

Project Buzz

(Registered Charity Number 1141034)

(Company Ltd by Guarantee Number 07404833)

financial statements

for the year ended 31 March 2024

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Project Buzz

Legal and administrative information

Trustees

Andrew Jonas	Chair
Ralph Keene	Treasurer
Laura Stewart	Secretary

Registered Charity Number

1141034

Company Ltd by Guarantee number

07404833

Principal Address

St Andrews URC Church
Upper Hanover Street
Sheffield
S3 7RQ

Independent Examiner

Craig Williamson
White Rose Accounting for Charities
The Ghyll
Threapland
Aspatia
CA7 2EL

Bank

HSBC
37 High Street
Meadowhall
Sheffield

Project Buzz

Trustees' report

The Trustees present their annual report and financial statements for the year ended 31 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 Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards for Smaller Entities.

Structure, governance and management

The Charitable Company was established by its Memorandum and Articles of Association incorporated 12 October 2010 and was entered on the Register of Charities effective from 1 April

Project Buzz is managed by a voluntary management committee.

Project Buzz employs 5 employees, a team of bank staff and engages 11 volunteers and 4 students on placement

The trustees who served during the year are listed on page 2 on the report.

New trustees are appointed following application and interview by the chair and beneficiaries. They are approved as trustees at the next appropriate trustee meeting. All newly appointed trustees must stand down at the next AGM, but may be reappointed immediately.

Reserves Policy

A reserves policy has been approved by trustees. The policy agrees to set aside three – six months running costs.

Public benefit statement

The trustees regularly give due consideration to the Commission's guidance in deciding what activities they should undertake, by reviewing the needs of their beneficiaries, by ensuring that the service is fully inclusive, and that not any detriment or harm arises from the organisation carrying out its activities.

Objectives and activities

The objects of the organisation are:-

- To provide the necessary facilities for the daily care, recreation and education of children during out of school hours and school holidays;
- To advance the education and training of the persons in the provision of such care, education and recreational facilities:
- To develop the capacity and skills of the members of the public in the area of benefit in such a way that they are better able to identify and help meet their needs and to participate more fully in society

Project Buzz

Trustees' report continued

Chair's report

I would like to take this opportunity to congratulate the team at BUZZ for another successful year, continuing to go from strength to strength. You all [staff and volunteers] continue to demonstrate a great deal of dedication to the charity and do so in an extremely positive and passionate manner. Kath and Paula continue to drive forward the mission of Buzz, with an ever-expanding team, and I recognise the valuable role you all play in upholding the values and vision of the charity.

The team has continued to secure funding and further develop the commercial income, future-proofing the charity and providing job security for staff. The year has also seen the team successfully complete 12 months of intense training, development and mentoring as part of the Pilotlight programme, forcing evaluation of all BUZZ workings. This process has been extremely positive, enabled staff to take stock, reflect and set targets to enable the charity to sustainably evolve.

We have been extremely successful with our recent trustee recruitment, providing invaluable skills from a diverse group of professionals, generously donating their time and expertise. I would like to take this opportunity to thank the board for their dedication. Through your active involvement in decision-making processes, you are contributing to the continuous improvement and development of BUZZ policies and practices. Your commitment to excellence, integrity, and the pursuit of knowledge is an embodiment of the spirit that drives the charity forward.

I am extremely proud to be a small part of this amazing, award-winning, charity and I sincerely hope that everyone involved in Buzz is proud of their achievements and the profound impact you all make on the many families that use your services.

Andrew Jonas

Chair of Trustees

Project Buzz

Trustees' report continued

Our Story so far

Buzz was established in 1999 in Broomhall, Sheffield. We started life in partnership with Spurgeons. Parents in the community wanted a safe and stimulating environment where their children could learn, play, and grow. With the dedication and support of local families, Buzz quickly became a cornerstone of community, offering a range of activities and programs tailored to the whole family. Today Buzz continues to thrive, the vibrant atmosphere and inclusive ethos remains although the focus of work has changed to supporting separated families. The legacy of those early parents lives on, as Buzz flourishes as a beacon of hope and opportunity for generations to come.

Our vision

That every separating family in our area of operation chooses to access our services to find positive solutions to cooperate parenting rather than going to court.

Our Mission

To offer holistic, solution-focused support to separated families as early as possible to avoid any lasting harm to the child and to ensure the child has the best possible opportunities in life with their co parents.

Our Values

Safety

Empowerment

Trust

Positivity

Project Buzz

Trustees' report continued

2023/24 overview

In 2023, there was rapid growth, service innovation and successful networking spanning from Sheffield to Japan.

Key achievements

- CEO received a national award for sustainability.
- Buzz won the National 'Weston charity award'.
- Developed a brand new initiative to replace tradition family time – Families forward.
- Secured funding for Families forward programme to deliver, develop and share learning and practice nationally.
- Initiated and lead on establishing an SSFA for Sheffield and took host role for the national steering group.
- Successful recruitment of 15 new team members with a range of skills.

The Weston Charity Award provided access to the Pilotlight 360 programme.

Through a series of eight monthly meetings, Buzz and four senior business leaders, known as Pilotlighters, engaged in a comprehensive strategic coaching programme to enhance the organisation's resilience.

The Families Forward initiative stemmed from discussions held at both local and national levels within our community of interest. Recognising the opportunity to provide comprehensive support to families, we integrated Family Time without any extra cost or time required.

The Support for Separated Families alliance is part of a national movement to bring together all professionals and organisations who work with separated families. We invited statutory, private, and voluntary organisations to collaborate with us in creating this initiative for Sheffield. Our launch took place in November 2023 and we were proud to be the second alliance in the country, inspired by Kent's pioneering efforts. The Families Forward initiative stemmed from discussions held at both local and national levels within our community of interest. Recognising the opportunity to provide comprehensive support to families, we integrated Family Time without any extra cost or time required.

Our team grew from 4 in 2022 to 20 in 2023 with each new addition we welcomed fresh perspective and diverse skills that have enriched our work and fuelled our success. As a strong team we are excited about the opportunities that lie ahead and remain committed to pushing the boundaries of what's possible. As we always say at Buzz, 'there's always a way.'

Project Buzz

Trustees' report continued

Equality, Diversity, Inclusion

Since 1999, we have operated in an inclusive, multicultural environment. Our services are attuned to various cultures, backgrounds, and situations, allowing us to continuously learn and enhance our practices. Interacting with individuals facing multiple challenges daily, we are cautious not to let our own preconceptions, beliefs, or any advantages we may influence how we listen to and engage with their narratives.

We reduce barriers to people accessing our services and empower people by,

- Valuing and respecting people and building positive relationships.
- Actively listening and accepting people's truth
- Never judging people or telling people what they should do
- Seeing people as experts in their own lives
- Working collaboratively, empowering people to make decisions, offering choices
- Offering part and fully funded services based on family circumstances
- Employing a diverse team who passionately share our values
- 64% of team have lived experience, 71% of our leadership have lived experience

From our referral forms –

- 3% of service users are LGBTQIA+
- 54% of children attending have additional needs
- 10% of adults attending have additional needs
- 12% of adults have learning difficulties
- 34% are not in employment
- 17% of adults are diagnosed mental health conditions
- 0.5% of parents are in prison
- 2% of parents have recently left prison
- 0.9% of parents have a physical disability
- 28% of service users are a part of the Global Majority

Project Buzz

Trustees' report continued

Service Overview

Services	Details
'Families Forward' Buzz designed initiative	<ul style="list-style-type: none">• To provide families with timely access to support and guidance.• To offer a comprehensive and sustainable support program with a realistic timeframe• To ensure that families feel empowered and supported in making decisions.
Family Time	<ul style="list-style-type: none">• Supported – for where trust has broken down and a neutral space is needed.• Supervised – where there are more complex issues or a child is at risk of harm.• Changeover – where there the adults in the child's life can't meet to facilitate the changeover.• Virtual – can be used in addition to FT or on its own.
ICFA – Sub contract	<ul style="list-style-type: none">• Improving Child and Family Arrangements is a court ordered programme in private law• To help families who find it difficult to agree lasting arrangements to meet their child's needs
'Your Time' Parent Support Network	<ul style="list-style-type: none">• Individual assistance• Group assistance• Virtual assistance• Connections to other organisations
Communication Service	<ul style="list-style-type: none">• We can help communicate about issues that impact the Family time and other times, like birthdays
Life Story work	<ul style="list-style-type: none">• This work can be adapted for private referrals where a child is meeting a parent for the first time or where there has been a long gap since the last time together.• It can also be useful when a child feels their voice isn't being heard in co-parenting decisions or when a child is highly anxious about meeting the parent they don't live with.
Co-parenting programme	<ul style="list-style-type: none">• A tailored programme for co-parents to make sustainable arrangements that can be adjusted as children grow up and circumstances change.• The work is short term with long term impact, reducing parental and child stress, children's exposure to conflict and improving co-parenting relationships.

Project Buzz

Trustees' report continued

Our Goals 2023/24

1. To provide a service accessible to everyone who needs it regardless of their financial needs:
 - We provided 468 free and 130 part funded supervised Family Time sessions
 - We provided 234 free supported Family Time sessions
 - We advertised funded places widely to ensure people knew it was an option
2. To meet the immediate and longer term holistic support needs for separating families:
 - 1248 Supervised family times
 - 78 Supported family times
 - 78 Changeovers
 - 24 Indirect contact
 - 367 individuals supported through our Families Forward Programme. On average families received 12 weeks of support adding up to an average of 50 hours per family
 - 50 parents supported through our parent support network
 - 13 referrals made to other organisations for further support
 - 5 referrals to IDAS. 4 referrals to Haven for children. 1 referral to Inspire To Change. 5 referrals to 'Power To Change'. 13 referrals to Parenting programmes
3. To educate and raise awareness of out of court solution focussed support for separating families:
 - We hosted 3 awareness raising events as a part of the Support for Separated Families Alliance launch. Two to the education sector and one to organisations working within the field of children and families.
 - We are planning a national learning event to share learning and outcomes from the Families Forward Programme and a series of presentations to relevant businesses and organisations.

Project Buzz

Trustees' report continued

Acknowledgements

Our greatest strength by far lies in our dynamic, compassionate and dedicated team. The past year their ability to innovate has been nothing short of inspiring offering tailored support to ensure families are heard, respected and supported. Our team are the heart and soul of the organisation.

We are deeply grateful to the Trustee Board for your belief in our mission and your unwavering commitment to Buzz. Together we are building brighter futures for separated families.

Our funders have enabled us to go above and beyond simply meeting needs and enables us to innovate, grow and respond dynamically to unique challenges that supported families face. We deeply value the trust you place in us to carry out the work we do.

The guidance, expertise and strategic insights provided by the Pilotlight team has been transformative. Thank you for helping us create a stronger foundation to support families.

Thank you to the many organisations that refer to us, we value your ongoing partnership and look forward to continuing our work together.

We would like to extend our warmest thanks to St Andrews URC for their generosity and commitment to fostering community focused organisations like Buzz. You have given us a welcoming and secure home where our mission can thrive.

We thank you for your continued support in our work.

Project Buzz

Trustees' report

Trustees responsibilities for the financial statements

Company and charity law requires the trustees to prepare financial statements for each financial period which show the state of affairs of the charity and of net income or expenditure of the charity for that period. In preparing those financial statements, the Trustees are required to:

- ☐ select suitable accounting policies and apply them consistently;
- ☐ make judgements and estimates that are reasonable and prudent.
- ☐ prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.
- ☐ state whether applicable accounting standards of recommended practice have been followed subject to any departures disclosed and explained in the financial statements.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable the Trustees to prepare financial statements. The Trustees are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention of fraud and other irregularities.

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

This report was approved by the Trustees on _____ and is signed on their behalf by:

Andrew Jones
Chair

Project Buzz

Independent Examiner's report on the Accounts of Project Buzz for the year ended 31 March 2024

I report on the accounts of the company for the year ended 31 March 2024, which are set out on pages 13 to 16.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

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

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

Basis of independent examiner's report

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

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

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

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

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

Signed: _____

Craig Williamson
White Rose Accounting for Charities
The Ghyll
Threapland
Aspatria
CA7 2EL

Date: _____

Project Buzz

Balance Sheet as at 31 March 2024

	Notes	2024 £	2023 £
Current Assets			
Debtors		29,477	8,491
Balance at Bank and cash in hand		70,340	78,304
		<hr/>	<hr/>
Total Current Assets		99,817	86,795
Creditors: amounts falling due			
within one year	2	(425)	(400)
		<hr/>	<hr/>
Net current assets/(liabilities)		99,392	86,395
		<hr/>	<hr/>
Total assets less current liabilities		99,392	86,395
		<hr/>	<hr/>
Net Assets		99,392	86,395
		<hr/>	<hr/>

Represented By Funds

Unrestricted	70,415	72,638
Restricted	28,977	13,757
	<hr/>	<hr/>
	99,392	86,395
	<hr/>	<hr/>

For the year ending 31 March 2024 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Director's responsibilities;

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements are approved by the Board on _____ and signed on its behalf by:

Andrew Jonas

Trustee

Project Buzz

Statement of Financial Activities for the year ended 31 March 2023

	Notes	Unrestricted	Restricted	Total 2024	Total 2023
		£	£	£	£
Income from					
Grants and donations	3	11,982	101,047	113,029	63,255
Fees		100,426	-	100,426	71,589
Fundraising		-	-	-	96
Other income		100	-	100	215
Bank Interest		365	-	365	130
Total income		112,873	101,047	213,920	135,285
Expenditure on					
Salaries and National Insurance		97,733	82,289	180,022	136,652
Rent		7,481	-	7,481	7,131
Insurance		508	365	873	1,271
Translation		-	-	-	948
Support services		3,295	260	3,555	2,596
Books, postage and stationery		1,191	-	1,191	1,241
Subscriptions and registration		415	-	415	669
Telephone		263	496	759	526
Equipment and repairs		705	-	705	547
Food, materials & consumables		384	532	916	1,179
Training		270	-	270	2,968
Travel		1,433	1,516	2,949	68
Other expenditure		992	368	1,360	1,591
Accountancy & independent examination		425	-	425	400
Total expenditure		115,095	85,826	200,921	157,786
Net Income/(expenditure) for the year		(2,222)	15,221	12,998	(22,502)
Total funds brought forward		72,637	13,757	86,394	108,896
Total funds carried forward		70,415	28,977	99,392	86,394

Project Buzz

Notes to the accounts

for the year ended 31 March 2024

1 Accounting Policies

(a) Basis of preparation

The Financial Statements have been prepared in accordance with the Companies Act 2006, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102), and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with FRS102 (effective from January 2015 and updated with effect from January 2016) - (the Charities SORP (FRS102)), as modified for smaller charities

The Charity meets the definition of a public benefit entity as defined under FRS102.

(b) Expenditure

Expenditure is included on an accruals basis.

2 Creditors: amounts falling due within one year

The:

They are in respect of:

	£
Trade Creditors	425
	425

3 Grants and donations:-

	Unrestricted £	Restricted £	Total £
Grants			
Brelms Trust CIC	-	5,613	5,613
Garfield Weston Foundation	6,500	-	6,500
National Association of Child Contact Centres	2,500	-	2,500
National Lottery Community Fund	-	87,970	87,970
Sheffield Town Trust	2,500	-	2,500
South Yorkshire Community Foundation	-	7,464	7,464
Donations	482	-	482
	11,982	101,047	113,029

4 Restricted funds

	Brought forward	Incoming resources	Outgoing resources	Balance at 31-Mar-2024
Awards for All	4,083	-	(696)	3,387
The Brelms Trust CIO	2,730	5,613	(7,113)	1,230
Children in Need - Contact Centre	6,538	-	(6,538)	-
National Lottery Community Fund	-	87,970	(67,664)	20,306
Sheffield City Council COVID recovery	406	-	-	406
South Yorkshire Community Foundation	-	7,464	(3,816)	3,648
	13,757	101,047	(85,827)	28,977

Project Buzz

Notes to the accounts for the year ended 31 March 2024

5 Staff Costs

	£
Salaries	163,304
Pension	8,965
Employers N.I.	<u>7,753</u>
	<u>180,022</u>

No trustees received any out-of-pockets expenses or were reimbursed during the accounting period.