



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 02/01/2023 Period start date To 01/01/2024 Period end date

Charity name: Ohana

Charity registration number: 1162152

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The charity's purpose, as outlined in its governing document, is to offer relief to individuals with disabilities or special educational needs, as well as their families and caregivers. Ohana aims to benefit the public by providing inclusive support activities focused on enhancing communication and social skills, creating volunteer opportunities, offering respite care, and promoting greater awareness and understanding of the support needs of those with disabilities and special educational needs.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The charity's main activities, carried out for public benefit, include running a support group and hosting bi-weekly play sessions for families with special needs. It also provides communication and social networking opportunities for these families, along with volunteering and training opportunities. The charity offers respite care and works closely with local authorities and schools to develop inclusive activities. Additionally, it provides opportunities for the wider public to learn new skills.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Each Trustee has taken the time to refresh their knowledge and update their skills using the guidance provided at: https://beingacharitytrustee.campaign.gov.uk . We also enjoyed the quiz at the end and made good use of the valuable resources available to ensure Ohana's governance remains compliant with current regulations.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Not applicable
Policy on social investment including program related investment	Para 1.38	Not Applicable
Contribution made by volunteers	Para 1.38	Not applicable
Other		Not applicable

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	We have continued to maintain our Facebook page, providing a platform for parents to connect, seek advice, and share guidance. We have also received funding from The National Lottery, securing our operations for the next four years. With this support, we have hired a Project Coordinator who will manage our social media presence, seek additional funding, oversee our Play Club group, and handle other key responsibilities.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	We temporarily suspended our Play Club to align the charity with the requirements for receiving National Lottery funding. We received a £1,000 donation from Stronger Communities to cover outstanding wages and £300 from Ripon Panto. Four new trustees were recruited. At the "THIS IS ME" festival, we raised awareness and £27.64 in funds. Sponsorship for the Great North Run brought in £833.96. We received our first payment from the National Lottery and recruited an IT specialist to update and revamp our website. Additionally, we joined Community First Yorkshire to help meet Lottery requirements and signed up for Simply Doc's for access to HR documents.
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Performance of fundraising activities against objectives set	Para 1.41	We surpassed our objectives by successfully raising funds through two key projects: the THIS IS ME Festival and the Great North Run.
Investment performance against objectives	Para 1.41	We dedicated significant time and effort to aligning the charity with the objectives set by the Charity Commission and our Lottery fund provider.
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity began with £833.18 and, through lottery funding, donations, and sponsorships, covered expenses while rebuilding reserves for the swimming program. By the end of the year, we had £713.99 in Ohana funds for ad hoc expenses and £7,772.25 of unspent lottery grant money, which will be carried forward into the new year to cover staffing and other planned expenses.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Ohana's goal is to maintain a reserve fund equivalent to 12 months of operating expenses, which is currently estimated at £620.00.
Amount of reserves held	Para 1.22	£882.00
Reasons for holding zero reserves	Para 1.22	None
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Lottery funding, donations and play club fees
Investment policy and objectives including any social investment policy adopted	Para 1.46	Not applicable
A description of the principal risks facing the charity	Para 1.46	The primary risk this year was ensuring the charity remained operational, despite having to suspend the Play Club event. We successfully kept the Facebook support group active while focusing on aligning the charity's policies and procedures with Charity Commission guidelines.
Other		

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Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution revised 17.4.23
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Minimum 3 trustees to make a decision.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<table><tr><td>Child Protection Policy</td><td>10/4/2023</td></tr><tr><td>Behaviour Policy</td><td>31/05/2023</td></tr><tr><td>Anti Bullying Policy</td><td>31/05/2023</td></tr><tr><td>Complaints Procedure</td><td>24/5/2023</td></tr><tr><td>Sick Children Policy</td><td>24/5/2023</td></tr><tr><td>Missing Child Policy</td><td>10/4/2023</td></tr><tr><td>First Aid Policy</td><td>24/5/2023</td></tr><tr><td>Medical Care plan</td><td>24/5/2023</td></tr><tr><td>Social Media Policy</td><td>27/11/23</td></tr></table>	Child Protection Policy	10/4/2023	Behaviour Policy	31/05/2023	Anti Bullying Policy	31/05/2023	Complaints Procedure	24/5/2023	Sick Children Policy	24/5/2023	Missing Child Policy	10/4/2023	First Aid Policy	24/5/2023	Medical Care plan	24/5/2023	Social Media Policy	27/11/23																						
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The charity's organisational structure and any wider network with which the charity works	Para 1.51	<table><tr><th>Joined</th><th>Position</th><th>Title</th><th>Name</th><th>Surname</th></tr><tr><td>2/3/23</td><td>Secretary</td><td>Mrs</td><td>Helen</td><td>Dickinson</td></tr><tr><td>March 23</td><td>Member</td><td></td><td>Diane</td><td>Taylor</td></tr><tr><td>1/1/22</td><td>Treasurer</td><td>Mrs</td><td>Maryjane</td><td>Olivier</td></tr><tr><td>March 23</td><td>HR/ 2nd TR</td><td>Mrs</td><td>Shelley</td><td>Woodward</td></tr><tr><td>March 23</td><td>IT/2nd HR</td><td>Miss</td><td>Lily</td><td>Worth</td></tr><tr><td>March 23</td><td>Chairperson</td><td>Mrs</td><td>Rebecca (Bec)</td><td>Carman</td></tr><tr><td>1/1/13</td><td>Fundraising/ 2nd CP</td><td>Mr</td><td>Martin</td><td>Smith</td></tr></table>	Joined	Position	Title	Name	Surname	2/3/23	Secretary	Mrs	Helen	Dickinson	March 23	Member		Diane	Taylor	1/1/22	Treasurer	Mrs	Maryjane	Olivier	March 23	HR/ 2nd TR	Mrs	Shelley	Woodward	March 23	IT/2nd HR	Miss	Lily	Worth	March 23	Chairperson	Mrs	Rebecca (Bec)	Carman	1/1/13	Fundraising/ 2nd CP	Mr	Martin	Smith
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Relationship with any related parties	Para 1.51	Advice received form Community First Yorkshire																																								
Other																																										

Reference and Administrative details

Charity name	Ohana
Other name the charity uses	
Registered charity number	1162152
Charity's principal address	Flat 2, 46 North Road, Ripon, HG4 1JR

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Martin Smith			
2	Maryjane Olivier	Treasurer		
3	Bec Carman		From 17 March 23	
4	Shelley Woodward		From 17 March 23	
5	Lily Worth		Resigned 23/09/23	
6	Helen Dickinson			
7	Diane Taylor		17 March	
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Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

Other optional information

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Maryjane Olivier

Position (eg Secretary,
Chair, etc)

Treasurer

Date

30/10/24

Income & Expenditure at 1st January 2024**Actual****INCOME**

National Lottery Grant	7,772.25
Donations	2,261.60
Play Club Receipts	221.00
Swimming	882.00
Equipment Hire/Sale	- .00
Interest on account	6.89

Total Income	11,143.74
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EXPENDITURE

Play club helpers	1,759.50
Swim Expenses	- .00
Insurance	505.14
Youth Group	- .00
Other - Various	344.04

Total Expenditure	2,608.68
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Opening bank balance	833.18
Income	11,143.74
Expenditure	2,608.68
Bank Balance as at	9,368.24
Forecast bank balance 01/01/2024	

<u>Correct balance for Year end 01/01/24</u>	<u>9,368.24</u>
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Reserves for future expenditure	713.99
Restricted funds for Swimming	882.00
The National Lottery Grant Balance	7,772.25
	9,368.24