BACK ON TRACK MANCHESTER LTD

England & Wales · Charity number 1017467

Details

Other names	NORTHERN EDUCATION AND RESETTLEMENT INFORMATION SERVICES LTD, N E A R I S, NEARIS
Status	Registered
Legal form	Charitable company
Company number	02735484
Registered	1993-02-18
Register	View on the Charity Commission register

Contact

Address	4th Floor Swan Buildings 20 Swan Street Manchester M4 5JW
Phone	01618341661
Email	info@backontrackmanchester.org.uk
Website	www.backontrackmanchester.org.uk

Activities

Objects: 3. The objects of the company shall be to advance the education of disadvantaged members of society, and especially persons who are suffering or who have suffered a legal restriction on their liberty in any penal or correctional establishment or otherwise, and their families, in particular (but without prejudice to the generality of the foregoing) through the provision of educational, training and advisory services to said persons.

Activities: We provide education, training, volunteering and associated support for excluded adults in Greater Manchester. Our services are aimed at adults who have been through some form of resettlement process related to substance misuse, homelessness, mental illnes, or offending behaviour. We also provide resources /training for other organisations in our field. (Formerly known as MERC and NEARIS.)

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Classification

- **How:** Provides Services, Provides Advocacy/advice/information, Sponsors Or Undertakes Research
- **What:** General Charitable Purposes, Education/training
- **Who:** Other Defined Groups

Geography

- Bolton
- Bury
- Manchester City
- Oldham
- Rochdale
- Salford City
- Stockport
- Tameside
- Trafford
- Wigan

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£1,411,922	£1,361,139	£400,663	29
2024-03-31	£1,043,821	£993,256	£349,880	26
2023-03-31	£848,338	£815,603	£299,315	23
2022-03-31	£784,925	£830,413	£266,580	26
2021-03-31	£905,104	£828,800	£312,068	29

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Trustees

Name	Role	Appointed
Gillian Drakeford	Chair	2022-04-26
Amanda Paterson		2018-08-07
Amina Bodhania		2022-04-26
Dr Kevin Wong		2019-05-15
Judith Harrison		2020-09-04
Julie Taylor		2018-12-11
Lucy Hopwood		2025-07-29
Olusayo Phillips		2022-04-26
Rachel Dyson		2025-07-29
Sarah Newton		2024-04-30
Tess Murphy		2025-07-29

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BACK ON TRACK MANCHESTER LTD

England & Wales - Charity number 1017467

Accounts

Docusign Envelope ID: 3350A040-C2E9-485D-8EA9-A3499B8E6D76

BACK ON TRACK MANCHESTER LTD.

(COMPANY LIMITED BY GUARANTEE)

COMPANY REGISTRATION NUMBER: 2735484 (England)

CHARITY REGISTRATION NUMBER: 1017467

REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

Docusign Envelope ID: 3350A040-C2E9-485D-8EA9-A3499B8E6D76

BACK ON TRACK MANCHESTER LTD.
(A PRIVATE COMPANY LIMITED BY GUARANTEE)
REGISTERED IN ENGLAND NO: 2735484

A REGISTERED CHARITY NO: 1017467

REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

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Report of the trustees for the year ending 31st March 2025

The trustees present their annual directors' report and financial statements of the charity for the year ended 31st March 2025 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes. The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (January 2019).

Reference and administrative information
Charity Name: Back on Track Manchester Limited
Charity Number: 1017467
Company No: 2735484 Incorporated in England, UK

Directors and trustees
The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the year end were as follows:
Chair: Gillian Drakeford
Vice Chair: Susan Jenkins (resigned 2.5.25), Sarah Newton (appointed trustee 30.4.24, Vice Chair 6.5.25)
Treasurer: Amanda Paterson

Trustees:

Lyndsey Forrest	Olusayo Phillips
Judy Harrison	Oona Cassidy (resigned 13.6.24)
Julie Taylor	Rachel Dyson (appointed 30.7.25)
Kevin Wong	Lucy Hopwood (appointed 30.7.25)
Amina Bodhania	Tess Murphy (appointed 30.7.25)

Company Secretaries: Beth Maguire, Rebecca Airey (appointed 7.5.24)
Senior manager (Chief Executive Officer): Siobhan Pollitt
Patrons: Mike Joyce, Mary-Ellen McTague, Tony Walsh

Registered Office
Swan Buildings, 20 Swan Street, Manchester, M4 5JW

Accountants
Hilton Jones
Hollinwood Business Centre, Albert Street,
Failsworth, Oldham, 0L8 3QL

Auditors
McKellens Chartered Accountants
11 Riverview, The Embankment Business Park
Vale Road, Heaton Mersey
Stockport, SK4 3GN

Bankers
Cooperative Bank plc, 1 Balloon Street, Manchester M60 4EP
Aldermore, 40 Spring Gardens, Manchester M2 1EN
Redwood Bank, The Nexus Building, Broadway, Letchworth Garden City, Hertfordshire SG6 3TA
Hinkley and Rugby Building Society, Upper Bond Street, Hinckley, Leicestershire LE10 1NZ

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About Back on Track

Back on Track is a Greater Manchester charity that has been part of the local community for nearly 50 years. In this time our organisation has grown to become a leading specialist provider of community learning and support for adults who are facing multiple disadvantage. We use our individual and collective voice to influence decision-makers and to advocate for systems change in Greater Manchester.

Our vision is a Greater Manchester where everyone can get the skills, support, and experience they need to imagine a better future for themselves and then make it happen.

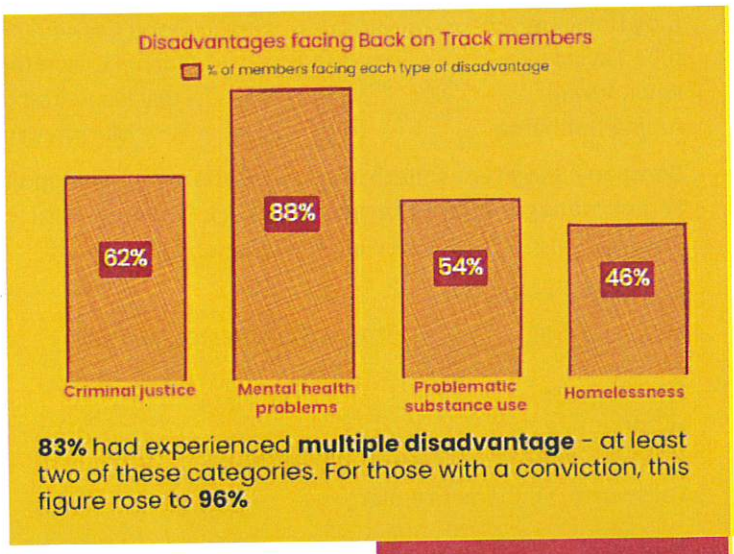
Our mission is to enable adults who are facing disadvantage to make lasting, positive changes in their lives.

> "I feel like I have a place in society again."

Our members all have unique journeys, backgrounds, and stories, but are brought together by their experience of multiple disadvantage. They are united by a commitment to learn and develop so they can do things such as manage problematic drug/alcohol use, live a crime-free life, improve their mental health and wellbeing, or find a stable place to call home.

Our work enables members to make positive, lasting changes in their lives, to increase wellbeing and their ability to move forward. To reach these goals we work with people to first achieve short-term changes.

More positive lifestyle and use of time	**Improved knowledge and skills**
Improved confidence and self-worth	**Increased sense of belonging**





Strategy: In 2025 we launched our **new 5-year strategy**, our most forward-looking and outward-facing plan yet. The strategy builds on our expertise and strengths as an organisation and amplifies our ambition to influence change in society and the systems that impact our members' lives.

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Our work



In 2024-5 we provided learning, training, and support to 1070 adults from all across Greater Manchester who faced multiple disadvantage. Back on Track's services and programmes are tailored to the individual member and include learning programmes, advice and guidance, one-to-one support, and volunteering.

Learning

Our learning programme offers a high quality, exciting and varied range of courses and activities. It's designed around the subjects members want to learn about, including a focus on essential skills, life skills, health and wellbeing, pre-employment skills, psychoeducation, and creative activities.

630 people took part in learning activities

Support

Our one-to-one support can offer help with issues going on in someone's life, help to access other services, or working out life goals with our progression team. We provide ongoing support from caseworkers to people who experience severe and multiple disadvantage.

630 people took part in learning activities

Community

Our community of members and volunteers is a safe, friendly, inclusive space where people feel they belong and make a fresh start. Members can talk to staff about challenges they are facing, meet people from all kinds of backgrounds and make connections safely. Our café and training kitchen act as the hub of this community, a place where people leading isolated lives can come together. We ensure that the lived experience of our members is central to everything we do.

1185 people made up our community

Influencing

We believe we can take positive action to make things fairer. We are committed to using our expertise and the voices of our members to bring about positive change. We do this through joining forums, speaking at events, and talking to policymakers. We also work closely with employers to develop fairer recruitment practices and pathways to work.

We reached **over 1000** professionals

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Public Benefit

The charity furthers its charitable purposes for the public benefit by enabling adults facing disadvantage to have better life chances through learning, work experience, volunteering, and support. By engaging with Back on Track learning programmes and volunteering opportunities, people gain self-esteem and find a new purpose. The support we offer enables people to improve their circumstances and work towards their goals. These changes result in personal, social, and economic benefits to communities, statutory services, and our city and region by:

- improving mental and physical health and wellbeing
- managing or ceasing problematic drug and alcohol use
- promoting desistance from crime – creating a new, crime-free identity
- developing resilience which enables people to cope with setbacks and sustain employment
- contributing to the community, resulting in sense of belonging and citizenship

We have referred to the Charity Commission's general guidance on public benefit when reviewing the Charity's aims and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

Structure, governance, and management

Back on Track Manchester Limited is a company limited by guarantee governed by its Articles of Association (updated in December 2019) and registered as a charity with the Charity Commission on 18 February 1993. In the event of a winding up, members have agreed to contribute a sum not exceeding £1. The Board agrees pay and remuneration of key management personnel with reference to Back on Track's salary policy and pay scales. Salaries are reviewed annually by the Board.

Organisation: The Chief Executive and the leadership team are responsible for the day-to-day management of the charity, supported by management and project colleagues. In 2024/5 we introduced a new leadership role, Deputy Chief Executive Officer, to support the delivery of our strategic objectives.

Governance of the organisation lies with the Board of Trustees. The Board meets quarterly in addition to the AGM. These meetings include the Directors/Trustees and the Chief and Deputy Chief Executive Officer. During the meetings the progress of the past three months is assessed and considered against the targets and aims. The status of the planned work is considered and discussed. Future aims and ambitions are considered in conjunction with the on-going programme. Any discussion papers circulated before the meeting will be addressed and considered.

The Board meets regularly with the Back on Track senior leadership team to review, discuss and guide the organisation to make progress against our strategic priorities. Individual trustees lead on key governance themes including Safeguarding and Strategic Risk. The work of the board is supported by Finance and People sub-committees chaired by trustees. These committees take actions from and report to the board.

Appointment of trustees: The directors/trustees are appointed following a process of recruitment and application set out by the Board of Trustees. The directors/trustees also have the power under the governing document to co-opt individuals who support the aims of the organisation.

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Trustee induction and training: As part of their induction, the new directors/trustees are provided with information about the charity, its staffing structure, history, and working practices. In addition, they are also provided with the Articles of Association plus information from the Charity Commission and Companies House regarding the duties and responsibilities of directors and trustees. Training appropriate to the individual needs of the trustees is given.

Strategic risk management: The Directors/Trustees have assessed the risks to which the charity is exposed, both in terms of financial and operational matters in carrying out its objectives and are satisfied that the systems are in place to mitigate exposure to major risk. The strategic risk register is considered and updated by the board on a quarterly basis, or more often if responding to emerging risks. Workplace risk assessments have been carried out for all operational processes.

Related parties and co-operation with other organisations: None of our trustees receive remuneration or other benefit from their work with the charity. Any connection between a trustee or senior manager with any service providers must be disclosed to the full Board in the same way as any other contractual relationship with a related party.

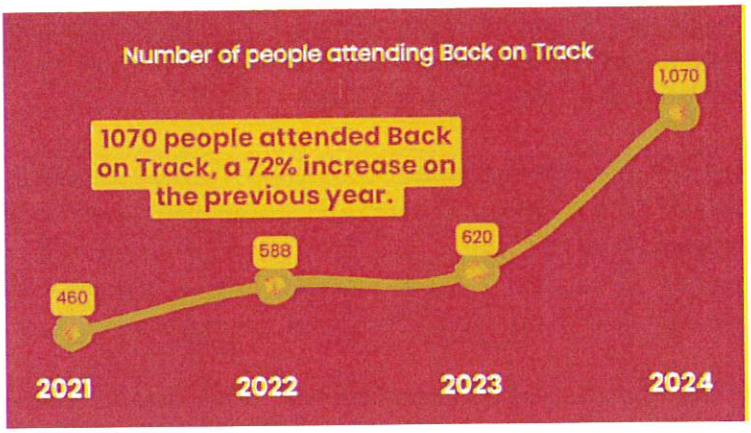
Staff and member involvement (co-production): An important part of our approach is working closely with our colleagues and with the people who come to Back on Track to shape and improve our services and to influence wider change. We strive to implement this at all levels of the organisation and undertook significant co-production activity in the development our strategic plan.

People who use our services take part in staff recruitment and task groups with our trustees, colleagues, and volunteers. We also support people to contribute to learning sessions and share their experiences of progression at external events.

We champion fair recruitment practices and actively encourage people with lived experience of multiple disadvantage to apply for volunteering and employment opportunities in our organisation.

A review of our achievements and performance

In 2024-25, 1070 people from across Greater Manchester attended a session of training, teaching, or one-to-one support and advice at Back on Track. Back on Track has grown significantly in the last year, with new criminal justice and multiple disadvantage commissioned projects increasing the impact of the organisation. We improved to our physical space and digital infrastructure to support this growth and colleagues have worked positively together to navigate change.



Learning programme

Our **core learning programme** was more diverse than ever before. We placed a particular emphasis on mental health and learning strategies to build resilience and wellbeing, we introduced music therapy and new ways to engage with nature, and we taught life skills as the key to unlocking greater opportunities. Our digital inclusion programme saw us give out more than 50 laptops and tablets to take home and provided skills support in using the devices. This was life-changing for many people, opening up a world of possibilities.



We delivered 400 hours of cookery sessions ranging from introductory home cookery and baking, to specialised training for the catering and hospitality industry and level 2 qualifications in food safety. We also integrated beginners' maths skills into cookery sessions so that cooking acts as a gateway into functional skills development as well as constituting an essential life skill in its own right.



Swan Kitchens café and training kitchen was a warm and welcoming hub for our centre, providing low-cost nutritious meals to members on low incomes. It is a place where our members feel part of a community and can access volunteering opportunities. The cost-of-living crisis is still very real to the people we work with. The cafe gave away kitchen equipment and free food, distributed healthy recipes and ran hands-on sessions. We also reimbursed £15,000 in the travel costs of members attending Back on Track, so poverty was never a barrier to participation.

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One to one support

We provided one-to-one support to 440 people. One to ones with our progression team helped people overcome barriers, work out their goals and move closer to where they wanted to get to in life. With our Manchester Wellbeing Hub for the Greater Manchester Integrated Resettlement Service, we supported people on probation to create a new, positive identity. Participants joined wellbeing activities, self-development workshops, and were supported to move on to all kinds of new opportunities. This helped to build safer communities and reduce harm. And through the Early Help for Adults programme, we supported people facing multiple disadvantage who had previously struggled to access services. 90% said they felt more connected to other people, and 89% felt more able to manage problematic drug and alcohol use.



"I feel a lot more confident and don't worry as much about what people think about me."

For many members who experience social exclusion and isolation, regular attendance at courses is progress, together with the improved wellbeing and social connectedness it provides. For others, engagement in our employability provision leads to more formal progression. In the last year 86 members attended our Work Club programme, and we saw 60 progressions into further learning, volunteering, or employment.



Influencing employers and services

We also worked with employers to develop fairer recruitment practices and pathways to work - and advocated to increase opportunities for people with convictions to compete for jobs. We raised awareness of this issue through forums like the Greater Manchester Good Employment Charter. We also trained local organisations on issues such as trauma-responsive practice and fair recruitment.

Financial review

Total income in the year was £1,411,922 (2024 £1,043,821) and total expenditure was £1,361,139 (2024 £993,256) leaving a surplus of £50,783. Unrestricted funds carried forward at the year-end were £341,858 and restricted funds carried forward total £58,805.

Major funding streams included Greater Manchester Integrated Rehabilitation Service, Changing Futures, The Henry Smith Charity, Albert Gubay Charitable Foundation, Our Manchester VCS Fund, Community Learning Fund, Multiply, The Oglesby Trust and Big Lottery Reaching Communities.

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Financial risk is managed through a combination of income diversification, positive relationships with grant and contract commissioners, and careful and strategic planning of resource management and expenditure. Effective scrutiny, monitoring and governance of the charity's finances occurs through monthly finance reports and regular Finance Committee meetings.

Reserves policy and going concern

Total funds held at year end	£400,663
Of which restricted reserves	£58,805
Unrestricted reserves	£341,858
Of which free reserves	£319,084
Funds designated to support service expansion	£60,000
Free reserves following designation	£259,084
Target range for free reserves	£230,000-£280,000

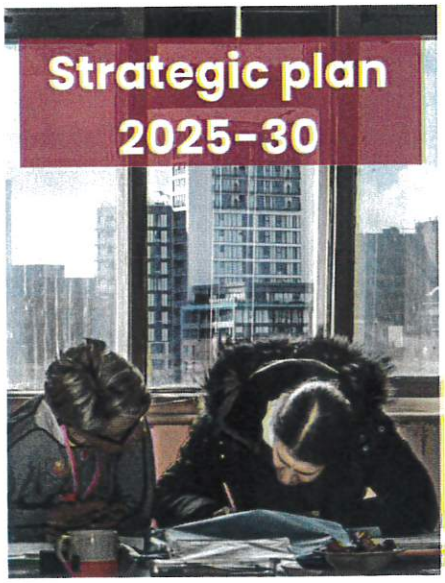
Back on Track's Reserves and Designation Policy governs the use of the organisation's reserves in a way that safeguards the financial security of the organisation while enabling financial management which helps achieve our charitable purpose.

It is the aspiration of Back on Track to maintain free reserves within a range which reflects 3-4 months' Core Operating Costs as defined in the Policy. This would provide sufficient funds to allow the charity to react to changes in income in a constructive manner. The target range for free reserves is calculated annually using a Core Operating Costs formula described in the Policy and approved by the Board.

Trustees have agreed to designate £60k to support service expansion plans in 2025/6. The designation does not take the free reserves below the 2024/5 target range.

Investment powers and policy: Under the Articles of Association the charity has the power to invest in any way the trustees wish. The trustees, having regard to liquidity requirements of the charity and to the reserves policy have operated a policy of keeping available funds not in day-to-day use, in interest bearing deposit accounts.

Plans for Future Periods



Directors, staff colleagues, volunteers and members will all contribute to the implementation of Back on Track's 2025-30 Strategic Plan. In 2025 we will create an Organisational Development leadership role to support the charity through change and growth. In 2025-6 the charity welcomes a new Chief Executive Officer, David Maguire, who will lead the implementation of the strategy and guide the organisation to further increase its impact.

We are committed to our work supporting people with convictions to resettle into the community. We will continue to have strong partnerships with colleagues in probation, Greater Manchester Police, forensic mental health services, voluntary sector organisations working in criminal justice, and Greater Manchester Combined Authorities. We will also continue to support people experiencing multiple disadvantage and influence change in systems and services through the Early Help for Adults programmes, led by

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Manchester City Council in partnership with Shelter and Big Life.

Back on Track will continue to innovate; further developing and building our curriculum and partnerships, generating more ways to extend our reach through influencing, and bringing about systems change and fair chances for people experiencing multiple disadvantage.

Learning: Our learning programme will have an increased focus on members developing the skills to navigate their life and develop independence beyond Back on Track. We will create more programmes to enable members to gain new insight into the effects of mental health, trauma and neurodivergence on physical and emotional wellbeing. Our vibrant cultural programmes will continue, and citizenship activities will enable members to become involved in the social and environmental issues that matter to them. We will extend our progression programmes for members and deepen our connection with employers, offering guidance to develop inclusive employment practices and new employment pathways.

Support: Back on Track is commissioned to offer dedicated one-to-one support to those who need it most, to help people overcome challenges and make progress in their lives. We will continue this work alongside key VCSFE and public sector and statutory partners, sharing our expertise in delivering trauma-responsive, values-led support.

We will further develop our work within the criminal justice sector, helping to reduce harm and make our community safer by supporting people with convictions to reintegrate and rebuild their lives free from offending. We will continue to deliver our Integrated Resettlement Service Wellbeing Hub and innovate through special projects working with people with convictions, while contributing to research and influencing systems change within criminal justice.

Community: In 2025-6 we will deepen and expand our community through more active involvement of our members and volunteers, and closer partnerships with aligned organisations. We will implement more ways for members and volunteers to be involved in decisions at Back on Track and support more of our members feel confident to actively participate in communities outside Back on Track.

At our learning centre, members can enjoy a nutritious meal from our café, contribute to how the centre is run, and progress into volunteering roles throughout the organisation. We also celebrate the achievements of members and volunteers at our end of term events. Our shared space agreement, created by members, means we do all of this safely and with respect for each other.

Influencing: In 2025-6 we will sharpen our focus on influencing the way others provide services, so it's not just at Back on Track where people can make positive, lasting changes. We have seen in our own organisation how inclusive employment practices, prioritising lived experience and trauma-responsive approaches to support have created better spaces where people can flourish. We will support more of our members to be involved in system-wide coproduction projects and by sharing our insight and expertise together, we can ultimately effect positive system change.

We intend to build on our highly successful external training programmes and offer more guidance and support to statutory and voluntary sector partners and the business community to open doors, change perceptions and practices. Our influencing activity will help to create fair chances and better opportunities for people facing disadvantage in our community.

Trustees' responsibilities in relation to the financial statements

The charity trustees (who are also the directors of Back on Track Manchester Limited for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing the financial statements, the trustees are required to:

- Select suitable accounting principles and then apply them consistently;
- Observe the methods and principles in the applicable Charities SORP;
- Make judgments and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- Prepare the financial statements on a going concern basis unless it is appropriate to presume that the charity will not continue in business.

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

Statement as to Disclosure of Information to Auditors: So far as the directors are aware, there is no relevant audit information (as defined by Section 418 of the Companies Act 2006) of which the company's auditors are unaware and each director has taken all the steps they ought to have taken as directors in order to make themselves aware of any relevant audit information and to establish that the company's auditors are aware of that information.

Auditors: A Resolution will be proposed at the Annual General Meeting to reappoint the auditors, McKellens Chartered Accountants and Registered Auditor.

By order of the Board of Trustees

DocuSigned by:
Amanda Paterson
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Treasurer: Amanda Paterson

Date: 10/27/2025 2025

back on track >

Back on Track Manchester Limited

Independent Auditor's Report to the Members of Back on Track Manchester Limited

Opinion

We have audited the financial statements of Back on Track Manchester Limited (the 'company') for the year ended 31 March 2025, which comprise the Statement of Financial Activity, Balance Sheet, Statement of Cash Flows and Notes to the Financial Statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards comprising Charities SORP – FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the company's affairs as at 31 March 2025 and of 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.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the directors' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the company's ability to continue as a going concern for a period of at least twelve months from when the original financial statements were authorised for issue.

Our responsibilities and the responsibilities of the directors with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the Trustees' Report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Back on Track Manchester Limited

Independent Auditor's Report to the Members of Back on Track Manchester Limited

Opinion on other matter prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Trustees' Report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report.

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; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' Remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the directors were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' Report and from the requirement to prepare a Strategic Report.

Responsibilities of directors

As explained more fully in the Statement of Trustees' Responsibilities set out on page 8, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the directors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the directors are responsible for assessing the company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Back on Track Manchester Limited

Independent Auditor's Report to the Members of Back on Track Manchester Limited

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the company through discussions with directors and other management, and from our knowledge and experience of the charity sector;
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the company, including the Companies Act 2006, the Charities Act 2011, taxation legislation and data protection, anti-bribery, employment, environmental and health and safety legislation;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence; and
- that identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the company's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud;
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations; and
- understanding the design of the company's remuneration policies.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify and unusual or unexpected relationships;
- tested journal entries to identify unusual transactions;
- assessed whether judgements and assumptions made in determining accounting estimates set were indicative of potential bias; and
- investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- reading the minutes of meetings of those charged with governance;
- enquiring of management as to actual and potential litigation and claims; and
- reviewing correspondence with HMRC, relevant regulators and the company's legal advisors.

A further description of our responsibilities is available on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Back on Track Manchester Limited

Independent Auditor's Report to the Members of Back on Track Manchester Limited

Use of our report

This report is made solely to the company'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 company'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 company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

.....

Paul Roper (Senior Statutory Auditor)
McKellens Ltd
11 Riverview
The Embankment Business Park
Vale Road
Heaton Mersey
Stockport
SK4 3GN

4/4/25

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BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

CO. REG. NO. 2735484

BALANCE SHEET AS AT 31 MARCH 2025

	NOTES	2025 £	2025 £	2024 £	2024 £
FIXED ASSETS					
Tangible Fixed Assets	13		64,963		72,846
CURRENT ASSETS					
Stock	14	200		200	
Debtors & Prepayments	15	291,207		50,833	
Cash at Bank and in Hand		301,282		331,191	
		592,689		382,224	
CREDITORS:					
Amounts falling due within one year	16	(256,989)		(105,190)	
		(256,989)		(105,190)	
NET CURRENT ASSETS			335,700		277,034
TOTAL NET ASSETS			400,663		349,880
ACCUMULATED RESERVES					
Unrestricted Funds	18		341,858		296,808
Restricted Funds	18		58,805		53,072
			400,663		349,880

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies, and the Financial Reporting Standard 102.

Approved on behalf of the board of trustee/directors:

DocuSigned by:
Amanda Paterson
B0897A7C70834D5...

Director: A. Paterson

G. Drakeford

Director: G. Drakeford

Date 10/27/2025

The notes on pages 18 to 30 form part of these accounts.

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BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2025

	Notes	Unrestricted Funds 2025 £	Restricted Funds 2025 £	Total Funds 2025 £	Total Funds 2024 £
INCOME FROM:					
Donations & Legacies	3	44,620	18,000	62,620	42,840
Charitable Activities	4	1,066,404	247,477	1,313,881	969,790
Other Trading Activities	5	23,784	-	23,784	23,114
Investment Income	6	6,882	-	6,882	6,581
Other Income	7	4,755	-	4,755	1,496
TOTAL INCOMING RESOURCES		1,146,445	265,477	1,411,922	1,043,821
EXPENDITURE ON					
Raising Funds	8	42,904	-	42,904	39,745
Charitable activities	9	1,058,491	259,744	1,318,235	953,511
TOTAL		1,101,395	259,744	1,361,139	993,256
NET INCOME (EXPENDITURE)		45,050	5,733	50,783	50,565
Transfers between funds	18	-	-	-	-
NET MOVEMENT IN FUNDS		45,050	5,733	50,783	50,565
RECONCILIATION OF FUNDS					
Total funds brought forward		296,808	53,072	349,880	299,315
TOTAL FUNDS CARRIED FORWARD	18	341,858	58,805	400,663	349,880

The statement of financial activities includes all gains and losses in the year.

The notes on pages 18 to 30 form part of these accounts.

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STATEMENT OF CASH FLOWS FOR THE YEAR ENDING 31ST MARCH 2025

Reconciliation of net movement in funds to net cash flow from operating activities

	2025 £	2024 £
Net movement in funds	50,783	50,565
Add back depreciation	23,664	22,248
Deduct investment income	(6,882)	(5,555)
Decrease/(increase) in debtors	(240,374)	10,941
Increase/(decrease) in creditors	151,799	(19,115)
Net cash used in operating activities	(21,010)	59,084
Cash flows from investment activities:		
Interest	6,882	5,555
Purchase of fixed assets	(15,781)	(46,724)
Sale of Fixed Assets	-	-
Net cash provided by investing activities	(8,899)	(41,169)
Increase/(decrease) in cash and cash equivalents during the year	(29,909)	17,915
Cash and cash equivalents brought forward	331,191	313,276
Cash and cash equivalents carried forward	**301,282**	**331,191**

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BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

1 ACCOUNTING POLICIES

(a) Basis of preparation and assessment of going concern
The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued January 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011, and the Companies Act 2006.
The charity constitutes a public benefit entity as defined by FRS 102.
The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern. Projections for 2025/26 show that the charity need to secure £100,055 of funding including donations and new sources to meet the set budget which allows for £56,756 of restricted reserves and £60,000 of designated reserves to be utilised.

(b) Funds structure
Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor.
When the requirements of the restricted funds are met (eg assets are purchased) the transaction is shown as a movement in funds from restricted to unrestricted funds.
Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have created a fund for a specific purpose.
The charity has created a designated capital fund to meet the future depreciation charge of its assets.
Further details of each fund are disclosed in note 18.

(c) Income recognition
All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.
Donations and grants are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation or grant is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.
Grants, including those in restricted funds, specifying performance in future periods are deferred.
Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

(d) Expenditure Recognition
Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.
All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings. For more information on this attribution refer to note (f) below.

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BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

(e) Taxation & Irrecoverable VAT
All grant income and donations are outside the scope of VAT. Contract fees and certain other income are exempt supplies and therefore the company is not liable to be registered for VAT. Irrecoverable VAT on expenditure is attributed to the category of expenditure on which it is incurred. No provision has been made for taxation as exemption has been granted by HMRC from taxation under Sections 466 to 493 of the Corporation Taxes Act 2010 or Section 256 of the Taxation of Capital Gains Act to the extent that surpluses and gains are applied for charitable purposes.

(f) Allocation of support and governance costs
Support costs have been allocated between governance costs and other support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to independent examination and legal and professional fees together with an apportionment of overhead and support costs. Governance costs and support costs relating to charitable activities have been apportioned based on staff time and the usage of facilities and services for management purposes.
The allocation of support and governance costs is analysed in note 10.

(g) Costs of raising funds
The costs of raising funds consists of staffing, cost of sales and overheads for delivery of training, and running the non-funded element of the café.

(h) Charitable Activities
Costs of charitable activities include governance costs and an apportionment of support costs as shown in note 9.

(i) Tangible fixed assets and depreciation
All assets costing more than £500 are capitalised and valued at historical cost. Depreciation is charged on the following basis:

Leasehold Improvements	10% on cost
Plant & Equipment	25% on cost

The total of any capital grants are recognised in the Statement of Financial Activities in the year they are received, as required by the SORP, and not deferred over the life of the related assets.

(j) Stock
Stock is stated at the lower of cost and net realisable value on a first in first out basis.

(k) Debtors
Trade and other debtors are recognised at settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

(l) Creditors and Provisions
Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

(m) Realised gains and losses
All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying values or their purchase value if acquired subsequent to the first day of the financial year.
Unrealised gains and losses are calculated as the difference between the fair value at the year end and their varying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

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BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

(n) Pensions
The company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. Contributions payable for the year are charged against the income and expenditure account.
The pension scheme is an auto enrolment compliant scheme. The charity has no liabilities beyond making its contributions and paying across the deductions for the employee's contributions.

(o) Operating Leases
Payments under operating leases are charged to the income and expenditure account in the period to which they relate.

(p) Contingent liabilities
There were no contingent liabilities at 31st March 2025 (2024 none).

(q) Donated Services
The charity has on average 40 volunteers at any one time assisting with reception, administration, café and classrooms. No financial value has been reflected in the accounts for these donated services.

(r) Redundancy and termination payments
The charity recognises redundancy and termination payments when their existence is reasonably certain.

2 NET INCOMING RESOURCES FOR THE YEAR

	2025	2024
This is stated after charging:	£	£
Depreciation	23,664	22,248
Audit Fees	4,260	3,990

	Unrestricted	*Restricted*	*Total 2025*
3 DONATIONS & LEGACIES	£	£	£
Donations & Gift Aid	32,898	-	32,898
Fieldfisher	11,722	-	11,722
Acting on Impulse	-	18,000	18,000
	44,620	18,000	62,620

Previous Year	*Unrestricted*	*Restricted*	*Total 2024*
	£	£	£
Donations & Gift Aid	31,599	1,241	32,840
The Robert McAlpine Foundation	10,000	-	10,000
	41,599	1,241	42,840

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BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

4 INCOME FROM CHARITABLE ACTIVITIES	Unrestricted	Restricted	Total 2025
	£	£	£
MAES - Community Learning Fund	165,356	-	165,356
IRS Wellbeing & Integration Service	534,434	-	534,434
IRS Wellbeing & Integration Service-Service User Fund	-	5,786	5,786
MCC Early Help for Adults	155,159	-	155,159
Lloyds Bank Foundation (£8,333 b/fwd)	8,333	-	8,333
National Lottery - Awards for All (£17,341deferred)	-	2,477	2,477
GMCA - Creating Change	-	96,521	96,521
Our Manchester	56,321	-	56,321
GMCA - GM Multiply	25,551	-	25,551
GMCA - Inclusive Employment (£123,961 deferred)	-	6,039	6,039
Open Work Foundation	15,000	-	15,000
MCC - Cost of Living	13,500	-	13,500
Revision	-	10,000	10,000
Oglesby Charitable Trust	-	17,053	17,053
Newby Trust	20,000	-	20,000
MCC Work Club	-	6,600	6,600
Garfield Weston Foundation (£5,000 deferred)	35,000	-	35,000
Henry Smith Charity (£30,000 deferred)	-	40,000	40,000
The Albert Gubay Charitable Foundation (£17,500 deferred)	-	35,000	35,000
Criffel Charitable Trust	5,000	-	5,000
The Edward Holt Trust (£6,385 deferred)	-	2,128	2,128
Historic England	-	9,618	9,618
Albert Hunt Trust	7,500	-	7,500
CRH Charitable Trust	-	5,356	5,356
Dowager Countess Eleanor Peel Trust	-	5,000	5,000
Southall Trust	5,000	-	5,000
29th May 1961 Charitable Trust	5,000	-	5,000
Austin & Hope Pilkington Trust (£3,750 deferred)	-	1,250	1,250
Other Social Contracts	3,000	-	3,000
Other grants under £5,000	12,250	4,649	16,899
	1,066,404	247,477	1,313,881

back on track >

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

4 Previous Year:

INCOME FROM CHARITABLE ACTIVITIES	Unrestricted £	Restricted £	Total 2024 £
Manchester Adult Education Service NLDC	175,597	-	175,597
GM Integrated Rehabilitation Service	-	344,535	344,535
Lloyds Bank Foundation (£8,333 deferred)	25,000	-	25,000
North West Probation Trusts - ESF/NOMS	11,538	-	11,538
Changing Futures	-	47,252	47,252
Our Manchester	56,321	-	56,321
GMCA - GM Multiply	24,889	-	24,889
National Lottery Reaching Communities	-	8,686	8,686
National Lottery Cost of Living	-	40,000	40,000
National Lottery - Awards for All	-	9,936	9,936
Oglesby Charitable Trust	-	16,556	16,556
IRS Service User Fund (£951 deferred)	-	8,514	8,514
Just Life	-	9,560	9,560
Postcode Neighbourhood Trust	-	10,000	10,000
MCC Work Club	-	7,100	7,100
Garfield Weston Foundation	18,333	-	18,333
Henry Smith Charity (£10,000 deferred and released)	-	40,000	40,000
GMCVO	-	2,467	2,467
Edward Gostling Foundation	10,000	-	10,000
The Albert Gubay Charitable Foundation	-	17,500	17,500
Evan Cornish Foundation	-	7,584	7,584
The Edward Holt Trust	-	5,727	5,727
Green Hall Foundation	5,000	-	5,000
Dowager Countess Eleanor Peel Trust	5,000	-	5,000
Forrester Family Trust	15,000	-	15,000
The Clothworkers' Foundation	-	10,000	10,000
Other Social Contracts	13,050	-	13,050
Other grants under £5,000	7,766	16,879	24,645
	367,494	602,296	969,790

5 INCOME FROM OTHER TRADING ACTIVITIES

	Unrestricted £	**Restricted £**	**2025 £**	Unrestricted £	Restricted £	2024 £
Café	22,656	-	22,656	21,370	-	21,370
Training	1,078	-	1,078	1,374	-	1,374
Room Hire	50	-	50	370	-	370
	23,784	-	23,784	23,114	-	23,114

6 INVESTMENT RECEIVABLE

	2025 £	**2024 £**
Bank Interest Receivable	6,882	6,581

7 OTHER INCOME

	Unrestricted £	**Restricted £**	**2025 £**	Unrestricted £	Restricted £	2024 £
Student Placements	-	-	-	1,260	-	1,260
Contribution towards toilet refurbishment	3,810	-	3,810	-	-	-
Access cost reimbursement	500	-	500	-	-	-
Miscellaneous	445	-	445	236	-	236
	4,755	-	4,755	1,496	-	1,496

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BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

8 EXPENDITURE ON RAISING FUNDS

	Core	Café & Catering Skills	Total 2025	Total 2024
	£	£	£	£
Wages & Salaries	25,529	-	25,529	22,833
Café & catering stock costs	-	8,371	8,371	7,233
Rent & Service Charge	4,268	-	4,268	3,896
Cleaning Materials	-	1,852	1,852	1,249
Repairs & Renewals	-	1,081	1,081	2,160
Course Materials		5	5	14
Staff Travel		3	3	-
Support Costs	-	603	603	1,076
Bad Debts	-	-	-	75
Fundraising Costs	471	-	471	1,130
Training	-	721	721	79
	30,268	12,636	42,904	39,745
Restricted			-	-
Unrestricted			42,904	39,745
Total			42,904	39,745

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BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

9 EXPENDITURE ON CHARITABLE ACTIVITIES

		Café & Catering Skills	Welfare, Education & Training	Total 2025
		£	£	£
Employment Costs	*Staff Time*	36,250	857,806	894,056
Recruitment & DBS Checks	*Staff Time*		2,813	2,813
Freelance Tutors	*Staff Time*		32,675	32,675
External Staffing	*By Project*		7,584	7,584
Other Staff & Project Costs	*By Project*		1,841	1,841
Room & Venue hire	*By Project*		13,185	13,185
Rent & Service Charge	*Floor Area*		81,083	81,083
Rates & Water	*Floor Area*		6,277	6,277
Light & Heat	*Floor Area*		24,628	24,628
Repairs & Renewals	*Floor Area*		4,912	4,912
Cleaning	*Floor Area*		4,074	4,074
Telephone	*By Project*		5,600	5,600
Travelling Expenses	*By Project*		995	995
Volunteer Expenses	*By Project*	2,432	1,594	4,026
Student Expenses	*By Project*		21,615	21,615
Training	*By Project*		9,498	9,498
Workshops	*By Project*		2,000	2,000
Course Materials & Accreditation Costs	*By Project*		11,790	11,790
Service User Welfare	*By Project*		6,031	6,031
Service User Equipment	*By Project*		8	8
Support Costs		721	169,338	170,059
Governance Costs			13,485	13,485
		39,403	1,278,832	1,318,235
Restricted		39,403	220,341	259,744
Unrestricted		-	1,058,491	1,058,491
Total		39,403	1,278,832	1,318,235

Previous Year				Total 2024
		£	£	£
Employment Costs	*Staff Time*	15,241	649,099	664,340
Recruitment & DBS Checks	*Staff Time*		945	945
Freelance Tutors	*Staff Time*		4,666	4,666
Other Staff & Project Costs	*Staff Time*		404	404
Room & Venue hire	*By Project*		2,290	2,290
Rent & Service Charge	*Floor Area*		74,022	74,022
Rates & Water	*Floor Area*		5,132	5,132
Light & Heat	*Floor Area*		21,427	21,427
Repairs & Renewals	*Floor Area*		3,606	3,606
Cleaning	*Floor Area*		2,690	2,690
Telephone	*By Project*		4,627	4,627
Travelling Expenses	*By Project*		790	790
Volunteer Expenses	*By Project*		4,637	4,637
Student Expenses	*By Project*	500	14,671	15,171
Training	*By Project*		2,535	2,535
Course Materials & Accreditation Costs	*By Project*	1,000	8,070	9,070
Food & Drink	*By Project*	3,047		3,047
Service User Welfare	*By Project*		8,690	8,690
Service User Equipment	*By Project*		30	30
Support Costs			113,146	113,146
Governance Costs			12,246	12,246
		19,788	933,723	953,511
Restricted		19,788	578,722	598,510
Unrestricted		-	355,001	355,001
Total		19,788	933,723	953,511

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BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

10 ALLOCATION OF GOVERNANCE AND SUPPORT COSTS

		Support Costs	Governance Costs	Total 2025
		£	£	£
Management & Admin Salaries	*Staff Time*	101,449	6,862	108,311
Computer Costs	*Direct*	19,491		19,491
Subscriptions	*Direct*	353		353
Minor Equipment	*Direct*	3,563		3,563
Printing, Post and Stationery	*Direct*	4,551		4,551
Book-keeping & Accountancy Support	*Direct*	4,804		4,804
Payroll Costs	*Direct*	3,357		3,357
HR Costs	*Direct*	2,790		2,790
Insurance	*Direct*	3,907		3,907
Interest Paid	*Direct*	59		59
Sundry	*Direct*	2,071		2,071
Depreciation	*Direct*	23,664		23,664
Audit & Accountancy	*Governance*		5,850	5,850
Bank Charges & Interest	*Governance*		773	773
TOTAL		170,059	13,485	183,544
Restricted Funds		721	-	721
Unrestricted Funds		169,338	13,485	182,823
Total		170,059	13,485	183,544

Previous Year		Support Costs	Governance Costs	Total 2024
		£	£	£
Management & Admin Salaries	*Staff Time*	54,667	6,074	60,741
Computer Costs	*Direct*	13,927		13,927
Subscriptions	*Direct*	360		360
Minor Equipment	*Direct*	2,533		2,533
Printing, Post and Stationery	*Direct*	3,377		3,377
Book-keeping	*Direct*	3,558		3,558
Payroll Costs	*Direct*	2,703		2,703
HR Costs	*Direct*	1,925		1,925
Insurance	*Direct*	3,229		3,229
Publicity	*Direct*	2,500		2,500
Sundry	*Direct*	2,254		2,254
Depreciation	*Direct*	22,113		22,113
Audit & Accountancy	*Governance*		5,378	5,378
Bank Charges & Interest	*Governance*		794	794
TOTAL		113,146	12,246	125,392
Restricted Funds		86,772	-	86,772
Unrestricted Funds		26,374	12,246	38,620
Total		113,146	12,246	125,392

Included within audit and accountancy is £4,260 (2024 £3,990) relating to the audit of the charity's accounts. No other fees are payable to the auditors.

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BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

11 STAFF COSTS

	2025	2024
	£	£
Wages and Salaries	897,457	661,581
Social Security Costs	83,248	56,430
Pension Costs	47,191	29,903
	1,027,896	747,914

No employee earned £60,000 per annum or more.
Neither the Chair nor any other directors received any remuneration for their services or pension contribution during the year.
The charity considers its key staff comprises the Chief Executive, Deputy Chief Executive and two Service Managers. The remuneration, including employers NICs and pension contributions, of key staff in the year was £196,967 (2024 £140,132) The average number of employees during the year, excluding directors and voluntary staff was:

Management, Teaching & Administration	29	26

12 TRUSTEES' REMUNERATION AND EXPENSES

No remuneration has been paid or is due to be paid to any of the directors in respect of the period. No reimbursement of expenses has been made or is due to be made to any of the directors in respect of the period.

13 FIXED ASSETS

	Leasehold Improvements	Plant & Equipment	Total
COST	£	£	£
At 1 April 2024	164,247	95,936	260,183
Additions	4,133	11,648	15,781
Disposals	-	-	-
At 31 March 2025	168,380	107,584	275,964
	£	£	£
DEPRECIATION			
At 1 April 2024	127,680	59,657	187,337
Provided in the year	9,454	14,210	23,664
Disposals	-	-	-
At 31 March 2025	137,134	73,867	211,001
NET BOOK VALUE			
At 31 March 2025	31,246	33,717	64,963
At 31 March 2024	36,567	36,279	72,846

14 STOCK

	2025	2024
	£	£
At lower of cost and net realisable value	200	200

15 DEBTORS & PREPAYMENTS

	2025	2024
	£	£
Trade Debtors	108,997	1,983
Accrued Income	174,767	37,339
Prepayments	7,443	11,511
	291,207	50,833
Restricted	173,751	6,777
Unrestricted	117,456	44,056
	291,207	50,833

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BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

16 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025	2024
	£	£
Trade Creditors	7,474	24,373
Social Security and Other Taxes	22,415	15,001
Accruals	12,301	28,309
Deferred Income	214,799	37,507
	256,989	105,190
Restricted	216,799	29,174
Unrestricted	40,190	76,016
	256,989	105,190

17 DEFERRED INCOME

Deferred income comprises grants in advance.	2025	2024
	£	£
Balance as at 1st April	37,507	95,307
Amount released to income earned from charitable activities	(37,507)	(93,633)
Amount deferred in year	214,799	35,833
Balance at 31st March	214,799	37,507

18 ANALYSIS OF CHARITABLE FUNDS

	Balance at 01-Apr-24	Incoming	Transfers	Outgoing	Balance at 31-Mar-25
Restricted Revenue:	£	£	£	£	£
GM Integrated Rehabilitation Service	7,018		(5,373)	(1,645)	-
IRS Welbeing & Integration Service-Service User Fund	(207)	5,786		(5,579)	-
GMCA - Creating Change	-	96,521	(2,343)	(95,972)	(1,794)
GMCA - Inclusive Employment	-	6,039		(6,039)	-
The Albert Gubay Charitable Foundation	-	35,000		(35,000)	-
National Lottery - Awards for All	-	2,477		(2,102)	375
Acting on Impulse donation	-	18,000		-	18,000
Austin & Hope Pilkington Trust	-	1,250		(1,250)	-
Manchester Guardian Society Ch. Trust	-	2,432		(2,432)	-
Historic England	-	9,618		(9,618)	-
Oglesby Charitable Trust	-	17,053		(17,053)	-
MCC- Work Club	-	6,600		(6,600)	-
Gr Manchester Walking Fund	-	1,494		(778)	716
CRH Charitable Trust	-	5,356		(5,356)	-
Dowager Countess Eleanor Peel Trust	-	5,000		(5,000)	-
The Edward Holt Trust	-	2,128		(2,128)	-
MMU Construction	-	723		(214)	509
Revision	-	10,000		(10,000)	-
Henry Smith Charity	-	40,000		(40,000)	-
Capital:					
Gr.Manchester Combined Authorities	8,418			(1,403)	7,015
The Grand Trust	13,179			(2,636)	10,543
Help the Homeless	1,465			(732)	733
Gr Manchester Combined Auth - welfare	2,387			(1,685)	702
The Clothworkers' Foundation	7,530			(2,470)	5,060
GM Integrated Rehabilitation Service	13,044		5,373	(3,933)	14,484
GMCA - Creating Change	-		2,343		2,343
Beatrice Laing Trust	238			(119)	119
	53,072	265,477	-	(259,744)	58,805
Unrestricted:					
General Funds	270,103	1,146,445	(66,761)	(1,092,013)	257,774
Designated Funds - expansion of service	-	-	60,000	-	60,000
Designated Capital Funds	26,705		6,761	(9,382)	24,084
	296,808	1,146,445	-	(1,101,395)	341,858
	349,880	1,411,922	-	(1,361,139)	400,663

back on track >

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

18 ANALYSIS OF CHARITABLE FUNDS CONT...

Previous Year	Balance at 01-Apr-23	Incoming	Transfers	Outgoing	Balance at 31-Mar-24
	£	£	£	£	£
Restricted Revenue:					
GM Integrated Rehabilitation Service	549	344,535	(13,044)	(325,022)	7,018
Changing Futures	-	47,252		(47,252)	-
The Albert Gubay Charitable Foundation	-	17,500		(17,500)	-
National Lottery - Cost of Living	-	40,000		(40,000)	-
UKH Foundation	-	5,000		(5,000)	-
National Lottery - Reaching Communities	-	8,686		(8,686)	-
National Lottery - Awards for All	-	9,936		(9,936)	-
Shears Foundation	-	5,500		(5,500)	-
Postcode Neighbourhood Trust	-	10,000		(10,000)	-
Donations - café	-	1,241		(1,241)	-
Oglesby Charitable Trust	-	16,556		(16,556)	-
IRS Service User Fund	-	8,514		(8,721)	(207)
MCC- Work Club	-	7,100		(7,100)	-
Gr Manchester Walking Fund	-	1,979		(1,979)	-
Schreier Foundation	-	2,000		(2,000)	-
The Edward Holt Trust	191	5,727		(5,918)	-
GMCVO - Trauma	-	2,467		(2,467)	-
Just Life	-	9,560		(9,560)	-
Henry Smith Charity	-	40,000		(40,000)	-
Live Life to the Full	-	2,400		(2,400)	-
Evan Cornish Foundation	-	7,584		(7,584)	-
Capital:					
Gr.Manchester Combined Authorities	12,960	-		(4,542)	8,418
The Grand Trust	15,814	-		(2,635)	13,179
Help the Homeless	2,197	-		(732)	1,465
Gr Manchester Combined Auth - welfare	4,072	-		(1,685)	2,387
The Clothworkers' Foundation	-	10,000		(2,470)	7,530
GM Integrated Rehabilitation Service	-	-	13,044		13,044
Beatrice Laing Trust	356			(118)	238
	36,139	603,537	-	(586,604)	53,072
Unrestricted:					
General Funds	250,205	440,284	(27,061)	(393,325)	270,103
Designated Capital Funds	12,971		27,061	(13,327)	26,705
	263,176	440,284	-	(406,652)	296,808
Total Funds	299,315	1,043,821	-	(993,256)	349,880

Transfers	Transfers to the designated capital fund are due to capital grants being spent. See designated capital funds note overleaf.
Purpose of Restricted Funds:	
GM Integrated Rehabilitation Service	towards a rehabilitation services
IRS Welbeing & Integration Service-Service User Fund	to assist service users with items and experiences promoting welfare
GMCA - Creating Change	to provide specialised support and therapy
GMCA - Inclusive Employment	to support people facing multiple disadvantage into employment
The Albert Gubay Foundation	towards the catering project
National Lottery - Awards for All	towards education courses
Acting on Impulse donation	towards a performing arts project
GMCA Multiply	towards a project providing maths education and qualifications
Austin & Hope Pilkington Trust	towards the catering project
Manchester Guardian Society Ch. Trust	towards the catering project
Historic England	towards the untold stories of urban parks

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BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

Purpose of Restricted Funds:

Oglesby Charitable Trust	towards the Learner Enrichment Coordinator role
MCC- Work Club	towards a work club
Gr Manchester Walking Fund	towards walking for wellbeing
CRH Charitable Trust	towards learning for wellbeing
Dowager Countess Eleanor Peel Trust	towards wellbeing courses
The Edward Holt Trust	towards funding a progression / employability project
MMU Construction	towards construction skills
Revision	towards employment support
Henry Smith Charity	core funding
Gr. Manchester Combined Authorities	towards capital and related costs to make the centre Covid safe and towards a welfare room
The Grand Trust	towards capital costs
The Clothworkers Foundation	towards capital costs
Beatrice Laing	towards catering equipment
Help the Homeless	towards café furniture
Shears Foundation	towards a catering project
Designated Capital Funds	This fund is fully spent. The balance represents the book value of assets still to be depreciated in line with normal accounting practice.

19 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds	Restricted Funds	Total 2025	Unrestricted Funds	Restricted Funds	Total 2024
	£	£	£	£	£	£
Tangible Fixed Assets	22,774	42,189	64,963	26,587	46,259	72,846
Current Assets	359,275	109,454	468,729	346,237	35,987	382,224
Curtrent Liabilities	(40,191)	(92,838)	(133,029)	(76,016)	(29,174)	(105,190)
Net Assets at 31 March	341,858	58,805	400,663	296,808	53,072	349,880

20 CONSTITUTION

The company is limited by guarantee and does not have a share capital. In the event of a winding up all members (the trustees under the governing documents) have agreed have agreed to contribute an amount not exceeding £1.

21 CAPITAL COMMITMENTS

	£	£
Contracted but not provided for	10,879	4,343

22 OPERATING LEASE COMMITMENTS

The total future lease payments under non-cancellable operating leases are:

	Equipment 2025	Land and Buildings 2025	Total 2025	Total 2024
	£	£	£	£
Within one year	1,625	122,220	123,845	78,399
Between 2 - 5 years	2,843	268,275	271,118	180,495
After 5 years	-	42,000	42,000	-
	4,468	432,495	436,963	258,894

A 6 year lease in respect of the property on the 4th floor Swan Buildings, Manchester, was signed on 25th June 2021. In addition to the rent a service charge is also payable and averages £14,900 p.a.
A new 6 year lease in respect of the property on the 3rd floor at Swan Buildings, Manchester, is effective from 1st April 2025.

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BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

23 ULTIMATE CONTROLLING PARTY

The company is under the control of the Board of Management. The person with significant control is Gillian Patricia Drakeford.

24 FINANCIAL INSTRUMENTS

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised on a transaction value and subsequently measured at their value with the exception of bank loans which are subsequently measured at an amortised cost using the effective interest method.

25 POST BALANCE SHEET EVENTS

There are no significant post balance sheet events that the trustees consider would have an impact on the financial statements as presented.

BACK ON TRACK MANCHESTER LTD

England & Wales - Charity number 1017467

Accounts

back on track >

BACK ON TRACK MANCHESTER LTD.

(COMPANY LIMITED BY GUARANTEE)

COMPANY REGISTRATION NUMBER: 2735484 (England)

CHARITY REGISTRATION NUMBER: 1017467

REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

back on track >

BACK ON TRACK MANCHESTER LTD.
(A PRIVATE COMPANY LIMITED BY GUARANTEE)
REGISTERED IN ENGLAND NO: 2735484

A REGISTERED CHARITY NO: 1017467

REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

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Report of the trustees for the year ending 31st March 2024

The trustees present their annual directors' report and financial statements of the charity for the year ended 31st March 2024 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes. The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (January 2019).

Reference and administrative information
Charity Name: Back on Track Manchester Limited
Charity Number: 1017467
Company No: 2735484 Incorporated in England, UK

Directors and trustees
The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the year end were as follows:
Chair: Gary Cripps (resigned as Chair 5.5.23), Gillian Drakeford (appointed as Chair 5.5.23)
Vice Chair: Susan Jenkins
Treasurer: Amanda Paterson

Trustees:

Lyndsey Forrest	Olusayo Phillips
Judy Harrison	Sarah Newton (appointed 30.4.24)
Julie Taylor	Mark Stapleton (resigned 12.2.24)
Kevin Wong	Gary Cripps (resigned 12.2.24)
Amina Bodhania	Oona Cassidy (resigned 13.6.24)

Company Secretaries: Beth Maguire, Adam Barker (resigned 21.7.23) Rebecca Airey (appointed 7.5.24)
Senior manager (Chief Executive Officer): Siobhan Pollitt
Patrons: Mike Joyce, Mary-Ellen McTague, Tony Walsh

Registered Office
Swan Buildings, 20 Swan Street, Manchester, M4 5JW

Accountants
Community Accountancy Service Limited
The Grange, Pilgrim Drive
Beswick, Manchester M11 3TQ

Auditors
McKellens Chartered Accountants
11 Riverview, The Embankment Business Park
Vale Road, Heaton Mersey
Stockport, SK4 3GN

Bankers
Cooperative Bank plc, 1 Balloon Street, Manchester M60 4EP
Aldermore, 40 Spring Gardens, Manchester M2 1EN
Redwood Bank, The Nexus Building, Broadway, Letchworth Garden City, Hertfordshire SG6 3TA
Hinkley and Rugby Building Society, Upper Bond Street, Hinckley, Leicestershire LE10 1NZ

About Back on Track

Back on Track is a Greater Manchester charity with a mission to enable adults who are facing disadvantage to make lasting, positive changes in their lives. This could be managing problematic drug/alcohol use, living a crime-free life, improving their mental health and wellbeing, and having a stable place to call home.

Back on Track has been part of the local community for nearly 50 years. In this time, we have become a leading specialist provider of community learning and support for adults who are facing multiple disadvantage. We use our individual and collective voice to influence decision-makers and to advocate for systemic change in Greater Manchester

Our values are to build on people's individual strengths and treat everyone with respect and fairness. To be kind, professional, and effective, to build partnerships and collaborate with others. We welcome new ideas and promote a balanced and supportive work life.

Our vision is a Greater Manchester where inequalities are reduced, and social justice is realised. Where people lead fulfilling lives, communities are safe, and all voices are heard. Where everyone can get the support, skills, and experience they need to imagine a better future for themselves and then make it happen.

Our **Theory of Change** recognises that to achieve longer-term life changes people have to work towards other goals, such as rebuilding hope and pride, and resettling into or becoming part of a community. This takes time and determination, and our services proactively facilitate this process.

Joining Back on Track is the best thing I have done in my life, it is a lifeline, a reason to get up in the morning. Helps me feel less scared. Because of Back on Track, I feel like I'm starting to rediscover parts of my old self, I am very slowly starting to feel comfortable with other people again.

Our work

We work with over 600 members each year, all of whom experience disadvantage. Over 100 different organisations refer people to Back on Track and we build new referral pathways each year so that people who may need our services can find us.

We deliver a co-produced learning and progression programme that prioritises self-determination, wellbeing, and social inclusion. We have a range of partners across Greater Manchester, and in addition to our learning timetable we also deliver multiple disadvantage and criminal justice programmes alongside other organisations. Our learning programmes focus on three main themes:

Navigating life

- Digital inclusion
- Functional skills development (e.g. English, maths, digital)
- Life skills sessions that promote independence (e.g. budgeting, cooking)

Learning for self

- Psychoeducation (learning about and understanding aspects of mental health and wellbeing)
- Resilience and empowerment
- Managing mental and physical health and wellbeing
- Citizenship and social inclusion (e.g. rights and responsibilities, member voice)
- Culture (creative skills programmes, museum and cultural trips)

Supporting progress

- Pre-employment skills (e.g. CV writing, confidence, disclosure of convictions)
- One-to-one progression guidance (volunteering programme, holistic support, signposting)
- Accredited maths

- Specialist advice for people with the full range of convictions

Public Benefit

The charity furthers its charitable purposes for the public benefit by enabling adults facing disadvantage to have better life chances through training, work experience, and volunteering. By engaging with Back on Track learning programmes and volunteering opportunities, people gain in confidence and self-esteem and find a new purpose. These changes result in personal, social, and economic benefits to communities, statutory services, and our city and region by:

- improving mental and physical health
- managing or ceasing problematic drug and alcohol use
- promoting desistance from crime – creating a new, crime-free identity
- developing resilience which enables people to cope with setbacks and sustain employment
- contributing to the community, resulting in sense of belonging and citizenship

We have referred to the Charity Commission's general guidance on public benefit when reviewing the Charity's aims and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

Structure, governance, and management

Back on Track Manchester Limited is a company limited by guarantee governed by its Articles of Association (updated in December 2019). It was registered as a charity with the Charity Commission on 18 February 1993. In the event of a winding up, members have agreed to contribute a sum not exceeding £1. The Board agrees pay and remuneration of key management personnel with reference to Back on Track's salary policy and pay scales. Salaries are reviewed annually by the Board.

Appointment of trustees: The directors/trustees are appointed following a process of recruitment and application set out by the Board of Trustees. The directors/trustees also have the power under the governing document to co-opt individuals who support the aims of the organisation.

Trustee induction and training: As part of their induction, the new directors/trustees are provided with information about the charity, the management structure, its history, and working practices. In addition, they are also provided with the Articles of Association plus information from the Charity Commission and Companies House regarding the duties and responsibilities of directors and trustees. Training appropriate to the individual needs of the trustees is carried out.

Organisation: Governance of the organisation lies with the Board of Trustees. The Board meets quarterly in addition to the AGM. These meetings include the Directors/Trustees and the Chief Executive Officer. During the meetings the progress of the past three months is assessed and considered against the targets and aims. The status of the planned work is considered and discussed. Future aims and ambitions are considered in conjunction with the on-going programme. Any discussion papers circulated before the meeting will be discussed and considered. The Board meets regularly with the Back on Track senior management team to review discuss and agree the strategic direction of the organisation.

Day-to-day management is the responsibility of the Chief Executive Officer, and (in 2024/5) the Deputy Chief Executive who report to the Board of Trustees and are assisted by the senior management team and project colleagues.

Risk management: The Directors/Trustees have assessed the risks to which the charity is exposed, both in terms of financial and operational risks in carrying out its objectives and are satisfied that the systems are in place to mitigate exposure to major risk. The strategic risk register is considered and updated by the board on a quarterly basis or more often if responding to emerging risks. Workplace risk assessments have been carried out for all operational processes.

Related parties and co-operation with other organisations: None of our trustees receive remuneration or other benefit from their work with the charity. Any connection between a trustee or senior manager with any service providers must be disclosed to the full Board in the same way as any other contractual relationship with a related party.

Staff and member involvement (co-production): An important part of our approach is working closely with our colleagues and with the people who come to Back on Track to shape and improve our services and to influence wider change. We strive to implement this at all levels of the organisation and have already undertaken significant co-production activity as we develop our new strategic plan.

People who use our services take part in staff recruitment and task groups with our trustees, staff, and volunteers. We also support people to design and deliver learning sessions and share their experiences of progression at external events. As many as 96% of members said that they feel their views count at Back on Track.

We actively encourage people with lived experience of multiple disadvantage to apply for volunteering and employment opportunities in our organisation. We champion fair recruitment practices and 20% of our staff team and around half of our volunteers have lived experience of multiple disadvantage.

A review of our achievements and performance

In 2023-24, 687 members from across Greater Manchester attended a session of training, teaching, or one-to-one support and advice at Back on Track. 97% of learners on our programme were not in employment, while nearly a third had no qualifications. Our members' lived experience of multiple disadvantage breaks down as follows:

Types of disadvantage experienced by members	
Mental Health	88%
Problematic drug/alcohol use	54%
Criminal Justice	62%
Homelessness	46%

Multiple disadvantage	
ONE or more types of disadvantage	100%
TWO or more types of disadvantage	83%
THREE or more types of disadvantage	46%
FOUR types of disadvantage	17%

The process of creating our new strategic plan started in January, involving members, staff colleagues and trustees, the next phase will take place in 2024/5. We have continued to strengthen leadership and governance as well as the role of co-production within the organisation.

I feel like I'm involved and have a place in society after being in prison for a long time.
Coming to Back on Track is helping me work toward being a better person and gives me meaning and purpose in life again.

Back on Track has grown in the last year, with new criminal justice and multiple disadvantage commissioned projects increasing the impact of the organisation. We improved to our physical space and digital infrastructure to support this growth and colleagues have worked positively together to navigate change.

We are committed to our work supporting people with convictions to resettle into the community and now run the Manchester Wellbeing Hub for the Greater Manchester Integrated Resettlement Service. We continue to have strong partnerships with colleagues in probation, Greater Manchester Police, forensic mental health services, voluntary sector organisations working in criminal justice and Greater Manchester Combined Authorities. We have also continued to support people experiencing multiple disadvantage and influence change in systems and services through the Changing Futures and Early Help for Adults programmes, led by Manchester City Council in partnership with Shelter and Big Life.

Navigating life

Our new commissioned projects have enabled us to offer more direct, practical support to members such as helping with budgeting, benefits, housing, health and wellbeing. We have also introduced an accredited maths programme so that members can get a qualification which, for some is their first.

"I used to access computers at the library and I've never had a laptop of my own – I still can't believe it. I've got so much access to knowledge now and I understand words like apps, Bluetooth, search engines and web browsers. I'm looking forward to getting more confident with emails, and also learning more about my legal rights on the internet"

We know that many of our members are digitally excluded through lack of resources or skills, and this leads to further disadvantage in an increasingly digital world. In response to this we heightened our focus in this area; sourcing and distributing digital devices and data to members, providing 1:1 and group learning opportunities, embedding digital skills in other sessions and promoting independent learning.

Swan Kitchens café and training kitchen is a warm and welcoming hub for our centre, providing low-cost nutritious meals to members on low incomes. It is a place where our members feel part of a community and can access training and volunteering opportunities.

In the last year, we have delivered 29 cookery courses to 157 members, ranging from introductory home cookery and baking, to specialised training for the catering and hospitality industry and level 2 qualifications in food safety. We have also integrated beginners' maths skills into cookery sessions so that cooking acts as a gateway into functional skills development as well as constituting an essential life skill in its own right.

Learning for self

Our core learning programme is more diverse than ever, with an emphasis on understanding trauma and mental health and learning strategies to build resilience and wellbeing. Strong external partnerships have created new learning opportunities for members including music therapy, a women's programme 'Comedy for Social Change' and outdoor and environmental options including an allotment and habitat maintenance.

"The project was so important because very often my actions are misunderstood, even by those closest to me. Unless you've experienced something like this and people are aware, they can't know what to look for."

Members and staff worked together in our trauma project to create Ocean Chorus, a creative and educational "zine". Intended for support services and others with experience of trauma, Ocean Chorus was co-produced by our members and written entirely in their own words. Those words were collected from discussions and written work during a two-part course called "Understanding Trauma". This process had important benefits for the members involved, enabling them to feel better understood and ultimately empowered to make

positive changes in their own lives.

As a result of this and our previous work in this area we were one of a handful of VCSE organisations invited to present at the Greater Manchester Adverse Childhood Experience (ACE) and Trauma Responsive conference where we spoke to delegates about this work and the co-production process.

Supporting progress

For many members who experience social exclusion and isolation and are at the beginning of their journey, regular attendance at courses is progress, together with the improved self-confidence, wellbeing, and social connectedness it provides. 90% of members overall said attending had helped them feel more connected to other people, and 96% said Back on Track helps them make progress towards their goals.

For others, engagement in our employability provision leads to more formal progression. In that last year, for example, 86 members attended our Work Club programme, and we saw 60 progressions into further learning, volunteering, or employment. In our survey, 96% of members on these programmes agreed that attending Back on Track makes it more likely they will progress into volunteering or employment.

> *I feel a lot more confident and don't worry as much about what people think about me. Since starting the courses here I don't feel as anxious about new places; I've started to get more involved with activities at the mosque and I'm going to the gym more. I'm really grateful that you took a chance on me.*

The quality of our work was recognised in several ways in 2023/4 including the renewal of our Matrix standard for information advice and guidance, our contribution to Manchester Adult Education's Ofsted inspection and visits from people keen to know more about our work including Dame Vera Baird, in her role as Justice advisor to the Welsh government; Kate Green, Deputy Mayor for Safer and Stronger Communities; the High Sherriff of Greater Manchester; and the Manchester Mayor. We were also visited by a delegation from the French Embassy's social policy team who were interested in our emphasis on community to support desistance.

The directors wish to extend thanks to the staff of Back on Track for their work over the past year and to the many volunteers who contribute a great deal to all the services. Thanks are also due to colleagues in many other agencies who have worked in partnership with Back on Track to adapt services and meet the needs of people experiencing new and increased challenges.

Financial review

Total income in the year was £1,043,821 (2023 £848,338) and total expenditure was £993,256 (2023 £815,603) leaving a surplus of £50,565. Unrestricted funds at the year-end were £296,808 and restricted funds total £53,072.

Major funding streams included Greater Manchester Integrated Rehabilitation Service, Changing Futures, The Henry Smith Charity, Albert Gubay Charitable Foundation, Our Manchester VCS Fund, Community Learning Fund, Multiply, The Oglesby Trust and Big Lottery Reaching Communities.

Diverse income streams, positive relationships with grant and contract commissioners, effective scrutiny of finances through monthly finance reports and regular finance committee meetings, combined with good access to information from funders and policy makers provides additional controls to manage risk. The

trustees' ongoing financial strategy is to raise a small surplus each year to help build the level of free reserves for the charity. The main financial risk to the charity is significant change in national or regional commissioning priorities resulting in reduced income.

Investment powers and policy: Under the Articles of Association the charity has the power to invest in any way the trustees wish. The trustees, having regard to liquidity requirements of the charity and to the reserves policy have operated a policy of keeping available funds not in day-to-day use, in interest bearing deposit accounts.

Reserves policy and going concern: The total funds held at the year-end were £349,880 of which £53,072 were restricted funds. The charity currently has £296,808 in unrestricted reserves of which £283,837 are free reserves. It is the aspiration of the charity to maintain unrestricted funds at a level which equates to at least three months operating costs. This would provide sufficient funds to allow the charity to react to changes in income in a constructive manner. We continue to seek to improve our financial position in order to designate and maintain this level of unrestricted reserves.

Plans for Future Periods

Directors, staff colleagues, volunteers and members are all contributing to planning the strategic direction of the charity as the 2021-24 Strategic Plan comes to an end. In 2024 we will introduce a new leadership role, Deputy Chief Executive Officer, to support the delivery of our strategic objectives. We will continue to innovate in our education, training and volunteering centre, build on partnerships and develop more ways to extend our reach through influencing, bringing about systems change and fair chances for people experiencing multiple disadvantage.

Our learning programme will have an increased focus on members developing the skills to navigate their life and develop independence beyond Back on Track. We will create more programmes to enable members to gain new insight into the effects of mental health or neurodiversity physical and emotional wellbeing. Our vibrant cultural programmes will continue, and citizenship activities will enable members to become involved in the social and environmental issues that matter to them.

> I very often feel lost in life, but at Back on Track, I can be myself and focus on my learning and connect the dots.

We will further develop our work within the criminal justice sector, helping to reduce harm and make our community safer by supporting people with convictions to reintegrate and rebuild their lives free from offending. We will continue to deliver our IRS Wellbeing Hub and special projects working with people with convictions, while contributing to research and influencing systems change within criminal justice.

Our priority to deliver and influence services for people facing multiple disadvantage will continue in 2024/25. We will work with partners to offer person-centred and trauma responsive support in the Early Help for Adults programme.

We will deliver training, guidance and support to statutory and voluntary sector partners and the business community to open doors, change perceptions and practices, and help to create fair chances and better opportunities for people facing disadvantage in our community.

Trustees' responsibilities in relation to the financial statements

The charity trustees (who are also the directors of Back on Track Manchester Limited for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing the financial statements, the trustees are required to:

- Select suitable accounting principles and then apply them consistently;
- Observe the methods and principles in the applicable Charities SORP;
- Make judgments and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- Prepare the financial statements on a going concern basis unless it is appropriate to presume that the charity will continue in business.

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

Statement as to Disclosure of Information to Auditors: So far as the directors are aware, there is no relevant audit information (as defined by Section 418 of the Companies Act 2006) of which the company's auditors are unaware and each director has taken all the steps they ought to have taken as directors in order to make themselves aware of any relevant audit information and to establish that the company's auditors are aware of that information.

Auditors: A Resolution will be proposed at the Annual General Meeting to reappoint the auditors, McKellens Chartered Accountants and Registered Auditor.

By order of the Board of Trustees

Treasurer: Amanda Paterson

Date: 29/10/ 2024

Back on Track Manchester Limited

Independent Auditor's Report to the Members of Back on Track Manchester Limited

Opinion

We have audited the financial statements of Back on Track Manchester Limited (the 'company') for the year ended 31 March 2024, which comprise the Statement of Financial Activity, Balance Sheet, Statement of Cash Flows and Notes to the Financial Statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards comprising Charities SORP – FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the company's affairs as at 31 March 2024 and of 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.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the directors' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the company's ability to continue as a going concern for a period of at least twelve months from when the original financial statements were authorised for issue.

Our responsibilities and the responsibilities of the directors with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the Trustees' Report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Back on Track Manchester Limited

Independent Auditor's Report to the Members of Back on Track Manchester Limited

Opinion on other matter prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Trustees' Report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report.

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; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' Remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the directors were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' Report and from the requirement to prepare a Strategic Report.

Responsibilities of directors

As explained more fully in the Statement of Trustees' Responsibilities set out on page 8, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the directors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the directors are responsible for assessing the company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Back on Track Manchester Limited

Independent Auditor's Report to the Members of Back on Track Manchester Limited

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the company through discussions with directors and other management, and from our knowledge and experience of the charity sector;
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the company, including the Companies Act 2006, the Charities Act 2011, taxation legislation and data protection, anti-bribery, employment, environmental and health and safety legislation;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence; and
- that identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the company's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud;
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations; and
- understanding the design of the company's remuneration policies.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify and unusual or unexpected relationships;
- tested journal entries to identify unusual transactions;
- assessed whether judgements and assumptions made in determining accounting estimates set were indicative of potential bias; and
- investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- reading the minutes of meetings of those charged with governance;
- enquiring of management as to actual and potential litigation and claims; and
- reviewing correspondence with HMRC, relevant regulators and the company's legal advisors.

A further description of our responsibilities is available on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Back on Track Manchester Limited

Independent Auditor's Report to the Members of Back on Track Manchester Limited

Use of our report

This report is made solely to the company'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 company'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 company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

.....

Paul Roper (Senior Statutory Auditor)
McKellens Ltd
11 Riverview
The Embankment Business Park
Vale Road
Heaton Mersey
Stockport
SK4 3GN

25 October 2024

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

CO. REG. NO. 2735484

BALANCE SHEET AS AT 31 MARCH 2024

	NOTES	2024 £	2024 £	2023 £	2023 £
FIXED ASSETS					
Tangible Fixed Assets	13		72,846		48,370
CURRENT ASSETS					
Stock	14	200		200	
Debtors & Prepayments	15	50,833		61,774	
Cash at Bank and in Hand		331,191		313,276	
		382,224		375,250	
CREDITORS:					
Amounts falling due within one year	16	(105,190)		(124,305)	
		(105,190)		(124,305)	
NET CURRENT ASSETS			277,034		250,945
TOTAL NET ASSETS			349,880		299,315
ACCUMULATED RESERVES					
Unrestricted Funds	18		296,808		263,176
Restricted Funds	18		53,072		36,139
			349,880		299,315

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies, and the Financial Reporting Standard 102.

Approved on behalf of the board of trustee/directors:

Director: A. Paterson

Director: G. Drakeford

Date: 29/10/ 2024

The notes on pages 16 to 28 form part of these accounts.

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2024

	Notes	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £	Total Funds 2023 £
INCOME FROM:					
Donations & Legacies	3	41,599	1,241	42,840	66,387
Charitable Activities	4	367,494	602,296	969,790	753,947
Other Trading Activities	5	23,114	-	23,114	23,074
Investment Income	6	6,581	-	6,581	2,348
Other Income	7	1,496	-	1,496	2,582
TOTAL INCOMING RESOURCES		440,284	603,537	1,043,821	848,338
EXPENDITURE ON					
Raising Funds	8	39,745	-	39,745	36,868
Charitable activities	9	366,907	586,604	953,511	778,735
TOTAL		406,652	586,604	993,256	815,603
NET INCOME (EXPENDITURE)		33,632	16,933	50,565	32,735
Transfers between funds	18	-	-	-	-
NET MOVEMENT IN FUNDS		33,632	16,933	50,565	32,735
RECONCILIATION OF FUNDS					
Total funds brought forward		263,176	36,139	299,315	266,580
TOTAL FUNDS CARRIED FORWARD	18	296,808	53,072	349,880	299,315

The statement of financial activities includes all gains and losses in the year.

The notes on pages 16 to 28 form part of these accounts.

STATEMENT OF CASH FLOWS FOR THE YEAR ENDING 31ST MARCH 2024

Reconciliation of net movement in funds to net cash flow from operating activities

	2024 £	2023 £
Net movement in funds	50,565	32,735
Add back depreciation	22,248	21,945
Less profit on sale of assets	-	-
Deduct investment income	(6,581)	(2,348)
Decrease/(increase) in debtors	10,941	39,856
Increase/(decrease) in creditors	(19,115)	(27,649)
Net cash used in operating activities	58,058	64,539
Cash flows from investment activities:		
Interest	6,581	2,348
Purchase of fixed assets	(46,724)	(9,547)
Sale of Fixed Assets	-	-
Net cash provided by investing activities	(40,143)	(7,199)
Increase/(decrease) in cash and cash equivalents during the year	17,915	57,340
Cash and cash equivalents brought forward	313,276	255,936
Cash and cash equivalents carried forward	**331,191**	**313,276**

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

1 ACCOUNTING POLICIES

(a) Basis of preparation and assessment of going concern
The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued January 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011, and the Companies Act 2006.
The charity constitutes a public benefit entity as defined by FRS 102.
The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern. Projections for 2024/25 show that the charity need to secure £110,203 of funding including donations and new sources to breakeven at current operational levels without resorting to using reserves.

(b) Funds structure
Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor.
When the requirements of the restricted funds are met (eg assets are purchased) the transaction is shown as a movement in funds from restricted to unrestricted funds.
Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have created a fund for a specific purpose.
The charity has created a designated capital fund to meet the future depreciation charge of its assets.
Further details of each fund are disclosed in note 18.

(c) Income recognition
All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.
Donations and grants are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation or grant is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.
Grants, including those in restricted funds, specifying performance in future periods are deferred.
Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

(d) Expenditure Recognition
Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.
All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings. For more information on this attribution refer to note (g) below.

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

(e) Taxation & Irrecoverable VAT
All grant income and donations are outside the scope of VAT. Contract fees and certain other income are exempt supplies and therefore the company is not liable to be registered for VAT. Irrecoverable VAT on expenditure is attributed to the category of expenditure on which it is incurred. No provision has been made for taxation as exemption has been granted by HMRC from taxation under Sections 466 to 493 of the Corporation Taxes Act 2010 or Section 256 of the Taxation of Capital Gains Act to the extent that surpluses and gains are applied for charitable purposes.

(f) Allocation of support and governance costs
Support costs have been allocated between governance costs and other support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to independent examination and legal and professional fees together with an apportionment of overhead and support costs. Governance costs and support costs relating to charitable activities have been apportioned based on staff time and the usage of facilities and services for management purposes.
The allocation of support and governance costs is analysed in note 10.

(g) Costs of raising funds
The costs of raising funds consists of staffing, cost of sales and overheads for delivery of training, and running the non-funded element of the café.

(h) Charitable Activities
Costs of charitable activities include governance costs and an apportionment of support costs as shown in note 9.

(i) Tangible fixed assets and depreciation
All assets costing more than £500 are capitalised and valued at historical cost. Depreciation is charged on the following basis:

Leasehold Improvements	10% on cost
Plant & Equipment	25% on cost

The total of any capital grants are recognised in the Statement of Financial Activities in the year they are received, as required by the SORP, and not deferred over the life of the related assets.

(j) Stock
Stock is stated at the lower of cost and net realisable value on a first in first out basis.

(k) Debtors
Trade and other debtors are recognised at settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

(l) Creditors and Provisions
Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

(m) Realised gains and losses
All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying values or their purchase value if acquired subsequent to the first day of the financial year.
Unrealised gains and losses are calculated as the difference between the fair value at the year end and their varying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

(n) Pensions
The company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. Contributions payable for the year are charged against the income and expenditure account.
The pension scheme is an auto enrolment compliant scheme. The charity has no liabilities beyond making its contributions and paying across the deductions for the employee's contributions.

(o) Operating Leases
Payments under operating leases are charged to the income and expenditure account in the period to which they relate.

(p) Contingent liabilities
There were no contingent liabilities at 31st March 2024 (2023 none).

(q) Donated Services
The charity has on average 40 volunteers at any one time assisting with reception, administration, café and classrooms. No financial value has been reflected in the accounts for these donated services.

(r) Redundancy and termination payments
The charity recognises redundancy and termination payments when their existence is reasonably certain.

2 NET INCOMING RESOURCES FOR THE YEAR

	2024	2023
This is stated after charging:	£	£
Depreciation	22,248	21,945
Audit Fees	3,990	3,850

3 DONATIONS & LEGACIES	**Unrestricted** £	**Restricted** £	**Total 2024** £
Donations & Gift Aid	31,599	1,241	32,840
The Robert McAlpine Foundation	10,000	-	10,000
	41,599	1,241	42,840

Previous Year	Unrestricted £	Restricted £	Total 2023 £
Donations & Gift Aid	56,387	-	56,387
The Robert McAlpine Foundation	10,000	-	10,000
	66,387	-	66,387

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

4	INCOME FROM CHARITABLE ACTIVITIES	Unrestricted	Restricted	Total 2024
		£	£	£
	Manchester Adult Education Service NLDC	175,597	-	175,597
	GM Integrated Rehabilitation Service	-	344,535	344,535
	Lloyds Bank Foundation (£8,333 deferred)	25,000	-	25,000
	North West Probation Trusts - ESF/NOMS	11,538	-	11,538
	Changing Futures	-	47,252	47,252
	Our Manchester	56,321	-	56,321
	GMCA - GM Multiply	24,889	-	24,889
	Big Lottery Reaching Communities	-	8,686	8,686
	Big Lottery Cost of Living	-	40,000	40,000
	Lottery - Awards for All	-	9,936	9,936
	Oglesby Charitable Trust	-	16,556	16,556
	IRS Service User Fund (£951 deferred)	-	8,514	8,514
	Just Life	-	9,560	9,560
	Postcode Neighbourhood Trust	-	10,000	10,000
	MCC Work Club	-	7,100	7,100
	Garfield Weston Foundation	18,333	-	18,333
	Henry Smith Charity (£10,000 deferred and released)	-	40,000	40,000
	GMCVO	-	2,467	2,467
	Edward Gostling Foundation	10,000	-	10,000
	The Albert Gubay Charitable Foundation	-	17,500	17,500
	Evan Cornish Foundation	-	7,584	7,584
	The Edward Holt Trust	-	5,727	5,727
	Green Hall Foundation	5,000	-	5,000
	Dowager Countess Eleanor Peel Trust	5,000	-	5,000
	Forrester Family Trust	15,000	-	15,000
	The Clothworkers' Foundation	-	10,000	10,000
	Other Social Contracts	13,050	-	13,050
	Other grants under £5,000	7,766	16,879	24,645
		367,494	602,296	969,790

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

4 Previous Year:

INCOME FROM CHARITABLE ACTIVITIES	Unrestricted £	Restricted £	Total 2023 £
Manchester Adult Education Service NLDC	191,732	-	191,732
IRS Welfare Programme	-	62,511	62,511
Lloyds Bank Foundation (£8,333 deferred)	18,917	-	18,917
North West Probation Trusts - ESF/NOMS	49,435	-	49,435
Changing Futures (£4,455 deferred)	-	44,488	44,488
Our Manchester	20,000	-	20,000
GM Probation	-	2,841	2,841
Big Lottery Reaching Communities (£8,685 deferred, £19,965 released)	-	76,862	76,862
Lottery - Awards for All	-	10,000	10,000
Newby Trust	-	20,000	20,000
The Grand Trust	-	42,190	42,190
Oglesby Charitable Trust (£16,556 deferred)	-	33,648	33,648
IRS Service User Fund (£9,465 deferred)	-	535	535
Just Life (£5,812 deferred, £3,951 released)	-	5,281	5,281
WEA	-	15,219	15,219
MCC Work Club	-	7,330	7,330
Garfield Weston Foundation (£18,333 deferred)	21,667	-	21,667
Henry Smith Charity (£10,000 deferred and released)	-	40,000	40,000
GMCVO (£2,467 deferred, £6,402 released)	-	14,934	14,934
Edward Gostling Foundation	10,000	-	10,000
Salford CVS - Gr Manchester Walking Fund	-	1,975	1,975
ARC Hospitality (£1,117 deferred)	-	1,117	1,117
Help the Homeless	-	2,929	2,929
GMCA - Wellbeing	-	9,850	9,850
The Edward Holt Trust (£5,727 deferred)	-	1,986	1,986
Swire Trust	15,000	-	15,000
Albert Hunt	5,000	-	5,000
AB Charitable Trust	15,000	-	15,000
Steele Charitable Trust	10,000	-	10,000
Other Social Contracts	1,000	-	1,000
Other grants under £5,000	1,000	1,500	2,500
	358,751	395,196	753,947

5 INCOME FROM OTHER TRADING ACTIVITIES

	Unrestricted £	**Restricted £**	**2024 £**	Unrestricted £	Restricted £	2023 £
Café	21,370	-	21,370	17,879	-	17,879
Training	1,374	-	1,374	3,200	-	3,200
Room Hire	370	-	370	1,620	-	1,620
Consultancy & Research	-	-	-	375	-	375
	23,114	-	23,114	23,074	-	23,074

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

6 INVESTMENT RECEIVABLE

	2024	2023
	£	£
Bank Interest Receivable	6,581	2,348

7 OTHER INCOME

	Unrestricted	Restricted	2024	Unrestricted	Restricted	2023
	£	£	£	£	£	£
Student Placements	1,260	-	1,260	1,260	-	1,260
Miscellaneous	236	-	236	651	671	1,322
	1,496	-	1,496	1,911	671	2,582

8 EXPENDITURE ON RAISING FUNDS

	Core	Café & Catering Skills	Total 2024	Total 2023
	£	£	£	£
Wages & Salaries	22,833	-	22,833	19,272
Café & catering stock costs	-	7,233	7,233	10,705
Rent & Service Charge	3,896	-	3,896	3,797
Cleaning Materials	-	1,249	1,249	1,455
Repairs & Renewals	-	2,160	2,160	222
Course Materials		14	14	-
Support Costs	-	1,076	1,076	265
Market Stall Fees	-	-	-	46
Bad Debts	75	-	75	129
Fundraising Costs	1,130	-	1,130	310
Training	-	79	79	667
	27,934	11,811	39,745	36,868

Restricted	-	-
Unrestricted	39,745	36,868
Total	39,745	36,868

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

9 EXPENDITURE ON CHARITABLE ACTIVITIES

		Café & Catering Skills	Education & Training	Total 2024
		£	£	£
Employment Costs	*Staff Time*	15,241	649,099	664,340
Recruitment & DBS Checks	*Staff Time*		945	945
Freelance Tutors	*Staff Time*		4,666	4,666
Other Staff & Project Costs	*Staff Time*		404	404
Room & Venue hire	*By Project*		2,290	2,290
Rent & Service Charge	*Floor Area*		74,022	74,022
Rates & Water	*Floor Area*		5,132	5,132
Light & Heat	*Floor Area*		21,427	21,427
Repairs & Renewals	*Floor Area*		3,606	3,606
Cleaning	*Floor Area*		2,690	2,690
Telephone	*By Project*		4,627	4,627
Travelling Expenses	*By Project*		790	790
Volunteer Expenses	*By Project*		4,637	4,637
Student Expenses	*By Project*	500	14,671	15,171
Training	*By Project*		2,535	2,535
Course Materials & Accreditation Costs	*By Project*	1,000	8,070	9,070
Food & Drink	*By Project*	3,047		3,047
Service User Welfare	*By Project*		8,690	8,690
Service User Equipment	*By Project*		30	30
Support Costs			113,146	113,146
Governance Costs			12,246	12,246
		19,788	933,723	953,511
Restricted		19,788	566,816	586,604
Unrestricted		-	366,907	366,907
Total		19,788	933,723	953,511

Previous Year				Total 2023
		£	£	£
Employment Costs	*Staff Time*		515,112	515,112
Recruitment & DBS Checks	*Staff Time*		1,539	1,539
Vaccinations	*Staff Time*		120	120
Other Staff & Project Costs	*Staff Time*		1,960	1,960
Rent & Service Charge	*Floor Area*		72,137	72,137
Rates & Water	*Floor Area*		4,315	4,315
Light & Heat	*Floor Area*		25,728	25,728
Repairs & Renewals	*Floor Area*		5,751	5,751
Cleaning	*Floor Area*		2,460	2,460
Telephone	*By Project*		3,714	3,714
Travelling Expenses	*By Project*		580	580
Volunteer Expenses	*By Project*		6,916	6,916
Student Expenses	*By Project*		15,129	15,129
Training	*By Project*		1,905	1,905
Course Materials & Accreditation Costs	*By Project*		7,361	7,361
Service User Welfare	*By Project*		1,170	1,170
Service User Equipment	*By Project*		1,007	1,007
Support Costs			99,990	99,990
Governance Costs			11,841	11,841
		-	778,735	778,735
Restricted		-	400,218	400,218
Unrestricted		-	378,517	378,517
Total		-	778,735	778,735

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

10 ALLOCATION OF GOVERNANCE AND SUPPORT COSTS

		Support Costs	Governance Costs	Total 2024
		£	£	£
Management & Admin Salaries	*Staff Time*	54,667	6,074	60,741
Computer Costs	*Direct*	13,927		13,927
Subscriptions	*Direct*	360		360
Minor Equipment	*Direct*	2,533		2,533
Printing, Post and Stationery	*Direct*	3,377		3,377
Book-keeping	*Direct*	3,558		3,558
Payroll Costs	*Direct*	2,703		2,703
HR Costs	*Direct*	1,925		1,925
Insurance	*Direct*	3,229		3,229
Publicity	*Direct*	2,500		2,500
Sundry	*Direct*	2,254		2,254
Depreciation	*Direct*	22,113		22,113
Audit & Accountancy	*Governance*		5,378	5,378
Bank Charges & Interest	*Governance*		794	794
TOTAL		113,146	12,246	125,392
Restricted Funds		86,772	-	86,772
Unrestricted Funds		26,374	12,246	38,620
Total		113,146	12,246	125,392

Previous Year		Support Costs	Governance Costs	Total 2023
		£	£	£
Management & Admin Salaries	*Staff Time*	53,039	5,893	58,932
Computer Costs	*Direct*	10,707		10,707
Subscriptions	*Direct*	207		207
Minor Equipment	*Direct*	1,220		1,220
Printing, Post and Stationery	*Direct*	3,395		3,395
Book-keeping	*Direct*	3,513		3,513
Payroll Costs	*Direct*	2,118		2,118
Legal & Professional Fees	*Direct*	621		621
HR Costs	*Direct*	244		244
Insurance	*Direct*	2,239		2,239
Sundry	*Direct*	743		743
Depreciation	*Direct*	21,212		21,212
Loss on disposal of assets	*Direct*	732		732
Audit & Accountancy	*Governance*		5,040	5,040
Bank Charges & Interest	*Governance*		908	908
TOTAL		99,990	11,841	111,831
Restricted Funds		68,882	5,254	74,136
Unrestricted Funds		31,108	6,587	37,695
Total		99,990	11,841	111,831

Included within audit and accountancy is £3,990 (2023 £3,850) relating to the audit of the charity's accounts. No other fees are payable to the auditors.

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

11 STAFF COSTS

	2024	2023
	£	£
Wages and Salaries	661,581	523,158
Social Security Costs	56,430	43,841
Redundancy Costs	-	3,624
Pension Costs	29,903	22,693
	747,914	593,316

No employee earned £60,000 per annum or more.
Neither the Chair nor any other directors received any remuneration for their services or pension contribution during the year.
The charity considers its key staff comprises the Chief Executive and the two Service Managers.
The remuneration, including employers NICs and pension contributions, of key staff in the year was £140,132 (2023 £122,002) The average number of employees during the year, excluding directors and voluntary staff was:

Management, Teaching & Administration	26	26

12 TRUSTEES' REMUNERATION AND EXPENSES

No remuneration has been paid or is due to be paid to any of the directors in respect of the period. No reimbursement of expenses has been made or is due to be made to any of the directors in respect of the period.

13 FIXED ASSETS

	Leasehold Improvements	Plant & Equipment	Total
COST	£	£	£
At 1 April 2023	153,170	73,429	226,599
Additions	11,077	35,647	46,724
Disposals	-	(13,140)	(13,140)
At 31 March 2024	164,247	95,936	260,183
DEPRECIATION	£	£	£
At 1 April 2023	115,099	63,130	178,229
Provided in the year	12,581	9,667	22,248
Disposals	-	(13,140)	(13,140)
At 31 March 2024	127,680	59,657	187,337
NET BOOK VALUE			
At 31 March 2024	36,567	36,279	72,846
At 31 March 2023	38,071	10,299	48,370

14 STOCK

	2024	2023
	£	£
At lower of cost and net realisable value	200	200

15 DEBTORS & PREPAYMENTS

	2024	2023
	£	£
Trade Debtors	1,983	14,145
Accrued Income	37,339	38,632
Prepayments	11,511	8,997
	50,833	61,774
Restricted	6,777	20,495
Unrestricted	44,056	41,279
	50,833	61,774

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

16 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Trade Creditors	24,373	8,904
Social Security and Other Taxes	15,001	11,997
Accruals	28,309	8,097
Deferred Income	37,507	95,307
	105,190	124,305
Restricted	29,174	73,972
Unrestricted	76,016	50,333
	105,190	124,305

17 DEFERRED INCOME

Deferred income comprises grants in advance.	2024	2023
	£	£
Balance as at 1st April	95,307	95,307
Amount released to income earned from charitable activities	(93,633)	(122,773)
Amount deferred in year	35,833	122,773
Balance at 31st March	37,507	95,307

18 ANALYSIS OF CHARITABLE FUNDS

	Balance at 01-Apr-23	Incoming	Transfers	Outgoing	Balance at 31-Mar-24
Restricted Revenue:	£	£	£	£	£
GM Integrated Rehabilitation Service	549	344,535	(13,044)	(325,022)	7,018
Changing Futures	-	47,252		(47,252)	-
The Albert Gubay Charitable Foundation	-	17,500		(17,500)	-
Big Lottery - Cost of Living	-	40,000		(40,000)	-
UKH Foundation	-	5,000		(5,000)	-
Big Lottery - Reaching Communities	-	8,686		(8,686)	-
Lottery - Awards for All	-	9,936		(9,936)	-
Shears Foundation	-	5,500		(5,500)	-
Postcode Neighbourhood Trust	-	10,000		(10,000)	-
Donations - café	-	1,241		(1,241)	-
Oglesby Charitable Trust	-	16,556		(16,556)	-
IRS Service User Fund	-	8,514		(8,721)	(207)
MCC- Work Club	-	7,100		(7,100)	-
Gr Manchester Walking Fund	-	1,979		(1,979)	-
Schreier Foundation	-	2,000		(2,000)	-
The Edward Holt Trust	191	5,727		(5,918)	-
GMCVO - Trauma	-	2,467		(2,467)	-
Just Life	-	9,560		(9,560)	-
Henry Smith Charity	-	40,000		(40,000)	-
Live Life to the Full	-	2,400		(2,400)	-
Evan Cornish Foundation	-	7,584		(7,584)	-
Capital:					
Gr.Manchester Combined Authorities	12,960	-		(4,542)	8,418
The Grand Trust	15,814	-		(2,635)	13,179
Help the Homeless	2,197	-		(732)	1,465
Gr Manchester Combined Auth - welfare	4,072	-		(1,685)	2,387
The Clothworkers' Foundation	-	10,000		(2,470)	7,530
GM Integrated Rehabilitation Service	-	-	13,044		13,044
Beatrice Laing	356			(118)	238
	36,139	603,537	-	(586,604)	53,072
Unrestricted:					
General Funds	250,205	440,284	(27,061)	(393,325)	270,103
Designated Capital Funds	12,971		27,061	(13,327)	26,705
	263,176	440,284	-	(406,652)	296,808
	299,315	1,043,821	-	(993,256)	349,880

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

18 ANALYSIS OF CHARITABLE FUNDS CONT...

Previous Year	Balance at 01-Apr-22	Incoming	Transfers	Outgoing	Balance at 31-Mar-23
Restricted Revenue:	£	£	£	£	£
GM Integrated Rehabilitation Service -We	-	62,511		(61,962)	549
Changing Futures	-	44,488		(44,488)	-
Changing Futures - Other	-	11		(11)	-
GM Probation - Dyslexia Project	-	2,841		(2,841)	-
Inspiring Change Mcr - Flexible Fund	-	660		(660)	-
Big Lottery - Reaching Communities	-	76,862		(76,862)	-
Lottery - Awards for All	-	10,000		(10,000)	-
Newby Trust	-	20,000		(20,000)	-
Grand Trust	-	42,190		(42,190)	-
Oglesby Charitable Trust	-	33,648		(33,648)	
IRS Service User Fund	-	535		(535)	-
WEA	-	15,219		(15,219)	-
MCC- Work Club	-	7,330		(7,330)	-
Salford CVS- Gr Manchester Walking Fun	-	1,975		(1,975)	-
ARC Hospitality	-	1,117		(1,117)	-
Edward Holt	-	1,986		(1,795)	191
GMCVO - Trauma	-	14,934		(14,934)	-
Just Life	3	5,281		(5,284)	-
Henry Smith Charity	-	40,000		(40,000)	-
Salford CVS	667	-		(667)	-
Beatrice Laing	-	1,500	(356)	(1,144)	-
Capital:					
Gr.Manchester Combined Authorities	17,502	-		(4,542)	12,960
The Grand Trust	22,318	-		(6,504)	15,814
Help the Homeless	-	2,929		(732)	2,197
Gr Manchester Combined Auth - welfare	-	9,850		(5,778)	4,072
Beatrice Laing	-		356		356
	40,490	395,867	-	(400,218)	36,139
Unrestricted:					
General Funds	205,143	452,471	(714)	(406,695)	250,205
Designated Capital Funds	20,947		714	(8,690)	12,971
	226,090	452,471	-	(415,385)	263,176
Total Funds	266,580	848,338	-	(815,603)	299,315

Transfers — Transfers to the designated capital fund are due to capital grants being spent. See designated capital funds note overleaf.

Purpose of Restricted Funds:

GM Integrated Rehabilitation Service	towards a wellbeing service supporting people on probation
Changing Futures	towards a partnership programme supporting people facing multiple disadvantage
The Albert Gubay Foundation	towards the catering project, including the salary of the Catering Coordinator
GMCA Multiply	towards a project providing maths education and qualifications
Big Lottery - Cost of Living	towards our work supporting people through the cost of living crisis
Big Lottery - Reaching Communities	towards our employability and progression project
Lottery - Awards for All	towards the overall costs of the catering project
Postcode Neighbourhood Trust	towards the overall costs of the catering project
The Edward Holt Trust	towards the costs of our wellbeing courses
UKH Foundation	towards cooking, money and debt awareness sessions
Oglesby Charitable Trust	towards the salary of the Learning Coordinator

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

Purpose of Restricted Funds:

Gr. Manchester Combined Authorities	towards capital and related costs to make the centre Covid safe and towards a welfare room
The Clothworkers Foundation	towards the cost of new computers for our IT room
Help the Homeless	towards the costs of new café furniture
Achieve Development Fund	towards "Inside and Out," a life skills course (with HMP Manchester)
WEA	towards education
Grand Trust	towards education
IRS Service User Fund	to assist service users with items and experiences promoting welfare
Salford CVS	towards the Answer cancer and walking projects
CRH Charitable Trust	towards a catering assistant
Woodland Futures	towards Green Heritage and Out and About taster courses
Just Life	funding for partnership development work to strengthen organisationa resilience
Henry Smith Charity	core funding
ARC Hospitality	advice and support to ARC in development of their employability programme
Beatrice Laing	towards catering equipment
Designated Capital Funds	This fund is fully spent. The balance represents the book value of assets still to be depreciated in line with normal accounting practice.

19 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds	Restricted Funds	Total 2024	Unrestricted Funds	Restricted Funds	Total 2023
	£	£	£	£	£	£
Tangible Fixed Assets	26,587	46,259	72,846	12,971	35,399	48,370
Current Assets	346,237	35,987	382,224	300,538	74,712	375,250
Current Liabilities	(76,016)	(29,174)	(105,190)	(50,333)	(73,972)	(124,305)
Net Assets at 31 March	296,808	53,072	349,880	263,176	36,139	299,315

20 CONSTITUTION

The company is limited by guarantee and does not have a share capital. In the event of a winding up all members (the trustees under the governing documents) have agreed have agreed to contribute an amount not exceeding £1.

21 CAPITAL COMMITMENTS

	£	£
Contracted but not provided for	4,343	nil

22 OPERATING LEASE COMMITMENTS

The total future lease payments under non-cancellable operating leases are:

	Equipment 2024	Land and Buildings 2024	Total 2024	Total 2023
	£	£	£	£
Within one year	1,625	72,936	74,561	72,737
Between 2 - 5 years	4,468	258,894	263,362	337,923
After 5 years	-	-	-	-
	6,093	331,830	337,923	410,660

A new 6 year lease in respect of the property at Swan Buildings, Manchester, was signed on 25th June 2021. In addition to the rent a service charge is also payable and averages £14,900 p.a.

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

23 ULTIMATE CONTROLLING PARTY

The company is under the control of the Board of Management. The person with significant control is Gillian Patricia Drakeford.

24 FINANCIAL INSTRUMENTS

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised on a transaction value and subsequently measured at their value with the exception of bank loans which are subsequently measured at an amortised cost using the effective interest method.

25 POST BALANCE SHEET EVENTS

There are no significant post balance sheet events that the trustees consider would have an impact on the financial statements as presented.

BACK ON TRACK MANCHESTER LTD

England & Wales - Charity number 1017467

Accounts

back on track >

BACK ON TRACK MANCHESTER LTD.

(COMPANY LIMITED BY GUARANTEE)

COMPANY REGISTRATION NUMBER: 2735484 (England)

CHARITY REGISTRATION NUMBER: 1017467

REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

back on track >

BACK ON TRACK MANCHESTER LTD.
(A PRIVATE COMPANY LIMITED BY GUARANTEE)
REGISTERED IN ENGLAND NO: 2735484

A REGISTERED CHARITY NO: 1017467

REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

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Back on Track Manchester Limited

Report of the trustees for the year ending 31ST March 2023

The trustees present their annual directors' report and financial statements of the charity for the year ended 31st March 2023 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (January 2019).

Reference and administrative information
Charity Name: Back on Track Manchester Limited
Charity Number: 1017467
Company No: 2735484 Incorporated in England, UK

Directors and trustees
The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the year end were as follows:

Chair: Gary Cripps (resigned as Chair 26th April 2023, remains a trustee)
Chair: Gillian Drakeford (appointed as trustee 26th April 2022, Chair from 26th April 2023)
Vice Chair: Susan Jenkins
Lyndsey Forrest
Mark Stapleton
Julie Taylor
Kevin Wong
Treasurer: Amanda Paterson
Judy Harrison
Amina Bodhania (appointed 26th April 2022)
Oona Cassidy (appointed 26th April 2022)
Olusayo Phillips (appointed 26th April 2022)
Company Secretaries: Beth Maguire, Adam Barker (resigned as secretary 21st July 2023)
Senior manager: Siobhan Pollitt (Chief Executive Officer)

Patrons
Mary-Ellen McTague
Mike Joyce
Tony Walsh

Registered Office
Swan Buildings, 20 Swan Street, Manchester, M4 5JW

Accountants
Community Accountancy Service Limited
The Grange, Pilgrim Drive
Beswick, Manchester M11 3TQ

Auditors
McKellens Chartered Accountants
11 Riverview, The Embankment Business Park
Vale Road, Heaton Mersey
Stockport, SK4 3GN

Bankers
Cooperative Bank plc, 1 Balloon Street, Manchester, M60 4EP
Aldermore, 40 Spring Gardens, Manchester M2 1EN
Redwood Bank, The Nexus Building, Broadway, Letchworth Garden City, Hertfordshire, SG6 3TA

Back on Track Manchester Limited

Objectives and activities

Our mission is to enable adults facing disadvantage to make lasting, positive changes in their lives. Such as; managing problematic drug/alcohol use, living a crime-free life, improving mental health and wellbeing, and having a stable home.

Our values are to build on people's strengths, and treat everyone with kindness, respect, and fairness. To be professional and effective, to collaborate with others, welcome new ideas, and promote a balanced and supportive work life.

Our vision is a Greater Manchester where inequalities are reduced, and social justice is realised. Where people lead fulfilling lives, communities are safe, and all voices are heard. Where everyone can get the support, skills, and experience they need to imagine a better future for themselves and then make it happen. We aim to achieve this by:

- Providing a place: Our learning centre in Manchester is a safe, friendly community where people feel they belong and can make new connections. It's a place where rehabilitation and recovery is supported, where change is sustained, and where health and wellbeing are a priority.
- Empowerment: Our courses, activities, work experience and volunteering programme enable people to learn and build their confidence and skills at a pace that's right for them. We use creative engagement and outreach approaches which are co-produced with our members. People support each other and are empowered to build on their strengths, believe in themselves, and celebrate and take pride in what they achieve.
- Self-determination: We create an environment where people can get the right support and guidance to make choices about what kind of future they want. It could be paid work, volunteering, or further training, or about living in a healthier and more fulfilling way.
- Campaigning and influencing: We bring about positive change by influencing the public, organisations, and policymakers. We work with employers to ensure that everybody gets a fair chance, regardless of their past. We are committed to challenging discrimination and promoting positive perceptions of people with complex needs.

'There's an electrical energy of hope and happiness running through the centre' - Back on Track member

Our services

We have an exciting and varied timetable of courses and activities on offer throughout the year at our learning centre. Wherever possible, the programme is co-produced with our members and we also run women-only sessions. As well as providing a positive space and community, our main services are:

- Functional skills development (e.g. English, maths, digital)
- Life skills sessions that promote independence (e.g. budgeting, cooking)
- Pre-employment skills (e.g. CV writing, confidence, disclosure of convictions)
- Health and wellbeing activities (e.g. creative groups, outdoor activities, museum trips)
- Citizenship and social inclusion (e.g. women's group, rights and responsibilities, user voice)
- One-to-one progression guidance (volunteering programme, holistic support, signposting)
- Specialist advice for people with the full range of convictions

Everyone's time at Back on Track is different and we are led by each person's individual needs and interests. Some people access a specific area of our services for a short period of time whilst others remain part of the Back on Track community for longer, progressing through our full programme.

We support people through a variety of progression routes too; some people develop through our internal and external volunteering programme, others may want to access further learning with external providers, and some people move into paid employment.

We are able to deliver high quality and engaging services because of our fantastic team of passionate and experienced staff, our 50+ dedicated volunteers, and a highly skilled group of sessional tutors.

> *'I have been coming to maths and English – I didn't finish school and always wanted to improve my reading and writing. I enjoyed feeling that I belonged somewhere and was around other people' – Back on Track member*

Public Benefit

The charity furthers its charitable purposes for the public benefit through enabling adults facing disadvantage to have better life chances by participating in training, work experience and volunteering. By engaging with Back on Track learning programmes and volunteering opportunities, people gain in confidence, self-esteem and find a new purpose. These changes result in personal, social and economic benefits to communities, statutory services and the city and region as a whole through:

- improved mental and physical health
- managing or ceasing problematic drug and alcohol use
- desistance from crime – creating a new, crime-free identity
- developing resilience which enables people to cope with setbacks and sustain employment
- contributing to the community resulting in sense of belonging and citizenship

We have referred to the Charity Commission's general guidance on public benefit when reviewing the Charity's aims and objectives and in planning our future activities. In particular the trustees consider how planned activities will contribute to the aims and objectives they have set.

Structure, governance and management

Back on Track Manchester Limited is a company limited by guarantee governed by its Articles of Association (updated in December 2019). It was registered as a charity with the Charity Commission on 18 February 1993. In the event of a winding up members have agreed to contribute a sum not exceeding £1. The Board agrees pay and remuneration of key management personnel with reference to Back on Track's salary policy and pay scales. Salaries are reviewed annually by the Board.

Appointment of trustees: The directors/trustees are appointed following a process of recruitment and application set out by the Board of Trustees. The directors/trustees also have the power under the governing document to co-opt individuals who support the aims of the organisation.

Trustee induction and training: As part of their induction the new directors/trustees are provided with information about the charity, the management structure, its history and working practices. In addition they are also provided with the Articles of Association plus information from the Charity Commission and Companies House regarding the duties and responsibilities of directors and trustees. Training appropriate to the individual needs of the trustees is carried out.

Organisation: Governance of the organisation lies with the Board of Trustees. The Board meets quarterly in addition to the AGM. These meetings include the Directors/Trustees and the Chief Executive Officer.

During the meetings the progress of the past three months is assessed and considered against the targets and aims. The current status of the planned work is considered and discussed. Future aims and ambitions are considered in conjunction with the on-going programme. Any discussion papers circulated before the meeting will be discussed and considered. The Board meets regularly with the Back on Track senior management team to review discuss and agree the strategic direction of the organisation.

Day to day management is the responsibility of the Chief Executive Officer, who reports to the Board of Trustees, and is assisted by the senior management team and project staff.

Risk Management: The Directors/Trustees have assessed the risks to which the charity is exposed, both in terms of financial and operational risks in carrying out its objectives, and are satisfied that the systems are in place to mitigate exposure to major risk. The strategic risk register is considered and updated by the board on a quarterly basis or more often if responding to emerging risks. Workplace risk assessments have been carried out for all operational processes.

Related parties and co-operation with other organisations: None of our trustees receive remuneration or other benefit from their work with the charity. Any connection between a trustee or senior manager with any service providers must be disclosed to the full Board in the same way as any other contractual relationship with a related party.

Staff and member involvement (co-production): An important part of our approach is working closely with our colleagues and with the people who come to Back on Track to shape and improve our services and to influence wider change. We strive to implement this at all levels of the organisation and are planning significant co-production activity as we begin work on our new strategic plan.

People who use our services take part in staff recruitment and task groups with our trustees, staff and volunteers. We also support people to design and deliver learning sessions and share their experiences of progression at external events. 88% of members said that they feel their views count at Back on Track.

We actively encourage people with lived experience of multiple disadvantage to apply for volunteering and employment opportunities within our organisation. We champion fair recruitment practices and are proud that 28% of our staff team and 51% of our volunteers have lived experience of multiple disadvantage.

A review of our achievements and performance

In 2022-23, 566 members from across Greater Manchester attended a session of training, teaching, or one-to-one support and advice at Back on Track. 96% of our members were not in employment, while nearly a third had no qualifications. Their lived experience of multiple disadvantage breaks down as follows:

Types of disadvantage experienced by members	
Mental Health	91%
Problematic drug/alcohol use	57%
Criminal Justice	51%
Homelessness	46%

Multiple disadvantage	
ONE or more types of disadvantage	100%
TWO or more types of disadvantage	74%
THREE or more types of disadvantage	40%
FOUR types of disadvantage	15%

Enhanced learning: A major focus was providing new learning opportunities to enrich our core timetable, according to need identified by the people we work with (our members).

This year most of the people we worked with had experienced mental health problems, and improving wellbeing was embedded throughout our arts, music and outdoor courses. We delivered mindfulness and

meditation courses, while other programmes helped members develop strategies to manage anxiety. The results of our survey in December 2022 demonstrate the impact of our health and wellbeing activities. 95% agreed that 'coming to Back on Track has improved my mental health and wellbeing'.

> *"The course has given me the ability to manage and plan, deal with problems both physically and with thoughts and feelings. I have a developed a greater understanding of myself - both the positive and negative aspects" – Back on Track*

Another focus was citizenship and two new courses were developed: 'Campaign for Change' and 'Behind the headlines'. Both were aimed at empowering members to recognise their own unique abilities to effect change and influence, as a direct result of their own lived experiences. One group of members met with GM Mayor Andy Burnham for a question and answer session, covering homelessness, mental health issues, public transport and the importance of lived experience in service design. Several members from these courses are now part of various lived experience forums and are influencing how services are delivered throughout Greater Manchester. We also helped members to apply for voter ID for the 2023 local elections and several members voted for the first time.

Understanding trauma: This project was part of the movement for Greater Manchester to become a trauma-responsive region. A major theme underpinning this work was psychoeducation – enabling people who have experienced trauma to understand how it impacts the body and brain. Our members showed real interest in the concept of 'co-production' and were very enthusiastic about co-producing something that could improve their services. At the end of the course people appreciated that they didn't just get to understand themselves better, but were contributing to making things better for others.

We were thrilled when this project won the Group Learning Award at the Manchester Adult Education and Skills Plan awards in June 2022. This was a huge boost to the members in the group and we presented them with the award at our celebration event in the summer.

> *'I understand myself better and what's happened to me. Whatever you are struggling with, you should be able to educate yourself about it. If you don't know, you don't know – It's like having a big question mark on your head' - Back on Track member*

Progression: For many members who experience social exclusion and isolation and are at the beginning of their journey, regular attendance at courses is progress in itself, together with the improved self-confidence, wellbeing, and social connectedness it provides. 82% of members said attending had helped them make new friends, and 99% said they feel supported at Back on Track.

For others, engagement in our employability provision leads to more formal progression. In a typical three-month period, more than 60 members attended these programmes, resulting in more than 40 progressions into further learning, volunteering, or employment. In our survey, 84% agreed that 'coming to Back on Track makes it more likely I will make progress in my life.'

Cost of living crisis: The cost of living crisis hit our members hard. When surveyed two thirds of members said they were struggling and were worried about how they would cope in the winter, while over half were worried about getting into debt. As a result, we introduced a new 'Money Smart' course looking at budgeting, money saving tips and how to cope when things are tight.

We provided practical ways to support people, running a weekly £1 meal deal, cost of living events and giving away slow cookers, packs of ingredients and surplus food. Two thirds of all members surveyed agreed that 'coming to Back on Track has helped me during the cost of living crisis'.

Influencing: Part of our mission is to challenge inequality and unfair recruitment practices affecting people who face multiple disadvantage. We were invited to be a part of the 'panel of experts' at a Fair Recruitment event attended by 47 national employers. We highlighted the barriers that people with multiple disadvantage face when trying to access good and sustainable employment. We were able to highlight Back on Track's own recruitment processes as an example of ways to remove those barriers. As a founder member of the GM Good Employment Charter we continue to influence and advise employers from all sectors across the region and challenge poor recruitment practice when we see it.

We worked with one recruitment agency to support them to develop their in-house employability training programme. We also influenced some parts of the recruitment process in the core business. As a result of this work we were also able to support some of our members to access this programme.

In addition to influencing fair recruitment processes we also delivered sessions at the Greater Manchester Homelessness Action Network and at the Inside Government conference in relation to the integral role of education in the overall support and recovery of adults facing multiple disadvantage.

'I feel like I'm being listened to. I know that I have things they need to hear. I don't want other people to go through what I've been through' – Back on Track member after speaking at a mental health forum

An important decision made during 2022/23 was how people who come to Back on Track should be known. We held meetings so people could suggest ideas, created a shortlist, then held a ballot where everyone at Back on Track voted for their favourite option. The winner of the vote, was 'member'.

Environment and sustainability: Sustainability was a key focus for Back on Track in 2022/23. We introduced new environmental courses, covering climate awareness, upcycling, vegan cooking and more. 'Make a Difference' was a series of sessions to teach, inspire and motivate people about the environment, with members pledging to make changes in their own lives. We also worked with our friends at City of Trees to improve green spaces across Greater Manchester and plant 159 trees, creating a carbon reduction legacy for future generations.

We made strides as an organisation to reduce our energy use. We switched to 100% renewable energy sources, made our centre more energy efficient and sourced sustainable packaging and products in our café.

Partnerships and commissioned services: We expanded our work supporting people with convictions to resettle into the community through our role in the new Integrated Resettlement Services Welfare pilot, and through our partnership with Achieve. We continue to have strong partnerships with colleagues in probation, Greater Manchester Police, forensic mental health services, voluntary sector organisations working in criminal justice and Greater Manchester Combined Authorities. We have also continued to support people experiencing multiple disadvantage and influence change in systems and services through the Changing Futures programme, led by Manchester City Council.

The directors wish to extend thanks to the staff of Back on Track for their work over the past year and to the

many volunteers who contribute a great deal to all the services. Thanks are also due to colleagues in many other agencies who have worked in partnership with Back on Track to adapt services and meet the needs of people experiencing new and increased challenges.

Financial review

Total income in the year was £848,338 (2022 £784,925) and total expenditure was £815,603 (2022 £830,413) leaving a surplus of £32,735. Unrestricted funds at the year-end were £263,176 and restricted funds total £36,139.

Major funding streams include Greater Manchester Integrated Rehabilitation Service, Changing Futures, The Henry Smith Charity, Community Learning Fund, Achieve North West, The Oglesby Trust and Big Lottery Reaching Communities.

Diverse income streams, positive relationships with grant and contract commissioners, effective scrutiny of finances through monthly finance reports and regular finance committee meetings, combined with good access to information from funders and policy makers provides additional controls to manage risk. The trustees' ongoing financial strategy is to raise a small surplus each year to help build the level of free reserves for the charity. The main financial risk to the charity is significant change in national or local policy resulting in reduced income.

Investment powers and policy: Under the Articles of Association the charity has the power to invest in any way the trustees wish. The trustees, having regard to liquidity requirements of the charity and to the reserves policy have operated a policy of keeping available funds not in day to day use, in interest bearing deposit accounts.

Reserves policy and going concern: The total funds held at the year-end were £299,315 of which £36,139 were restricted funds. The charity currently has £263,176 in unrestricted reserves of which £250,205 are free reserves. It is the aspiration of the charity to maintain unrestricted funds, which are free reserves of the charity, at a level which equates to at least three months operating costs, £205,000 (core costs £145,000). This would provide sufficient funds to allow the charity to react to changes in income in a constructive manner. We continue to seek to improve our financial position in order to designate and maintain this level of unrestricted reserves.

Plans for Future Periods

The Directors are working to the three-year Strategic Plan 2021-24. We will continue to innovate in our education, training and volunteering centre and enable members to influence their learning programme and the direction of the organisation.

We will expand our work within the criminal justice sector, helping to make our community safer by supporting people with convictions to reintegrate and rebuild their lives free from offending. We hope to do this through contracts and special projects working with people with convictions, while contributing to research and influencing systems change.

Our work to deliver and influence services for people facing multiple disadvantage will also develop in 2023/24. We will continue to contribute to the Changing Futures programme, delivering person-centred and trauma responsive support and also delivering training and support to statutory and voluntary sector partners and the business community to open doors, change perceptions and practices, helping to create fair chances and better opportunities for people facing disadvantage in our community.

Trustees responsibilities in relation to the financial statements

The charity trustees (who are also the directors of Back on Track Manchester Limited for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing the financial statements, the trustees are required to:

- Select suitable accounting principles and then apply them consistently;
- Observe the methods and principles in the applicable Charities SORP;
- Make judgments and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- Prepare the financial statements on a going concern basis unless it is appropriate to presume that the charity will continue in business.

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

Statement as to Disclosure of Information to Auditors: So far as the directors are aware, there is no relevant audit information (as defined by Section 418 of the Companies Act 2006) of which the company's auditors are unaware and each director has taken all the steps they ought to have taken as directors in order to make themselves aware of any relevant audit information and to establish that the company's auditors are aware of that information.

Auditors: A Resolution will be proposed at the Annual General Meeting to reappoint the auditors, McKellens Chartered Accountants and Registered Auditor.

By order of the Board of Trustees



Treasurer: Amanda Paterson

Date: 17/10/ 2023

Back on Track Manchester Limited

Independent Auditor's Report to the Members of Back on Track Manchester Limited

Opinion

We have audited the financial statements of Back on Track Manchester Limited (the 'company') for the year ended 31 March 2023, which comprise the Statement of Financial Activity, Balance Sheet, Statement of Cash Flows and Notes to the Financial Statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards comprising Charities SORP – FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the company's affairs as at 31 March 2023 and of 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.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the directors' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the company's ability to continue as a going concern for a period of at least twelve months from when the original financial statements were authorised for issue.

Our responsibilities and the responsibilities of the directors with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the Trustees' Report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Back on Track Manchester Limited

Independent Auditor's Report to the Members of Back on Track Manchester Limited

Opinion on other matter prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Trustees' Report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report.

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; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' Remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the directors were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' Report and from the requirement to prepare a Strategic Report.

Responsibilities of directors

As explained more fully in the Statement of Trustees' Responsibilities [set out on page 8], the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the directors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the directors are responsible for assessing the company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Back on Track Manchester Limited

Independent Auditor's Report to the Members of Back on Track Manchester Limited

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

• the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
• we identified the laws and regulations applicable to the company through discussions with directors and other management, and from our knowledge and experience of the charity sector;
• we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the company, including the Companies Act 2006, the Charities Act 2011, taxation legislation and data protection, anti-bribery, employment, environmental and health and safety legislation;
• we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence; and
• that identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the company's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

• making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud;
• considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations; and
• understanding the design of the company's remuneration policies.

To address the risk of fraud through management bias and override of controls, we:

• performed analytical procedures to identify and unusual or unexpected relationships;
• tested journal entries to identify unusual transactions;
• assessed whether judgements and assumptions made in determining accounting estimates set were indicative of potential bias; and
• investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but not limited to:

• agreeing financial statement disclosures to underlying supporting documentation;
• reading the minutes of meetings of those charged with governance;
• enquiring of management as to actual and potential litigation and claims; and
• reviewing correspondence with HMRC, relevant regulators and the company's legal advisors.

A further description of our responsibilities is available on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

back on track >

Back on Track Manchester Limited

Independent Auditor's Report to the Members of Back on Track Manchester Limited

Use of our report

This report is made solely to the company'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 company'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 company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

.....

Paul Roper (Senior Statutory Auditor)
McKellens Ltd
11 Riverview
The Embankment Business Park
Vale Road
Heaton Mersey
Stockport
SK4 3GN

17 October 2023

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

CO. REG. NO. 2735484

BALANCE SHEET AS AT 31 MARCH 2023

	NOTES	2023 £	£	2022 £	£
FIXED ASSETS					
Tangible Fixed Assets	13		48,370		60,768
CURRENT ASSETS					
Stock	14	200		200	
Debtors & Prepayments	15	61,774		101,630	
Cash at Bank and In Hand		313,276		255,936	
		375,250		357,766	
CREDITORS:					
Amounts falling due within one year	16	(124,305)		(151,954)	
		(124,305)		(151,954)	
NET CURRENT ASSETS			250,945		205,812
TOTAL NET ASSETS			299,315		266,580
ACCUMULATED RESERVES					
Unrestricted Funds	18		263,176		226,090
Restricted Funds	19		36,139		40,490
			299,315		266,580

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies, and the Financial Reporting Standard 102.

Approved on behalf of the board of trustee/directors:

Director: A. Paterson

Date: 17/10/2023

Director: G. Drakeford

17/10/2023

The notes on pages 16 to 28 form part of these accounts.

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2023

	Notes	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
INCOME FROM:					
Donations & Legacies	3	66,387	-	66,387	71,828
Charitable Activities	4	358,751	395,196	753,947	680,761
Other Trading Activities	5	23,074	-	23,074	26,521
Investment Income	6	2,348	-	2,348	1,121
Other Income	7	1,911	671	2,582	4,694
TOTAL INCOMING RESOURCES		452,471	395,867	848,338	784,925
EXPENDITURE ON					
Raising Funds	8	36,868	-	36,868	32,240
Charitable activities	9	378,517	400,218	778,735	798,173
TOTAL		415,385	400,218	815,603	830,413
NET INCOME (EXPENDITURE)		37,086	(4,351)	32,735	(45,488)
Transfers between funds	18	-	-	-	-
NET MOVEMENT IN FUNDS		37,086	(4,351)	32,735	(45,488)
RECONCILIATION OF FUNDS					
Total funds brought forward		226,090	40,490	266,580	312,068
TOTAL FUNDS CARRIED FORWARD	18	263,176	36,139	299,315	266,580

The statement of financial activities includes all gains and losses in the year.

The notes on pages 16 to 28 form part of these accounts.

STATEMENT OF CASH FLOWS FOR THE YEAR ENDING 31ST MARCH 2023

Reconciliation of net movement in funds to net cash flow from operating activities

	2023 £	2022 £
Net movement in funds	32,735	(45,488)
Add back depreciation	21,945	20,982
Less profit on sale of assets	-	(2,376)
Deduct investment income	(2,348)	(1,121)
Decrease/(increase) in debtors	39,856	(11,686)
Increase/(decrease) in creditors	(27,649)	(56,039)
Net cash used in operating activities	64,539	(95,728)
Cash flows from investment activities:		
Interest	2,348	1,121
Purchase of fixed assets	(9,547)	-
Sale of Fixed Assets	-	2,952
Net cash provided by investing activities	(7,199)	4,073
Increase/(decrease) in cash and cash equivalents during the year	57,340	(91,655)
Cash and cash equivalents brought forward	255,936	347,591
Cash and cash equivalents carried forward	**313,276**	**255,936**

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

1 ACCOUNTING POLICIES

(a) Basis of preparation and assessment of going concern
The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued January 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011, and the Companies Act 2006. The charity constitutes a public benefit entity as defined by FRS 102.
The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern. Projections for 2023/24 show that the charity need to secure £110,109 of funding from new sources to breakeven at current operational levels without resorting to using reserves.

(b) Funds structure
Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor.
When the requirements of the restricted funds are met (eg assets are purchased) the transaction is shown as a movement in funds from restricted to unrestricted funds.
Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have created a fund for a specific purpose.
The charity has created a designated capital fund to meet the future depreciation charge of its assets. Further details of each fund are disclosed in note 18.

(c) Income recognition
All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.
Donations and grants are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation or grant is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period. Grants, including those in restricted funds, specifying performance in future periods are deferred.
Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

(d) Expenditure Recognition
Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.
All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings. For more information on this attribution refer to note (g) below.

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

(e) Taxation & Irrecoverable VAT
All grant income and donations are outside the scope of VAT. Contract fees and certain other income are exempt supplies and therefore the company is not liable to be registered for VAT. Irrecoverable VAT on expenditure is attributed to the category of expenditure on which it is incurred. No provision has been made for taxation as exemption has been granted by HMRC from taxation under Sections 466 to 493 of the Corporation Taxes Act 2010 or Section 256 of the Taxation of Capital Gains Act to the extent that surpluses and gains are applied for charitable purposes.

(f) Allocation of support and governance costs
Support costs have been allocated between governance costs and other support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to independent examination and legal and professional fees together with an apportionment of overhead and support costs. Governance costs and support costs relating to charitable activities have been apportioned based on staff time and the usage of facilities and services for management purposes.
The allocation of support and governance costs is analysed in note 10.

(g) Costs of raising funds
The costs of raising funds consists of staffing, cost of sales and overheads for delivery of training, and running the non-funded element of the café.

(h) Charitable Activities
Costs of charitable activities include governance costs and an apportionment of support costs as shown in note 9.

(i) Tangible fixed assets and depreciation
All assets costing more than £500 are capitalised and valued at historical cost. Depreciation is charged on the following basis:

Leasehold Improvements	10% on cost
Plant & Equipment	25% on cost

The total of any capital grants are recognised in the Statement of Financial Activities in the year they are received, as required by the SORP, and not deferred over the life of the related assets.

(j) Stock
Stock is stated at the lower of cost and net realisable value on a first in first out basis.

(k) Debtors
Trade and other debtors are recognised at settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

(l) Creditors and Provisions
Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

(m) Realised gains and losses
All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying values or their purchase value if acquired subsequent to the first day of the financial year.
Unrealised gains and losses are calculated as the difference between the fair value at the year end and their varying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

(n) Pensions
The company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. Contributions payable for the year are charged against the income and expenditure account.
The pension scheme is an auto enrolment compliant scheme. The charity has no liabilities beyond making its contributions and paying across the deductions for the employee's contributions.

(o) Operating Leases
Payments under operating leases are charged to the income and expenditure account in the period to which they relate.

(p) Contingent liabilities
There were no contingent liabilities at 31st March 2023 (2022 none).

(q) Donated Services
The charity has on average 40 volunteers at any one time assisting with reception, administration, café and classrooms. No financial value has been reflected in the accounts for these donated services.

(r) Redundancy and termination payments
The charity recognises redundancy and termination payments when their existence is reasonably certain.

2 NET INCOMING RESOURCES FOR THE YEAR

	2023	2022
This is stated after charging:	£	£
Depreciation	21,945	20,982
Audit Fees	3,850	3,840

3 DONATIONS & LEGACIES	**Unrestricted** £	**Restricted** £	**Total 2023** £
Donations & Gift Aid	56,387	-	56,387
The Robert McAlpine Foundation	10,000	-	10,000
	66,387	-	66,387

Previous Year	Unrestricted	Restricted	Total 2022
	£	£	£
Donations & Gift Aid	45,654	-	45,654
The Robert McAlpine Foundation	10,000	-	10,000
Swan Kitchens CIC	16,174	-	16,174
	71,828	-	71,828

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

4	INCOME FROM CHARITABLE ACTIVITIES	Unrestricted	Restricted	Total 2023
		£	£	£
	Manchester Adult Education Service NLDC	191,732	-	191,732
	IRS Welfare Programme	-	62,511	62,511
	Lloyds Bank Foundation (£8,333 deferred)	18,917	-	18,917
	North West Probation Trusts - ESF/NOMS	49,435	-	49,435
	Changing Futures (£4,455 deferred)	-	44,488	44,488
	Our Manchester	20,000	-	20,000
	GM Probation	-	2,841	2,841
	Big Lottery Reaching Communities (£8,685 deferred, £19,965 released)	-	76,862	76,862
	Lottery - Awards for All	-	10,000	10,000
	Newby Trust	-	20,000	20,000
	The Grand Trust	-	42,190	42,190
	Oglesby Charitable Trust (£16,556 deferred)	-	33,648	33,648
	IRS Service User Fund (£9,465 deferred)	-	535	535
	Just Life (£5,812 deferred, £3,951 released)	-	5,281	5,281
	WEA	-	15,219	15,219
	MCC Work Club	-	7,330	7,330
	Garfield Weston Foundation (£18,333 deferred)	21,667	-	21,667
	Henry Smith Charity (£10,000 deferred and released)	-	40,000	40,000
	GMCVO (£2,467 deferred, £6,402 released)	-	14,934	14,934
	Edward Gostling Foundation	10,000	-	10,000
	Salford CVS - Gr Manchester Walking Fund	-	1,975	1,975
	ARC Hospitality (£1,117 deferred)	-	1,117	1,117
	Help the Homeless	-	2,929	2,929
	GMCA - Wellbeing	-	9,850	9,850
	Edward Holt (£5,727 deferred)	-	1,986	1,986
	Swire Trust	15,000	-	15,000
	Albert Hunt	5,000	-	5,000
	AB Charitable Trust	15,000	-	15,000
	Steele Charitable Trust	10,000	-	10,000
	Other Social Contracts	1,000	-	1,000
	Other grants under £5,000	1,000	1,500	2,500
		358,751	395,196	753,947

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

4 Previous Year:

INCOME FROM CHARITABLE ACTIVITIES	Unrestricted	Restricted	Total 2022
	£	£	£
Manchester Adult Education Service NLDC	159,302	-	159,302
HMRC CJRS	-	28,404	28,404
Lloyds Bank Foundation	-	8,333	8,333
North West Probation Trusts - ESF/NOMS	48,812	-	48,812
Changing Futures	-	10,534	10,534
Our Manchester	26,500	-	26,500
GM Probation (£2,841 deferred)	-	7,081	7,081
Big Lottery Reaching Communities (£22,652 released, £19,965 deferred)	-	121,409	121,409
Inspiring Change Manchester - Big Lottery	-	99,530	99,530
The Grand Trust (£12,810 released, £42,190 deferred)	-	12,810	12,810
Woodland Futures (Community Forest)	-	3,578	3,578
The Albert Gubay Charitable Foundation (£10,186 rel'd)	-	10,186	10,186
Just Life (£3,951 deferred)	-	1,317	1,317
WEA	-	23,165	23,165
MCC Work Club	-	7,555	7,555
Garfield Weston Foundation	-	40,000	40,000
Henry Smith Charity (£10,000 deferred)	-	10,000	10,000
GMCVO (£6,402 deferred)	-	6,019	6,019
MMU Construction Project (£723 deferred)	-	1,269	1,269
Edward Gostling Foundation	-	5,000	5,000
CRH Charitable Trust	-	5,000	5,000
Birmingham City Council	-	2,116	2,116
Salford CVS	-	1,966	1,966
ARC Hospitality (£1,117 deferred)	-	255	255
Society of the Holy Child Jesus	10,000	-	10,000
Schroder Charitable Trust	5,000	-	5,000
WO Street Charitable Foundation	5,000	-	5,000
Albert Hunt	5,000	-	5,000
Manchester Health & Wellbeing	5,000	-	5,000
Other grants under £5,000	10,620	-	10,620
	275,234	405,527	680,761

5 INCOME FROM OTHER TRADING ACTIVITIES

	Unrestricted	**Restricted**	**2023**	Unrestricted	Restricted	2022
	£	£	£	£	£	£
Café	17,879	-	17,879	12,495	-	12,495
Training	3,200	-	3,200	2,808	-	2,808
Room Hire	1,620	-	1,620	710	-	710
Staff Secondment	-	-	-	2,608	-	2,608
Consultancy & Research	375	-	375	-	-	-
Subsidiary:						
Room Hire	-	-	-	4,275	-	4,275
Management Charge	-	-	-	3,390	-	3,390
Use of Vehicle	-	-	-	235	-	235
	23,074	-	23,074	26,521	-	26,521

6 INVESTMENT RECEIVABLE

	2023	**2022**
	£	£
Bank Interest Receivable	2,348	1,121

BACK ON TRACK MANCHESTER LTD.
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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

7 OTHER INCOME

	Unrestricted	Restricted	2023	Unrestricted	Restricted	2022
	£	£	£	£	£	£
Student Placements	1,260	-	1,260	-	-	-
Profit on sale of assets	-	-	-	2,376	-	2,376
Development Work	-	-	-	510	-	510
Miscellaneous	651	671	1,322	1,808	-	1,808
	1,911	671	2,582	4,694	-	4,694

8 EXPENDITURE ON RAISING FUNDS

	Core	Café & Catering Skills	Total 2023	Total 2022
		£	£	£
Wages & Salaries	19,272	-	19,272	16,432
Café & catering stock costs	-	10,705	10,705	8,710
Rent & Service Charge	3,797	-	3,797	3,396
Cleaning Materials	-	1,455	1,455	1,237
Repairs & Renewals	-	222	222	488
Depreciation	-	-	-	47
Support Costs	-	265	265	211
Market Stall Fees	-	46	46	124
Bad Debts	64	65	129	-
Fundraising Costs	310	-	310	294
Staff Travel	-	-	-	99
Training	-	667	667	457
Vehicle Costs	-	-	-	745
	23,443	13,425	36,868	32,240
Restricted			-	-
Unrestricted			36,868	32,240
Total			36,868	32,240

BACK ON TRACK MANCHESTER LTD.
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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

9 EXPENDITURE ON CHARITABLE ACTIVITIES

		Café & Catering Skills	Education & Training	Total 2023
		£	£	£
Employment Costs	*Staff Time*		515,112	515,112
Recruitment & DBS Checks	*Staff Time*		1,539	1,539
Vaccinations	*Staff Time*		120	120
Other Staff & Project Costs	*Staff Time*		1,960	1,960
Rent & Service Charge	*Floor Area*		72,137	72,137
Rates & Water	*Floor Area*		4,315	4,315
Light & Heat	*Floor Area*		25,728	25,728
Repairs & Renewals	*Floor Area*		5,751	5,751
Cleaning	*Floor Area*		2,460	2,460
Telephone	*By Project*		3,714	3,714
Travelling Expenses	*By Project*		580	580
Volunteer Expenses	*By Project*		6,916	6,916
Student Expenses	*By Project*		15,129	15,129
Training	*By Project*		1,905	1,905
Course Materials & Accreditation Costs	*By Project*		7,361	7,361
Service User Welfare	*By Project*		1,170	1,170
Service User Equipment	*By Project*		1,007	1,007
Support Costs			99,990	99,990
Governance Costs			11,841	11,841
		-	778,735	778,735
Restricted		-	400,218	400,218
Unrestricted		-	378,517	378,517
Total		-	778,735	778,735

Previous Year		£	£	Total 2022
Employment Costs	*Staff Time*	13,627	532,404	546,031
Recruitment & DBS Checks	*Staff Time*		1,070	1,070
Vaccinations	*Staff Time*		135	135
External Specialist Staffing	*Staff Time*		2,200	2,200
Rent & Service Charge	*Floor Area*		64,515	64,515
Storage, Transport & Removal Costs	*Floor Area*		1,332	1,332
Rates & Water	*Floor Area*		230	230
Light & Heat	*Floor Area*		16,706	16,706
Repairs & Renewals	*Floor Area*		2,606	2,606
Cleaning	*Floor Area*		1,607	1,607
Telephone	*By Project*		3,923	3,923
Travelling Expenses	*By Project*		733	733
Volunteer Expenses	*By Project*		6,204	6,204
Student Expenses	*By Project*		11,015	11,015
Training	*By Project*		3,113	3,113
Course Materials & Accreditation Costs	*By Project*		5,033	5,033
Service User Welfare	*By Project*		21,068	21,068
Service User Equipment	*By Project*		3,831	3,831
Canteen Expenses	*By Project*		100	100
Support Costs			95,584	95,584
Governance Costs			11,137	11,137
		13,627	784,546	798,173
Restricted		13,627	404,575	418,202
Unrestricted		-	379,971	379,971
Total		13,627	784,546	798,173

BACK ON TRACK MANCHESTER LTD.
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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

10 ALLOCATION OF GOVERNANCE AND SUPPORT COSTS

		Support Costs	Governance Costs	Total 2023
		£	£	£
Management & Admin Salaries	*Staff Time*	53,039	5,893	58,932
Computer Costs	*Direct*	10,707		10,707
Subscriptions	*Direct*	207		207
Minor Equipment	*Direct*	1,220		1,220
Printing, Post and Stationery	*Direct*	3,395		3,395
Book-keeping	*Direct*	3,513		3,513
Payroll Costs	*Direct*	2,118		2,118
Legal & Professional Fees	*Direct*	621		621
HR Costs	*Direct*	244		244
Insurance	*Direct*	2,239		2,239
Sundry	*Direct*	743		743
Depreciation	*Direct*	21,944		21,944
Audit & Accountancy	*Governance*		5,040	5,040
Bank Charges & Interest	*Governance*		908	908
TOTAL		99,990	11,841	111,831
Restricted Funds		68,882	5,254	74,136
Unrestricted Funds		31,108	6,587	37,695
Total		99,990	11,841	111,831

Previous Year		Support Costs	Governance Costs	Total 2022
		£	£	£
Management & Admin Salaries	*Staff Time*	51,254	5,695	56,949
Computer Costs	*Direct*	10,588		10,588
Subscriptions	*Direct*	203		203
Minor Equipment	*Direct*	458		458
Printing, Post and Stationery	*Direct*	3,225		3,225
Book-keeping	*Direct*	3,360		3,360
Payroll Costs	*Direct*	2,685		2,685
Legal & Professional Fees	*Direct*	26		26
HR Costs	*Direct*	313		313
Insurance	*Direct*	1,710		1,710
Sundry	*Direct*	827		827
Depreciation	*Direct*	20,935		20,935
Audit & Accountancy	*Governance*		4,830	4,830
Bank Charges & Interest	*Governance*		612	612
TOTAL		95,584	11,137	106,721
Restricted Funds		65,300	5,720	71,020
Unrestricted Funds		30,284	5,417	35,701
Total		95,584	11,137	106,721

Included within audit and accountancy is £3,850 (2022 £3,840) relating to the audit of the charity's accounts. No other fees are payable to the auditors.

BACK ON TRACK MANCHESTER LTD.
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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

11 STAFF COSTS

	2023	2022
	£	£
Wages and Salaries	523,158	540,605
Social Security Costs	43,841	43,199
Redundancy Costs	3,624	9,339
Pension Costs	22,693	26,269
	593,316	619,412

No employee earned £60,000 per annum or more.
Neither the Chair nor any other directors received any remuneration for their services or pension contribution during the year.
The charity considers its key staff comprises the Chief Executive and the two Service Managers.
The remuneration, including pension contributions, of key staff in the year was £122,002 (2022 £117,664).
The average number of employees during the year, excluding directors and voluntary staff was:

Management, Teaching & Administration	23	26

12 TRUSTEES' REMUNERATION AND EXPENSES

No remuneration has been paid or is due to be paid to any of the directors in respect of the period. No reimbursement of expenses has been made or is due to be made to any of the directors in respect of the period.

13 FIXED ASSETS

	Leasehold Improvements	Plant & Equipment	Total
COST	£	£	£
At 1 April 2022	153,170	64,158	217,328
Additions	-	9,547	9,547
Disposals	-	(276)	(276)
At 31 March 2023	153,170	73,429	226,599
DEPRECIATION	£	£	£
At 1 April 2022	102,793	53,767	156,560
Provided in the year	12,306	9,639	21,945
Disposals	-	(276)	(276)
At 31 March 2023	115,099	63,130	178,229
NET BOOK VALUE			
At 31 March 2023	38,071	10,299	48,370
At 31 March 2022	50,377	10,391	60,768

14 STOCK

	2023	2022
	£	£
At lower of cost and net realisable value	200	200

15 DEBTORS & PREPAYMENTS

	2023	2022
	£	£
Trade Debtors	14,145	34,342
Accrued Income	38,632	47,386
Prepayments	8,997	19,902
	61,774	101,630
Restricted	20,495	25,125
Unrestricted	41,279	76,505
	61,774	101,630

BACK ON TRACK MANCHESTER LTD.
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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

16 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Trade Creditors	8,904	4,551
Social Security and Other Taxes	11,997	11,477
Accruals	8,097	13,153
Deferred Income	95,307	122,773
	124,305	151,954
Restricted	65,875	131,853
Unrestricted	58,430	20,101
	124,305	151,954

17 DEFERRED INCOME

Deferred Income comprises grants in advance.

	2023	2022
	£	£
Balance as at 1st April	122,773	122,773
Amount released to Income earned from charitable activities	(122,773)	(101,302)
Amount deferred in year	95,307	101,302
Balance at 31st March	95,307	122,773

18 ANALYSIS OF CHARITABLE FUNDS

	Balance at 01-Apr-22	Incoming	Transfers	Outgoing	Balance at 31-Mar-23
Restricted Revenue:	£	£	£	£	£
GM Integrated Rehabilitation Service - Welfare Programme	-	62,511		(61,962)	549
Changing Futures	-	44,488		(44,488)	-
Changing Futures - Other	-	11		(11)	-
GM Probation - Dyslexia Project	-	2,841		(2,841)	-
Inspiring Change Mcr - Flexible Fund	-	660		(660)	-
Big Lottery - Reaching Communities	-	76,862		(76,862)	-
Lottery - Awards for All	-	10,000		(10,000)	-
Newby Trust	-	20,000		(20,000)	-
Grand Trust	-	42,190		(42,190)	-
Oglesby Charitable Trust	-	33,648		(33,648)	
IRS Service User Fund	-	535		(535)	-
WEA	-	15,219		(15,219)	-
MCC- Work Club	-	7,330		(7,330)	-
Salford CVS- Gr Manchester Walking Func	-	1,975		(1,975)	-
ARC Hospitality	-	1,117		(1,117)	-
Edward Holt	-	1,986		(1,795)	191
GMCVO - Trauma	-	14,934		(14,934)	-
Just Life	3	5,281		(5,284)	-
Henry Smith Charity	-	40,000		(40,000)	-
Salford CVS	667	-		(667)	-
Beatrice Laing	-	1,500	(356)	(1,144)	-
Capital:					
Gr.Manchester Combined Authorities	17,502	-		(4,542)	12,960
The Grand Trust	22,318	-		(6,504)	15,814
Help the Homeless		2,929		(732)	2,197
Gr Manchester Combined Auth - welfare		9,850		(5,778)	4,072
Beatrice Laing			356		356
	40,490	395,867	-	(400,218)	36,139
Unrestricted:					
General Funds	205,143	452,471	(714)	(406,695)	250,205
Designated Capital Funds	20,947		714	(8,690)	12,971
	226,090	452,471	-	(415,385)	263,176
	266,580	848,338	-	(815,603)	299,315

BACK ON TRACK MANCHESTER LTD.
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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

18 ANALYSIS OF CHARITABLE FUNDS CONT...

Previous Year	Balance at 01-Apr-21	Incoming	Transfers	Outgoing	Balance at 31-Mar-22
Restricted Revenue:	£	£	£	£	£
Lloyds Bank Foundation	-	8,333		(8,333)	-
Inspiring Change Mcr - Big Lottery FL	-	76,590		(76,590)	-
Inspiring Change -Art & Wellbeing	-	1,772		(1,772)	-
Inspiring Change Mcr - Flexible Fund	-	21,168		(21,168)	-
Big Lottery - Reaching Communities	-	121,409		(121,409)	-
Grand Trust	-	12,810		(12,810)	-
Achieve Development Fund	1,065	-		(1,065)	-
MMU Construction	-	1,269		(1,269)	-
CRH Charitable Trust	-	5,000		(5,000)	-
The Albert Gubay Charitable Foundation	-	10,186		(10,186)	-
Woodland Futures (Community Forest)	-	3,578		(3,578)	-
WEA	-	23,165		(23,165)	-
MCC- Work Club	-	7,555		(7,555)	-
HMRC CJRS	-	28,404		(28,404)	-
Garfield Weston Foundation	-	40,000		(40,000)	-
Edward Gostling Foundation - Catering	-	5,000		(5,000)	-
Birmingham City Council - Loan Sharks	-	2,116		(2,116)	-
GMCVO - Trauma Rsponsive Comms.	-	2,598		(2,598)	-
GMCVO - Emergency Care	-	653		(653)	-
GMCVO - GM Walking	-	2,768		(2,768)	-
Changing Futures	-	10,534		(10,534)	-
Just Life	-	1,317		(1,314)	3
Henry Smith Charity	-	10,000		(10,000)	-
GM Probation - Dyslexia Project	-	7,081		(7,081)	-
Salford CVS	-	1,966		(1,299)	667
ARC Hospitality	-	255		(255)	-
Capital:					
Big Lottery - RC - Building Capabilities	1,630	-	(576)	(1,054)	-
Gr.Manchester Combined Authorities	22,044	-		(4,542)	17,502
The Grand Trust	29,002	-		(6,684)	22,318
	53,741	405,527	(576)	(418,202)	40,490
Unrestricted:					
General Funds	228,726	379,398	576	(403,557)	205,143
Designated Capital Funds	29,601			(8,654)	20,947
	258,327	379,398	576	(412,211)	226,090
Total Funds	312,068	784,925	-	(830,413)	266,580

Transfers — Transfers to the designated capital fund are due to capital grants being spent. See designated capital funds note overleaf.

Purpose of Restricted Funds:

GM Integrated Rehabilitation Service	towards a welfare programme
Changing Futures	towards partnership work to better support those who experience multiple disadvantage
GM Probation Dyslexia Project	towards a project supporting those with dyslexia
Lloyds Foundation	towards the salary of the CEO and business development officer
Inspiring Change Manchester - Big Lottery Fulfilling Lives	towards a project to transform opportunities for adults with multiple and complex needs in Manchester
Big Lottery - Reaching Communities	towards the Work Experience project at Back on Track
Lottery - Awards for All	towards the Together for our Planet project
Newby Trust	towards the wellbeing programme
Gr. Manchester Combined Authorities	towards capital and related costs to make the centre Covid safe and towards a welfare room

BACK ON TRACK MANCHESTER LTD.
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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

Purpose of Restricted Funds:

Achieve Development Fund	towards "Inside and Out," a life skills course (with HMP Manchester)
WEA	towards education
Grand Trust	towards education
Oglesby Charitable Trust	towards the Learner Enrichment Coordinator role
IRS Service User Fund	to assist service users with items and experiences promoting welfare
Salford CVS	towards the Answer cancer and walking projects
CRH Charitable Trust	towards a catering assistant
The Albert Gubay Charitable Found.	towards the Heads Up worker, courses & activities
Garfield Weston Foundation	towards costs of on-site café and catering programmes
Woodland Futures	towards Green Heritage and Out and About taster courses
Just Life	funding for partnership development work to strengthen organisational resilience
Henry Smith Charity	core funding
ARC Hospitality	advice and support to ARC in development of their employability programme
Beatrice Laing	towards catering equipment
Help the Homeless	towards café furniture
MMU Construction	funding for a course teaching DIY/construction skills
MCC Work Club	funding staff costs for a weekly work club, including job skills workshops and employer presentations
Edward Gostling Foundation	towards the general running of the catering project
Birmingham City Council 'Loan Sharks'	for a course on the dangers of loan sharks plus wider money and debt awareness
GMCVO Trauma	towards our Trauma Responsiveness project
GMCVO Emergency Care	for a programme of wellbeing activities for people struggling with isolation over the winter
GMCVO GM Walking	towards a walking wellbeing project
Designated Capital Funds	This fund is fully spent. The balance represents the book value of assets still to be depreciated in line with normal accounting practice.

19 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds	Restricted Funds	Total 2023	Unrestricted Funds	Restricted Funds	Total 2022
	£	£	£	£	£	£
Tangible Fixed Assets	12,971	35,399	48,370	20,948	39,820	60,768
Net Current Assets	250,205	740	250,945	205,142	670	205,812
Net Assets at 31 March	263,176	36,139	299,315	226,090	40,490	266,580

20 CONSTITUTION

The company is limited by guarantee and does not have a share capital. In the event of a winding up all members (the trustees under the governing documents) have agreed have agreed to contribute an amount not exceeding £1.

21 CAPITAL COMMITMENTS

	£	£
Contracted but not provided for	nil	nil

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

22 OPERATING LEASE COMMITMENTS

The total future lease payments under non-cancellable operating leases are:

	Equipment	Land and Buildings	Total	
	2023	**2023**	**2023**	**2022**
	£	**£**	**£**	**£**
Within one year	1,625	72,936	74,561	72,737
Between 2 - 5 years	4,468	258,894	263,362	337,923
After 5 years	-	-	-	-
	6,093	331,830	337,923	410,660

A new 6 year lease in respect of the property at Swan Buildings, Manchester, was signed on 25th June 2021. In addition to the rent a service charge is also payable and averages £14,900 p.a.

23 ULTIMATE CONTROLLING PARTY

The company is under the control of the Board of Management. The person with significant control is Gillian Patricia Drakeford.

24 FINANCIAL INSTRUMENTS

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised on a transaction value and subsequently measured at their value with the exception of bank loans which are subsequently measured at an amortised cost using the effective interest method.

25 RELATED PARTIES

Swan Kitchens CIC was a wholly owned trading subsidiary of Back on Track Manchester Ltd, and was incorporated on 18th December 2019 and dissolved on 5th July 2022. The charity had 100% of the voting rights.

TRADING STATEMENT

	Period Ended 18th January 2022
	£
Turnover	30,268
Cost of Sales	(11,069)
Gross Profit	19,199
Administrative Expenses	(36,044)
Other Operating Income	16,846
Profit (Loss) before Tax	1

During the period to March 2022 rent of £4,275, £3,390 for management charges and £235 for use of the vehicle was made to Back on Track Manchester Ltd. At 31st March 2022 there were no outstanding balances.
The company is limited by guarantee and no distribution was made in the period to 31st March 2022.
Due to the impact of Covid 19 on the demand for event catering a decision was made to close the company.
Amanda Paterson was a director of Swan Kitchens CIC and a trustee of Back on Track Manchester Ltd. These posts were held in a voluntary capacity and no payment is made for any services provided.
Staff members Siobhan Pollitt and Kate Downes were directors of Swan Kitchens on behalf of Back on Track Manchester Ltd. No payment was made for their role as volunteer directors of Swan Kitchens CIC.

26 POST BALANCE SHEET EVENTS

There are no significant post balance sheet events that the trustees consider would have an impact on the financial statements as presented.

BACK ON TRACK MANCHESTER LTD

England & Wales - Charity number 1017467

Accounts

back on track >

BACK ON TRACK MANCHESTER LTD.

(COMPANY LIMITED BY GUARANTEE)

COMPANY REGISTRATION NUMBER: 2735484 (England)

CHARITY REGISTRATION NUMBER: 1017467

REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

back on track >

BACK ON TRACK MANCHESTER LTD.
(A PRIVATE COMPANY LIMITED BY GUARANTEE)
REGISTERED IN ENGLAND NO: 2735484

A REGISTERED CHARITY NO: 1017467

REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

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Back on Track Manchester Limited

Report of the trustees for the year ending 31ST March 2022

The trustees present their annual directors' report and financial statements of the charity for the year ended 31st March 2022 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.
The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (January 2019).

Reference and administrative information
Charity Name: Back on Track Manchester Limited
Charity Number: 1017467
Company No: 2735484 Incorporated in England, UK

Directors and trustees
The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the year end were as follows:

Chair: Gary Cripps
Vice Chair: Susan Jenkins
Treasurer: Amanda Paterson (appointed 26.7.2021)
Mark Stapleton (former treasurer)
Lyndsey Forrest
Julie Taylor
Kevin Wong
Judy Harrison
Gillian Drakeford (appointed 26th April 2022)
Olusayo Phillips (appointed 26th April 2022)
Oona Cassidy (appointed 26th April 2022)
Amina Bodhania (appointed 26th April 2022)
Malcolm Bruce (resigned 2.8.2021)
Emma Harrison (resigned 15.11.2021)

Company Secretaries: Adam Barker
Beth Maguire
Senior Manager: Siobhan Pollitt (Chief Executive Officer)

Patrons
Mary-Ellen McTague
Mike Joyce
Tony Walsh

Registered Office
Swan Buildings, 20 Swan Street, Manchester, M4 5JW

Accountants
Community Accountancy Service Limited
The Grange, Pilgrim Drive
Beswick, Manchester M11 3TQ

McKellens Chartered Accountants
11 Riverview, The Embankment Business Park
Vale Road, Heaton Mersey
Stockport, SK4 3GN

Auditors

Bankers
Cooperative Bank plc, 1 Balloon Street, Manchester, M60 4EP
Aldermore, 40 Spring Gardens, Manchester M2 1EN
Redwood Bank, The Nexus Building, Broadway, Letchworth Garden City, Hertfordshire, SG6 3TA

Back on Track Manchester Limited

Objectives and activities

Our mission is to enable adults facing disadvantage to make lasting, positive changes in their lives, such as: managing problematic drug/alcohol use, living a crime-free life, improving mental health and wellbeing, and having a stable home.

Our vision is a Greater Manchester where inequalities are reduced and social justice is realised. Where people lead fulfilling lives, communities are safe, and all voices are heard. Where everyone can get the support, skills, and experience they need to imagine a better future for themselves and then make it happen.

We aim to achieve this by:

- Providing a place: Our centre in Manchester is a safe, friendly community where people feel they belong and can make new connections. It's a place where rehabilitation and recovery is supported, where change is sustained, and where health and wellbeing are a priority.
- Empowerment: Our courses, activities, work experience, and volunteering programme enable people to learn and build their confidence and skills at a pace that's right for them. We use creative engagement and outreach approaches which are co-produced with our members[1]. People support each other and are empowered to build on their strengths, believe in themselves, and celebrate and take pride in what they achieve.
- Self-determination: We create an environment where people can get the right support and guidance to make choices about what kind of future they want. It could be paid work, volunteering, or further training, or about living in a healthier and more fulfilling way.
- Campaigning and influencing: We bring about positive change by influencing the public, organisations, and policymakers. We work with employers to ensure that everybody gets a fair chance, regardless of their past. We are committed to challenging discrimination and promoting positive perceptions of people with complex needs.

Our values are to build on people's strengths and treat everyone with kindness, respect, and fairness. To be professional and effective, collaborate with others, welcome new ideas, and promote a balanced and

> *"Coming to Back on Track has given me a lot of confidence in what I want to do in my life, it's also given me the belief that I can be valued in life and have the purpose to go on"- Back on Track member*

supportive work life.

Our services

We have an exciting and varied timetable of courses and activities on offer throughout the year. Wherever possible, this is co-produced with our members, and we also run women-only sessions. As well as providing a positive space and community, our main services are:

- Essential skills development (English, maths, digital)
- Life skills sessions that promote independence (budgeting, cooking)
- Pre-employment skills (CV writing, communication, disclosure of convictions)
- Health and wellbeing activities (creative groups, outdoor activities, museum trips)
- Citizenship & social inclusion (women's group, environmental sustainability, co-production activity)
- One-to-one progression guidance (volunteering programme, holistic support, signposting)

[1] We recently ran a series of co-production activities during which the people who use our services chose to be referred to as members, recognising the value of belonging to a community

Back on Track Manchester Limited

- Specialist advice for people with the full range of convictions

Everyone's time at Back on Track is different and we are led by each person's individual needs and interests. Some people access a specific area of our services for a short period of time whilst others remain part of the Back on Track community for longer, progressing through our full programme.

We support members through a variety of progression routes too; some people move into our internal and external volunteering programme, others may want to access further learning with external providers, and some people find paid employment.

We are able to deliver high-quality and engaging services because of our fantastic team of passionate and experienced colleagues, our 50+ dedicated volunteers, and a highly skilled group of sessional tutors. We actively encourage people who have experienced multiple disadvantage to apply for volunteering and employment opportunities within our organisation. We champion fair recruitment practices and are proud that 37% of our staff team and 51% of our volunteers have lived experience of multiple disadvantage.

> *"I now have a really clear plan for my own future and my next step is to secure paid work supporting others to make positive changes to their lives. For the first time in my life I actually believe that I am going to achieve this and this is a result of the fantastic support that I have received from the staff at Back on Track." – Back on Track volunteer*

Public Benefit

The charity furthers its charitable purposes for the public benefit by enabling adults facing disadvantage to have better life chances by participating in training, work experience, and volunteering. By engaging with Back on Track learning and volunteering opportunities, people gain in confidence, self-esteem, and find a new purpose. These changes result in personal, social, and economic benefits to communities, statutory services, and the city and region as a whole through:

- improved mental and physical health
- managing or ceasing problematic drug and alcohol use
- desistance from crime – creating a new, crime-free identity
- developing resilience, enabling people to cope with challenges, setbacks and sustain employment
- contributing to the community resulting in a sense of belonging and citizenship

We have referred to the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

Structure, governance, and management

Back on Track Manchester Limited is a company limited by guarantee governed by its Articles of Association (updated in December 2019). It was registered as a charity with the Charity Commission on 18 February 1993. In the event of a winding up, members have agreed to contribute a sum not exceeding £1. The Board agrees pay and remuneration of key management personnel with reference to local authority pay scales. Salaries are reviewed annually by the Board.

Swan Kitchens Community Interest Company was our catering social enterprise. It was a wholly-owned subsidiary of Back on Track established in December 2019. The company had three directors: the chief

executive; a services manager of Back on Track; and a trustee of Back on Track. Due to the impact of Covid-19 on workplaces and corporate events, Swan Kitchens ceased trading on 30th September 2021.

Appointment of trustees: The directors/trustees are appointed following a process of recruitment and application set out by the Board of Trustees. The directors/trustees also have the power under the governing document to co-opt individuals who support the aims of the organisation.

Trustee induction and training: As part of their induction, the new directors/trustees are provided with information about the charity, the management structure, its history, and working practices. In addition they are provided with extracts of the Articles of Association plus information from the Charity Commission and Companies House regarding the duties and responsibilities of directors and trustees. We encourage trustees to spend time in our centre, meeting members and learning more about the organisation. Further training appropriate to the individual needs of the trustees is carried out.

Organisation: Governance of the organisation lies with the Board of Trustees. The Board meets quarterly in addition to the Annual General Meeting. These meetings include the directors/trustees and the Chief Executive Officer. During the meetings the progress of the past three months is assessed and considered against the targets and aims. The current status of the planned work is discussed and future aims and ambitions are considered in conjunction with the on-going programme. Any discussion papers circulated before the meeting will be reviewed. The Board meets regularly with the Back on Track senior management team to review, discuss and agree the strategic direction of the organisation.

Day-to-day management is the responsibility of the Chief Executive Officer, who reports to the Board of Trustees and is assisted by the senior management team and project staff.

Risk Management: The directors/trustees have assessed the risks to which the charity is exposed, in terms of both financial and operational risk, in carrying out its objectives and are satisfied that the systems are in place to mitigate exposure to major risk. The strategic risk register is considered and updated by the board on a quarterly basis or more often if responding to emerging risks such as Covid-19. Workplace risk assessments have been carried out for all operational processes.

Related parties and co-operation with other organisations: None of our trustees receive remuneration or other benefit from their work with the charity. Any connection between a trustee or senior manager with any service providers must be disclosed to the full Board in the same way as any other contractual relationship with a related party.

A review of our achievements and performance

As has been the same for all organisations, Covid-19 created ongoing challenges in 2021-22. Crises often amplify existing inequalities, and the lockdown and restriction periods have been especially hard for the majority of people who usually come to our centre.
Our Back on Track sense of community remained strong throughout the Covid-19 pandemic. We are proud of how we've been able to adapt our services and projects throughout this period.

The Strategic Plan identified specific areas of focus and we have made significant progress against each area in 2021-22:

Enhanced learning

- Delivered a pilot programme to support people on probation with dyslexia to understand their condition, improve their learning skills and develop coping strategies
- Increased focus on mental health, understanding trauma and mindfulness within the curriculum

- Continued to address digital exclusion by providing devices, data, support and skill-development to members of our community
- Established our own book club, library and external partnerships to promote reading

Influencing and partnerships

- Progressed our role in the fair recruitment movement through delivering training and advice to employers
- Strengthened our regional relationships with Greater Manchester Combined Authority and Greater Manchester Probation Service
- Strengthened existing relationships with key voluntary sector partners to develop new projects relating to criminal justice, environmental sustainability, trauma, mental health and sector collaboration
- Undertook a significant re-engagement programme post-restrictions to understand the changed landscape in support services and ensure people are aware of Back on Track's offer
- Made a significant contribution to the evaluation and legacy work at the end of Inspiring Change Manchester programme. We will continue to advocate for systems change and the role of learning as an early intervention through the Manchester Changing Futures partnership

Co-production

- Brought new emphasis to co-production as a way of working across all parts of the organisation
- Held co-design sessions to develop our 2021-24 Strategic Plan
- Include members in colleague recruitment decisions and used member feedback to redesign our own recruitment practices, making them even more inclusive
- Worked with our members to agree the language and terminology we use within Back on Track
- Co-produced a training programme to improve the experience of people who have experienced trauma when accessing services

Environmental sustainability

- Implemented actions from our Environmental Sustainability working group including a renewed focus on reducing waste and recycling within our centre and changing to a renewable energy supplier
- Built on partnerships to provide outdoor activities, access to nature and promote green jobs
- Developed climate change learning programmes to change habits and reduce our carbon footprint
- Promoted plant based eating and reducing food waste in cooking classes

"I love learning about how nature can help with climate change, especially living gardens to help insulate buildings and how trees can help reduce carbon. I knew a few things about climate change before the course but there are many things I can build on and new ways I can change my habits" – Back on Track member

The directors wish to extend thanks to the staff of Back on Track for their work over the past year and to the many volunteers who contribute a great deal to all the services. Thanks are also due to colleagues in many other agencies who have worked in partnership with Back on Track to adapt services and meet the needs of people experiencing new and increased challenges.

"Coming to Back on Track I feel has given me a purpose and I see hope, meeting people instead of isolating myself because of mental health and trauma" – Back on Track member

Financial review

Total income in the year was £784,925 (2021 £905,104) and total expenditure was £830,413 (2021 £828,800) leaving a deficit of £45,488. The deficit reflects the impact of Covid-19 on 'payment by results' contract income.

The board agreed that these two exceptional 'Covid' years (2020-21 and 2021-22) should be looked at together. Overall our funders have been supportive and in 2020-21 we achieved a surplus of £76,304 due to Covid-19 relief and other grants. This surplus provided the 'cushion' we knew we would need in 2021-22 when grants and contracts returned to pre-covid arrangements but ongoing restrictions and anxiety about infection risk significantly affected delivery. Taking the two years together, we increase our total reserves by £30,816 in spite of the substantial challenges.

Unrestricted funds at the year-end were £226,090 and restricted funds totalled £40,490.

Major funding streams include Inspiring Change Manchester, Community Learning Fund, Achieve North West, and Big Lottery Reaching Communities.

Catering enterprise activity ceased and our community interest company (Swan Kitchens CIC) closed due to loss of business and no prospect of orders resuming as working patterns have changed.

Diverse income streams, positive relationships with grant and contract commissioners, and effective scrutiny of finances through monthly finance reports and regular finance committee meetings, combined with good access to information from funders and policy makers provide additional controls to manage risk. The trustees' ongoing financial strategy is to raise a small surplus each year to help build the level of free reserves for the charity. The main financial risks to the charity are:

- significant change in national or local policy resulting in reduced income
- uncertainty as a result of the longer-term impact of the Covid-19 pandemic and other external economic pressures

The company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. Contributions payable for the year are charged against the income and expenditure account. The pension scheme is an auto enrolment compliant scheme. The charity has no liabilities beyond making its contributions and paying across the deductions for the employee's contributions.

Investment powers and policy

Under the Articles of Association the charity has the power to invest in any way the trustees wish. The trustees, having regard to the liquidity requirements of the charity and to the reserves policy, have operated a policy of keeping available funds not in day-to-day use in interest-bearing deposit accounts.

Reserves policy and going concern

The total funds held at the year-end were £266,580, of which £40,490 were restricted funds. The charity currently has £226,090 in unrestricted reserves of which £205,143 are free reserves. It is the aspiration of the charity to maintain unrestricted funds, which are free reserves of the charity, at a level which equates to at least three months operating costs, i.e. £207,000 (core costs £145,000). This would provide sufficient funds to allow the charity to react to changes in income in a constructive manner. We continue to seek to improve our financial position in order to designate and maintain this level of unrestricted reserves.

Plans for future periods

The directors are working to the three-year Strategic Plan 2021-24. We will continue to work with frontline services for adults with convictions and for those who are homeless or in recovery from mental health issues or problematic drug and alcohol use.

We will continue to innovate in our core Back on Track provision, creating new learning programmes for our centre and partnerships, ensuring that our members influence their development and the direction of the organisation. We will work with members to understand how best to support people through the cost of living crisis and post-pandemic rise in mental health difficulties.

We will continue to work with partner organisations and develop new relationships to progress our education, training and employment (ETE) work in the criminal justice sector through our role in the new IRS Manchester Welfare Hub pilot, and supporting people experiencing multiple disadvantage through the Changing Futures programme.

We will continue to advocate and influence change locally and regionally promoting fair recruitment, the real living wage and equality of opportunity for people facing disadvantage.

Back on Track will pursue its long-term strategy to broaden the funding base and maintain a strong reserve of unrestricted funds for future sustainability.

It helps me to stay connected to people and less isolated , cheers me up having had a nice time and it's depressing if I miss it. It's the only time I get something to eat I've not made myself! - Back on Track member

Trustees' responsibilities in relation to the financial statements

The charity's trustees (who are also the directors of Back on Track Manchester Limited for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity's trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing the financial statements, the trustees are required to:

- Select suitable accounting principles and then apply them consistently
- Observe the methods and principles in the applicable Charities SORP
- Make judgments and estimates that are reasonable and prudent
- State whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements
- Prepare the financial statements on a going concern basis unless it is appropriate to presume that the charity not will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy

at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

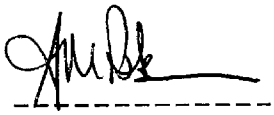
Statement as to disclosure of information to auditors

So far as the directors are aware, there is no relevant audit information (as defined by Section 418 of the Companies Act 2006) of which the company's auditors are unaware, and each director has taken all the steps they ought to have taken as directors in order to make themselves aware of any relevant audit information and to establish that the company's auditors are aware of that information.

Auditors

A resolution will be proposed at the Annual General Meeting to reappoint the auditors, McKellens Chartered Accountants and Registered Auditor.

By order of the Board of Trustees



Treasurer: Amanda Paterson

Date: 27/09/ 2022

Back on Track Manchester Limited

Independent Auditor's Report to the Members of Back on Track Manchester Limited

Opinion

We have audited the financial statements of Back on Track Manchester Limited (the 'company') for the year ended 31 March 2022, which comprise the Statement of Financial Activity, Balance Sheet, Statement of Cash Flows and Notes to the Financial Statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards comprising Charities SORP – FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the company's affairs as at 31 March 2022 and of 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.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the directors' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the company's ability to continue as a going concern for a period of at least twelve months from when the original financial statements were authorised for issue.

Our responsibilities and the responsibilities of the directors with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the Trustees' Report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Back on Track Manchester Limited

Independent Auditor's Report to the Members of Back on Track Manchester Limited

Opinion on other matter prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Trustees' Report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report.

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; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' Remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the directors were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' Report and from the requirement to prepare a Strategic Report.

Responsibilities of directors

As explained more fully in the Statement of Trustees' Responsibilities [set out on page 8], the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the directors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the directors are responsible for assessing the company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Back on Track Manchester Limited

Independent Auditor's Report to the Members of Back on Track Manchester Limited

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the company through discussions with directors and other management, and from our knowledge and experience of the charity sector;
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the company, including the Companies Act 2006, the Charities Act 2011, taxation legislation and data protection, anti-bribery, employment, environmental and health and safety legislation;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence; and
- that identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the company's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud;
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations; and
- understanding the design of the company's remuneration policies.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify and unusual or unexpected relationships;
- tested journal entries to identify unusual transactions;
- assessed whether judgements and assumptions made in determining accounting estimates set were indicative of potential bias; and
- investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- reading the minutes of meetings of those charged with governance;
- enquiring of management as to actual and potential litigation and claims; and
- reviewing correspondence with HMRC, relevant regulators and the company's legal advisors.

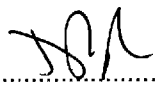
A further description of our responsibilities is available on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Back on Track Manchester Limited

Independent Auditor's Report to the Members of Back on Track Manchester Limited

Use of our report

This report is made solely to the company'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 company'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 company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.



.....

Paul Roper (Senior Statutory Auditor)
McKellens Ltd
11 Riverview
The Embankment Business Park
Vale Road
Heaton Mersey
Stockport
SK4 3GN

30 September 2022

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

CO. REG. NO. 2735484

BALANCE SHEET AS AT 31 MARCH 2022

	NOTES	2022 £	2022 £	2021 £	2021 £
FIXED ASSETS					
Tangible Fixed Assets	13		60,768		82,326
CURRENT ASSETS					
Stock	14	200		200	
Debtors & Prepayments	15	101,630		89,944	
Cash at Bank and in Hand		255,936		347,591	
		357,766		437,735	
CREDITORS:					
Amounts falling due within one year	16	(151,954)		(207,993)	
		(151,954)		(207,993)	
NET CURRENT ASSETS			205,812		229,742
TOTAL NET ASSETS			266,580		312,068
ACCUMULATED RESERVES					
Unrestricted Funds	18		226,090		258,327
Restricted Funds	19		40,490		53,741
			266,580		312,068

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies, and the Financial Reporting Standard 102.

Approved on behalf of the board of trustee/directors:

Director: A. Paterson

Director:

Date: 27/09/2022

The notes on pages 16 to 28 form part of these accounts.

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2022

	Notes	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
INCOME FROM:					
Donations & Legacies	3	71,828	-	71,828	57,208
Charitable Activities	4	275,234	405,527	680,761	820,044
Other Trading Activities	5	26,521	-	26,521	25,098
Investment Income	6	1,121	-	1,121	759
Other Income	7	4,694	-	4,694	1,995
TOTAL INCOMING RESOURCES		379,398	405,527	784,925	905,104
EXPENDITURE ON					
Raising Funds	8	32,240	-	32,240	25,334
Charitable activities	9	379,971	418,202	798,173	803,466
TOTAL		412,211	418,202	830,413	828,800
NET INCOME (EXPENDITURE)		(32,813)	(12,675)	(45,488)	76,304
Transfers between funds	18	576	(576)	-	-
NET MOVEMENT IN FUNDS		(32,237)	(13,251)	(45,488)	76,304
RECONCILIATION OF FUNDS					
Total funds brought forward		258,327	53,741	312,068	235,764
TOTAL FUNDS CARRIED FORWARD	18	226,090	40,490	266,580	312,068

The statement of financial activities includes all gains and losses in the year.

The notes on pages 16 to 28 form part of these accounts.

STATEMENT OF CASH FLOWS FOR THE YEAR ENDING 31ST MARCH 2022

Reconciliation of net movement in funds to net cash flow from operating activities

	2022 £	2021 £
Net movement in funds	(45,488)	76,304
Add back depreciation	20,982	23,344
Less profit on sale of assets	(2,376)	-
Deduct investment income	(1,121)	(759)
Decrease/(increase) in debtors	(11,686)	(51,628)
Increase/(decrease) in creditors	(56,039)	115,047
Net cash used in operating activities	(95,728)	162,308
Cash flows from investment activities:		
Interest	1,121	759
Purchase of fixed assets	-	(26,586)
Sale of Fixed Assets	2,952	-
Net cash provided by investing activities	4,073	(25,827)
Increase/(decrease) in cash and cash equivalents during the year	(91,655)	136,481
Cash and cash equivalents brought forward	347,591	211,110
Cash and cash equivalents carried forward	**255,936**	**347,591**

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

1 ACCOUNTING POLICIES

(a) Basis of preparation and assessment of going concern
The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued January 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011, and the Companies Act 2006. The charity constitutes a public benefit entity as defined by FRS 102.
The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern. Projections for 2022/23 show that the charity need to secure £131,595 of funding from new sources to breakeven at current operational levels without resorting to using reserves.

(b) Funds structure
Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor.
When the requirements of the restricted funds are met (eg assets are purchased) the transaction is shown as a movement in funds from restricted to unrestricted funds.
Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have created a fund for a specific purpose.
The charity has created a designated capital fund to meet the future depreciation charge of its assets.
Further details of each fund are disclosed in note 18.

(c) Income recognition
All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.
Donations and grants are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation or grant is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period. Grants, included those in restricted funds, specifying performance in future periods are deferred.
Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

(d) Expenditure Recognition
Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.
All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings. For more information on this attribution refer to note (g) below.

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

(e) Taxation & Irrecoverable VAT
All grant income and donations are outside the scope of VAT. Contract fees and certain other income are exempt supplies and therefore the company is not liable to be registered for VAT. Irrecoverable VAT on expenditure is attributed to the category of expenditure on which it is incurred. No provision has been made for taxation as exemption has been granted by HMRC from taxation under Sections 466 to 493 of the Corporation Taxes Act 2010 or Section 256 of the Taxation of Capital Gains Act to the extent that surpluses and gains are applied for charitable purposes.

(f) Allocation of support and governance costs
Support costs have been allocated between governance costs and other support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to independent examination and legal and professional fees together with an apportionment of overhead and support costs. Governance costs and support costs relating to charitable activities have been apportioned based on staff time and the usage of facilities and services for management purposes.
The allocation of support and governance costs is analysed in note 10.

(g) Costs of raising funds
The costs of raising funds consists of staffing, cost of sales and overheads for delivery of training, and running the non-funded element of the café and premises costs attributed to use by the subsidiary.

(h) Charitable Activities
Costs of charitable activities include governance costs and an apportionment of support costs as shown in note 9.

(i) Tangible fixed assets and depreciation
All assets costing more than £500 are capitalised and valued at historical cost. Depreciation is charged on the following basis:

Leasehold Improvements	10% on cost
Plant & Equipment	25% on cost

The total of any capital grants are recognised in the Statement of Financial Activities in the year they are received, as required by the SORP, and not deferred over the life of the related assets.

(j) Stock
Stock is stated at the lower of cost and net realisable value on a first in first out basis.

(k) Debtors
Trade and other debtors are recognised at settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

(l) Creditors and Provisions
Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

(m) Realised gains and losses
All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying values or their purchase value if acquired subsequent to the first day of the financial year.
Unrealised gains and losses are calculated as the difference between the fair value at the year end and their varying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

(n) Pensions
The company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. Contributions payable for the year are charged against the income and expenditure account.
The pension scheme is an auto enrolment compliant scheme. The charity has no liabilities beyond making its contributions and paying across the deductions for the employee's contributions.

(o) Operating Leases
Payments under operating leases are charged to the income and expenditure account in the period to which they relate.

(p) Contingent liabilities
There were no contingent liabilities at 31st March 2022 (2021 none).

(q) Donated Services
The charity has on average 40 volunteers at any one time assisting with reception, administration, café and classrooms. No financial value has been reflected in the accounts for these donated services.

(r) Redundancy and termination payments
The charity recognises redundancy and termination payments when their existence is reasonably certain.

2 NET INCOMING RESOURCES FOR THE YEAR

	2022	2021
This is stated after charging:	£	£
Depreciation	20,982	23,344
Audit Fees	3,840	3,880

3 DONATIONS & LEGACIES	**Unrestricted** £	**Restricted** £	**Total 2022** £
Donations & Gift Aid	45,654	-	45,654
The Robert McAlpine Foundation	10,000	-	10,000
Swan Kitchens CIC	16,174	-	16,174
	71,828	-	71,828

Previous Year	Unrestricted £	Restricted £	Total 2021 £
Donations & Gift Aid	26,058	-	26,058
The Robert McAlpine Foundation	10,000	-	10,000
Mike Joyce	21,150	-	21,150
	57,208	-	57,208

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

4	INCOME FROM CHARITABLE ACTIVITIES	Unrestricted	Restricted	Total 2022
		£	£	£
	Manchester Adult Education Service NLDC	159,302	-	159,302
	HMRC CJRS	-	28,404	28,404
	Lloyds Bank Foundation	-	8,333	8,333
	North West Probation Trusts - ESF/NOMS	48,812	-	48,812
	Changing Futures	-	10,534	10,534
	Our Manchester	26,500	-	26,500
	GM Probation (£2,841 deferred)	-	7,081	7,081
	Big Lottery Reaching Communities (£22,652 released, £19,965 deferred)	-	121,409	121,409
	Inspiring Change Manchester - Big Lottery	-	99,530	99,530
	The Grand Trust (£12,810 released, £42,190 deferred)	-	12,810	12,810
	Woodland Futures (Community Forest)	-	3,578	3,578
	The Albert Gubay Charitable Foundation (£10,186 rel'd)	-	10,186	10,186
	Just Life (£3,951 deferred)	-	1,317	1,317
	WEA	-	23,165	23,165
	MCC Work Club	-	7,555	7,555
	Garfield Weston Foundation	-	40,000	40,000
	Henry Smith Charity (£10,000 deferred)	-	10,000	10,000
	GMCVO (£6,402 deferred)	-	6,019	6,019
	MMU Construction Project (£723 deferred)	-	1,269	1,269
	Edward Gostling Foundation	-	5,000	5,000
	CRH Charitable Trust	-	5,000	5,000
	Birmingham City Council	-	2,116	2,116
	Salford CVS	-	1,966	1,966
	ARC Hospitality (£1,117 deferred)	-	255	255
	Society of the Holy Child Jesus	10,000	-	10,000
	Schroder Charitable Trust	5,000	-	5,000
	WO Street Charitable Foundation	5,000	-	5,000
	Albert Hunt	5,000	-	5,000
	Manchester Health & Wellbeing	5,000	-	5,000
	Other grants under £5,000	10,620	-	10,620
		275,234	405,527	680,761

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

4 Previous Year:

INCOME FROM CHARITABLE ACTIVITIES	Unrestricted £	Restricted £	Total 2021 £
Manchester Adult Education Service NLDC	162,714	-	162,714
HMRC CJRS	-	105,931	105,931
Lloyds Bank Foundation	-	25,000	25,000
North West Probation Trusts - ESF/NOMS	46,041	-	46,041
Achieve Development Fund	-	71,167	71,167
Our Manchester	20,000	-	20,000
Tudor Trust (£10,417 released)	-	10,417	10,417
Big Lottery Reaching Communities (£12,773 released, £22,652 deferred)	-	125,362	125,362
Inspiring Change Manchester - Big Lottery	-	77,617	77,617
The Grand Trust (£17,160 released, £55,000 deferred)	-	17,160	17,160
Woodland Futures (Community Forest)	-	771	771
The Albert Gubay Charitable Foundation (£10,186 def'd)	-	19,814	19,814
Charities Aid Foundation	10,000	-	10,000
WEA	-	26,530	26,530
MCC Work Club	-	7,000	7,000
Gr. Manchester Combined Authorities	-	40,000	40,000
Newby Trust	15,000	-	15,000
Edward Holt Trust	7,220	-	7,220
Edward Gostling Foundation	5,000	-	5,000
Evans Cornish Foundation	5,000	-	5,000
Lord Mayors Fund (£6,500 released)	6,500	-	6,500
Manchester City Council Discretionary Fund	10,000	-	10,000
Other grants under £5,000	5,800	-	5,800
	293,275	526,769	820,044

5 INCOME FROM OTHER TRADING ACTIVITIES

	Unrestricted £	**Restricted £**	**2022 £**	Unrestricted £	Restricted £	2021 £
Café	12,495		12,495	1,734		1,734
Training	2,808		2,808	-		-
Room Hire	710		710	-		-
Staff Secondment	2,608		2,608	4,559		4,559
Subsidiary:						
Room Hire	4,275		4,275	6,225		6,225
Management Charge	3,390		3,390	8,475		8,475
Web Design	-		-	4,000		4,000
Use of Vehicle	235		235	105		105
	26,521	-	26,521	25,098	-	25,098

6 INVESTMENT RECEIVABLE

	2022 £	**2021 £**
Bank Interest Receivable	1,121	759

7 OTHER INCOME

	Unrestricted £	**Restricted £**	**2022 £**	Unrestricted £	Restricted £	2021 £
Student Placements	-	-	-	1,830	-	1,830
Profit on sale of assets	2,376		2,376	-	-	-
Development Work	510		510	-	-	-
Miscellaneous	1,808	-	1,808	165	-	165
	4,694	-	4,694	1,995	-	1,995

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

8 EXPENDITURE ON RAISING FUNDS

	Core	Café & Catering Skills	Total 2022	Total 2021
		£	£	£
Wages & Salaries	16,432	-	16,432	15,876
Café & catering stock costs	-	8,710	8,710	1,237
Rent & Service Charge	3,396	-	3,396	6,135
Cleaning Materials	-	1,237	1,237	310
Repairs & Renewals	-	488	488	72
Depreciation	-	47	47	47
Support Costs	-	211	211	61
Market Stall Fees	-	124	124	19
Bad Debts	-	-	-	18
Fundraising Costs	294	-	294	256
Staff Travel	-	99	99	-
Training	-	457	457	-
Vehicle Costs	-	745	745	1,207
Volunteer Costs	-	-	-	96
	20,122	12,118	32,240	25,334
Restricted			-	-
Unrestricted			32,240	25,334
Total			32,240	25,334

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

9 EXPENDITURE ON CHARITABLE ACTIVITIES

		Café & Catering Skills	Education & Training	Total 2022
		£	£	£
Employment Costs	*Staff Time*	13,627	532,404	546,031
Recruitment & DBS Checks	*Staff Time*		1,070	1,070
Vaccinations	*Staff Time*		135	135
External Specialist Staffing	*Staff Time*		2,200	2,200
Rent & Service Charge	*Floor Area*		64,515	64,515
Storage, Transport & Removal Costs	*Floor Area*		1,332	1,332
Rates & Water	*Floor Area*		230	230
Light & Heat	*Floor Area*		16,706	16,706
Repairs & Renewals	*Floor Area*		2,606	2,606
Cleaning	*Floor Area*		1,607	1,607
Telephone	*By Project*		3,923	3,923
Travelling Expenses	*By Project*		733	733
Volunteer Expenses	*By Project*		6,204	6,204
Student Expenses	*By Project*		11,015	11,015
Training	*By Project*		3,113	3,113
Course Materials & Accreditation Costs	*By Project*		5,033	5,033
Service User Welfare	*By Project*		21,068	21,068
Service User Equipment	*By Project*		3,831	3,831
Canteen Expenses	*By Project*		100	100
Support Costs			95,584	95,584
Governance Costs			11,137	11,137
		13,627	784,546	798,173
Restricted		13,627	404,575	418,202
Unrestricted		-	379,971	379,971
Total		13,627	784,546	798,173

Previous Year		£	£	Total 2021
Employment Costs	*Staff Time*	40,183	536,850	577,033
Vaccinations	*Staff Time*		142	142
External Staffing	*Staff Time*		1,845	1,845
Rent & Service Charge	*Floor Area*		55,222	55,222
Storage	*Floor Area*		1,249	1,249
Rates & Water	*Floor Area*		147	147
Light & Heat	*Floor Area*		11,699	11,699
Repairs & Renewals	*Floor Area*		1,817	1,817
Cleaning	*Floor Area*		3,950	3,950
Telephone	*By Project*		5,006	5,006
Travelling Expenses	*By Project*		237	237
Volunteer Expenses	*By Project*		1,172	1,172
Student Expenses	*By Project*		1,851	1,851
Training	*By Project*		595	595
Covid Response - food and catering	*By Project*	1,010		1,010
Course Materials & Accreditation Costs	*By Project*		5,481	5,481
Training Room Hire	*By Project*		5,780	5,780
Service User Welfare	*By Project*		13,715	13,715
Canteen Expenses	*By Project*		21	21
Vehicle Expenses	*By Project*		294	294
Support Costs			103,786	103,786
Governance Costs			11,414	11,414
		41,193	762,273	803,466
Restricted		41,193	479,633	520,826
Unrestricted		-	282,640	282,640
Total		41,193	762,273	803,466

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

10 ALLOCATION OF GOVERNANCE AND SUPPORT COSTS

		Support Costs	Governance Costs	Total 2022
		£	£	£
Management & Admin Salaries	*Staff Time*	51,254	5,695	56,949
Computer Costs	*Direct*	10,588		10,588
Subscriptions	*Direct*	203		203
Minor Equipment	*Direct*	458		458
Printing, Post and Stationery	*Direct*	3,225		3,225
Book-keeping	*Direct*	3,360		3,360
Payroll Costs	*Direct*	2,685		2,685
Legal & Professional Fees	*Direct*	26		26
HR Costs	*Direct*	313		313
Insurance	*Direct*	1,710		1,710
Sundry	*Direct*	827		827
Depreciation	*Direct*	20,935		20,935
Audit & Accountancy	*Governance*		4,830	4,830
Bank Charges & Interest	*Governance*		612	612
TOTAL		95,584	11,137	106,721
Restricted Funds		65,300	5,720	71,020
Unrestricted Funds		30,284	5,417	35,701
Total		95,584	11,137	106,721

Previous Year		Support Costs	Governance Costs	Total 2021
		£	£	£
Management & Admin Salaries	*Staff Time*	49,238	5,473	54,711
Computer Costs	*Direct*	12,859		12,859
Subscriptions	*Direct*	290		290
Minor Equipment	*Direct*	2,771		2,771
Printing, Post and Stationery	*Direct*	5,586		5,586
Book-keeping	*Direct*	4,116		4,116
Payroll Costs	*Direct*	2,816		2,816
Legal & Professional Fees	*Direct*	13		13
HR Costs	*Direct*	346		346
Insurance	*Direct*	1,838		1,838
Sundry	*Direct*	616		616
Depreciation	*Direct*	23,297		23,297
Audit & Accountancy	*Governance*		5,070	5,070
Bank Charges & Interest	*Governance*		871	871
TOTAL		103,786	11,414	115,200
Restricted Funds		68,838	5,546	74,384
Unrestricted Funds		34,948	5,868	40,816
Total		103,786	11,414	115,200

Included within audit and accountancy is £3,840 (2021 £3,880) relating to the audit of the charity's accounts. No other fees are payable to the auditors.

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

11 STAFF COSTS

	2022	2021
	£	£
Wages and Salaries	540,605	592,418
Social Security Costs	43,199	21,213
Redundancy Costs	9,339	2,967
Pension Costs	26,269	31,022
	619,412	647,620

No employee earned £60,000 per annum or more.
Neither the Chair nor any other directors received any remuneration for their services or pension contribution during the year.
The charity considers its key staff comprises the Chief Executive and the two Service Managers.
The remuneration, including pension contributions, of key staff in the year was £117,664 (2020 £109,813).
The average number of employees during the year, excluding directors and voluntary staff was:

Management, Teaching & Administration	26	29

12 TRUSTEES' REMUNERATION AND EXPENSES

No remuneration has been paid or is due to be paid to any of the directors in respect of the period. No reimbursement of expenses has been made or is due to be made to any of the directors in respect of the period.

13 FIXED ASSETS

	Leasehold Improvements	Plant & Equipment	Total
COST	£	£	£
At 1 April 2021	153,170	69,578	222,748
Additions	-	-	-
Disposals	-	(5,420)	(5,420)
At 31 March 2022	153,170	64,158	217,328
DEPRECIATION	£	£	£
At 1 April 2021	90,487	49,935	140,422
Provided in the year	12,306	8,676	20,982
Disposals	-	(4,844)	(4,844)
At 31 March 2022	102,793	53,767	156,560
NET BOOK VALUE			
At 31 March 2022	50,377	10,391	60,768
At 31 March 2021	62,683	19,643	82,326

14 STOCK

	2022	2021
	£	£
At lower of cost and net realisable value	200	200

15 DEBTORS & PREPAYMENTS

	2022	2021
	£	£
Trade Debtors	34,342	4,788
Amounts due from Group Undertakings	-	20,011
Accrued Income	47,386	27,751
Prepayments	19,902	37,394
	101,630	89,944
Restricted	25,125	23,611
Unrestricted	76,505	66,333
	101,630	89,944

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

16 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Trade Creditors	4,551	23,118
Social Security and Other Taxes	11,477	13,166
Accruals	13,153	12,561
Deferred Income	122,773	159,148
	151,954	207,993
Restricted	131,853	156,147
Unrestricted	20,101	51,846
	151,954	207,993

17 DEFERRED INCOME

Deferred Income comprises grants in advance.

	2022	2021
	£	£
Balance as at 1st April	159,148	58,571
Amount released to income earned from charitable activities	(101,302)	(55,803)
Amount deferred in year	64,927	156,380
Balance at 31st March	122,773	159,148

18 ANALYSIS OF CHARITABLE FUNDS

	Balance at 01-Apr-21	Incoming	Transfers	Outgoing	Balance at 31-Mar-22
Restricted Revenue:	£	£	£	£	£
Lloyds Bank Foundation	-	8,333		(8,333)	-
Inspiring Change Mcr - Big Lottery FL	-	76,590		(76,590)	-
Inspiring Change -Art & Wellbeing	-	1,772		(1,772)	-
Inspiring Change Mcr - Flexible Fund	-	21,168		(21,168)	-
Big Lottery - Reaching Communities	-	121,409		(121,409)	-
Grand Trust	-	12,810		(12,810)	-
Achleve Development Fund	1,065	-		(1,065)	-
MMU Construction	-	1,269		(1,269)	-
CRH Charitable Trust	-	5,000		(5,000)	-
The Albert Gubay Charitable Foundation	-	10,186		(10,186)	-
Woodland Futures (Community Forest)	-	3,578		(3,578)	-
WEA	-	23,165		(23,165)	-
MCC- Work Club	-	7,555		(7,555)	-
HMRC CJRS	-	28,404		(28,404)	-
Garfield Weston Foundation	-	40,000		(40,000)	-
Edward Gostling Foundation - Catering	-	5,000		(5,000)	-
Birmingham City Council - Loan Sharks	-	2,116		(2,116)	-
GMCVO - Trauma Rsponsive Comms.	-	2,598		(2,598)	-
GMCVO - Emergency Care	-	653		(653)	-
GMCVO - GM Walking	-	2,768		(2,768)	-
Changing Futures	-	10,534		(10,534)	-
Just Life	-	1,317		(1,314)	3
Henry Smith Charity	-	10,000		(10,000)	-
GM Probation - Dyslexia Project	-	7,081		(7,081)	-
Salford CVS	-	1,966		(1,299)	667
ARC Hospitality	-	255		(255)	-
Capital:					
Big Lottery - RC - Building Capabilities	1,630	-	(576)	(1,054)	-
Gr.Manchester Combined Authorities	22,044	-		(4,542)	17,502
The Grand Trust	29,002	-		(6,684)	22,318
	53,741	405,527	(576)	(418,202)	40,490
Unrestricted:					
General Funds	228,726	379,398	576	(403,557)	205,143
Designated Capital Funds	29,601			(8,654)	20,947
	258,327	379,398	576	(412,211)	226,090
	312,068	784,925	-	(830,413)	266,580

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

18 ANALYSIS OF CHARITABLE FUNDS CONT...

Previous Year	Balance at 01-Apr-20	Incoming	Transfers	Outgoing	Balance at 31-Mar-21
Restricted Revenue:	£	£	£	£	£
Lloyds Bank Foundation	-	25,000		(25,000)	-
Inspiring Change Mcr - Big Lottery FL	-	69,700		(69,700)	-
Inspiring Change Mcr - Flexible Fund	-	7,917		(7,917)	-
Big Lottery - Reaching Communities	-	125,361		(125,361)	-
Gr.Manchester Combined Authorities	-	40,000	(22,044)	(17,956)	-
Grand Trust	-	17,160		(17,160)	-
Achieve Development Fund	3,617	71,167		(73,719)	1,065
Tudor Trust	-	10,417		(10,417)	-
CRH Charitable Trust	4,189			(4,189)	-
The Albert Gubay Charitable Foundation	-	19,814		(19,814)	-
Woodland Futures (Community Forest)	(347)	771		(424)	-
WEA	(394)	26,531		(26,137)	-
MCC- Work Club	-	7,000		(7,000)	-
HMRC CJRS	-	105,931		(105,931)	-
Capital:					
Inspiring Change - Capital	899	-		(899)	-
Big Lottery - Reaching Communities - Buil	4,148	-		(2,518)	1,630
Gr.Manchester Combined Authorities	-	-	22,044	-	22,044
The Grand Trust	35,686	-		(6,684)	29,002
	47,798	526,769	-	(520,826)	53,741
Unrestricted:					
General Funds	150,840	378,335	(959)	(299,490)	228,726
Designated Capital Funds	37,126		959	(8,484)	29,601
	187,966	378,335	-	(307,974)	258,327
Total Funds	235,764	905,104	-	(828,800)	312,068

Transfers	Transfers to the designated capital fund are due to capital grants being spent. See designated capital funds note overleaf.
Purpose of Restricted Funds:	
Lloyds Bank Foundation	towards the salary of the CEO and business development officer
Inspiring Change Manchester - Big Lottery Fulfilling Lives	towards a project to transform opportunities for adults with multiple and complex needs in Manchester
Big Lottery - Reaching Communities	towards the Work Experience project at Back on Track
Gr. Manchester Combined Authorities	towards capital and related costs to make the centre Covid safe safe before reopening after initial lockdown
Achieve Development Fund	towards "Inside and Out," a life skills course (with HMP Manchester)
Tudor Trust	towards the catering co-ordinator post
WEA	towards education
Grand Trust	towards education
CRH Charitable Trust	towards a catering assistant
The Albert Gubay Charitable Found.	towards the Heads Up worker, courses & activities
Garfield Weston Foundation	towards costs of on-site café and catering programmes
Woodland Futures	towards Green Heritage and Out and About taster courses
Changing Futures	towards partnership work to better support those who experience multiple disadvantage
Just Life	funding for partnership development work to strengthen organisations resilience
Henry Smith Charity	core funding
ARC Hospitality	advice and support to ARC in development of their employability programme
Designated Capital Funds	This fund is fully spent. The balance represents the book value of assets still to be depreciated in line with normal accounting practice.

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

19 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds	Restricted Funds	Total 2022	Unrestricted Funds	Restricted Funds	Total 2021
	£	£	£	£	£	£
Tangible Fixed Assets	20,948	39,820	60,768	29,601	52,725	82,326
Net Current Assets	205,142	670	205,812	228,726	1,016	229,742
Net Assets at 31 March	226,090	40,490	266,580	258,327	53,741	312,068

20 CONSTITUTION

The company is limited by guarantee and does not have a share capital. In the event of a winding up all members (the trustees under the governing documents) have agreed have agreed to contribute an amount not exceeding £1.

21 CAPITAL COMMITMENTS

	£	£
Contracted but not provided for	nil	nil

22 OPERATING LEASE COMMITMENTS

The total future lease payments under non-cancellable operating leases are:

	Equipment 2022	Land and Buildings 2022	Total 2022	2021
	£	£	£	£
Within one year	1,625	71,112	72,737	61,335
Between 2 - 5 years	6,093	331,830	337,923	383,843
After 5 years	-	-	-	20,055
	7,718	402,942	410,660	465,233

A new 6 year lease in respect of the property at Swan Buildings, Manchester, was signed on 25th June 2021. In addition to the rent a service charge is also payable and averages £14,900 p.a.

23 ULTIMATE CONTROLLING PARTY

The company is under the control of the Board of Management. The person with significant control is Mr. Gary Cripps.

24 FINANCIAL INSTRUMENTS

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised on a transaction value and subsequently measured at their value with the exception of bank loans which are subsequently measured at an amortised cost using the effective interest method.

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

25 RELATED PARTIES

Swan Kitchens CIC is a wholly owned trading subsidiary of Back on Track Manchester Ltd, and was incorporated on 18th December 2019. The charity has 100% of the voting rights.
Group accounts are not required to be prepared where income excluding inter-company transactions does not exceed £1 million.

TRADING STATEMENT

	Period Ended 18th January 2022	Year Ended 31st March 2021
	£	£
Turnover	30,268	22,305
Cost of Sales	(11,069)	(16,870)
Gross Profit	19,199	5,435
Administrative Expenses	(36,044)	(52,595)
Other Operating Income	16,846	47,156
Profit (Loss) before Tax	1	(4)

During the period a contribution to rent of £4,275, £3,390 for management charges and £235 for use of the vehicle was made to Back on Track Manchester Ltd. At 31st March there were no outstanding balances.
The company is limited by guarantee and no distribution has been made in the period.
Due to the impact of Covid 19 on the demand for event catering a decision was made to close the company.
Amanda Paterson is a director of Swan Kitchens CIC and a trustee of Back on Track Manchester Ltd.
These posts are held in a voluntary capacity and no payment is made for any services provided.
Staff members Siobhan Pollitt and Kate Downes are directors of Swan Kitchens on behalf of Back on Track Manchester Ltd. No payment is made for their role as volunteer directors of Swan Kitchens CIC.

26 POST BALANCE SHEET EVENTS

There are no significant post balance sheet events that the trustees consider would have an impact on the financial statements as presented.

BACK ON TRACK MANCHESTER LTD

England & Wales - Charity number 1017467

Accounts

back on track >

BACK ON TRACK MANCHESTER LTD.

(COMPANY LIMITED BY GUARANTEE)

COMPANY REGISTRATION NUMBER: 2735484 (England)

CHARITY REGISTRATION NUMBER: 1017467

REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

back on track >

BACK ON TRACK MANCHESTER LTD.
(A PRIVATE COMPANY LIMITED BY GUARANTEE)
REGISTERED IN ENGLAND NO: 2735484

A REGISTERED CHARITY NO: 1017467

REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

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Report of the trustees for the year ending 31ST March 2021

The trustees present their annual directors' report and financial statements of the charity for the year ended 31st March 2021 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.
The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (January 2019).

Reference and administrative information
Charity Name: Back on Track Manchester Limited
Charity Number: 1017467
Company No: 2735484 Incorporated in England, UK

Directors and trustees
The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the year end were as follows:

Chair: Gary Cripps
Vice Chair: Susan Jenkins
Treasurer: Amanda Paterson (appointed 26.7.2021)
Mark Stapleton (former treasurer)
Lyndsey Forrest
Julie Taylor
Kevin Wong
Judy Harrison (appointed 4.9.2020)
Malcolm Bruce (resigned 2.8.2021)
Emma Harrison (resigned 15.11.2021)

Company Secretaries: Adam Barker
Beth Maguire
Senior Manager: Siobhan Pollitt (Chief Executive Officer)

Patrons
Mary-Ellen McTague
Mike Joyce
Tony Walsh

Registered Office
Swan Buildings, 20 Swan Street, Manchester, M4 5JW

Accountants
Community Accountancy Service Limited
The Grange, Pilgrim Drive
Beswick, Manchester M11 3TQ

Auditors
McKellens Chartered Accountants
11 Riverview, The Embankment Business Park
Vale Road, Heaton Mersey
Stockport, SK4 3GN

Bankers
Cooperative Bank plc, 1 Balloon Street, Manchester, M60 4EP
Aldermore, 40 Spring Gardens, Manchester M2 1EN
Redwood Bank, The Nexus Building, Broadway, Letchworth Garden City, Hertfordshire, SG6 3TA

Back on Track Manchester Limited

Objectives and activities

Our mission is to enable adults facing disadvantage to make lasting, positive changes in their lives, such as: managing problematic drug/alcohol use, living a crime-free life, improving mental health and wellbeing, and having a stable home.

Our values are to build on people's strengths and treat everyone with kindness, respect, and fairness. To be professional and effective, collaborate with others, welcome new ideas, and promote a balanced and supportive work life.

Our vision is a Greater Manchester where inequalities are reduced and social justice is realised. Where people lead fulfilling lives, communities are safe, and all voices are heard. Where everyone can get the support, skills, and experience they need to imagine a better future for themselves and then make it happen.

We aim to achieve this by:

- Providing a place: Our centre in Manchester is a safe, friendly community where people feel they belong and can make new connections. It's a place where rehabilitation and recovery is supported, where change is sustained, and where health and wellbeing are a priority.
- Empowerment: Our courses, activities, work experience, and volunteering programme enable people to learn and build their confidence and skills at a pace that's right for them. We use creative engagement and outreach approaches which are co-produced with our learners. People support each other and are empowered to build on their strengths, believe in themselves, and celebrate and take pride in what they achieve.
- Self-determination: We create an environment where people can get the right support and guidance to make choices about what kind of future they want. It could be paid work, volunteering, or further training, or about living in a healthier and more fulfilling way.
- Campaigning and influencing: We bring about positive change by influencing the public, organisations, and policymakers. We work with employers to ensure that everybody gets a fair chance, regardless of their past. We are committed to challenging discrimination and promoting positive perceptions of people with complex needs.

"When I met my worker, she made me feel so much better about myself straight away. She was the first person to believe in me. I've come a million miles and it's down to Back on Track. It's a place to go to if you're lost" – Back on Track learner

Our services

We have an exciting and varied timetable of courses and activities on offer throughout the year. Wherever possible, this is co-produced with our learners, and we also run women-only sessions. As well as providing a positive space and community, our main services are:

- Functional skills development (e.g. English, maths, digital)
- Life skills sessions that promote independence (e.g. budgeting, cooking)
- Pre-employment skills (e.g. CV writing, confidence, disclosure of convictions)
- Health and wellbeing activities (e.g. creative groups, outdoor activities, museum trips)
- Citizenship and social inclusion (e.g. women's group, rights and responsibilities, user voice)
- One-to-one progression guidance (volunteering programme, holistic support, signposting)
- Specialist advice for people with the full range of convictions

Everyone's time at Back on Track is different and we are led by each person's individual needs and interests. Some people access a specific area of our services for a short period of time whilst others remain part of the Back on Track community for longer, progressing through our full programme.

We support people through a variety of progression routes too; some people develop through our internal and external volunteering programme, others may want to access further learning with external providers, and some people move into paid employment.

We are able to deliver high-quality and engaging services because of our fantastic team of passionate and experienced staff, our 50+ dedicated volunteers, and a highly skilled group of sessional tutors.

> *"People think they're on their own but when you realise you're not the only one you think 'wow, now I get it'. When people come to Back on Track it helps a lot. You don't feel so isolated and step by step you build yourself up and you help somebody else along the way too..." – Back on Track learner*

Staff and learner involvement (co-production)

An important part of our approach is working closely with our colleagues and with the people who come to Back on Track to shape and improve our services and to influence wider change. We strive to implement this at all levels of the organisation and undertook co-design sessions to develop our 2021-24 Strategic Plan. People who use our services take part in staff recruitment and are equal parts of task groups with our trustees, staff, and volunteers. We also support people to design and deliver learning sessions and undertake work experience with different Back on Track teams.

We actively encourage people who have lived experience of multiple disadvantage to apply for volunteering and employment opportunities within our organisation. We champion fair recruitment practices and are proud that 37% of our staff team and 51% of our volunteers have lived experience of multiple disadvantage.

Public Benefit

The charity furthers its charitable purposes for the public benefit by enabling adults facing disadvantage to have better life chances by participating in training, work experience, and volunteering. By engaging with Back on Track learning (e.g. English, maths, digital skills) and volunteering (e.g. customer service, catering skills), people gain in confidence, self-esteem, and find a new purpose. These changes result in personal, social, and economic benefits to communities, statutory services, and the city and region as a whole through:

- improved mental and physical health
- managing or ceasing problematic drug and alcohol use
- desistance from crime – creating a new, crime-free identity
- developing resilience which enables people to cope with setbacks and sustain employment
- contributing to the community resulting in a sense of belonging and citizenship

We have referred to the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

Back on Track Manchester Limited

Structure, governance, and management

Back on Track Manchester Limited is a company limited by guarantee governed by its Articles of Association (updated in December 2019). It was registered as a charity with the Charity Commission on 18 February 1993. In the event of a winding up, members have agreed to contribute a sum not exceeding £1. The Board agrees pay and remuneration of key management personnel with reference to NJC local authority pay scales. Salaries are reviewed annually by the Board.

Swan Kitchens Community Interest Company is our catering social enterprise. It was established in December 2019 and is a wholly-owned subsidiary of Back on Track. The company has three directors: the chief executive; a services manager of Back on Track; and a trustee of Back on Track. Due to the impact of Covid-19 on workplaces and corporate events, Swan Kitchens ceased trading on 30th September 2021.

Appointment of trustees: The directors/trustees are appointed following a process of recruitment and application set out by the Board of Trustees. The directors/trustees also have the power under the governing document to co-opt individuals who support the aims of the organisation.

Trustee induction and training: As part of their induction, the new directors/trustees are provided with information about the charity, the management structure, its history, and working practices. In addition they are provided with extracts of the Articles of Association plus information from the Charity Commission and Companies House regarding the duties and responsibilities of directors and trustees. Training appropriate to the individual needs of the trustees is carried out.

Organisation: Governance of the organisation lies with the Board of Trustees. The Board meets quarterly in addition to the AGM. These meetings include the directors/trustees and the Chief Executive Officer. During the meetings the progress of the past three months is assessed and considered against the targets and aims. The current status of the planned work is considered and discussed. Future aims and ambitions are considered in conjunction with the on-going programme. Any discussion papers circulated before the meeting will be discussed and considered. The Board meets regularly with the Back on Track senior management team to review, discuss and, agree the strategic direction of the organisation.

Day-to-day management is the responsibility of the Chief Executive Officer, who reports to the Board of Trustees and is assisted by the senior management team and project staff.

Risk Management: The directors/trustees have assessed the risks to which the charity is exposed, in terms of both financial and operational risk, in carrying out its objectives and are satisfied that the systems are in place to mitigate exposure to major risk. The strategic risk register is considered and updated by the board on a quarterly basis or more often if responding to emerging risks such as Covid-19. Workplace risk assessments have been carried out for all operational processes.

Related parties and co-operation with other organisations: None of our trustees receive remuneration or other benefit from their work with the charity. Any connection between a trustee or senior manager with any service providers must be disclosed to the full Board in the same way as any other contractual relationship with a related party.

A review of our achievements and performance

As has been the same for all organisations, Covid-19 created new challenges. Crises often amplify existing inequalities, and the lockdown periods have been especially hard for the majority of people who usually come to our centre.

Back on Track Manchester Limited

Our Back on Track sense of community remained strong throughout the lockdowns. We are proud of how we've been able to adapt our services and projects throughout this period.

Emergency response (March – July 2020): For the first time in our 44-year history, we had to completely close our doors in March 2020. Our immediate focus was to find ways to continue providing our services and to set up our colleagues and systems for remote working.

We provided over 1,000 weekly support calls to our learners in the first three months and continued this support until March 2021. In the early stages, a lot of the support we gave was around practical needs and responding to crisis situations – for example arranging people's medicine. This is not usually our core service, but as other services were still moving online, we found ourselves (as was the same for many other charities) delivering in new spaces.

Providing food for people who were rough sleeping: In the first three months of lockdown, we also provided food to people who were given hotel accommodation as part of the 'Everyone In' policy that rehoused people who were sleeping rough in Manchester. This was done through Swan Kitchens (our catering social enterprise). In total, we created and delivered over 2,500 meals.

Developing our remote offer: We quickly developed ways of moving our education and wellbeing support online and have continued to improve our remote and blended-learning offers throughout the different lockdowns. We also sent technology, arts, and other learning supplies to people who needed them and have stayed connected through virtual group projects.

Wellbeing newsletter: We created a fortnightly newsletter to keep in touch with everyone, send information, and give tips around personal wellbeing. Over the months, it evolved into a co-produced regular publication enabling a group of learners to build their writing, editorial, and design skills.

Digital inclusion: Many of our learners were digitally excluded, adding to the extreme isolation of lockdown. During the pandemic, we have given out over 50 tablets with data sim-cards to people who were identified as being high need. Everyone who was given a device was also supported to learn how to use it. Digital inclusion is one of our key priorities for the coming year.

Partial re-openings: Throughout the pandemic we have stayed committed to reopening the centre as soon as it was safe for us to do so and in line with government guidelines. We implemented many new safety measures and were able to partially reopen for a period during summer and during autumn of 2020 and then fully reopen from March 2021.

Swan Kitchens ethical hampers: Covid-19 had the biggest and most immediate impact on our social enterprise, Swan Kitchens, as all group or event catering was cancelled. The team quickly explored different income-generating ideas and created a range of ethical Christmas hampers which were launched in December 2020. Over 100 hampers were distributed in time for Christmas which helped to raise some much needed funds for Swan Kitchens.

Seeing the positives: At an online staff away day, we asked everyone to reflect on the positives that had come out of the pandemic. Here are some of the responses:

- We maintained focus and commitment to the needs of people who use our services
- We've shown our resilience, strength and adaptability
- Our approach has been creative and we've looked at learning in a new way
- We managed to keep a community feeling and engagement throughout
- We've developed new partnerships and collaborations
- We brought a stronger wellbeing focus through all of our offers

- We have still achieved project and contract outcomes in a difficult context
- We held an online fundraiser with our patron, Mike Joyce, and it was very successful!

The directors wish to extend thanks to the staff of Back on Track for their work over the past year and to the many volunteers who contribute a great deal to all the services. Thanks are also due to colleagues in many other agencies who have worked in partnership with Back on Track to adapt services and meet the needs of people experiencing new and increased challenges through the pandemic.

"Back on Track is a place where people are celebrated with all their unique gifts and talents and personalities, so that's how I'd sum it up." – Back on Track learner

Financial review

Total income in the year was £905,104 (2020 £926,943) and total expenditure was £828,800 (2020 £906,351) leaving a surplus of £76,304. Unrestricted funds at the year-end were £258,324 and restricted funds totalled £53,741.

Back on Track's finances were supported by Job Retention Scheme payments (where funding allowed and work had ceased or reduced) and local authority Covid-relief grants.

Major funding streams include Inspiring Change Manchester, Community Learning Fund, Achieve North West, and Big Lottery Reaching Communities. Our funders have been supportive, and we were able to negotiate variations to contract and grant funding to maintain income and deliver outcomes throughout Covid restrictions. Enterprise activity mainly ceased and has not yet recovered from the impact of the pandemic.

Diverse income streams, positive relationships with grant and contract commissioners, and effective scrutiny of finances through monthly finance reports and regular finance committee meetings, combined with good access to information from funders and policy makers provide additional controls to manage risk. The trustees' ongoing financial strategy is to raise a small surplus each year to help build the level of free reserves for the charity. The main financial risks to the charity are:

- significant change in national or local policy resulting in reduced income
- uncertainty as a result of the short and the longer-term impact of the Covid-19 pandemic

The company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. Contributions payable for the year are charged against the income and expenditure account. The pension scheme is an auto enrolment compliant scheme. The charity has no liabilities beyond making its contributions and paying across the deductions for the employee's contributions.

Investment powers and policy

Under the Articles of Association the charity has the power to invest in any way the trustees wish. The trustees, having regard to the liquidity requirements of the charity and to the reserves policy, have operated a policy of keeping available funds not in day-to-day use in interest-bearing deposit accounts.

Reserves policy and going concern

The total funds held at the year-end were £312,068, of which £53,741 were restricted funds. The charity currently has £258,327 in unrestricted reserves of which £228,706 are free reserves. It is the aspiration of the charity to maintain unrestricted funds, which are free reserves of the charity, at a level which equates to at least three months operating costs, i.e. £207,000 (core costs £145,000). This would provide sufficient funds to allow the charity to react to changes in income in a constructive manner. We continue to seek to improve our financial position in order to designate and maintain this level of unrestricted reserves.

Plans for future periods

The directors are working to the three-year Strategic Plan 2021-24. We will continue to work with frontline services for adults with convictions and for those who are homeless or in recovery from mental health issues or problematic drug and alcohol use. We will continue to innovate in our education, training, and volunteering centre, ensuring that people who use our services influence their development and the direction of the organisation. The Strategic Plan identifies five specific areas of focus for the coming three years:

Enhanced learning

- Ensure that all learners have the resources and support they need to develop their English, maths and digital skills
- More proactively embed principles of pro-social models (such as the Good Lives Rehabilitation Model and Desistance Theory) throughout our timetable
- Further our approach to using creative learning to celebrate diversity and support wellbeing

Influencing

- Progress our role in the GM Good Employment Charter and the fair recruitment movement
- Develop a full training offer for other organisations to raise awareness
- Advocate for the positive role of learning as an early intervention and of volunteering as a destination as well as a route into work

Co-production

- Bring new emphasis to co-production as a way of working across all parts of the organisation
- Have more people who have experienced disadvantage in senior and decision-making roles
- Support a more diverse group of learners to participate in co-design activities

Environmental sustainability

- Advance and embed sustainability practices in our centre, our timetabled groups, and funded projects
- Support people to access green economy training and jobs
- Develop creative, holistic programmes so that people can connect to nature

Partnerships

- Deepen our existing partnerships and explore new opportunities for collaboration
- Develop more partnerships to connect people to progression opportunities in growth sectors
- Create more partnerships to reach people across GM who could benefit from our services

Back on Track will pursue its long-term strategy to broaden the funding base and build a stronger reserve of unrestricted funds for future sustainability.

"I have never been to a place like it before, everyone is so friendly and helpful, not just to me but to everyone, it's like a big family. I really enjoy it, meeting new people and making friends, there have been so many laughs on the way, everyone here is amazing. They have all nurtured my needs and just kept me safe on the way and they have certainly put me BACK ON MY TRACK!" – Back on Track learner

Trustees' responsibilities in relation to the financial statements

The charity's trustees (who are also the directors of Back on Track Manchester Limited for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity's trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing the financial statements, the trustees are required to:

- Select suitable accounting principles and then apply them consistently
- Observe the methods and principles in the applicable Charities SORP
- Make judgments and estimates that are reasonable and prudent
- State whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements
- Prepare the financial statements on a going concern basis unless it is appropriate to presume that the charity will continue in business.

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

Statement as to disclosure of information to auditors

So far as the directors are aware, there is no relevant audit information (as defined by Section 418 of the Companies Act 2006) of which the company's auditors are unaware, and each director has taken all the steps they ought to have taken as directors in order to make themselves aware of any relevant audit information and to establish that the company's auditors are aware of that information.

Auditors

A resolution will be proposed at the Annual General Meeting to reappoint the auditors, McKellens Chartered Accountants and Registered Auditor.

By order of the Board of Trustees

Treasurer: Amanda Paterson

Date: 08/12/ 2021

Back on Track Manchester Limited

Independent Auditor's Report to the Members of Back on Track Manchester Limited

Opinion

We have audited the financial statements of Back on Track Manchester Limited (the 'company') for the year ended 31 March 2021, which comprise the Statement of Financial Activity, Balance Sheet, Statement of Cash Flows and Notes to the Financial Statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards comprising Charities SORP – FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the company's affairs as at 31 March 2021 and of 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.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the directors' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the company's ability to continue as a going concern for a period of at least twelve months from when the original financial statements were authorised for issue.

Our responsibilities and the responsibilities of the directors with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the Trustees' Report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Back on Track Manchester Limited

Independent Auditor's Report to the Members of Back on Track Manchester Limited

Opinion on other matter prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Trustees' Report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report.

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; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' Remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the directors were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' Report and from the requirement to prepare a Strategic Report.

Responsibilities of directors

As explained more fully in the Statement of Trustees' Responsibilities [set out on page 8], the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the directors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the directors are responsible for assessing the company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Back on Track Manchester Limited

Independent Auditor's Report to the Members of Back on Track Manchester Limited

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the company through discussions with directors and other management, and from our knowledge and experience of the charity sector;
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the company, including the Companies Act 2006, the Charities Act 2011, taxation legislation and data protection, anti-bribery, employment, environmental and health and safety legislation;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence; and
- that identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the company's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud;
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations; and
- understanding the design of the company's remuneration policies.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify and unusual or unexpected relationships;
- tested journal entries to identify unusual transactions;
- assessed whether judgements and assumptions made in determining accounting estimates set were indicative of potential bias; and
- investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- reading the minutes of meetings of those charged with governance;
- enquiring of management as to actual and potential litigation and claims; and
- reviewing correspondence with HMRC, relevant regulators and the company's legal advisors.

A further description of our responsibilities is available on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Back on Track Manchester Limited

Independent Auditor's Report to the Members of Back on Track Manchester Limited

Use of our report

This report is made solely to the company'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 company'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 company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.



.....

Paul Roper (Senior Statutory Auditor)
McKellens Ltd
11 Riverview
The Embankment Business Park
Vale Road
Heaton Mersey
Stockport
SK4 3GN

8 December 2021

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)
CO. REG. NO. 2735484

BALANCE SHEET AS AT 31 MARCH 2021

	NOTES	2021 £	2021 £	2020 £	2020 £
FIXED ASSETS					
Tangible Fixed Assets	13		82,326		79,084
CURRENT ASSETS					
Stock	14	200		200	
Debtors & Prepayments	15	89,944		38,316	
Cash at Bank and in Hand		347,591		211,110	
		437,735		249,626	
CREDITORS:					
Amounts falling due within one year	16	(207,993)		(92,946)	
		(207,993)		(92,946)	
NET CURRENT ASSETS			229,742		156,680
TOTAL NET ASSETS			312,068		235,764
ACCUMULATED RESERVES					
Unrestricted Funds	18		258,327		187,966
Restricted Funds	19		53,741		47,798
			312,068		235,764

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies, and the Financial Reporting Standard 102.

Approved on behalf of the board of trustee/directors:

Director: M. Stapleton

Director:

Date: 6/12/ 2021

The notes on pages 16 to 27 form part of these accounts.

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
INCOME FROM:					
Donations & Legacies	3	57,208	-	57,208	69,255
Charitable Activities	4	293,275	526,769	820,044	759,208
Other Trading Activities	5	25,098	-	25,098	96,114
Investment Income	6	759	-	759	987
Other Income	7	1,995	-	1,995	1,400
TOTAL INCOMING RESOURCES		378,335	526,769	905,104	926,964
EXPENDITURE ON					
Raising Funds	8	25,334	-	25,334	85,877
Charitable activities	9	282,640	520,826	803,466	820,474
TOTAL		307,974	520,826	828,800	906,351
NET INCOME (EXPENDITURE)		70,361	5,943	76,304	20,613
Transfers between funds	18	-	-	-	-
NET MOVEMENT IN FUNDS		70,361	5,943	76,304	20,613
RECONCILIATION OF FUNDS					
Total funds brought forward		187,966	47,798	235,764	215,151
TOTAL FUNDS CARRIED FORWARD	18	258,327	53,741	312,068	235,764

The statement of financial activities includes all gains and losses in the year.

The notes on pages 16 to 27 form part of these accounts.

back on track >

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)
CO. REG. NO. 2735484

STATEMENT OF CASH FLOWS FOR THE YEAR ENDING 31ST MARCH 2021

Reconciliation of net movement in funds to net cash flow from operating activities

	2021 £	2020 £
Net movement in funds	76,304	20,613
Add back depreciation	23,344	20,166
Deduct investment income	(759)	(987)
Decrease/(increase) in stock	-	300
Decrease/(increase) in debtors	(51,628)	21,271
Increase/(decrease) in creditors	115,047	(23,533)
Net cash used in operating activities	162,308	37,830
Cash flows from investment activities:		
Interest	759	987
Purchase of fixed assets	(26,586)	(34,410)
Net cash provided by investing activities	(25,827)	(33,423)
Increase/(decrease) in cash and cash equivalents during the year	136,481	4,407
Cash and cash equivalents brought forward	211,110	206,703
Cash and cash equivalents carried forward	**347,591**	**211,110**

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

1 ACCOUNTING POLICIES

(a) Basis of preparation and assessment of going concern

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued January 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011, and the Companies Act 2006. The charity constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern. Projections for 2021/22 show that the charity need to secure £98,796 of funding from new sources to breakeven at current operational levels without resorting to using reserves.

(b) Funds structure

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor.

When the requirements of the restricted funds are met (eg assets are purchased) the transaction is shown as a movement in funds from restricted to unrestricted funds.

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have created a fund for a specific purpose.

The charity has created a designated capital fund to meet the future depreciation charge of its assets.

Further details of each fund are disclosed in note 18.

(c) Income recognition

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

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

Grants received for future periods are deferred.

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

(d) Expenditure Recognition

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

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings. For more information on this attribution refer to note (g) below.

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

(e) Taxation & Irrecoverable VAT
All grant income and donations are outside the scope of VAT. Contract fees and certain other income are exempt supplies and therefore the company is not liable to be registered for VAT. Irrecoverable VAT on expenditure is attributed to the category of expenditure on which it is incurred. No provision has been made for taxation as exemption has been granted by HMRC from taxation under Sections 466 to 493 of the Corporation Taxes Act 2010 or Section 256 of the Taxation of Capital Gains Act to the extent that surpluses and gains are applied for charitable purposes.

(f) Allocation of support and governance costs
Support costs have been allocated between governance costs and other support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to independent examination and legal and professional fees together with an apportionment of overhead and support costs. Governance costs and support costs relating to charitable activities have been apportioned based on staff time and the usage of facilities and services for management purposes.
The allocation of support and governance costs is analysed in note 10.

(g) Costs of raising funds
The costs of raising funds consists of staffing, cost of sales and overheads for delivery of training, and running the non-funded element of the café and premises costs attributed to use by the subsidiary.

(h) Charitable Activities
Costs of charitable activities include governance costs and an apportionment of support costs as shown in note 9.

(i) Tangible fixed assets and depreciation
All assets costing more than £500 are capitalised and valued at historical cost. Depreciation is charged on the following basis:

Leasehold Improvements	10% on cost
Plant & Equipment	25% on cost

The total of any capital grants are recognised in the Statement of Financial Activities in the year they are received, as required by the SORP, and not deferred over the life of the related assets.

(j) Stock
Stock is stated at the lower of cost and net realisable value on a first in first out basis.

(k) Debtors
Trade and other debtors are recognised at settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

(l) Creditors and Provisions
Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

(m) Realised gains and losses
All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying values or their purchase value if acquired subsequent to the first day of the financial year.
Unrealised gains and losses are calculated as the difference between the fair value at the year end and their varying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

(n) Pensions
The company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. Contributions payable for the year are charged against the income and expenditure account.
The pension scheme is an auto enrolment compliant scheme. The charity has no liabilities beyond making its contributions and paying across the deductions for the employee's contributions.

(o) Operating Leases
Payments under operating leases are charged to the income and expenditure account in the period to which they relate.

(p) Contingent liabilities
There were no contingent liabilities at 31st March 2021 (2020 none).

(q) Donated Services
The charity has on average 40 volunteers at any one time assisting with reception, administration, café and classrooms. No financial value has been reflected in the accounts for these donated services.

(r) Redundancy and termination payments
The charity recognises redundancy and termination payments when their existence is reasonably certain.

2 NET INCOMING RESOURCES FOR THE YEAR

This is stated after charging:	2021 £	2020 £
Depreciation	23,344	20,166
Audit Fees	3,880	3,600

3 DONATIONS & LEGACIES

	Unrestricted £	Restricted £	Total 2021 £
Donations & Gift Aid	26,058	-	26,058
The Robert McAlpine Foundation	10,000	-	10,000
Mike Joyce	21,150	-	21,150
	57,208	-	57,208

Previous Year

	Unrestricted £	Restricted £	Total 2020 £
Donations & Gift Aid	32,987	-	32,987
The Robert McAlpine Foundation	10,000	-	10,000
Zochonis Charitable Trust	6,000	-	6,000
The Co-operative (CAF)	7,418	-	7,418
Peter Cruddas Foundation	5,000	-	5,000
CEO Sleepout Donations	7,850	-	7,850
	69,255	-	69,255

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

4	**INCOME FROM CHARITABLE ACTIVITIES**	**Unrestricted**	**Restricted**	**Total 2021**
		£	£	£
	Manchester Adult Education Service NLDC	162,714	-	162,714
	HMRC CJRS	-	105,931	105,931
	Lloyds Bank Foundation	-	25,000	25,000
	North West Probation Trusts - ESF/NOMS	46,041	-	46,041
	Achieve Development Fund	-	71,167	71,167
	Our Manchester	20,000	-	20,000
	Tudor Trust (£10,417 released)	-	10,417	10,417
	Big Lottery Reaching Communities (£12,773 released, £22,652 deferred)	-	125,362	125,362
	Inspiring Change Manchester - Big Lottery	-	77,617	77,617
	The Grand Trust (£17,160 released, £55,000 deferred)	-	17,160	17,160
	Woodland Futures (Community Forest)	-	771	771
	The Albert Gubay Charitable Foundation (£10,186 def'd)	-	19,814	19,814
	Charities Aid Foundation	10,000	-	10,000
	WEA	-	26,530	26,530
	MCC Work Club	-	7,000	7,000
	Gr. Manchester Combined Authorities	-	40,000	40,000
	Newby Trust	15,000	-	15,000
	Edward Holt Trust	7,220	-	7,220
	Edward Gostling Foundation	5,000	-	5,000
	Evans Cornish Foundation	5,000	-	5,000
	Lord Mayors Fund (£6,500 released)	6,500	-	6,500
	Manchester City Council Discretionary Fund	10,000	-	10,000
	Other grants under £5,000	5,800	-	5,800
		293,275	526,769	820,044

	INCOME FROM CHARITABLE ACTIVITIES	Unrestricted	Restricted	Total 2020
		£	£	£
	Manchester Adult Education Service NLDC	160,699	-	160,699
	Esmee Fairbairn Foundation	-	13,333	13,333
	Lloyds Bank Foundation	-	25,000	25,000
	North West Probation Trusts - ESF/NOMS	49,762	-	49,762
	Achieve Development Fund	-	90,274	90,274
	Our Manchester	20,000	-	20,000
	Tudor Trust (£10,417 deferred)	-	25,000	25,000
	Big Lottery Reaching Comms. (£12,773 deferred)	-	154,218	154,218
	Inspiring Change Manchester - Big Lottery	-	78,549	78,549
	The Grand Trust (£17,160 deferred)	-	60,893	60,893
	Woodland Futures (Community Forest)	-	5,184	5,184
	The Albert Gubay Charitable Foundation	-	30,000	30,000
	Peter Kershaw Trust	3,000 -		3,000
	WEA	-	11,658	11,658
	MCC Work Club	-	6,000	6,000
	Tesco (£1,928 deferred)	-	2,892	2,892
	Newby Trust	10,000	-	10,000
	CRH Charitable Trust	-	5,000	5,000
	John Lewis (£5,866 released)	-	5,766	5,766
	Other grants under £5,000	1,980	-	1,980
		245,441	513,767	759,208

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

5 INCOME FROM OTHER TRADING ACTIVITIES

	Unrestricted £	Restricted £	2021 £	Unrestricted £	Restricted £	2020 £
Café	1,734		1,734	22,875		22,875
Catering Services	-		-	69,950		69,950
Room Hire	-		-	2,689		2,689
Staff Secondment	4,559		4,559	-		-
Subsidiary:						
Room Hire	6,225		6,225	600		600
Management Charge	8,475		8,475	-		-
Web Design	4,000		4,000	-		-
Use of Vehicle	105		105	-		-
	25,098	-	25,098	96,114	-	96,114

6 INVESTMENT RECEIVABLE

	2021 £	2020 £
Bank Interest Receivable	759	987

7 OTHER INCOME

	Unrestricted £	Restricted £	2021 £	Unrestricted £	Restricted £	2020 £
Student Placements	1,830	-	1,830	1,400	-	1,400
Miscellaneous	165	-	165	-	-	-
	1,995	-	1,995	1,400	-	1,400

8 EXPENDITURE ON RAISING FUNDS

	Core	Café & Catering Skills	Total 2021	Total 2020
		£	£	£
Wages & Salaries	15,876	-	15,876	42,705
Café & catering stock costs	-	1,237	1,237	29,192
Rent & Service Charge	5,235	900	6,135	-
Heat & Light	-	-	-	4,165
Cleaning Materials	-	310	310	1,392
Repairs & Renewals	-	72	72	340
Depreciation	-	47	47	47
Course Materials & Events	-		-	256
Support Costs	-	61	61	1,184
Market Stall Fees	-	19	19	335
Bad Debts	-	18	18	-
Fundraising Costs	256	-	256	216
Staff Travel	-	-	-	539
Training	-	-	-	149
Service User Travel	-	-	-	3,141
Vehicle Costs	-	1,207	1,207	2,202
Volunteer Costs	-	96	96	14
	21,367	3,967	25,334	85,877

Restricted	-	-
Unrestricted	25,334	85,877
Total	25,334	85,877

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

9 EXPENDITURE ON CHARITABLE ACTIVITIES

		Café & Catering Skills	Education & Training	Total 2021
		£	£	£
Employment Costs	*Staff Time*	40,183	536,850	577,033
Vaccinations	*Staff Time*		142	142
External Staffing	*Staff Time*		1,845	1,845
Rent & Service Charge	*Floor Area*		55,222	55,222
Storage	*Floor Area*		1,249	1,249
Rates & Water	*Floor Area*		147	147
Light & Heat	*Floor Area*		11,699	11,699
Repairs & Renewals	*Floor Area*		1,817	1,817
Cleaning	*Floor Area*		3,950	3,950
Telephone	*By Project*		5,006	5,006
Travelling Expenses	*By Project*		237	237
Volunteer Expenses	*By Project*		1,172	1,172
Student Expenses	*By Project*		1,851	1,851
Training	*By Project*		595	595
Covid Response - food and catering	*By Project*	1,010		1,010
Course Materials & Accreditation Costs	*By Project*		5,481	5,481
Training Room Hire	*By Project*		5,780	5,780
Service User Welfare	*By Project*		13,715	13,715
Canteen Expenses	*By Project*		21	21
Vehicle Expenses	*By Project*		294	294
Support Costs			103,786	103,786
Governance Costs			11,414	11,414
		41,193	762,273	803,466
Restricted		41,193	479,633	520,826
Unrestricted		-	282,640	282,640
Total		41,193	762,273	803,466

Previous Year				Total 2020
		£	£	£
Employment Costs	*Staff Time*	25,000	547,118	572,118
Recruitment	*Staff Time*		595	595
External Staffing	*Staff Time*		870	870
Rent & Service Charge	*Floor Area*		66,184	66,184
Rates & Water	*Floor Area*		3,087	3,087
Light & Heat	*Floor Area*		13,690	13,690
Repairs & Renewals	*Floor Area*		3,568	3,568
Cleaning	*Floor Area*		1,501	1,501
Telephone	*By Project*		5,412	5,412
Travelling Expenses	*By Project*		1,347	1,347
Volunteer Expenses	*By Project*		9,837	9,837
Student Expenses	*By Project*		16,584	16,584
Training	*By Project*		2,527	2,527
Course Materials & Accreditation Costs	*By Project*		12,412	12,412
Service User Welfare	*By Project*		2,550	2,550
Canteen Expenses	*By Project*		479	479
Vehicle Expenses	*By Project*		834	834
Hosting Events	*By Project*		110	110
Support Costs			95,851	95,851
Governance Costs			10,918	10,918
		25,000	795,474	820,474
Restricted		25,000	471,300	496,300
Unrestricted		-	324,174	324,174
Total		25,000	795,474	820,474

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

10 ALLOCATION OF GOVERNANCE AND SUPPORT COSTS

		Support Costs	Governance Costs	Total 2021
		£	£	£
Management & Admin Salaries	*Staff Time*	49,238	5,473	54,711
Computer Costs	*Direct*	12,859		12,859
Subscriptions	*Direct*	290		290
Minor Equipment	*Direct*	2,771		2,771
Printing, Post and Stationery	*Direct*	5,586		5,586
Book-keeping	*Direct*	4,116		4,116
Payroll Costs	*Direct*	2,816		2,816
Legal & Professional Fees	*Direct*	13		13
HR Costs	*Direct*	346		346
Insurance	*Direct*	1,838		1,838
Sundry	*Direct*	616		616
Depreciation	*Direct*	23,297		23,297
Audit & Accountancy	*Governance*		5,070	5,070
Bank Charges & Interest	*Governance*		871	871
TOTAL		103,786	11,414	115,200
Restricted Funds		68,838	5,546	90,359
Unrestricted Funds		34,948	5,868	24,841
Total		103,786	11,414	115,200

Previous Year		Support Costs	Governance Costs	Total 2020
		£	£	£
Management & Admin Salaries	*Staff Time*	49,259	5,473	54,732
Computer Costs	*Direct*	8,534		8,534
Subscriptions	*Direct*	553		553
Minor Equipment	*Direct*	1,112		1,112
Printing, Post and Stationery	*Direct*	4,955		4,955
Book-keeping	*Direct*	3,732		3,732
Payroll Costs	*Direct*	2,370		2,370
Legal & Professional Fees	*Direct*	1,800		1,800
HR Costs	*Direct*	307		307
Insurance	*Direct*	2,417		2,417
Sundry	*Direct*	693		693
Depreciation	*Direct*	20,119		20,119
Audit & Accountancy	*Governance*		4,679	4,679
Bank Charges & Interest	*Governance*		766	766
TOTAL		95,851	10,918	106,769
Restricted		75,302	6,626	81,928
Unrestricted		20,549	4,292	24,841
Total		95,851	10,918	106,769

Included within audit and accountancy costs is £3,880 (2020: £3,750) relating to the audit of the charity's accounts. No other fees are payable to the auditors.

BACK ON TRACK MANCHESTER LTD.
(COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

11 STAFF COSTS

	2021	2020
	£	£
Wages and Salaries	592,418	590,775
Social Security Costs	21,213	48,166
Redundancy Costs	2,967	-
Pension Costs	31,022	30,614
	647,620	669,555

No employee earned £60,000 per annum or more.
Neither the Chair nor any other directors received any remuneration for their services or pension contribution during the year.
The charity considers its key staff comprises the Chief Executive and the two Service Managers.
The remuneration, including pension contributions, of key staff in the year was £109,813 (2020 £107,253).
The average number of employees during the year, excluding directors and voluntary staff was:

Management, Teaching & Administration	29	29

12 TRUSTEES' REMUNERATION AND EXPENSES

No remuneration has been paid or is due to be paid to any of the directors in respect of the period. No reimbursement of expenses has been made or is due to be made to any of the directors in respect of the period.

13 FIXED ASSETS

	Leasehold Improvements	Plant & Equipment	Total
COST	£	£	£
At 1 April 2020	139,140	57,022	196,162
Additions	14,030	12,556	26,586
Disposals			-
At 31 March 2021	153,170	69,578	222,748
DEPRECIATION	£	£	£
At 1 April 2020	78,181	38,897	117,078
Provided in the year	12,306	11,038	23,344
Disposals			-
At 31 March 2021	90,487	49,935	140,422
NET BOOK VALUE			
At 31 March 2021	62,683	19,643	82,326
At 31 March 2020	60,959	18,125	79,084

14 STOCK

	2021	2020
	£	£
At lower of cost and net realisable value	200	200

15 DEBTORS & PREPAYMENTS

	2021	2020
	£	£
Trade Debtors	4,788	33,558
Amounts due from Group Undertakings	20,011	-
Accrued Income	27,751	1,838
Prepayments	37,394	2,920
	89,944	38,316
Restricted	23,611	4,606
Unrestricted	66,333	33,710
	89,944	38,316

BACK ON TRACK MANCHESTER LTD.
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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

16 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Trade Creditors	23,118	3,569
Social Security and Other Taxes	13,166	13,258
Amounts Owing to Group Undertakings	-	7,534
Accruals	12,561	10,014
Deferred Income	159,148	58,571
	207,993	92,946
Restricted	156,147	58,726
Unrestricted	51,846	34,220
	207,993	92,946

17 DEFERRED INCOME

Deferred income comprises grants in advance.

	2021	2020
	£	£
Balance as at 1st April	58,571	84,369
Amount released to income earned from charitable activities	(55,803)	(84,369)
Amount deferred in year	156,380	58,571
Balance at 31st March	159,148	58,571

18 ANALYSIS OF CHARITABLE FUNDS

	Balance at 01-Apr-20	Incoming	Transfers	Outgoing	Balance at 31-Mar-21
Restricted Revenue:	£	£	£	£	£
Lloyds Bank Foundation	-	25,000		(25,000)	-
Inspiring Change Mcr - Big Lottery FL	-	69,700		(69,700)	-
Inspiring Change Mcr - Flexible Fund	-	7,917		(7,917)	-
Big Lottery - Reaching Communities	-	125,361		(125,361)	-
Gr.Manchester Combined Authorities	-	40,000	(22,044)	(17,956)	-
Grand Trust	-	17,160		(17,160)	-
Achieve Development Fund	3,617	71,167		(73,719)	1,065
Tudor Trust	-	10,417		(10,417)	-
CRH Charitable Trust	4,189			(4,189)	-
The Albert Gubay Charitable Foundation	-	19,814		(19,814)	-
Woodland Futures (Community Forest)	(347)	771		(424)	-
WEA	(394)	26,531		(26,137)	-
MCC- Work Club	-	7,000		(7,000)	-
HMRC CJRS	-	105,931		(105,931)	-
Capital:					
Inspiring Change - Capital	899	-		(899)	-
Big Lottery - Reaching Communities - Building Capabilities	4,148	-		(2,518)	1,630
Gr.Manchester Combined Authorities	-	-	22,044	-	22,044
The Grand Trust	35,686	-		(6,684)	29,002
	47,798	526,769	-	(520,826)	53,741
Unrestricted:					
General Funds	150,840	378,335	(959)	(299,490)	228,726
Designated Capital Funds	37,126		959	(8,484)	29,601
	187,966	378,335	-	(307,974)	258,327
	235,764	905,104	-	(828,800)	312,068

BACK ON TRACK MANCHESTER LTD.
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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

18 ANALYSIS OF CHARITABLE FUNDS CONT...

Previous Year	Balance at 01-Apr-19	Incoming	Transfers	Outgoing	Balance at 31-Mar-20
Restricted Revenue:	£	£	£	£	£
Lloyds Bank Foundation	-	25,000		(25,000)	-
Inspiring Change Mcr - Big Lottery FL	-	76,201		(76,201)	-
Inspiring Change Mcr - Flexible Fund	-	2,347		(2,347)	-
Big Lottery - Reaching Communities	10,166	154,218		(164,384)	-
Grand Trust - education	-	17,860	(700)	(17,160)	-
Grand Trust - other	-	10,152		(10,152)	-
Achieve Development Fund	435	90,274		(87,092)	3,617
Tudor Trust	-	25,000		(25,000)	-
Construction Project	662	-		(662)	-
Southall Trust	500	-		(500)	-
CRH Charitable Trust	-	5,000		(811)	4,189
John Lewis	1	5,766		(5,767)	-
Esmee Fairbairn Foundation	-	13,333		(13,333)	-
The Albert Gubay Charitable Foundation	-	30,000		(30,000)	
Community Forest Trust	543			(543)	-
Tesco	-	2,892		(2,892)	-
Woodland Futures (Community Forest)	67	5,184		(5,598)	(347)
WEA	-	11,658		(12,052)	(394)
MCC- Work Club	-	6,000		(6,000)	-
Capital:					
Inspiring Change - Capital	1,949	-		(1,050)	899
Big Lottery - Reaching Communities - Building Capabilities	6,666	-		(2,518)	4,148
Awards for All - Digital upgrade	403	-		(403)	-
The Grand Trust	8,939	32,882	700	(6,835)	35,686
	30,331	513,767	-	(496,300)	47,798
Unrestricted:					
General Funds	137,987	413,197	243	(400,587)	150,840
Designated Capital Funds	46,833		(243)	(9,464)	37,126
	184,820	413,197	-	(410,051)	187,966
Total Funds	215,151	926,964	-	(906,351)	235,764

Transfers — Transfers to the designated capital fund are due to capital grants being spent. See designated capital funds note overleaf.

Purpose of Restricted Funds:

Lloyds Bank Foundation	towards the salary of the CEO and business development officer
Inspiring Change Manchester - Big Lottery Fulfilling Lives	towards a project to transform opportunities for adults with multiple and complex needs in Manchester
Big Lottery - Reaching Communities	towards the Work Experience project at Back on Track
Gr. Manchester Combined Authorities	towards capital and related costs to make the centre Covid safe safe before reopening after initial lockdown
Achieve Development Fund	towards "Inside and Out," a life skills course (with HMP Manchester)
Tudor Trust	towards the catering co-ordinator post
Southall Trust	towards the catering assistant post
John Lewis	towards catering and enterprise training courses
WEA	towards education
Grand Trust	towards education
Esmee Fairbairn Foundation	towards core costs to support people with multiple disadvantage

BACK ON TRACK MANCHESTER LTD.
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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

18 Restricted Funds details cont...

CRH Charitable Trust	towards a catering assistant
The Albert Gubay Charitable Found.	towards the Heads Up worker, courses & activities
Community Forest	towards outdoor sessions in South Manchester (with City of Trees)
Tesco Bags of Help	towards a programme of health and wellbeing activities
Woodland Futures	towards Green Heritage and Out and About taster courses
Designated Capital Funds	This fund is fully spent. The balance represents the book value of assets still to be depreciated in line with normal accounting practice.

19 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds	Restricted Funds	Total 2021	Unrestricted Funds	Restricted Funds	Total 2020
	£	£	£	£	£	£
Tangible Fixed Assets	29,601	52,725	82,326	38,351	40,733	79,084
Net Current Assets	228,726	1,016	229,742	149,615	7,065	156,680
Net Assets at 31 March	258,327	53,741	312,068	187,966	47,798	235,764

20 CONSTITUTION

The company is limited by guarantee and does not have a share capital. In the event of a winding up all members (the trustees under the governing documents) have agreed have agreed to contribute an amount not exceeding £1.

21 CAPITAL COMMITMENTS

	2021	2020
	£	£
Contracted but not provided for	nil	nil

22 OPERATING LEASE COMMITMENTS

The total future lease payments under non-cancellable operating leases are:

	Equipment	Land and Buildings	Total	
	2021	2021	2020	2020
	£	£	£	£
Within one year	955	60,380	955	22,031
Between 2 - 5 years	956	382,887	956	1,911
		20,055		
	1,911	463,322	1,911	23,942

A new 6 year lease in respect of the property at Swan Buildings, Manchester, was signed on 25th June 2021. In addition to the rent a service charge is also payable and averages £14,900 p.a.

23 ULTIMATE CONTROLLING PARTY

The company is under the control of the Board of Management. The person with significant control is Mr. Gary Cripps.

24 FINANCIAL INSTRUMENTS

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised on a transaction value and subsequently measured at their value with the exception of bank loans which are subsequently measured at an amortised cost using the effective interest method.

BACK ON TRACK MANCHESTER LTD.
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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

25 RELATED PARTIES

Swan Kitchens CIC is a wholly owned trading subsidiary of Back on Track Manchester Ltd, and was incorporated on 18th December 2019. The charity has 100% of the voting rights.
Group accounts are not required to be prepared where Income excluding inter-company transactions does not exceed £1 million.

TRADING STATEMENT

	Year Ended 31st March 2021	Period Ended 31st March 2020
	£	£
Turnover	22,305	13,797
Cost of Sales	(16,870)	(2,478)
Gross Profit	5,435	11,319
Administrative Expenses	(52,595)	(11,308)
Other Operating Income	47,156	-
Profit (Loss) before Tax	(4)	11

During the period a contribution to rent of £6,225, £4,000 for website costs, £8,475 for management charges and £105 for use of the vehicle was made to Back on Track Manchester Ltd. At 31st March Swan Kitchens owed Back on Track Manchester Ltd £20,011 in respect of rent, management charges and wages. Members funds (net assets) at 31st March 2021 were £-1.
The company is limited by guarantee and no distribution has been made in the period.
Amanda Paterson is a director of Swan Kitchens CIC and a trustee of Back on Track Manchester Ltd. These posts are held in a voluntary capacity and no payment is made for any services provided.
Staff members Siobhan Pollitt and Kate Downes are directors of Swan Kitchens on behalf of Back on Track Manchester Ltd. No payment is made for their role as volunteer directors of Swan Kitchens CIC.

26 POST BALANCE SHEET EVENTS

Covid-19 continues to present challenges to Back on Track in 2021/22 both in relation to contract income and securing new grant funding. These challenges are shared by the wider sector and Back on Track will continue to work in an agile and responsive way. We will carefully manage the organisation's finances while maintaining our focus on high quality delivery of much-needed services for our community.