work incl. donations	87	-	(87)	-	-
4. SCC Local Prevention Framework from 1/4/15 – 31/8/15	-	54,637	(54,637)	-	-
5. SCC Local Prevention Neighbourhood from 1/9/15 – 31/3/16	-	91,998	(91,998)	-	-
6. The Eikon Charity Local Prevention	-	14,000	(14,000)	-	-
7. SCC Local Prevention 1:1 from 1/9/15 – 31/3/16	-	32,668	(32,668)	-	-
8. Surrey County Council – L2 & L3	-	10,718	(10,718)	-	-
9. Youth Work:					
Bassil Shipman	-	2,000	(167)	-	1,833
St Faiths	-	12,750	(12,750)	-	-
Total Funds	**171,344**	**304,689**	**(346,647)**	**-**	**129,386**

1. Funding b/fwd from 2014/15 restricted to the making of an awareness raising film 'Are You Ready for Me'.
2. Restricted to the delivery of employability skills to young people during 2015/16 and 2016/17.
3. The Surrey County Council Centre Based Youth Work (CBYW) contract ended 31st March 2015, a slight underspend of £87 from private donations was b/fwd from 2014/15.
4. The Surrey County Council Local Prevention Framework contract ended 31st August 2015. This was restricted to youth work carried out in borough of Spelthorne.
5. The Surrey County Council Local Prevention Neighbourhood contract commenced 1st September 2015. This was restricted to youth work in the boroughs of Spelthorne, Elmbridge, Runnymede and Guildford.
6. The Lifetrain Trust is a sub-contractor to the The Eikon Charity under the Surrey County Council Local Prevention contract in the borough of Runnymede.
7. The Surrey County Council 1:1 contract commenced 1st September 2015. Replacing the SCC LPF contract which ended 31st August 2015. This was restricted to 1:1 youth work in the borough of Spelthorne.
8. The Surrey County Council L2 & L3 is restricted to the delivery of training.
9. Funding restricted to youth work.

22. Voluntary Help and Donation in Kind

The Trustees are especially grateful for the substantial benefits received from the many voluntary hours contributed by the voluntary supporters. They are also most appreciative of the kind generosity of many local businesses and individuals who donate goods and services.

The value of voluntary hours contributed by the voluntary supporter in the year was 320 hours at £10 per hour £3,200. (2015: £4,000). There were no donated goods during the period.

23. APB Ethical Standard – provisions available for small entities

In common with many other businesses of our size and nature we use our accountants to prepare and submit returns to the tax authorities and assist with the preparation of the financial statements.

THE LIFETRAIN TRUST

Directors' and Trustees' Report and Financial Statements for the year ending 31st March 2016

STAFF LIST

Chief Executive	Paul Wilkinson
Training & Accreditation Manager	Maureen Clark
Youth Work Projects Manager	Tracey Osborn
Youth Achievement Project Lead	Hannah Hackett
Fundraising and Development Manager	Amy Lee
Team Leader Detached Youth Work	Gill Phillips
Part-time Outreach Youth Workers	Vicky Hannay Oliver Kendal Jay Shaw Simon Weston Megan Kyrionymou Sam Wightman Lucy Green Liz Hales