

SMART WORKS (GREATER MANCHESTER)

England & Wales · Charity number 1163594

Details

Status	Registered
Legal form	Charitable company
Company number	09425123
Registered	2015-09-16
Register	View on the Charity Commission register

Contact

Address	2nd Floor Mellor House 65-81 St. Petersgate Stockport Cheshire SK1 1DS
Phone	0161 974 0669
Email	greatermanchester@smartworks.org.uk
Website	https://greatermanchester.smartworks.org.uk

Activities

Objects: THE RELIEF OF FINANCIAL HARDSHIP AND THE RELIEF OF UNEMPLOYMENT FOR THE PUBLIC BENEFIT THROUGH THE PROMOTION OF ECONOMIC INDEPENDENCE AMONG WOMEN LIVING IN GREATER MANCHESTER IN SUCH WAYS AS MAY BE THOUGHT FIT, INCLUDING (BUT WITHOUT LIMITING THE GENERALITY OF THE FOREGOING) BY PROVIDING WORK-APPROPRIATE CLOTHING FOR INDIVIDUALS SEEKING EMPLOYMENT AND/OR EDUCATIONAL OPPORTUNITIES, PROVIDING JOB-SEEKING ADVICE, TRAINING AND EDUCATION AND PROVIDING SUPPORT SERVICES FOR THOSE WHO SUCCESSFULLY PROCURE EMPLOYMENT OR AN EDUCATIONAL OPPORTUNITY, AND PROVIDED THAT SUCH BENEFITS MAY BE PROVIDED TO MEN WHERE IT IS DEEMED APPROPRIATE, IN THE DISCRETION OF THE TRUSTEES, IN THE COURSE OF ADVANCING THE OVERALL OBJECTS OF THE CHARITY.

Activities: Smart Works Greater Manchester offers a service to unemployed women who have a job interview pending and need support in preparing for the interview. Smart Works offers an individualised tailored service by means of personalised styling service with full free outfit for the interview which is their to keep. Plus an hour training on interview skills and techniques.

Classification

- **How:** Provides Human Resources, Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Education/training, The Prevention Or Relief Of Poverty, Economic/community Development/employment
- **Who:** Children/young People, Other Defined Groups, The General Public/mankind

Geography

- Bury
- Cheshire East
- Cheshire West & Chester
- Lancashire
- Manchester City
- Oldham
- Rochdale
- Salford City
- Stockport
- Tameside

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£380,481	£375,814	-	-
2024-03-31	£288,347	£327,812	-	-
2023-03-31	£270,106	£196,047	-	-
2022-03-31	£196,047	£128,209	-	-
2021-03-31	£171,735	£88,072	-	-

Trustees

Name	Role	Appointed
Alison Lever		2018-01-15
Chloe Taylor Smith		2025-07-31
Efua Uke		2025-10-27
Emma Victoria Pickering		2024-07-24
Helen Rendle		2024-05-08
Helen Spence		2025-09-15
Kay Truelove-Barratt		2020-03-12
Natasha Talia Rose Gada		2024-07-24

Accounts

Charity registration number 1163594 (England and Wales)

Company registration number 09425123

SMART WORKS (GREATER MANCHESTER)
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025



SMART WORKS (GREATER MANCHESTER)

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SMART WORKS (GREATER MANCHESTER)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2025

The Trustees, who are also the directors of the charity for the purposes of the Companies Act, present their annual report together with the accounts of Smart Works (Greater Manchester) in the year ended 31 March 2025.

The accounts have been prepared in accordance with the accounting policies set out on pages 11 to 12 and comply with the charity's governing document, applicable laws and the requirements of Statement of Recommended Practice on 'Accounting and Reporting by Charities' issued in 2019.

1. Objectives and activities

Smart Works (Greater Manchester) provides both career coaching and interview coaching, as well as high quality interview clothes and styling advice to unemployed women. We give women the confidence, self-belief and practical tools they require to succeed at interview and start a new chapter of their life.

The charity's objectives are the relief of financial hardship and the relief of unemployment for the public benefit through the promotion of economic independence among women in Greater Manchester and the surrounding area. To deliver this, Smart Works (Greater Manchester) was incorporated in 2015 with a clear mission and vision to help more women back into the workplace by giving them the clothes and the confidence they need to succeed at job interview. Smart Works (Greater Manchester) is part of a network of eight charities that deliver the Smart Works Charity service in their area.

At the core of our service is a two-hour Interview Dressing and Preparation appointment, during which each woman receives a complete outfit of high-quality clothes and accessories (theirs to keep) and tailored one-to-one interview coaching. This deceptively simple, short intervention has a significant impact as our clients start believing in their own ability to succeed. Once they get the job, we offer clients a Second Dressing for more clothing, to provide a working wardrobe to see them through to their first pay cheque.

In addition to the core service, for unemployed women who have not yet secured a job interview, we deliver career coaching sessions to offer support and skills to gain interviews. This may be around CV preparation, job application and/or sector/roles that match their skills. This aspect of our service has seen high growth in recent years as the job market has become more difficult.

As part of the Smart Works Group, our strategic focus is to deliver our core dressing and interview coaching service to the best possible standard across the UK and to take it to more locations so that any woman who needs our support can come to Smart Works. In the face of the cost-of-living crisis, the value of securing a job has never been greater. Our support is needed now more than ever. This year the Smart Works Group completed our three-year plan, which set a target of reaching 10,000 women per year, as well as enhancing other aspects of our service delivery.

Key impact data for Smart Works Group is as follows:

- 10,683 women supported in 2024/25 alone
- 12 centres delivering services across the UK
- 67% of clients secure a job within one month of their appointment
- 94% report increased confidence after engaging with Smart Works
- 56% of our clients are from an ethnic minority background
- 16% of our clients have a disability
- 49% of our clients are parents
- 59% of our clients are age 25-49

Our key performance indicators are the number of women that we help, and the proportion of those women who secure employment after their visit to a Smart Works centre.

SMART WORKS (GREATER MANCHESTER)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

2. Achievements and Performance

Highlights

Smart Works (Greater Manchester) is incredibly proud of what has been achieved in its 10th year. Overall, Smart Works (Greater Manchester) has:

- Helped 1,001 unique beneficiaries on their journey to employment; and delivered 1,242 total appointments.
- Delivered 758 Interview Dressing & Preparation appointments to unemployed women with secured job interviews.
- Delivered 285 career coaching appointments to unemployed women to help them make tangible steps towards securing an interview.
- Been grateful for the support of over 50 volunteers and 8 members of staff in delivering the service.
- 67% of the women we helped before a job interview secured employment within a month of their visit.
- Continued to reach women who face significant barriers to securing employment. Smart Works clients are mostly long-term unemployed and have experienced repeated rejections from multiple jobs:
 - 50% have been rejected from over 20 jobs, 30% have been rejected from over 50 jobs,
 - 42% have been unemployed for over a year and 14% have been unemployed for over 5 years.
- The majority are from communities facing multiple barriers to gaining employment:
 - 28% are lone parents,
 - 19% have a disability and
 - 50% are from an ethnic minority.

In April 2022, Smart Works (Greater Manchester) began the first year of an ambitious 3 Year Plan as part of the Smart Works Group in response to a significant increase in need for our services and to support Smart Works nationally reach and support 10,000 unemployed women by 31 March 2025.

The aim of Smart Works (Greater Manchester) was to help over 1,000 women each year across Greater Manchester and the surrounding area, ensuring that at least 65% of those with interviews go on to get the job. During this period Smart Works (Greater Manchester) opened a second centre in Manchester city centre to operate alongside the original Stockport centre, enabling services to be more easily accessed by unemployed women living right across Greater Manchester via a single transport journey.

We are delighted that these aims were successfully achieved and:

- Our outreach activities were particularly successful throughout the year. We increased our outreach team and recruited new locally based outreach volunteers who visited jobs fairs and employability events across the region. With funding from GMCA supported by Bury Council we were able to recruit an outreach assistant based in the borough of Bury and this focus helped more than doubled the client referrals from the area. We are delighted that the funder has confirmed their appreciation of this project and has extended its funding through 2025
- We were delighted to receive Millionaire Street Lottery Funding of £40k awarded by Postcode Community Trust and raised by players of People's Postcode Lottery.
- We also received project grants from Forever Manchester Bright Futures and Building Brighter Futures EMR 2024 to help us find and support younger women. During the year 25% of the women we supported were under 25 and 8% under 19.

SMART WORKS (GREATER MANCHESTER)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

- Our partnership with the AJ Bell Futures Foundation was celebrated winning the “Partnership and Collaboration” Award at the 2024 Spirit of Manchester Awards. The partnership has been renewed for 2 more years securing further donations and activities to 31 December 2026.
- Our regional retail and brand relationships continued to grow from strength to strength with high volume donations of size-inclusive workwear clothing, handbags and shoes from N.Brown Group (JD Williams and Simply B) and Sosandar, alongside major donations of hugely popular clothing to underpin our multiple Pop Up Fashion Sales from key Manchester-based brands Nadine Merabi, Adanola and 4th& Reckless.

3. Financial review

Results for the year

Total income for the year is £380,481 (2024 £288,347) and total expenditure is £375,814 (2024 £327,812) resulting in net income of £4,667 (2024 net expenditure of £39,465).

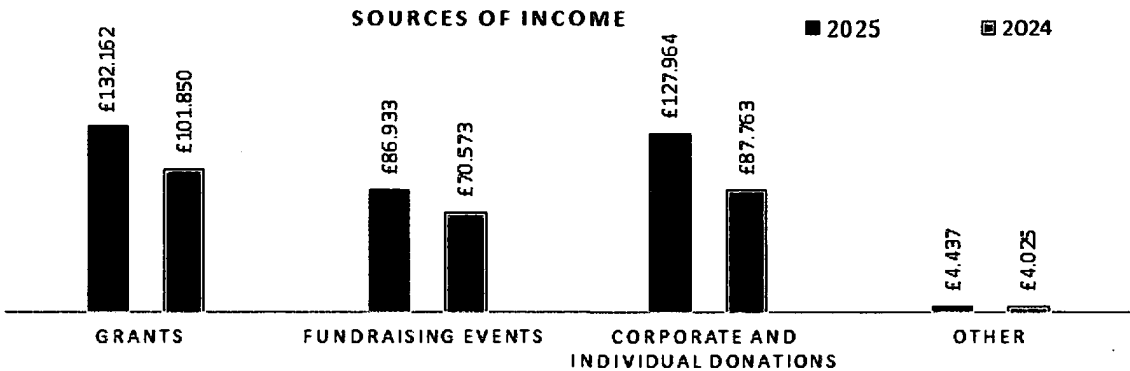
There is a 32% increase in overall income which includes unrestricted income of £210,718 and restricted income of £169,763.

Grants and donations provide 76% (2024 75%) of our total income and fundraising events including fashion sales raised 23% (2024 24%).

Fundraising highlights include:

- £71k raised via The Big Give Christmas 2024 and The Big Give Women and Girls Fund Campaigns which included donations from our supporters which were doubled through matched funding from The Big Give Trust, AJ Bell Futures Foundation and Julia Rausing Trust.
- Our first Pop-Up Shop in King Street Manchester raised £25k and together with another successful Pop-Up Sale in Stockport and other fundraising events with our valued supporters contributed to a total of £87k.
- Local companies continue to provide welcome support, providing financial donations coupled with many hours of volunteering. Key contributors this year include AJ Bell, Avison Young, Timetastic, Ingeus and Simple Life Homes.

We appreciate the support of all the many individuals, companies and grant providers who have supported us during the year.



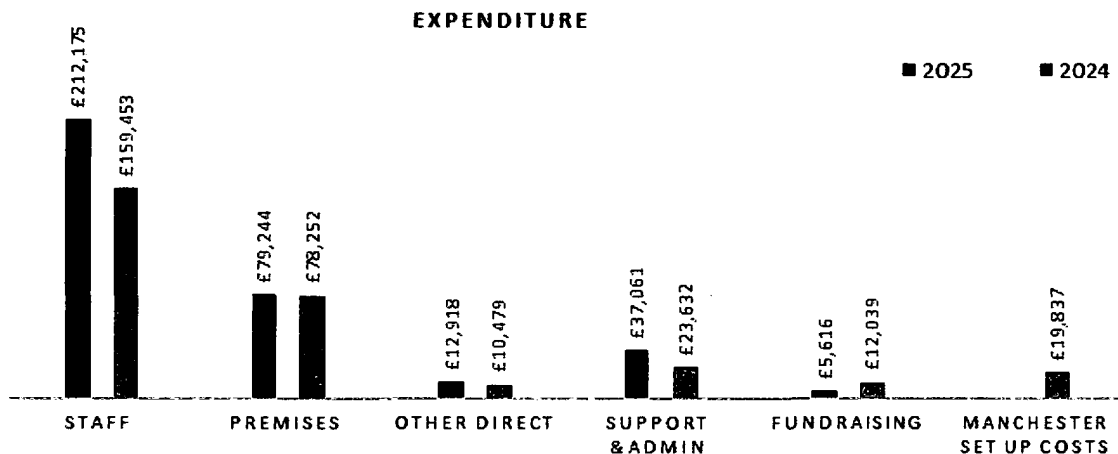
SMART WORKS (GREATER MANCHESTER)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

Total expenditure for the period was £375,814 which is a 14.6% increase from last year.

Our costs are mainly for staff, premises and direct client service costs which together make up 84%(2024 73%) of our overall expenditure. The increase in expenditure in the year is mainly due to additional staff costs as our staff team increased from 6 to 7.4 FTE over the year. In 2024 we had additional one off costs related to the opening of our new Manchester centre.



At 31 March 2025 our free reserves are £161,045 (2024 £142,227). The increase arises from the net release of £22,000 of designated reserves less the small unrestricted deficit in the year of £3,182. The net release of designated funds comprises the release of £52,000 which had been set aside in 2022 for our 3 year growth plan to help over 1,000 women per year by 31 March 2025, net of £30,000 of reserves from the Millionaire Street Lottery funds received in the year and which have been set aside to fund running costs relating our Stockport centre during 2025.

Investment Policy

The Trustees, having regard to the liquidity requirements of operating the Charity and to the reserves policy, have operated a policy keeping available funds in interest-bearing deposit accounts.

Reserves Policy

The Trustees have considered the requirement for free reserves, i.e. those unrestricted funds not designated for specific purpose or otherwise committed. It has been determined that, given the nature of the charity's work, the level of free reserves should be equivalent to 3 to 6 months of annual expenditure. This provides sufficient flexibility to cover any temporary shortfall in income and will allow the charity to cope and respond immediately to a reasonable range of unforeseen adverse circumstances prior to specific remedial plans being implemented. The free reserves of £161,045 meets this requirement.

4. Structure, Governance and Management Governance

Smart Works (Greater Manchester) and its Trustees are bound by the Memorandum and Articles of Association. The names of the Trustees who served during the period are set out in the Legal and Administrative Information section.

Smart Works Charity is the sole member of Smart Works (Greater Manchester). Smart Works (Greater Manchester) has been granted a license to operate by Smart Works Charity and it has the same objectives and similar activities as the parent company.

SMART WORKS (GREATER MANCHESTER)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Janette Icton	
Alison Lever	
Sarah Bateman	
Samantha Reed	(Resigned 16 July 2024)
Kay Truelove-Barratt	
Susan Weighell	(Resigned 31 March 2025)
Elsa Zekeng	(Resigned 16 July 2024)
Helen Rendle	(Appointed 8 May 2024)
Natasha Gada	(Appointed 24 July 2024)
Emma Pickering	(Appointed 24 July 2024)
Chloe Smith	(Appointed 31 July 2025)
Helen Spence	(Appointed 15 September 2025)
Efua Uke	(Appointed 27 October 2025)

Recruitment and Appointment of new Trustees

Regular reviews are undertaken to assess the skills of the current Trustees and identify any areas for strengthening. New Trustees are appointed by the existing Trustees and their appointment is approved by the Smart Works Charity Board.

Induction and Training of new Trustees

Following our formal and open recruitment process, new Trustees are provided with an induction to familiarise themselves with the charity and with the not-for profit sector. They are briefed on their responsibilities by the existing Trustees and each Trustee has a clear understanding of the expectations of their specific role. New Trustees are also referred to the Charity Commission's guide 'The Essential Trustee'.

Smart Works Charity shares a Trustee Welcome Pack with all Smart Works Trustees when they join the charity, setting out roles, responsibilities and the structure of Smart Works both locally and nationally. These resources are available under the dedicated Trustee section of our internal portal for tools and resources along with other useful guides and videos. Trustees also undertake training as part of their role, by example in on the Smart Works Equity, Diversity and Inclusion policy.

Organisational Structure and Decision-Making

The Trustees review and approve all policies, and follow a strategy set in the business plan, in line with the wider strategy set by Smart Works Charity. The Trustees meet at least quarterly throughout the year and will have an annual session to update and revise the strategy.

Management

The day-to-day management of Smart Works (Greater Manchester) is undertaken by the Head of Smart Works (Greater Manchester) and overseen by the Chair and Board of Trustees. Resources, infrastructure and support is provided by Smart Works Charity on finance, people, partnerships, operations and communications.

Pay Policy for Key Management Personnel

All Trustees give their time freely and no Trustee received remuneration in the year.

The pay of staff is reviewed annually. The Trustees benchmark pay against pay levels in other similarly sized charities and other Smart Works centres.

Risk Management

The Trustees regularly review the major risks to which the charity is exposed, in particular those relating to governance, operations, finance, HR, compliance and external factors. Smart Works (Greater Manchester) maintains a risk register that is reviewed by the board on a regular basis.

SMART WORKS (GREATER MANCHESTER)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

Relationships with Related Parties

Smart Works Charity is the sole member of Smart Works (Greater Manchester).

Policies

Policies for all relevant areas are maintained by Smart Works Charity, including Safeguarding Vulnerable Adults, Safeguarding Children, Anti-Bribery and Fraud, Anti-Harassment & Bullying, Compassionate Leave, Complaints, Conflict of Interest, Data Protection, Disciplinary, Environmental, Equality, Flexible Working, Grievance, Health & Safety, Lone Working, Maternity, Paternity, Parental Leave, Privacy, Redundancy, Risk Management, Shared Parental Leave, Sickness Absence & Capability, Travel & Expenses and Whistleblowing. A Staff Handbook is made available to staff and includes a summary of all these policies.

Volunteers

The Trustees are grateful for the invaluable contribution of those who give their time voluntarily to deliver across roles in dressing, coaching, wardrobe management, administration and outreach. We have over 50 active volunteers with a very high retention rate and an ongoing recruitment process to bolster numbers. Our volunteers are one of our greatest assets, they are all totally dedicated and play an enormous role in delivering our dressing and coaching services.

Public Benefit

The Trustees have read and complied with the guidance contained in the Charity Commission's general guidance on public benefits when reviewing our aims and objectives and in planning our future activities. Our achievements above demonstrate how we have fulfilled this requirement during the year. In preparing this report, the Trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

5. Future Plans

Smart Works (Greater Manchester) celebrates its tenth anniversary in June 2025 and in those years the charity has supported over 5,500 unemployed women in 10 years across the northwest region. With over 32,000 unemployed women looking for employment across Greater Manchester (Source: GMCA Labour Market Insight Pack Spring 2025), our services are needed more than ever, and the job market is worsening, with our clients applying for 38 roles on average in 2024, compared to 22 in 2022. To achieve our continued growth aspirations, we will:

- Continue to find and support local unemployed women across the region further developing our network of referral partners through organised outreach work in local communities, and ensuring we create new referral partnerships to reach young women (16 to 25 years old) who are the largest cohort within the 32,000 women looking for employment across Greater Manchester
- Extend our lease in Stockport for a further 3 years to ensure we can continue to support unemployed women in either of our Manchester or Stockport centres, or virtually.
- Recruit additional volunteers to enable us to increase the number of appointments we can provide, supporting over 1,200 local women in 2025/26.
- Focus on local partnerships and fundraising to continue to raise awareness and gather the necessary support to meet our core costs.
- Ensure client wardrobe partnerships are maintained and developed locally (as well as nationally leveraging support from Smart Works Charity) to enable us to provide size-inclusive workwear to every client.
- Participate in stakeholder engagement in support of the "Get GM Working Plan" which is region's response to the government's commitment to the Get Britain Working White Paper, and to position Smart Works (Greater Manchester) as a key partner in the future Greater Manchester employment landscape.

SMART WORKS (GREATER MANCHESTER)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

With our centres in Stockport and Manchester city centre, coupled with our virtual service, we now have the capacity to support well over 1,000 women a year. which is key as the employment and skills commissioning landscape across the region is set to change within the coming 1 to 5 years.

More broadly, the new Smart Works Charity strategic plan is focused on the following five ambitions :

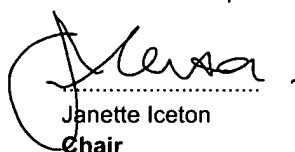
Strategic Ambition	Aim
Reach more women	We aspire to ensure every woman who could benefit from Smart Works can access our service.
A trusted, 'go to' service	We aim to be nationally recognised as the leading service for unemployed women.
For every woman, at any stage	We recognise that women need different kinds of support at different points in their working lives.
Raise our voice	We will use our voice to influence public discourse and policy around women's unemployment.
Strengthen our foundations	We will build the infrastructure, culture, and funding model needed for sustainable growth, grounded in equitable practices and continuous improvement.

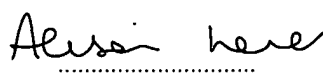
Equity, Diversity & Inclusion

In June 2023, Smart Works launched a new group-wide Equity, Diversity & Inclusion strategy. The strategy set-out a framework for how all Smart Works centres will nurture a culture of diversity and inclusivity. Over the last year, Smart Works has delivered important initiatives to progress this work. This includes training for staff, trustees and volunteers, demographic data collection across our internal community, and the launch of a Client Champion programme where former clients become ambassadors for the charity.

We want Smart Works to be a place where everyone feels accepted, valued and able to thrive - whether they are staff, volunteers, trustees, partners, supporters, or our clients. Smart Works (Greater Manchester) is committed on implementing this strategy locally and creating a more inclusive and equitable future for every member of the Smart Works community.

The trustees' report was approved by the Board of Trustees.


Janette Icton
Chair


Alison Lever
Treasurer

Date: 10 November 2025

SMART WORKS (GREATER MANCHESTER)

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF SMART WORKS (GREATER MANCHESTER)

I report to the trustees on my examination of the financial statements of Smart Works (Greater Manchester) (the Charity) for the year ended 31 March 2025.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law), you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006.

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the Companies Act 2006 and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011.

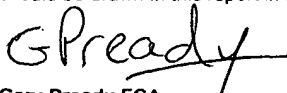
Independent examiner's statement

Since the charity's gross income exceeded £250,000, the independent examiner must be a member of a body listed in section 145 of the Charities Act 2011. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 386 of the Companies Act 2006.
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the Companies Act 2006 other than any requirement that the financial statements give a true and fair view, which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



Gary Pready FCA
Gravita Audit Oxford LLP

First Floor, Park Central
40-41 Park End Street
Oxford
OX1 1JD

11 November 2025

SMART WORKS (GREATER MANCHESTER)

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2025

		Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
	Notes						
Income and endowments from:							
Donations and legacies	3	119,348	169,763	289,111	74,753	138,996	213,749
Other trading activities	4	86,933	-	86,933	70,573	-	70,573
Other income	5	4,437	-	4,437	4,025	-	4,025
Total income		<u>210,718</u>	<u>169,763</u>	<u>380,481</u>	<u>149,351</u>	<u>138,996</u>	<u>288,347</u>
Expenditure on:							
Raising funds	6	5,616	-	5,616	12,039	-	12,039
Charitable activities	7	208,284	161,914	370,198	132,058	183,715	315,773
Total expenditure		<u>213,900</u>	<u>161,914</u>	<u>375,814</u>	<u>144,097</u>	<u>183,715</u>	<u>327,812</u>
Net income/(expenditure) and movement in funds		(3,182)	7,849	4,667	5,254	(44,719)	(39,465)
Reconciliation of funds:							
Fund balances at 1 April 2024		<u>194,227</u>	<u>43,959</u>	<u>238,186</u>	<u>188,973</u>	<u>88,678</u>	<u>277,651</u>
Fund balances at 31 March 2025		<u>191,045</u>	<u>51,808</u>	<u>242,853</u>	<u>194,227</u>	<u>43,959</u>	<u>238,186</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 11 to 22 form part of these financial statements.

SMART WORKS (GREATER MANCHESTER)

BALANCE SHEET

AS AT 31 MARCH 2025

	Notes	2025 £	£	2024 £	£
Fixed assets					
Tangible assets	13		13,939		18,586
Current assets					
Stocks	14	21,809		21,624	
Debtors	15	19,124		20,596	
Cash at bank and in hand		210,471		225,427	
		251,404		267,647	
Creditors: amounts falling due within one year	16	(22,490)		(48,047)	
Net current assets			228,914		219,600
Total assets less current liabilities			242,853		238,186
Income funds					
Restricted funds	18		51,808		43,959
<u>Unrestricted funds</u>					
Designated funds	19	30,000		52,000	
General unrestricted funds		161,045		142,227	
			191,045		194,227
			242,853		238,186

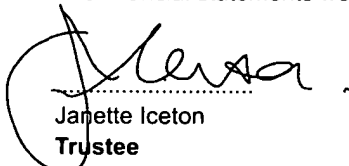
The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2025.

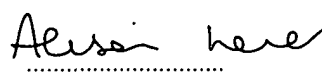
The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

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

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

The financial statements were approved by the Trustees on 10 November 2025


Janette Iceton
Trustee


Alison Lever
Trustee

Company registration number 09425123

SMART WORKS (GREATER MANCHESTER)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies

Charity information

Smart Works (Greater Manchester) is a charitable company by guarantee and incorporated in England and Wales. The registered office is Mellor House, 65-81 St Petersgate, Stockport, SK1 1DH.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention for certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Donated stock for dressing clients is recognised in the financial statements when the goods are received by the charity and their value can be measured with reasonable accuracy. The value placed on these resources is their value to the charity. The trustees consider it impractical to measure the value of volunteer help and consequently, as permitted by the SORP, their value is not recognised in the financial statements but is described in the trustees' annual report.

SMART WORKS (GREATER MANCHESTER)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies

(Continued)

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources.

1.6 Tangible fixed assets

Assets are capitalised if they can be used for more than one year and cost at least £1,000. Tangible fixed assets are stated at cost less depreciation.

Depreciation has been provided at the following rates in order to write off the assets, less their estimated residual value, over their estimated useful economic lives:

Leasehold improvements	5 year Straight Line Basis
Office Equipment	30% on a Straight Line Basis

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Stocks

The cost of donated dressing stock for distribution to beneficiaries is valued at fair value, which has been estimated by the trustees.

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

SMART WORKS (GREATER MANCHESTER)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

The trustees consider depreciation to be the main accounting estimate.

3 Donations

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2025	2025	2025	2024	2024	2024
	£	£	£	£	£	£
Donations and gifts	68,963	59,001	127,964	58,863	28,900	87,763
Grants	50,385	81,777	132,162	15,890	85,960	101,850
Donated goods and services	-	28,985	28,985	-	24,136	24,136
	<u>119,348</u>	<u>169,763</u>	<u>289,111</u>	<u>74,753</u>	<u>138,996</u>	<u>213,749</u>

4 Income from other trading activities

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Fundraising events	65,766	40,670
Other income	21,167	29,903
Other trading activities	<u>86,933</u>	<u>70,573</u>

5 Other income

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Interest Received	<u>4,437</u>	<u>4,025</u>

SMART WORKS (GREATER MANCHESTER)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

6 Raising funds

	Unrestricted funds	Unrestricted funds
	2025	2024
	£	£
Fundraising costs	5,616	12,039
	<u>5,616</u>	<u>12,039</u>

7 Charitable activities

	Charitable Expenditure	Charitable Expenditure
	2025	2024
	£	£
Staff costs	212,175	159,453
Depreciation and impairment	4,647	4,646
Premises related direct expenditure	74,597	73,606
Other direct expenditure	41,718	34,599
Administrative costs	12,160	7,966
Manchester centre set-up costs	-	19,837
	<u>345,297</u>	<u>300,107</u>
Share of support costs (see note 8)	24,032	14,818
Share of governance costs (see note 8)	869	848
	<u>370,198</u>	<u>315,773</u>
Analysis by fund		
Unrestricted funds	208,284	132,058
Restricted funds	161,914	183,715
	<u>370,198</u>	<u>315,773</u>

SMART WORKS (GREATER MANCHESTER)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

8 Support costs allocated to activities

	2025 £	2024 £
Staff costs	21,193	13,209
Premises related support costs	2,174	1,291
Administrative support costs	665	318
Governance costs	869	848
	<u>24,901</u>	<u>15,666</u>
Analysed between:		
Charitable activities	<u>24,901</u>	<u>15,666</u>

Governance costs includes payments to the independent examiners of £700 + VAT (2024: £650) for Independent Examination fees.

The fee for the accounts preparation of £1,750 + VAT (2024: £1,600 + VAT) due to the independent examiners is being paid for by the parent charity.

9 Net movement in funds

	2025 £	2024 £
The net movement in funds is stated after charging/(crediting):		
Depreciation of owned tangible fixed assets	<u>4,647</u>	<u>4,646</u>

10 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year (2024: Nil).

11 Employees

The average monthly number of employees during the year was:

	2025 Number	2024 Number
	<u>7</u>	<u>6</u>
Employment costs		
	2025 £	2024 £
Wages and salaries	208,908	159,651
Social security costs	19,834	9,615
Other pension costs	4,626	3,396
	<u>233,368</u>	<u>172,662</u>

SMART WORKS (GREATER MANCHESTER)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

11 Employees

(Continued)

There were no employees whose annual remuneration was more than £60,000 (2024: none).

Remuneration of key management personnel

The remuneration of key management personnel was as follows:

	2025 £	2024 £
Aggregate compensation	50,899	48,645

Under the terms of the Charities SORP, the trustees and the Head of Smart Works (Greater Manchester) are recognised as key management personnel. The aggregate employee benefits (including employer pension and National Insurance contributions) received by the key management personnel are shown above.

12 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

13 Tangible fixed assets

	Leasehold land and buildings £	Office Equipment £	Total £
Cost			
At 1 April 2024	23,232	1,805	25,037
At 31 March 2025	23,232	1,805	25,037
Depreciation and impairment			
At 1 April 2024	4,646	1,805	6,451
Depreciation charged in the year	4,647	-	4,647
At 31 March 2025	9,293	1,805	11,098
Carrying amount			
At 31 March 2025	13,939	-	13,939
At 31 March 2024	-	-	18,586

14 Stocks

	2025 £	2024 £
Dressing stock	21,809	21,624

SMART WORKS (GREATER MANCHESTER)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

15 Debtors

	2025	2024
	£	£
Amounts falling due within one year:		
Trade debtors	500	-
Prepayments and accrued income	18,624	20,596
	<u>19,124</u>	<u>20,596</u>

16 Creditors: amounts falling due within one year

	2025	2024
	£	£
Other taxation and social security	5,211	3,787
Amounts due to parent charity	-	30,000
Other creditors	2,404	5,096
Accruals and deferred income	14,875	9,164
	<u>22,490</u>	<u>48,047</u>

The amount owed to Smart Works Charity is an amount which was paid into the bank account of Smart Works (Greater Manchester) at the end of the accounting period but was a donation for the benefit of Smart Work Charity and was paid to Smart Works Charity early in April 2024.

17 Retirement benefit schemes

	2025	2024
	£	£
Defined contribution schemes		
Charge to profit or loss in respect of defined contribution schemes	<u>4,626</u>	<u>3,396</u>

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The charge to profit or loss in respect of defined contribution schemes was £4,626 (2024: £3,396).

SMART WORKS (GREATER MANCHESTER)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

18 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	At 1 April 2024 £	Incoming resources £	Resources expended £	At 31 March 2025 £
Dressing Stock	21,624	28,985	(28,800)	21,809
Forever Manchester Bright Futures	-	5,000	(5,000)	-
Building Brighter Futures EMR 2024	-	10,000	(10,000)	-
Great Places Community Fund	3,750	-	(3,750)	-
GMCA Community Fund	-	16,587	(16,587)	-
One Manchester Community Fund	-	7,115	(3,555)	3,560
Avison Young	-	16,666	(4,166)	12,500
The Florence Foundation	-	5,000	(5,000)	-
The Big Give Christmas Challenge 2024	-	45,000	(45,000)	-
The Big Give Women & Girls	-	19,300	(19,300)	-
Smart Works Charity (Bank of America)	-	9,630	(9,630)	-
Smart Works Charity (National Lottery)	-	6,480	(6,480)	-
The Clothworkers Foundation	18,585	-	(4,646)	13,939
	<u>43,959</u>	<u>169,763</u>	<u>161,914</u>	<u>51,808</u>
Previous year:	At 1 April 2023 £	Incoming resources £	Resources expended £	At 31 March 2024 £
Dressing Stock	21,608	24,136	(24,120)	21,624
Stockport Spend Well Live Well	-	5,000	(5,000)	-
Equans Community Fund	-	2,000	(2,000)	-
Great Places Community Fund	-	5,000	(1,250)	3,750
The Big Groups Social Prescribing Fund	-	3,000	(3,000)	-
Smart Works Charity (Bank of America)	-	14,020	(14,020)	-
Smart Works Charity (National Lottery)	-	8,640	(8,640)	-
The Big Give Christmas Challenge	56,070	50,000	(106,070)	-
Manchester Guardian Charitable Trust	1,000	-	(1,000)	-
Smart Works Charity New Centre Fund	10,000	-	(10,000)	-
Ford Britain Trust	-	1,500	(1,500)	-
Peter Kershaw Trust	-	2,000	(2,000)	-
The Clothworkers Foundation	-	23,700	(5,115)	18,585
	<u>88,678</u>	<u>138,996</u>	<u>(183,715)</u>	<u>43,959</u>

SMART WORKS (GREATER MANCHESTER)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

18 Restricted funds

(Continued)

The balance on restricted funds represents the unexpended portion of funding received which will be returnable to the funder if not used for the relevant project.

The Dressing Stock fund represents donations received for the specific purpose of providing beneficiaries with clothing for interview.

The Forever Manchester Bright Futures and EMR Building Brighter Futures funds are for outreach projects with young women.

The Great Places Community Fund, the GMCA Community Fund and the One Manchester Community Fund all provide funding for core costs for outreach work in specific areas of Greater Manchester.

Avison Young provides funding for Manchester outreach and client service costs.

The Florence Foundation, The Big Give Womens & Girls Fund and The Big Give Christmas Challenge 2024 all provided funding for core costs.

Smart Works Charity Career Coaching (Bank of America) and Smart Works Charity Career Coaching (National Lottery Fund) grants are funding towards core costs.

The Clothworkers Foundation Grant is funding for the leasehold improvements in the Manchester centre.

The Stockport Spend Well Live Well Fund, Places for People Community Fund, Assura Community Fund, Great Places Community Fund, Equans Community Fund and The Big Group Social Prescribing Fund all provided funding for core costs for outreach work.

The Big Give Christmas Challenge, Manchester Guardian Society Charitable Trust Fund, the Smart Works Charity New Centre Fund, Ford Britain Trust, Peter Kershaw Trust are grants towards preparing, furnishing and running the new Manchester centre.

SMART WORKS (GREATER MANCHESTER)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

19 Designated funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	Balance at 1 April 2023	Transfers	Balance at 1 April 2024	Resources expended	Transfers	Balance at 31 March 2025
	£	£	£	£	£	£
Designated Funds for 3 year plan to support more women across Greater Manchester	103,000	(51,000)	52,000	(52,000)	-	-
Designated funds to support more women in Stockport	-	-	-	-	30,000	30,000
	<u>103,000</u>	<u>(51,000)</u>	<u>52,000</u>	<u>(52,000)</u>	<u>30,000</u>	<u>30,000</u>

During the year the Charity completed the final year of its 3 year plan to support more women across Greater Manchester and has transferred some of the designated funds which had been set aside to support some of the associated additional expenditure.

During the year the Charity received £40,000 from the Millionaire Street Lottery. £30,000 was set aside to support more women in Stockport.

SMART WORKS (GREATER MANCHESTER)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

20 Analysis of net assets between funds

	Unrestricted funds 2025 £	Designated funds 2025 £	Restricted funds 2025 £	Total 2025 £
Fund balances at 31 March 2025 are represented by:				
Tangible assets	-	-	13,939	13,939
Net Current assets	161,045	30,000	37,869	228,914
	<u>161,045</u>	<u>30,000</u>	<u>51,808</u>	<u>242,853</u>

	Unrestricted funds 2024 £	Designated funds 2024 £	Restricted funds 2024 £	Total 2024 £
Fund balances at 31 March 2024 are represented by:				
Tangible assets	-	-	18,586	18,586
Net Current assets	142,227	52,000	25,373	219,600
	<u>142,227</u>	<u>52,000</u>	<u>43,959</u>	<u>238,186</u>

21 Members' Liabilities

The company is limited by guarantee. The member of the company undertakes to contribute to the assets of the company, in the event of the same being wound up while they are a member, or within one year after they cease to be a member, for payment of the debts and liabilities of the company contracted before they ceased to be a member, and of the costs, charges and expenses of winding up such amount as may be required not exceeding £1. At the balance sheet date there was 1 member, Smart Works Charity.

22 Operating lease commitments

Lessee

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2025 £	2024 £
Within one year	59,241	61,068
Between two and five years	37,625	46,088
	<u>96,866</u>	<u>107,156</u>

Operating lease payments in the year were £66,072 (2024: £65,943).

SMART WORKS (GREATER MANCHESTER)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

23 Related party transactions

During the year the charity received donations of £49,011 (2024: 32,660) from Smart Works Charity, its immediate parent which are included within the results for the year.

The charity received donations of £4,212 (2024: £1,650) from Trustees, and reimbursed expenses of £262 (2024: £102) to two Trustees during the year.

24 Control

The parent of the largest group in which these financial statements are consolidated is Smart Works Charity (Company number 03870671 and Charity Number 1080609) who is the sole member of this charity. Smart Works Charity has the same principal activity as this charity.

The address for Smart Works Charity is: Unit 1, Canonbury Yard 202-208 New North Road, Islington, London, England, N1 7BJ.

SMART WORKS (GREATER MANCHESTER)

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Janette Iceton Alison Lever Sarah Bateman Kay Truelove-Barratt Helen Rendle Natasha Gada Emma Pickering Chloe Smith Helen Spence Efua Uke	(Appointed 8 May 2024) (Appointed 24 July 2024) (Appointed 24 July 2024) (Appointed 31 July 2025) (Appointed 15 September 2025) (Appointed 27 October 2025)
Charity number (England and Wales)	1163594	
Company number	09425123	
Registered office	Mellor House 65-81 St Petersgate Stockport United Kingdom SK1 1DH	
Other Locations	Holyoake House Hannover Street Manchester M60 0AS	
Independent examiner	Gravita Audit Oxford LLP First Floor, Park Central 40-41 Park End Street Oxford OX1 1JD	

Accounts

Smart Works (Greater Manchester)

Charity Registration No 1163594

Company Registration No 09425123

Annual Report and Financial Statements

For the Year Ended 31 March 2024

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Annual Report of the Board of Trustees for the Year Ended 31 March 2024

The Trustees, who are also the directors of the charity for the purposes of the Companies Act, present their annual report together with the accounts of Smart Works (Greater Manchester) in the year ended 31 March 2024.

The accounts have been prepared in accordance with the accounting policies set out on pages 10 to 11 and comply with the charity's governing document, applicable laws and the requirements of Statement of Recommended Practice on 'Accounting and Reporting by Charities' issued in 2019.

1. Objectives and Activities

Smart Works (Greater Manchester) provides high quality interview clothes, styling advice and interview training to women in need. We give women the confidence, self-belief and practical tools they require to succeed at interview and start a new chapter of their life.

The charity's objectives are the relief of financial hardship and the relief of unemployment for the public benefit through the promotion of economic independence among women in Greater Manchester and the surrounding area. To deliver this, Smart Works (Greater Manchester) was incorporated in 2015 with a clear mission and vision to help more women back into the workplace by giving them the clothes and the confidence they need to succeed at job interview. Smart Works (Greater Manchester) is part of a network of seven charities that deliver the Smart Works Charity service in their area.

At the core of our service is a two-hour Interview Dressing and Preparation appointment, during which each woman receives a complete outfit of high-quality clothes and accessories (theirs to keep) and tailored one-to-one interview training. This deceptively simple, short intervention has a significant impact as our clients start believing in their own ability to succeed. Once they get the job, we offer clients a Second Dressing for more clothing, to provide a working wardrobe to see them through to their first pay cheque.

As part of the Smart Works Group, our strategic focus is to deliver our core dressing and interview coaching service to the best possible standard across the UK and to take it to more locations so that any woman who needs our support can come to Smart Works. In the face of the cost-of-living crisis, the value of securing a job has never been greater. Our support is needed now more than ever, and our Three-Year Plan will ensure we reach 10,000 women by 2025. Our key performance indicators are the number of women that we help, and the proportion of those women who secure employment after their visit to a Smart Works centre.

2. Achievements and Performance

Overall, Smart Works (Greater Manchester) has:

- Helped 883 unique beneficiaries on their journey to employment; and delivered 1,110 total appointments.
- Delivered 599 Interview Dressing & Preparation appointments to unemployed women with secured job interviews.
- 63% of the women we helped before a job interview secured employment within a month of their visit.
- Delivered 306 Career Coaching appointments to help clients identify tangible next steps to secure an interview.

- Continued to reach women who face significant barriers to securing employment. Smart Works clients are mostly long-term unemployed and have experienced repeated rejections from multiple jobs:
 - 41% have been rejected from over 20 jobs,
 - 21% have been rejected from over 50 jobs,
 - 38% have been unemployed for over a year and 12% have been unemployed for over 5 years.
- The majority are from communities facing intersectional barriers to gaining employment:
 - 34% are lone parents,
 - 18% have a disability and
 - 47% are from an ethnic minority.

On 26 April 2023, Smart Works (Greater Manchester) opened a second centre in the city of Manchester to better enable potential clients living in the socially deprived communities of north and east Manchester, and in the Greater Manchester boroughs of Bolton, Bury, Oldham, Rochdale and Wigan, to gain access to our services. In its first 11 months this new centre has supported 242 women with Interview and Dressing Appointments and 152 with career coaching appointments.

The initial costs for the new centre were fully funded by grants from The Clothworkers Foundation, Peter Kershaw Trust, Manchester Guardian Society Charitable Trust, Ford Britain Trust and Smart Works Charity together with funds raised during The Big Give Christmas Challenge 2022.

Raising the additional funding required to run our two centres in Stockport and Manchester was successful with particular highlights being:

- Our partnership with the AJ Bell Futures Foundation providing donations and over 70 volunteering sessions in the year.
- £60,000 raised via The Big Give Christmas and The Big Give Women and Girls Fund Campaigns which included donations from our supporters which was doubled through matched funding from our key supporter AJ Bell Futures Foundation, The Big Give Fund and the Women and Girls Fund.
- Another successful Pop-Up Sale in Stockport town centre which not only contributed to £40k in total raised from fundraising events in the year but also enabled us to promote our services to local residents.

Our outreach activities were particularly successful throughout the year including running our own Jobs Fairs in Manchester Central Library and Stockport Library where employers showcased available jobs to over 200 local candidates resulting in multiple offers of employment, and we signed up more than 82 new referral partners during the year.

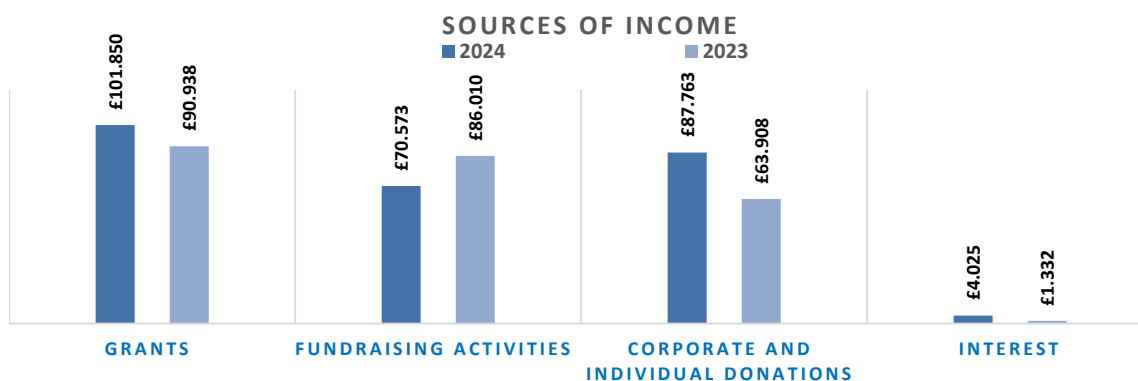
3. Financial Review Results for the year

Results for the year

Income for the year is £288,347 (2023 £270,106) and total expenditure £327,812, (2023 £201,814) as the funds raised in 2023 towards the initial costs of the new Manchester Centre were spent. There was a reduction in overall funds of £39,465 (2023 an increase of £68,292) and an increase of £5,254 (2023 £2,044) in unrestricted funds.

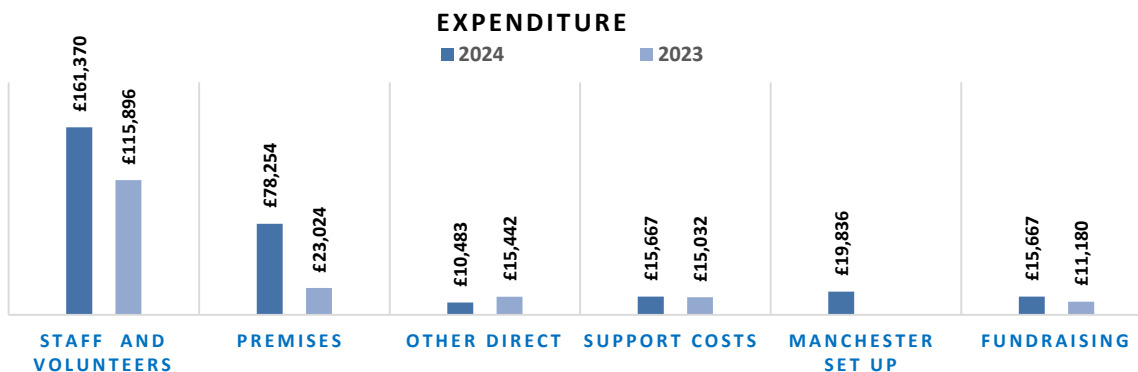
Income includes donated dressing stock of £24,136 (2023 £27,918).

Our sources of income are a mix of donations, grants and money raised from fundraising activities. Grants and donations provide 65% (2023 57%) of our total income and fundraising events and fashion sales raised 24% (32%). We appreciate the support of many individuals, companies and grant providers throughout the year.



Total expenditure of £327,812 (2021 £201,814) includes the value of clothing donated to clients of £24,120 (2022 £21,240). Our cash costs have increased by 60% to £303,692 from £180,574 as a result of operating 2 centres throughout most of the year and the additional costs of our equipping our new Manchester centre.

Staff and premises costs are our main costs and together make up 73% (2023 69%) of our overall expenditure.



At 31 March 2024 our free reserves are £142,227 (2023 85,973). The increase arises partly from the unrestricted surplus in the year of £5,254 and also from the release of £51,000 of reserves which were designated for our growth plan to double the number of clients supported over 3 years to 31 March 2025. We retain reserves of £52,000 designated for our growth plan for use during the year commencing 1 April 2024.

At 31 March 2024 the Charity has available cash of £195,427. The Charity's bank balances of £225,427 includes £30,000 which was received at the end of the accounting period but was a donation for the benefit of Smart Works Charity and was paid to Smart Works Charity early in April 2024.

Investment Policy

The Trustees, having regard to the liquidity requirements of operating the Charity and to the reserves policy, have operated a policy keeping available funds in interest-bearing deposit accounts.

Reserves Policy

The Trustees have considered the requirement for free reserves, i.e. those unrestricted funds not designated for specific purpose or otherwise committed. It has been determined that, given the nature of the charity's work, the level of free reserves should be equivalent to 3 to 6 months of annual expenditure. This provides sufficient flexibility to cover any temporary shortfall in income and will allow the charity to cope and respond immediately to a reasonable range of unforeseen adverse circumstances prior to specific remedial plans being implemented. The free reserves of £142,227 meets this requirement.

4. Structure, Governance and Management Governance

Smart Works (Greater Manchester) and its Trustees are bound by the Memorandum and Articles of Association. The names of the Trustees who served during the period are set out in the reference and administrative section on page 22.

Smart Works Charity is the sole member of Smart Works (Greater Manchester). Smart Works (Greater Manchester) has been granted a license to operate by Smart Works Charity and has the same objectives and similar activities as the parent company.

Recruitment and Appointment of new Trustees

Regular reviews are undertaken to assess the skills of the current Trustees and identify any areas for strengthening. New Trustees are appointed by the existing Trustees and their appointment is approved by the Smart Works Charity Board.

Induction and Training of new Trustees

New Trustees are provided with an induction to familiarise themselves with the charity and the not-for-profit sector. They are briefed on their responsibilities by the existing Trustees. New Trustees are also referred to the Charity Commission's guide 'The Essential Trustee'. Smart Works Charity shares a Trustee Welcome Pack with all Smart Works Trustees when they join the charity, setting out roles, responsibilities and the structure of Smart Works both locally and nationally. These resources are available under the dedicated Trustee section of our internal portal for tools and resources along with other useful guides and videos. Trustees also undertake training as part of their role, including on Equity Diversity and Inclusion.

Organisational Structure and Decision-Making

The Trustees review and approve all policies, and follow a strategy set in the business plan, in line with the wider strategy set by Smart Works Charity. The Trustees meet at least quarterly throughout the year and will have an annual session to update and revise the strategy.

Management

The day-to-day management of Smart Works (Greater Manchester) is undertaken by the Head of Smart Works (Greater Manchester) and overseen by the Chair and Board of Trustees. Resources, infrastructure and support is provided by Smart Works Charity on finance, people, partnerships, operations and communications.

Pay Policy for Key Management Personnel

All Trustees give their time freely and no Trustee received remuneration in the year.

The pay of staff is reviewed annually. The Trustees benchmark pay against pay levels in other similarly sized charities and other Smart Works centres.

Risk Management

The Trustees regularly review the major risks the charity is exposed to, particularly those relating to governance, operations, finance, HR, compliance and external factors.

Relationships with Related Parties

Smart Works Charity is the sole member of Smart Works (Greater Manchester).

Policies

Policies for all relevant areas are maintained by Smart Works Charity, including Safeguarding Vulnerable Adults, Safeguarding Children, Anti-Bribery and Fraud, Anti-Harassment & Bullying, Compassionate Leave, Complaints, Conflict of Interest, Data Protection, Disciplinary, Environmental, Equality, Eye Care, Flexible Working, Grievance, Health & Safety, Lone Working, Maternity, Paternity, Parental Leave, Privacy, Redundancy, Risk Management, Shared Parental Leave, Sickness Absence & Capability, Time off for Dependents, Travel & Expenses and Whistleblowing. A Staff Handbook is made available to staff and includes a summary of all these policies.

Volunteers

The Trustees are grateful for the invaluable contribution of those who give their time voluntarily to deliver the dressing and interview preparation for our clients. We have over 50 active volunteers with a very high retention rate and an ongoing recruitment process to bolster numbers. Our volunteers are one of our greatest assets, they are all totally dedicated and play an enormous role in delivering our dressing and coaching services.

Public Benefit

The Trustees have read and complied with the guidance contained in the Charity Commission's general guidance on public benefits when reviewing our aims and objectives and in planning our future activities. Our achievements above demonstrate how we have fulfilled this requirement during the year. In preparing this report, the Trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

5. Future Plans

Delivering our Three Year Plan by 2025

On the 1st April 2022, Smart Works (Greater Manchester) began the first year of an ambitious Three-Year Plan as part of the Smart Works Group in response to a significant increase in need for the service provided in our area.

The cost-of-living crisis has had a devastating impact on the women we serve and the expansion of our service has never been more urgent.

By the end of the three years, Smart Works (Greater Manchester) aims to be helping over 1,000 women across Greater Manchester and the surrounding area and ensuring that at least 65% go on to get the job.

To achieve these aims in our area, we will:

- Expand our outreach to build new referral partner relationships to support clients living in the north and east of Manchester and across the Greater Manchester boroughs of Bolton, Bury, Rochdale, Oldham and Wigan, providing appointments to these women in our new Manchester centre, while maintaining excellent service delivery in Stockport.
- Recruit, train and retain volunteer capacity and skills to make optimum use of the new capacity in Manchester while supporting the existing service in Stockport to maintain its high level of appointments.
- Secure new corporate partnerships in Greater Manchester and continue strong fundraising from Cycle for Smart Works, sales and events to provide the necessary funds to assist this growth through the financial year.

Equity, Diversity & Inclusion

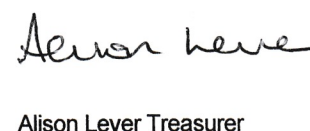
In June 2023, Smart Works launched a new group-wide Equity, Diversity & Inclusion strategy. The strategy set out a framework for how all Smart Works centres will nurture a culture of diversity and inclusivity. Over the last year, Smart Works has delivered important initiatives to progress this work. This includes training for staff, trustees and volunteers, demographic data collection across our internal community, and the launch of a Client Champion programme where former clients become ambassadors for the charity.

We want Smart Works to be a place where everyone feels accepted, valued and able to thrive whether they are staff, volunteers, trustees, partners, supporters, or our clients. Smart Works (Greater Manchester) is committed on implementing this strategy locally and creating a more inclusive and equitable future for every member of the Smart Works community.

This report was approved by the Board on 16 October 2024 and signed on its behalf by:



Jan Icceton Chair



Alison Lever Treasurer

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SMART WORKS (GREATER MANCHESTER)

I report to the trustees on my examination of the financial statements of Smart Works (Greater Manchester) (the Charity) for the year ended 31 March 2024.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of CIPFA and ACA, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



Hannah Ormston CIPFA ACA
Critchleys Audit LLP

Beaver House
23-38 Hythe Bridge Street
Oxford
OX1 2EP

11.11.2024

Dated:

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2024

		Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Notes							
Income and endowments from:							
Donations and legacies	3	74,753	138,996	213,749	51,170	131,594	182,764
Other trading activities	4	70,573	-	70,573	86,010	-	86,010
Other income	5	4,025	-	4,025	1,332	-	1,332
Total income		149,351	138,996	288,347	138,512	131,594	270,106
Expenditure on:							
Raising funds	6	12,039	-	12,039	11,180	-	11,180
Charitable activities	7	132,058	183,715	315,773	125,288	65,346	190,634
Total expenditure		144,097	183,715	327,812	136,468	65,346	201,814
Net income/(expenditure) and movement in funds		5,254	(44,719)	(39,465)	2,044	66,248	68,292
Reconciliation of funds:							
Fund balances at 1 April 2023		188,973	88,678	277,651	186,929	22,430	209,359
Fund balances at 31 March 2024		194,227	43,959	238,186	188,973	88,678	277,651

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 10 to 21 form part of these financial statements.

SMART WORKS (GREATER MANCHESTER)

BALANCE SHEET

AS AT 31 MARCH 2024

	Notes	2024 £	£	2023 £	£
Fixed assets					
Tangible assets	13		18,586		-
Current assets					
Stocks	14	21,624		21,608	
Debtors	15	20,596		25,181	
Cash at bank and in hand		225,427		238,689	
		<u>267,647</u>		<u>285,478</u>	
Creditors: amounts falling due within one year	16	<u>(48,047)</u>		<u>(7,827)</u>	
Net current assets			219,600		277,651
Total assets less current liabilities			<u>238,186</u>		<u>277,651</u>
Income funds					
Restricted funds	18		43,959		88,678
<u>Unrestricted funds</u>					
Designated funds	19	52,000		103,000	
General unrestricted funds		<u>142,227</u>		<u>85,973</u>	
			194,227		188,973
			<u>238,186</u>		<u>277,651</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2024.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

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

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

The financial statements were approved by the Trustees on 16 October 2024


Janette Iceton
Trustee


Alison Lever
Trustee

Company registration number 09425123

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

1 Accounting policies

Charity information

Smart Works (Greater Manchester) is a charitable company by guarantee and incorporated in England and Wales. The registered office is Mellor House, 65-81 St Petersgate, Stockport, SK1 1DH.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention for certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Donated stock for dressing clients is recognised in the financial statements when the goods are received by the charity and their value can be measured with reasonable accuracy. The value placed on these resources is their value to the charity. The trustees consider it impractical to measure the value of volunteer help and consequently, as permitted by the SORP, their value is not recognised in the financial statements but is described in the trustees' annual report.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

(Continued)

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources.

1.6 Tangible fixed assets

Assets are capitalised if they can be used for more than one year and cost at least £1,000. Tangible fixed assets are stated at cost less depreciation.

Depreciation has been provided at the following rates in order to write off the assets, less their estimated residual value, over their estimated useful economic lives:

Leasehold improvements	5 year Straight Line Basis
Office Equipment	30% on a Straight Line Basis

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Stocks

The cost of donated dressing stock for distribution to beneficiaries is valued at fair value, which has been estimated by the trustees.

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

There are no estimates that the trustees consider significant for the accounts.

3 Donations

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2024	2024	2024	2023	2023	2023
	£	£	£	£	£	£
Donations and gifts	58,863	28,900	87,763	37,308	26,600	63,908
Grants	15,890	85,960	101,850	13,862	77,076	90,938
Donated goods and services	-	24,136	24,136	-	27,918	27,918
	<u>74,753</u>	<u>138,996</u>	<u>213,749</u>	<u>51,170</u>	<u>131,594</u>	<u>182,764</u>

4 Income from other trading activities

	Unrestricted funds	Unrestricted funds
	2024	2023
	£	£
Fundraising events	40,670	42,044
Community Fundraising	29,903	43,966
Other trading activities	<u>70,573</u>	<u>86,010</u>

5 Other income

	Unrestricted funds	Unrestricted funds
	2024	2023
	£	£
Interest Received	<u>4,025</u>	<u>1,332</u>

SMART WORKS (GREATER MANCHESTER)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024



6 Raising funds

	Unrestricted funds	Unrestricted funds
	2024	2023
	£	£
<u>Fundraising and publicity</u>		
Fundraising costs	12,039	9,603
Marketing costs	-	1,577
	<u>12,039</u>	<u>11,180</u>

7 Charitable activities

	Charitable Expenditure	Charitable Expenditure
	2024	2023
	£	£
Staff costs	159,453	115,896
Depreciation and impairment	4,646	-
Premises related direct expenditure	73,606	23,024
Other direct expenditure	34,599	36,682
Administrative costs	7,966	3,099
Manchester centre set-up costs	19,837	-
	<u>300,107</u>	<u>178,701</u>
Share of support costs (see note 8)	14,818	10,933
Share of governance costs (see note 8)	848	1,000
	<u>315,773</u>	<u>190,634</u>
Analysis by fund		
Unrestricted funds	132,058	125,288
Restricted funds	183,715	65,346
	<u>315,773</u>	<u>190,634</u>

8 Support costs allocated to activities

	2024 £	2023 £
Staff costs	13,209	7,600
Premises related support costs	1,291	2,558
Administrative support costs	318	775
Governance costs	848	1,000
	<u>15,666</u>	<u>11,933</u>
Analysed between:		
Charitable activities	<u>15,666</u>	<u>11,933</u>

Governance costs includes payments to the independent examiners of £650 + VAT (2023: £605) for Independent Examination fees.

The fee for the accounts preparation of £1,600 + VAT due to the independent examiners is being paid for by the parent charity.

9 Net movement in funds

	2024 £	2023 £
The net movement in funds is stated after charging/(crediting):		
Depreciation of owned tangible fixed assets	<u>4,646</u>	<u>-</u>

10 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year (2023: Nil).

11 Employees

The average monthly number of employees during the year was:

	2024 Number	2023 Number
	<u>6</u>	<u>6</u>
Employment costs		
	2024 £	2023 £
Wages and salaries	159,651	116,313
Social security costs	9,615	5,110
Other pension costs	3,396	2,073
	<u>172,662</u>	<u>123,496</u>

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

11 Employees

(Continued)

There were no employees whose annual remuneration was more than £60,000 (2023: none).

Remuneration of key management personnel

The remuneration of key management personnel was as follows:

	2024 £	2023 £
Aggregate compensation	48,645	40,374

Under the terms of the Charities SORP, the trustees and the Head of Smart Works (Greater Manchester) are recognised as key management personnel. The aggregate employee benefits (including employer pension and National Insurance contributions) received by the key management personnel are shown above.

12 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

13 Tangible fixed assets

	Leasehold improvements £	Office Equipment £	Total £
Cost			
At 1 April 2023	-	1,805	1,805
Additions	23,232	-	23,232
At 31 March 2024	23,232	1,805	25,037
Depreciation and impairment			
At 1 April 2023	-	1,805	1,805
Depreciation charged in the year	4,646	-	4,646
At 31 March 2024	4,646	1,805	6,451
Carrying amount			
At 31 March 2024	18,586	-	18,586

14 Stocks

	2024 £	2023 £
Dressing stock	21,624	21,608

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

15 Debtors

	2024 £	2023 £
Amounts falling due within one year:		
Prepayments and accrued income	20,596	25,181

16 Creditors: amounts falling due within one year

	2024 £	2023 £
Other taxation and social security	3,787	2,735
Amounts due to parent charity	30,000	-
Other creditors	5,096	1,047
Accruals and deferred income	9,164	4,045
	48,047	7,827

The amount owed to Smart Works Charity is an amount which was paid into the bank account of Smart Works (Greater Manchester) at the end of the accounting period but was a donation for the benefit of Smart Work Charity and was paid to Smart Works Charity early in April 2024.

17 Retirement benefit schemes

	2024 £	2023 £
Defined contribution schemes		
Charge to profit or loss in respect of defined contribution schemes	3,396	2,073

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The charge to profit or loss in respect of defined contribution schemes was £3,396 (2023: £2,073).

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024
18 Restricted Funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

Current Year Restricted Funds	1 April 2023	Income	Expenditure	31 March 2024
	£	£	£	£
Dressing Stock	21,608	24,136	(24,120)	21,624
Stockport Spend Well Live Well	-	5,000	(5,000)	-
Equans Community Fund	-	2,000	(2,000)	-
Great Places Community Fund	-	5,000	(1,250)	3,750
The Big Group Social Prescribing Fund	-	3,000	(3,000)	-
Smart Works Charity (Bank of America)	-	14,020	(14,020)	-
Smart Works Charity (National Lottery)	-	8,640	(8,640)	-
The Big Give Christmas Challenge	56,070	50,000	(106,070)	-
The Clothworkers Foundation	-	23,700	(5,115)	18,585
Peter Kershaw Trust	-	2,000	(2,000)	-
Manchester Guardian Society Charitable Trust	1,000	-	(1,000)	-
Ford Britain Trust	-	1,500	(1,500)	-
Smart Works Charity New Centre Fund	10,000	-	(10,000)	-
	<u>88,678</u>	<u>138,996</u>	<u>(183,715)</u>	<u>43,959</u>

The Dressing Stock fund represents donations received for the specific purpose of providing beneficiaries with clothing for interview.

The Stockport Spend Well Live Well Fund, Equans Community Fund, Great Places Community Fund and The Big Group Social Prescribing Fund all provided funding for core costs for outreach work.

Smart Works Charity (Bank of America) and Smart Works Charity (National Lottery Fund) grants are funding towards core costs.

The Big Give Christmas Challenge Fund, The Clothworkers Foundation fund, the Manchester Guardian Society Charitable Trust Fund, the Peter Kershaw Trust, The Ford Britain and the Smart Works Charity New Centre Funds are funding towards preparing, furnishing and running the new Manchester centre.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

	1 April 2022	Income	Expenditure	31 March 2023
Prior Year Restricted Funds	£	£	£	£
Dressing Stock	14,930	27,918	(21,240)	21,608
Stockport Local Fund	-	4,750	(4,750)	-
Places for People Community Fund	2,500	-	(2,500)	-
Assura Community Fund	5,000	-	(5,000)	-
Smart Works Charity (Bank of America)	-	15,450	(15,450)	-
Smart Works Charity (National Lottery)	-	8,640	(8,640)	-
Kickstart Scheme	-	7,766	(7,766)	-
The Big Give	-	56,070	-	56,070
Manchester Guardian Society Charitable Trust	-	1,000	-	1,000
Smart Works Charity New Centre Fund	-	10,000	-	10,000
	<u>22,430</u>	<u>131,594</u>	<u>(65,346)</u>	<u>88,678</u>

The Dressing Stock fund represents donations received for the specific purpose of providing beneficiaries with clothing for interview.

The Stockport Local Fund, Places for People Community Fund and Assura Community Fund all provided funding for core costs for outreach work.

Smart Works Charity (Bank of America) and Smart Works Charity (National Lottery Fund) grants are funding towards core costs.

The Kickstart scheme is funding towards staff costs.

The Big Give Fund, The Manchester Guardian Society Charitable Trust Fund and the Smart Works Charity New Centre Fund are grants towards preparing, furnishing and running the new Manchester centre from April 2023. These funds will be spent early in the year commencing 1 April 2023.

The balance on restricted funds represents the unexpended portion of funding received which will be returnable to the funder if not used for the relevant project.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024



19 Designated funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	Balance at 1 April 2023 £	Transfers £	Balance at 31 March 2024 £
Designated Funds for 3 year plan to support more women across Greater Manchester	103,000	(51,000)	52,000
	<u>103,000</u>	<u>(51,000)</u>	<u>52,000</u>

During the year the Charity completed the second year of its 3 year plan to support more women across Greater Manchester and has transferred some of the designated funds which had been set aside to support some of the associated additional expenditure.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

20 Analysis of net assets between funds

Current Year	General Funds	Designated Funds	Restricted Funds	Total
	2024	2024	2024	2024
	£	£	£	£
Fixed assets	-	-	18,586	18,586
Current assets	142,227	52,000	25,373	219,600
	<u>142,227</u>	<u>52,000</u>	<u>43,959</u>	<u>238,186</u>
Prior Year	General Funds	Designated Funds	Restricted Funds	Total
	2023	2023	2023	2032
	£	£	£	£
Current assets	83,973	103,000	88,678	277,651
	<u>83,973</u>	<u>103,000</u>	<u>88,678</u>	<u>277,651</u>

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024



21 Members' Liabilities

The company is limited by guarantee. The member of the company undertakes to contribute to the assets of the company, in the event of the same being wound up while they are a member, or within one year after they cease to be a member, for payment of the debts and liabilities of the company contracted before they ceased to be a member, and of the costs, charges and expenses of winding up such amount as may be required not exceeding £1. At the balance sheet date there was 1 member, Smart Works Charity.

22 Operating lease commitments

Lessee

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2024 £	2023 £
Within one year	61,068	20,003
Between two and five years	46,088	14,981
	<u>107,156</u>	<u>34,984</u>

23 Related party transactions

During the year the charity received donations of £32,660 (2023: £46,932) from Smart Works Charity, its immediate parent which are included within the results for the year.

The charity received donations of £1,650 (2023: £2,055) from Trustees. There are no other related party transactions.

24 Control

The parent of the largest group in which these financial statements are consolidated is Smart Works Charity (Company number 03870671 and Charity Number 1080609) who is the sole member of this charity. Smart Works Charity has the same principal activity as this charity.

The address for Smart Works Charity is: Unit 1, Canonbury Yard 202-208 New North Road, Islington, London, England, N1 7BJ.

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

Janette Iceton
Alison Lever
Susan Weighell
Sarah Bateman (nee Martin)
Kay Truelove-Barrat
Samantha Reed (Resigned 16 July 2024)
Elsa Zekeng (Resigned 16 July 2024)
Helen Rendle (Appointed 8 May 2024)
Natasha Gada (Appointed 24 July 2024)
Emma Pickering (Appointed 24 July 2024)

Charity number 1163594

Company number 09425123

Registered office Mellor House
65-81 St Petersgate
Stockport
United Kingdom
SK1 1DH

Independent examiner Critchleys Audit LLP
Beaver House
23-38 Hythe Bridge Street
Oxford
OX1 2EP

Accounts

Smart Works (Greater Manchester)

Registered No.

09425123

Annual Report and Financial Statements

For the Year Ended 31 March 2023

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Annual Report of the Board of Trustees for the Year Ended 31 March 2023

The Trustees, who are also the directors of the charity for the purposes of the Companies Act, present their annual report together with the accounts of Smart Works (Greater Manchester) in the year ended 31 March 2023.

The accounts have been prepared in accordance with the accounting policies set out on pages 13 to 14 and comply with the charity's governing document, applicable laws and the requirements of Statement of Recommended Practice on 'Accounting and Reporting by Charities' issued in 2019.

1. Objectives and Activities

Smart Works (Greater Manchester) provides high quality interview clothes, styling advice and interview training to women in need. We give women the confidence, self-belief and practical tools they require to succeed at interview and start a new chapter of their life.

The charity's objectives are the relief of financial hardship and the relief of unemployment for the public benefit through the promotion of economic independence among women in Greater Manchester and the surrounding area. To deliver this, Smart Works (Greater Manchester) was incorporated in 2015 with a clear mission and vision to help more women back into the workplace by giving them the clothes and the confidence they need to succeed at job interview. Smart Works (Greater Manchester) is part of a network of seven charities that deliver the Smart Works Charity service in their area.

At the core of our service is a two-hour Interview Dressing and Preparation appointment, during which each woman receives a complete outfit of high-quality clothes and accessories (theirs to keep) and tailored one-to-one interview training. This deceptively simple, short intervention has a significant impact as our clients start believing in their own ability to succeed. Once they get the job, we offer clients a Second Dressing for more clothing, to provide a working wardrobe to see them through to their first pay cheque.

As part of the Smart Works Group, our strategic focus is to deliver our core dressing and interview coaching service to the best possible standard across the UK and to take it to more locations so that any woman who needs our support can come to Smart Works. In the face of the cost-of-living crisis, the value of securing a job has never been greater. Our support is needed now more than ever, and our Three-Year Plan will ensure we reach 10,000 women by 2025. Our key performance indicators are the number of women that we help, and the proportion of those women who secure employment after their visit to a Smart Works centre.

2. Achievements and Performance

Highlights

Smart Works (Greater Manchester) is incredibly proud of what has been achieved in its 8th year. Overall, Smart Works (Greater Manchester) has:

- Helped 794 unique beneficiaries on their journey to employment; and delivered 985 total appointments.
- Delivered 488 Interview Dressing & Preparation appointments to unemployed women with secured job interviews

- 69% of the women we helped before a job interview secured employment within a month of their visit.
- Delivered 276 Career Coaching appointments to help clients identify tangible next steps to secure an interview.
- Continued to reach women who face significant barriers to securing employment. Smart Works clients are mostly long-term unemployed and have experienced repeated rejections from multiple jobs:
 - 32% have been rejected from over 20 jobs,
 - 13% have been rejected from over 50 jobs,
 - 43% have been unemployed for over a year and
 - 21% have been unemployed for over 5 years.
- The majority are from communities facing intersectional barriers to gaining employment:
 - 41% are lone parents,
 - 20% have a disability and
 - 42% are from an ethnic minority.

In June 2022, the Board of Trustees of Smart Works (Greater Manchester) made a strategic decision to open a second centre in the city of Manchester to better enable potential clients living in the socially deprived communities of north and east Manchester, and in the Greater Manchester boroughs of Bolton, Bury, Oldham, Rochdale and Wigan, to gain access to our services. Our business plan was approved by the Smart Works Charity Board in October 2022 and mobilisation started immediately following. Six months later this new centre was opened by Bev Craig, Leader of Manchester City Council on 26th April 2023.

Raising the additional funding required to run our Stockport centre and fund the opening of our new Manchester centre was successful with particular highlights being:

- AJ Bell donating £20k during The Big Give Campaign which was match funded by the Women and Girls Fund resulting in total contribution of £40k, while the overall Big Give Christmas Challenge saw Smart Works (Greater Manchester) raise £56k.
- Pop Up Sale in Stockport town centre which ran for 3 days, and which raised our highest total to date from a single event, contributing to £42k in total raised in the year from fundraising events.

Our outreach activities were particularly successful throughout the year including running our own Jobs Fair in Stockport Library where employers showcased available jobs to local candidates resulting in multiple offers of employment, and we signed up more than 30 new referral partners during the year.

We reshaped our service with our largest referral partner, Ingeus, to rebalance appointment-types. They were fully supportive of the city centre opening to access additional Smart Works (Greater Manchester) client support capacity, and believing many more clients will attend appointments due to the new centres' proximity to their own offices in the city centre, and far easier access for clients to come into the new Manchester centre than into Stockport.

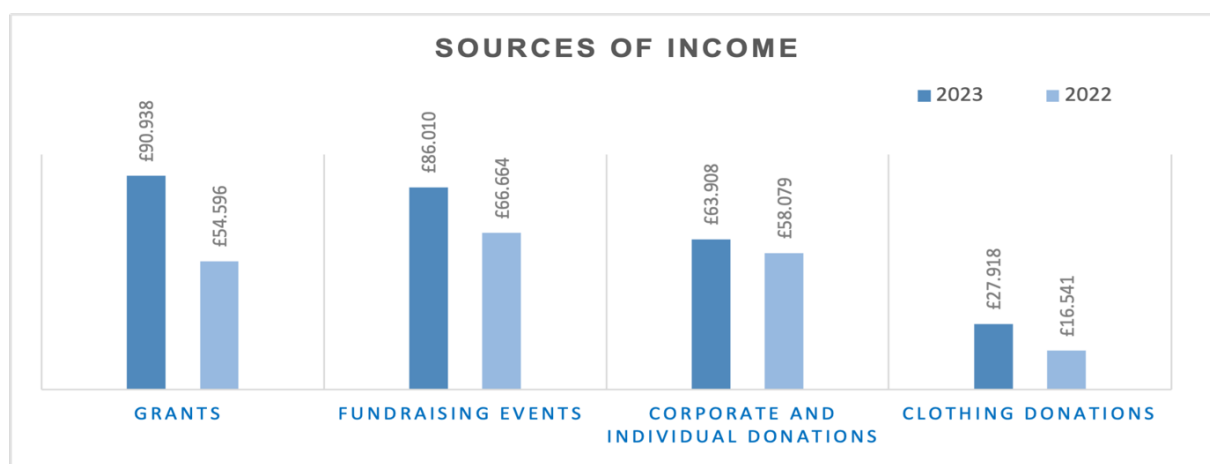
3. Financial Review

Results for the year

Income for the year is £270,106 (2022 £196,047) and total expenditure £201,814 (2022 £128,209) giving an increase in funds of £68,292 (2022 £67,838). £66,248 of this increase is additional restricted funds received in the latter part of the year for the set up and initial running costs of our new Manchester centre. There is consequently a modest increase in unrestricted funds of £2,044.

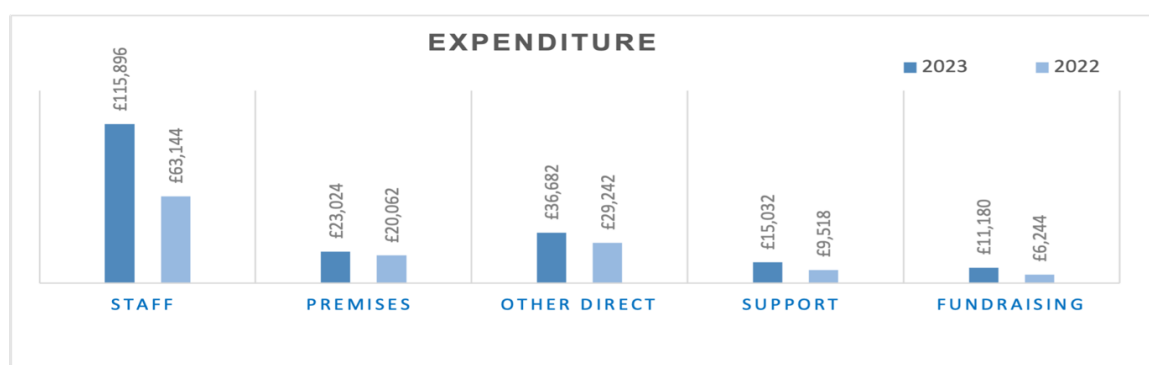
Income includes donated dressing stock of £27,918 (2022 £16,541) which has increased from the previous year to support growth in dressing appointments.

Our sources of income are a mix of donations, grants and money raised from fundraising activities and all categories have increased over the year to fund our increased expenditure as the charity continues to grow and support more unemployed women. Grants and donations provide 57% (2022 57%) of our total income and fundraising events and fashion sales raised 32% (34%). We appreciate the support of many individuals, companies and grant providers throughout the year.



Total expenditure of £201,814 (2021 £128,209) includes the value of clothing donated to clients of £21,240 (2022 £15,570) and thus our cash costs have increased by 60% to £180,574 from £112,639 as we built capacity to find and welcome more clients to our service.

Our costs are mainly for staff, premises and direct client service costs which together make up 87% (2022 87%) of our costs. The increase of £67,935 in the cash costs this year is largely due to additional staff costs. For most of 2023 our staff hours were around 4.5 FTE an increase of 2.5 FTE over most of 2022. Property costs in 2023 have also increased as a result of increased energy costs.



In 2023/24, with 6 members of staff and 2 premises our annual costs are expected increase to around £300,000.

At 31 March 2023 our free reserves are £85,973 (2022 83,929). We also have £103,000 reserves designated for our growth plan to double the number of clients supported over 3 years to 31 March 2025. These reserves will help fund the increased running costs of the charity as we operate both the Manchester and Stockport centres from April 2023. Our restricted reserves have largely been spent in the early part of 2023/24 in getting our new Manchester centre ready for opening and in the running costs for the first few months.

Investment Policy

The Trustees, having regard to the liquidity requirements of operating the Charity and to the reserves policy, have operated a policy keeping available funds in interest-bearing deposit accounts.

Reserves Policy

The Trustees have considered the requirement for free reserves, i.e. those unrestricted funds not designated for specific purpose or otherwise committed. It has been determined that, given the nature of the charity's work, the level of free reserves should be equivalent to 3 to 6 months of annual expenditure. This provides sufficient flexibility to cover any temporary shortfall in income and will allow the charity to cope and respond immediately to a reasonable range of unforeseen adverse circumstances prior to specific remedial plans being implemented. The free reserves of £85,973 meets this requirement.

4. Structure, Governance and Management

Governance

Smart Works (Greater Manchester) and its Trustees are bound by the Memorandum and Articles of Association. The names of the Trustees who served during the period are set out in the reference and administrative section on page 24

Smart Works Charity is the sole member of Smart Works (Greater Manchester). Smart Works (Greater Manchester) has been granted a license to operate by Smart Works Charity and it has the same objectives and similar activities as the parent company.

Recruitment and Appointment of new Trustees

Regular reviews are undertaken to assess the skills of the current Trustees and identify any areas for strengthening. New Trustees are appointed by the existing Trustees and their appointment is approved by the Smart Works Charity Board.

Induction and Training of new Trustees

New Trustees are provided with an induction to familiarise themselves with the charity and the not-for-profit sector. They are briefed on their responsibilities by the existing Trustees. New Trustees are also referred to the Charity Commission's guide 'The Essential Trustee'. A Trustee Welcome Pack is shared with all Smart Works Trustees when they join the charity, setting out roles, responsibilities and the structure of Smart Works both locally and nationally. These resources are available under the dedicated Trustee section of our internal portal for tools and resources along with other useful guides and videos. Trustees also undertake training as part of their role, including on Equity Diversity and Inclusion.

Organisational Structure and Decision-Making

The Trustees review and approve all policies, and follow a strategy set in the business plan, in line with the wider strategy set by Smart Works Charity. The Trustees meet at least quarterly throughout the year and will have an annual session to update and revise the strategy.

Management

The day-to-day management of Smart Works (Greater Manchester) is undertaken by the Business Manager and overseen by the Chair and Board of Trustees. Resources, infrastructure and support is provided by Smart Works Charity on finance, people, partnerships, operations and communications.

Pay Policy for Key Management Personnel

All Trustees give their time freely and no Trustee received remuneration in the year.

The pay of staff is reviewed annually. The Trustees benchmark pay against pay levels in other similarly sized charities and other Smart Works centres.

Risk Management

The Trustees regularly review the major risks to which the charity is exposed, in particular those relating to governance, operations, finance, HR, compliance and external factors.

Relationships with Related Parties

Smart Works Charity is the sole member of Smart Works (Greater Manchester)

Policies

Policies for all relevant areas are maintained by Smart Works Charity, including Safeguarding Vulnerable Adults, Safeguarding Children, Anti-Bribery and Fraud, Anti-Harassment & Bullying, Compassionate Leave, Complaints, Conflict of Interest, Data Protection, Disciplinary, Environmental, Equality, Eye Care, Flexible Working, Grievance, Health & Safety, Lone Working, Maternity, Paternity, Parental Leave, Privacy, Redundancy, Risk Management, Shared Parental Leave, Sickness Absence & Capability, Time off for Dependents, Travel & Expenses and Whistleblowing. A Staff Handbook is made available to staff and includes a summary of all these policies.

Volunteers

The Trustees are grateful for the invaluable contribution of those who give their time voluntarily to deliver the dressing and interview preparation for our clients. We have over 35 active volunteers with a very high retention rate and an ongoing recruitment process to bolster numbers. Our volunteers are one of our greatest assets, they are all totally dedicated and play an enormous role in delivering our dressing and coaching services.

Public Benefit

The Trustees have read and complied with the guidance contained in the Charity Commission's general guidance on public benefits when reviewing our aims and objectives and in planning our future activities. Our achievements above demonstrate how we have fulfilled this requirement during the year. In preparing this report, the Trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

5. Future Plans

Delivering our Three Year Plan by 2025

On the 1st April 2022, Smart Works (Greater Manchester) began the first year of an ambitious Three-Year Plan as part of the Smart Works Group in response to a significant increase in need for the service provided in our area.

The cost-of-living crisis has had a devastating impact on the women we serve and the expansion of our service has never been more urgent.

By the end of the three years, Smart Works (Greater Manchester) aims to be helping over 1,000 women across Greater Manchester and the surrounding area and ensuring that at least 65% go on to get the job.

To achieve these aims in our area, we will:

- Expand our outreach to build new referral partner relationships to support clients living in the north and east of Manchester and across the Greater Manchester boroughs of Bolton, Bury, Rochdale, Oldham and Wigan, providing appointments to these women in our new Manchester centre, while maintaining excellent service delivery in Stockport.
- Increase headcount to six full time equivalent staff during next year and develop the Business Manager into the new role of Head of Smart Works (Greater Manchester) to reflect the extended responsibilities commensurate with a two-centre service.
- Recruit, train and retain volunteer capacity and skills to support the new centre to make optimum use of the new capacity in Manchester while supporting the existing service in Stockport to maintain its high level of appointments.
- Secure new corporate partnerships in Greater Manchester and continue strong fundraising from Cycle for Smart Works, sales and events to provide the necessary funds to assist this growth through the financial year.

Equity, Diversity & Inclusion

In June 2023, Smart Works launched a new group-wide Equity, Diversity & Inclusion strategy. The strategy will set-out a framework for how all Smart Works centres will nurture a culture of diversity and inclusivity.

We want Smart Works to be a place where everyone feels accepted, valued and able to thrive – whether they are staff, volunteers, trustees, partners, supporters, or our clients. Smart Works (Greater Manchester) is committed to implementing this strategy locally and creating a more inclusive and equitable future for every member of the Smart Works community.

This report was approved by the Board on 2 August 2023 and signed on its behalf by:


Chair
Janette Iceton

Treasurer 
Alison Lever

Trustees' responsibilities statement

The Trustees, who are also directors of Smart Works (Greater Manchester) for the purposes of company law, are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under Company law the Trustees must not approve the financial statements unless they are satisfied that they 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 policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgments and estimates that are reasonable and prudent
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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

SMART WORKS (GREATER MANCHESTER)

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF SMART WORKS (GREATER MANCHESTER)



I report to the trustees on my examination of the financial statements of Smart Works (Greater Manchester) (the Charity) for the year ended 31 March 2023.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of CIPFA, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.

A handwritten signature in black ink, appearing to read 'A. Ormston'.

Hannah Ormston CIPFA
Critchleys Audit LLP

Beaver House
23-38 Hythe Bridge Street
Oxford
OX1 2EP

7 August 2023

Dated:

SMART WORKS (GREATER MANCHESTER)



STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

Current financial year

	Notes	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Total 2022 £
<u>Income and endowments from:</u>					
Donations and legacies	3	51,170	131,594	182,764	129,216
Other trading activities	4	86,010	-	86,010	66,664
Other income	5	1,332	-	1,332	167
Total income		138,512	131,594	270,106	196,047
<u>Expenditure on:</u>					
Raising funds	6	11,180	-	11,180	6,244
Charitable activities	7	125,288	65,346	190,634	121,965
Total expenditure		136,468	65,346	201,814	128,209
Net income for the year/ Net movement in funds		2,044	66,248	68,292	67,838
Fund balances at 1 April 2022		186,929	22,430	209,359	141,521
Fund balances at 31 March 2023		188,973	88,678	277,651	209,359

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

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

The notes on pages 13 to 23 form part of these financial statements.

SMART WORKS (GREATER MANCHESTER)



BALANCE SHEET

AS AT 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
Current assets					
Stocks	12	21,608		14,930	
Debtors	13	25,181		10,132	
Cash at bank and in hand		238,689		190,988	
		<u>285,478</u>		<u>216,050</u>	
Creditors: amounts falling due within one year	14	(7,827)		(6,691)	
Net current assets			<u>277,651</u>		<u>209,359</u>
Income funds					
Restricted funds	16		88,678		22,430
<u>Unrestricted funds</u>					
Designated funds	17	103,000		103,000	
General unrestricted funds		<u>85,973</u>		<u>83,929</u>	
			<u>188,973</u>		<u>186,929</u>
			<u>277,651</u>		<u>209,359</u>

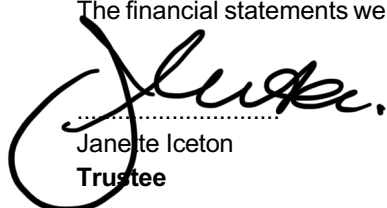
The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2023.

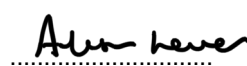
The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

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

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

The financial statements were approved by the Trustees on 2nd August 2023.


Janeite Iceton
Trustee


Alison Lever
Trustee

Company registration number 09425123

1 Accounting policies

Charity information

Smart Works (Greater Manchester) is a charitable company by guarantee and incorporated in England and Wales. The registered office is Mellor House, 65-81 St Petersgate, Stockport, SK1 1DH.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Donated stock for dressing clients is recognised in the financial statements when the goods are received by the charity and their value can be measured with reasonable accuracy. The value placed on these resources is their value to the charity. The trustees consider it impractical to measure the value of volunteer help and consequently, as permitted by the SORP, their value is not recognised in the financial statements but is described in the trustees' annual report.

1 Accounting policies**(Continued)****1.5 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources.

1.6 Stocks

The cost of donated dressing stock for distribution to beneficiaries is valued at fair value, which has been estimated by the trustees.

1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.8 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.9 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

There are no estimates that the trustees consider significant for the accounts.

SMART WORKS (GREATER MANCHESTER)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023



3 Donations

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2023	2023	2023	2022	2022	2022
	£	£	£	£	£	£
Donations and gifts	37,308	26,600	63,908	58,079	-	58,079
Grants	13,862	77,076	90,938	19,646	34,950	54,596
Donated goods and services	-	27,918	27,918	-	16,541	16,541
	<u>51,170</u>	<u>131,594</u>	<u>182,764</u>	<u>77,725</u>	<u>51,491</u>	<u>129,216</u>

4 Other trading activities

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Fundraising events	42,044	18,374
Cycle for Smart Works	43,966	48,290
Other trading activities	<u>86,010</u>	<u>66,664</u>

5 Other income

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Interest Received	<u>1,332</u>	<u>167</u>

SMART WORKS (GREATER MANCHESTER)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023



6 Raising funds

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
<u>Fundraising and publicity</u>		
Fundraising costs	9,603	5,049
Marketing costs	1,577	1,195
	<u>11,180</u>	<u>6,244</u>

7 Charitable activities

	Charitable Expenditure	Charitable Expenditure
	2023	2022
	£	£
Staff costs	115,896	63,144
Premises related direct expenditure	23,024	20,062
Other direct expenditure	36,682	29,241
Administrative costs	3,099	1,065
	<u>178,701</u>	<u>113,512</u>
Share of support costs (see note 8)	10,933	7,805
Share of governance costs (see note 8)	1,000	648
	<u>190,634</u>	<u>121,965</u>
Analysis by fund		
Unrestricted funds	125,288	78,945
Restricted funds	65,346	43,020
	<u>190,634</u>	<u>121,965</u>

SMART WORKS (GREATER MANCHESTER)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023



8 Support costs

	Support costs £	Governance costs £	2023 £	Support costs £	Governance costs £	2022 £
Staff costs	7,600	-	7,600	5,310	-	5,310
Premises related support costs	2,558	-	2,558	2,229	-	2,229
Administrative support costs	775	-	775	266	-	266
Governance	-	1,000	1,000	-	648	648
	<u>10,933</u>	<u>1,000</u>	<u>11,933</u>	<u>7,805</u>	<u>648</u>	<u>8,453</u>
Analysed between Charitable activities	<u>10,933</u>	<u>1,000</u>	<u>11,933</u>	<u>7,805</u>	<u>648</u>	<u>8,453</u>

Governance costs includes payments to the independent examiners of £605 + VAT (2022- £648) for Independent Examination fees.

The fee for the accounts preparation of £1,500 + VAT due to the independent examiners is being paid for by the parent charity.

9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year (2022: Nil).

10 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
	<u>6</u>	<u>3</u>
Employment costs	2023 £	2022 £
Wages and salaries	116,313	66,017
Social security costs	5,110	1,180
Other pension costs	2,073	1,257
	<u>123,496</u>	<u>68,454</u>

There were no employees whose annual remuneration was more than £60,000 (2022: none).

11 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

12 Stocks

	2023 £	2022 £
Dressing stock	21,608	14,930

13 Debtors

	2023 £	2022 £
Amounts falling due within one year:		
Prepayments and accrued income	25,181	10,132

14 Creditors: amounts falling due within one year

	2023 £	2022 £
Other taxation and social security	2,735	1,672
Other creditors	1,047	1,007
Accruals and deferred income	4,045	4,012
	7,827	6,691

15 Retirement benefit schemes

Defined contribution schemes

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The charge to profit or loss in respect of defined contribution schemes was £2,073 (2022 - £1,257).

16 Restricted Funds

The income funds of the charity include restricted funds comprising the following unexpected balances of donations and grants held on trust for specific purposes:

Current Year Restricted Funds	Balance 1 April 2022 £	Income £	Expenditure £	Balance 31 March 2023 £
Dressing Stock	14,930	27,918	(21,240)	21,608
Stockport Local Fund	-	4,750	(4,750)	-
Places for People Community Fund	2,500	-	(2,500)	-
Assura Community Fund	5,000	-	(5,000)	-
Smart Works Charity (Bank Of America)	-	15,450	(15,450)	-
Smart Works Charity (National Lottery)	-	8,640	(8,640)	-
Kickstart Scheme	-	7,766	(7,766)	-
The Big Give	-	56,070	-	56,070
Manchester Guardian Society Charitable Trust	-	1,000	-	1,000
Smart Works Charity New Centre Fund	-	10,000	-	10,000
	<u>22,430</u>	<u>131,594</u>	<u>(65,346)</u>	<u>88,678</u>

The Dressing Stock fund represents donations received for the specific purpose of providing beneficiaries with clothing for interview.

The Stockport Local Fund, Places for People Community Fund and Assura Community Fund all provided funding for core costs for outreach work.

Smart Works Charity Career Coaching (Bank of America) and Smart Works Charity Career Coaching (National Lottery Fund) grants are funding towards core costs.

The Kickstart scheme is funding towards staff costs.

The Big Give Fund, The Manchester Guardian Society Charitable Trust Fund and the Smart Works Charity New Centre Fund are grants towards preparing, furnishing and running the new Manchester centre from April 2023. These funds will be spent early in the year commencing 1 April 2023.

The balance on restricted funds represents the unexpended portion of funding received which will be returnable to the funder if not used for the relevant project.

SMART WORKS (GREATER MANCHESTER)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023



16 Restricted funds

Prior Year Restricted Funds	Balance 1 April 2021 £	Income £	Expenditure £	Balance 31 March 2022 £
Dressing Stock	13,959	16,541	(15,570)	14,930
Workers' Education Association, European Social Fund Communities Grant	-	5,365	(5,365)	-
Stockport Local Fund	-	5,000	(5,000)	-
Great Places Resilience Fund	-	1,600	(1,600)	-
Places for People Community Fund	-	5,000	(2,500)	2,500
Assura Community Fund	-	5,000	-	5,000
Smart Works Charity (Bank of America)	-	10,825	(10,825)	-
Smart Works Charity (National Lottery)	-	2,160	(2,160)	-
	<u>13,959</u>	<u>51,491</u>	<u>(43,020)</u>	<u>22,430</u>

The Dressing Stock fund represents donations received for the specific purpose of providing beneficiaries with clothing for interview.

The Workers' Education Association, European Social Fund Communities Grant is funding for staff and running costs to support our Young Women's Programme from August 2020 to June 2021.

The Stockport Local Fund grant, The Great Places Resilience Fund grant, The Places for People Community Fund and The Assura Community Fund grants are funding towards core costs for outreach work.

Smart Works Charity Career Coaching (Bank of America) and Smart Works Charity Career Coaching (National Lottery Fund) grants are funding towards core costs.

SMART WORKS (GREATER MANCHESTER)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023



17 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 April 2021	Transfers	Balance at 1 April 2022	Movement in funds	Balance at 31 March 2023
	£	£	£	£	£
Designated Funds for 3 year plan to support more women across Greater Manchester	-	103,000	103,000	-	103,000
	-	103,000	103,000	-	103,000

18 Analysis of net assets between funds

Current Year	General Funds 2023 £	Designated Funds 2023 £	Restricted Funds 2023 £	Total 2023 £
Current assets	85,973	103,000	88,678	277,651
	85,973	103,000	88,678	277,651
Prior Year	General Funds 2022 £	Designated Funds 2022 £	Restricted Funds 2022 £	Total 2022 £
Current assets	83,929	103,000	22,430	209,359
	83,929	103,000	22,430	209,359

19 Members' Liabilities

The company is limited by guarantee. The member of the company undertakes to contribute to the assets of the company, in the event of the same being wound up while they are a member, or within one year after they cease to be a member, for payment of the debts and liabilities of the company contracted before they ceased to be a member, and of the costs, charges and expenses of winding up such amount as may be required not exceeding £1. At the balance sheet date there was 1 member, Smart Works Charity.

20 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2023 £	2022 £
Within one year	20,003	20,003
Between two and five years	14,981	34,981
	<u>34,984</u>	<u>54,984</u>

21 Related party transactions

During the year the charity received donations of £46,932 (2022: £20,169) from Smart Works Charity, its immediate parent which are included within the results for the year.

The charity received donations of £2,055 (2022: £85) from Trustees. There are no other related party transactions.

22 Control

The charity is controlled by Smart Works Charity (Company number 03870671 and Charity Number 1080609) who is the sole member of this charity. Smart Works Charity has the same principal activity as this charity.

SMART WORKS (GREATER MANCHESTER)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023



23 Prior financial year

	Notes	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
<u>Income and endowments from:</u>				
Donations and legacies	3	77,725	51,491	129,216
Other trading activities	4	66,664	-	66,664
Other income	5	167	-	167
Total income		144,556	51,491	196,047
<u>Expenditure on:</u>				
Raising funds	6	6,244	-	6,244
Charitable activities	7	78,945	43,020	121,965
Total expenditure		85,189	43,020	128,209
Net income for the year/ Net movement in funds		59,367	8,471	67,838
Fund balances at 1 April 2021		127,562	13,959	141,521
Fund balances at 31 March 2022		186,929	22,430	209,359

Reference and administrative details

Registered name	Smart Works (Greater Manchester)
Charity registration number	1163594
Company registration number	09425123
Corporate status	The Company is limited by guarantee
Registered office	Mellor House 65-81 St Petersgate Stockport SK1 1DH
Telephone	0161 974 0669
Website	www.smartworks.org.uk/manchester-smart-works
Current Trustees	Janette Icceton - Chair Alison Lever - Treasurer Susan Weighell Samantha Reed Sarah Martin Jane Nugent (resigned 2 August 2023) Sheena Bedi (resigned 1 October 2022) Kay Truelove-Barratt Elsa Zekeng
Independent Examiner	Hannah Ormston CIPFA Critchleys Audit LLP 23-28 Hythe Bridge Street Oxford OX1 2EP
Bankers	Barclays Bank plc

Accounts

Annual Report of the Board of Trustees

SMART WORKS (GREATER MANCHESTER)

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Annual Report of the Board of Trustees for the Year Ending 31 March 2022

The Trustees, who are also the directors of the charity for the purposes of the Companies Act, present their annual report together with the accounts of Smart Works (Greater Manchester) for the year ended 31 March 2022.

The accounts have been prepared in accordance with the accounting policies set out on page 17 and comply with the charity's governing document, applicable laws and the requirements of Statement of Recommended Practice on 'Accounting and Reporting by Charities' issued in 2019.

1. Objectives and activities

Smart Works (Greater Manchester) is a UK charity that provides high quality interview clothes, styling advice and interview training to women in need. We give women the confidence, the self-belief and the practical tools they require to succeed at interview and start a new chapter of their life.

The charity's objects are the relief of financial hardship and the relief of unemployment for the public benefit through the promotion of economic independence among women in Greater Manchester. Smart Works (Greater Manchester) is part of a network of 6 other regional charities that deliver the Smart Works Charity service in their area. To deliver this, Smart Works (Greater Manchester) was created in 2015 with a clear mission and vision to help more women back into the workplace by giving them the clothes and the confidence they need to succeed at job interview.

The core of the Smart Works (Greater Manchester) service is a 1-2-1 two-hour First Dressing appointment delivered with clients in our operational centre in the centre of Stockport. During the first hour, working with a Styling Volunteer, each woman receives a complete outfit of high-quality clothing and accessories (hers to keep). The second hour is spent with a Coaching Volunteer providing personalised interview training and during which the client populates an interview preparation booklet. This short intervention has a significant impact as our clients start believing in their own ability to succeed. Once they get the job, we offer our clients a one-hour Second Dressing to return for an additional 5 to 7 items of clothing to help them build a working wardrobe to see them through to their first pay cheque.

Throughout the Covid-19 pandemic since the first lockdown in March 2020, and in line with government regulations regarding travel and business operating restrictions, Smart Works (Greater Manchester) continued to offer its adapted core services during this financial year to 31st March 2022 with the inclusion of its online personalised Career Coaching service to support unemployed women with everything from confidence building, interview skills development, how to apply for a job, how to write a CV etc.

The charity also adapted its core Styling and Interview Coaching services enabling these to be delivered remotely to clients during periods of travel and business opening restrictions, and only

providing face to face when this was legally (and sensibly) permissible. These services have continued to be providing during this year as our operational services, delivered by both staff and volunteers, started to return to normal starting with “in person” Styling services returning in mid April 2021 supported by remote Coaching, and a more gradual return to both services being provided in person from 15 June 2022.

2. Achievements and performance

Highlights

Throughout 2021/22 Smart Works (Greater Manchester) has rebuilt it’s in person services while maintaining key aspects of its adapted approach as developed in response to the multiple challenges represented by the Covid-19 pandemic. The charity adhered to all rules and regulations to protect the health, safety and well-being of its clients, its volunteers and its staff and has stayed free from any Covid-19 related incidents throughout this financial year, which is again a credit to its staff team, to its volunteers and to the Board.

Our highlights for the year can be summarized as:

- Reopening in person services while continuing to grow online, high quality coaching services to the continued high satisfaction of clients, volunteers and the staff team
- Supported over 621 unemployed women with our pre-employment services, 70% of those who received First Dressings went on the secure employment
- Developing an effective, full-complement staff team of 4, capably and professionally led by the Business Manager
- Retaining the majority of our volunteer community, while recruiting a cadre of over a dozen passionate and highly professional new volunteers across styling, coaching and stock / wardrobe services
- We celebrated our 6th Birthday with a series of social media posts showcasing women who had been employed by one of our corporate supporters, Teleperformance, and who had gone on to build thriving careers leveraging family-friendly and DE&I employer policies enabling them to overcome work/life balance obstacles
- Developed our relationships with referral partners right across Greater Manchester and enriching our relationship with key referral partners such as DWP Job Centres and Ingeus who account for c. 57% of clients referred to us. The Business Manager also created multiple new referral relationships such as with The Girls Network and Manchester Airport Academy to ensure we remain a relevant and trusted provider of pre-employment services to local unemployed women
- Delivered several volunteer events including a Christmas Party in the Stockport centre
- Engaged with business and government audiences to raise awareness of our charity as a strong and supportive voice for unemployed women, one that continued to provide services during the pandemic and one that reopened its doors to welcome clients again as soon as government rules allowed. Coupled with becoming a champion for unemployed women in Greater Manchester in the resurgent jobs market culminating in hosting our very own Jobs Fair in Stockport Library on 28th March with 16 employers showcasing suitable vacancies and 55 women attending the event

- Continued agile and effective revised financial planning to end the year in a strong financial position including securing individual and corporate donations throughout the year and ending with another highly successful Cycle for Smart Works Campaign in March 2022 that saw 48 teams raising over £52k; this performance has enabled the charity to secure over £100k in Designated Reserves to be assigned to the implementation of our new 3 Year Strategy to support over 1,000 individual beneficiaries by March 2025
- Presented the charity at the 10th Anniversary of The Stockport Business Awards in September 2021 having been named as its Charity Partner in 2020 and successfully raising even more awareness of our free pre-employment services to local businesses

Operational Performance:

In the full year ending 31st March 2022, Smart Works (Greater Manchester) supported 621 women which included providing 343 First Dressings and 196 Career Coaching appointments and delivering over 100 client appointments in both February and March 2022, our highest ever month for client service delivery and ending the year on a particularly strong Q4.

At the start of the year in April 2021, the charity continued to be impacted by the final rules and restrictions stemming from the third Greater Manchester (Tier4) and national lockdown imposed on 6th December and which was lifted on 12th April when non-essential retail was allowed to reopen. As experienced in the previous financial year, the operational offices of many of our key referral partners remained closed to staff and there were few face to face appointments being offered by Job Centres and other partners which impacted our client referrals. We also appointed a new Trustee, Dr Elsa Zekeng PhD, a highly respected young scientist and entrepreneur who has become a valued member of our Board.

By end of the second quarter in September 2021, with various rules still in place for indoor spaces referral partners gradually returned to work and jobs in sectors such as retail, travel and hospitality started to become available. A new Client Delivery Lead was appointed responsible for ensuring the quality and efficacy of client service delivery both within our centre and online.

In the first half of the year the charity returned a strong performance in the circumstances delivering 230 First Dressing and Career Coaching appointments,

During the second half of the year, our Lead Trustee for Risk and Governance delivered an updated Risk Appetite Assessment and Risk Review, and the charity received a particularly favourable review following a visit by the Smart Works HQ Head of Wardrobe. A highly successful pre-Christmas Fashion and Fizz social event raised c. £7.5k and yet more corporate and individual donations were received from our supporters.

In the second half of the year a further 308 client appointments were delivered demonstrating how hard the growing staff team had worked to secure client appointments ending the financial year with a monthly run rate of client appointments that meets or exceeds those of pre-pandemic levels. The final staff role, Outreach and Engagement Lead, has been filled by an excellent candidate who has made a strong impact in her first two months and the charity is now able to provide even more face-to-face outreach to referral partners across the 10 boroughs of Greater Manchester, as well as having the resources to host its own and its first ever Job Fair at the end of March.

With the staff being at full complement, this now enables our Business Manager to lead the staff and volunteer team and to work more on the new 3 Year Strategy which was unveiled at a national level at the end of March. We are excited with the core components underpinning the new strategy and have committed Smart Works Greater Manchester to the delivery of even more challenging client beneficiary targets for the coming 3 years to 31st March 2025.

Management of the charity

The Board remains effective and focussed on the strong operational performance of the charity, underpinned by prudent financial management and robust governance with greater support having become available to staff and trustees alike from the national Smart Works headquarters team. As in the previous 2 financial years, all Trustees have formalised areas of leadership of the charity such as Wardrobe, Risk and Compliance, Staffing, Referral Partnerships, DE&I and Fund Raising. We replaced the Trustee who resigned in August 2020 due to personal circumstances during the pandemic with a new Trustee in the first quarter of the year. The Board was able to resume face to face meetings with the first taking place in the centre on 13th November 2021 following which it was approved that we would remain in our current centre in Mellor House, Stockport, for a further 3 years and we would begin to explore the possibility (and affordability) of opening a second Smart Works (Greater Manchester) operational centre in Manchester. The board are unified in its agreement to the new 3-year plan which begins in the new financial year.

Following on from the Covid-19 Risk Assessment that was undertaken in July 2020, a new Risk Appetite Review and Assessment was undertaken in the third quarter with the key risk identified being the requirement to sign a new 3-year lease of the existing premises.

At the end of this financial year, Smart Works (Greater Manchester) has a full complement of 4 staff (3.5 FTE) including the Business Manager plus a Kick Start contract employee is with the charity for a 6-month period from the end of March 2022.

To deliver our services to clients, our charity continues to rely on the loyal support and dedication of our regular team of Styling and Coaching volunteers, as well as ad hoc volunteers for wardrobe, stock management and events. Some volunteers chose to leave the charity when lockdown finally ended however the Business Manager has recruited over a dozen new volunteers who have all be professionally on-boarded, trained and who have received mandatory safeguarding training. During the year, a new Interview Booklet was developed and one of the charities longest-serving coaches was acknowledged as having played a materially important contribution to its development.

We have retained the Smart Works (Greater Manchester) Ambassadors who promote the good works of the charity and raise awareness of our activities across the region, these being Caroline Roberts-Cherry, a BAFTA-winning TV Producer and Michelle Ackerley, a national TV Broadcaster, and Katy Leeson, a LinkedIn “Top Voice” and leading Manchester-based social media expert. Each Ambassador led an event towards the end of the financial year, as soon as indoor hospitality events were again permitted:

- Katy led our Inspiring Tales event at Bloc in Manchester city centre in early October
- Caroline was Guest Speaker at a VIP event we held with John Lewis (Cheadle) in late October
- Michelle co-hosted our Fashion and Fizz event in Alderley Edge, Cheshire, at the end of November with Smart Works Patron and renowned retail guru, Jane Shepherdson, as our VIP Guest.

Growing Awareness of the Charity

Despite being challenged as Greater Manchester reawakened from a long period of lockdown and short-term releases from lockdown, the charity took every opportunity it could to raise awareness with corporate supporters and public sector bodies alike.

We made better use of our membership of Manchester's leading networking forum, ProManchester, and were featured several times in its online articles and various Trustees attended events during the year when events were allowed. Our main message for the year was that we have worked extremely hard to provide services, both face to face and online, in line with the definition of "non-essential retail" and remain a reliable, effective and efficient organisation providing essential pre-employment services.

During the second half of the year, such was the growing seeds of the economic recovery of Greater Manchester across those sectors where our clients are frequently employed (such as retail, healthcare, hospitality and customer service), we participated in multiple new pre-employment support initiatives with DWP Job Centres across Greater Manchester, of particular note being Sector Based Work Programmes (SWAP's) and in an initiative led by the Business Manager, we worked far more closely with local Housing Associations such as Stockport Homes, Great Places, Places for People who also provided grants to support our "hyper local" outreach to engage with identified areas of social deprivation within specific boroughs.

Away from our normally strong referral base in South Manchester, the charity continued to strive for client referrals from less well represented boroughs. and in line with our re-launched Fashion Your Own Future initiative to reach unemployed 16 to 25 year olds, engagement with The Manchester College led to the charity participating in 3 Job Fairs with additional focus in this area during the coming financial year.

While fewer pandemic related grants have been available during the year, the charity has continued to ensure that both the public sector bodies commissioning support services to unemployed women, and those public and private sector organisations responsible for awarding grants, understand the effectiveness of the services we provide, and the robustness of our organisation resulting in the representatives of the charity being invited to speak at over a dozen events on this subject during the financial year. International Women's Day 8th March 2022 was as busy as it always is for successful awareness raising with all of respective Smart Works audiences, reaching them across all of our active platforms.

With the appointment of a full staff team, in the second half of the year the charity was able to dedicate more skilled resources to our social media campaigns. Our most viewed post of the year was an Instagram reel posted two weeks before our Fashion and Fizz event in November and which received over 3,500 views and in that same month a major new focus on gaining new LinkedIn followers has delivered extremely positive results building every month since then.

As stated at the end of last year, our plan remains to build our social media reach and build this community through compelling and engaging content including "She Got The Job" posts and showcasing the excellent clothing that Smart Works (Greater Manchester) has within its showroom. During this year we have, and we will continue, to seek ways to encourage unemployed,

disadvantaged women to come to us through a positive portrayal of our activities in a year-round stream of posts across our platforms. Through social marketing, our volunteers also remain engaged in, and are motivated by, our social media activities and that we convert our loyal but passive charity supporters into active and engaged social media followers encouraging them to feel personally connected with our charity.

In this second half of the year where we placed more emphasis on social marketing, we improved our social media awareness across platforms as shown below:

- Instagram: 41% growth (971 followers to 1,376)
- Twitter: 20% growth (1,970 followers to 2,130)
- Facebook: 22% growth (812 followers to 993)
- LinkedIn: 122% (607 followers to 1,349)

3. Financial review

Results for the Year

To provide our service we require funding to cover our costs which are mainly salaries, premises and essential operation costs. Fundraising has been a particular focus and the charity is ending the year in robust financial health.

Income for the full year is £196,047 (2021 £171,735) and total expenditure £128,209 (2021 £88,072). This results in an increase in funds of £67,838 (2021 £83,663) and an increase in total funds carried forward to £209,359 (2021 £141,521) at 31 March 2022.

Total Unrestricted Funds are £186,930 (2021 £127,562). The Board has committed to a 3-year plan to grow the number of client appointments to 1,000 per year and has designated £103,000 of Unrestricted Funds to support the expenditure to achieve this growth. Reserves of £83,930 (2021 £127,562) are for general use. Restricted Funds are £22,430 (2021 £13,959).

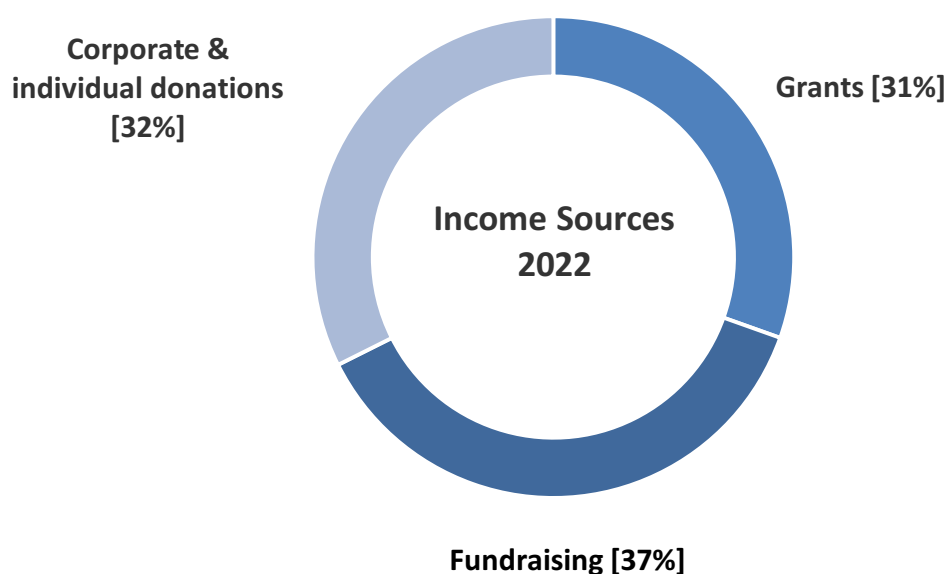
Income includes donated dressing stock of £16,541 (2021 £7,800) which has increased from the previous year as a result of the showroom being open and fully operational for the majority of the year. Total income minus stock donations is £179,506 (2021 £163,935), a 9% increase overall.

Our sources of income are a mix of donations, grants and money raise from fundraising activities.

Donations from Companies and Individuals provide 32% of our income and a significant amount of the donations come from our Corporate Partners. We are particularly grateful for the support of Energize Recruitment, Ingeus, Timetastic and Trinnovo along with all other supporters. In the last quarter of the year 4th Utility agreed to become our newest Corporate Partner.

Once again our supporters took part in Cycle for Smart Works with over 235 people cycling in the week running up to International Women’s Day. Income of £48k is included in the accounts and with some further matched payments and gift aid to come it is expected the total raised will be close to the £52k raised in 2021.

Grants continued support our work including the Workers’ Education Association Grant for our “Fashion your own Future” Young Person’s project, grants from Bank of America and the National Lottery to support the expansion of our Career Coaching pre employment support and grants from Stockport Local, Assura Community Fund, Places for People and Great Places for some hyper local outreach projects.



We are grateful for the support from Smart Works Charity both providing grants and for ongoing support through out the year particularly with coordinating Cycle for Smart Works.

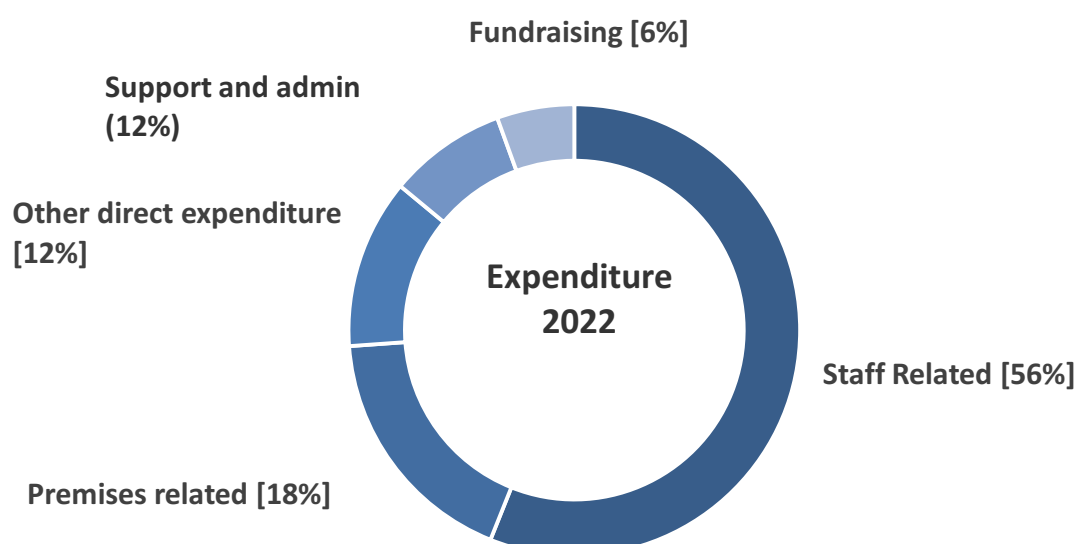
Total expenditure of £128,209 (2021 £88,072) includes the value of clothing donated to clients of £15,570 (2021 £7,800) and thus our cash costs have increased to £112,639 from £80,554.

Our costs are mainly for staff, premises and direct client service costs which together make up 86% of our overall costs.

The increase in the year of £22k is largely due to additional staff costs arising from increasing our team to facilitate further outreach with referral partners and potential clients both in person and remotely. For most of 2022 our staff hours were around 2.5FTE an increase from 1.6FTE for most of 2021. At the end of the year we further recruited ending the year with 4.2 FTE.

Property costs in 2021 had benefited from a rent reduction in the early stages of the pandemic. This year we have had full rent costs and also some increased energy costs increasing our property costs to £22k.

Other direct costs also increased this year as we welcomed more clients to our service.



Investment policy

The trustees, having regard to the liquidity requirements of operating the Charity and to the reserves policy, have operated a policy of keeping available funds in interest-bearing deposit accounts. At the year end we have over 6 months of cash reserves held with the majority in our deposit account.

Reserves policy

The trustees have considered the requirement for free reserves, i.e. those unrestricted funds not designated for specific purpose or otherwise committed. It has been determined that, given the nature of the charity's work, the level of free reserves should be equivalent to 6 to 12 months of annual expenditure which is between £80k and £160K. This provides sufficient flexibility to cover any temporary shortfall in income and will allow the charity to cope and respond immediately to a reasonable range of unforeseen adverse circumstances prior to specific remedial plans being implemented. The free reserves of £83,929 meets this requirement.

4. Plans for the future

On the 1 April 2022, Smart Works (Greater Manchester) began the first year of an ambitious Three Year Plan across the Smart Works Network, which aims to double the number of women helped in each of our centres, including Smart Works (Greater Manchester). After the pandemic, and with a severe cost of living crisis, the need for our service has never been more urgent, and by the end of the

three years, we aim to be helping over 1000 women from across Greater Manchester, and ensuring that at least 65% go on to get the job.

The KPI plan for 2022 / 2023 is to maintain the high levels of appointments during traditionally busy months while building more detailed understanding of, and a capacity and performance plan to manage, the cyclical nature of client appointments throughout the 12 months of the year. We specifically aim to deliver the following

- 675 client appointments including 450 First Dressings and 225 Career Coaching appointments with services being accessible to clients both face to face and online where necessary
- Support 585 unique beneficiaries of our charity
- Renew the implementation of our Fashion Your Own Future engagement and outreach campaign to support 16 – 25-year-old unemployed women working with key referral partners such as The Manchester College, The Girls Network, The Princes Trust, and Speakers for Schools
- Continue the roll out of our “hyper local” plans working with housing associations and grass root organisations in local communities, supported by local grant funding where this is available
- Develop the Pop Up service with Ingeus in Manchester city centre so that we provide the optimum balance of services spanning First Dressings, Career Coaching and Second / Employment Dressings utilising a hybrid face to face and online model for coaching and wardrobe respectively
- Continue to attend Job Fairs and economic and employment forums to ensure our voice is heard when Greater Manchester commences its recovery and try to reach those women who have an opportunity to regain employment having lost their jobs as a direct consequence of the Covid-19 pandemic, providing them with the confidence and skills they need to look for, and secure, a job
- Continue to leverage business associations across the community such as Pro Manchester and the Chambers of Commerce and implement a CRM system to improve regular communications with corporate donors and supporters.

As part of the national Smart Works charity, Smart Works Greater Manchester is excited to actively participate in the development of the 8 pillars of the new national 3 Year Strategy (2022 – 2025):

1. Expansion - we are ambitious, and the need for the expansion of our service is clear. Smart Works aims to double the number of women helped from 5,000 a year to 10,000 women by 2025
2. Data Driven - Decision making will predominantly be driven by data, with new centres being opened in areas with significant need, and current centres being best located to help the most women
3. Defined Area - Each centre will have a defined area of operation and focus on deepening their reach in their specific community. By 2025, each centre will aim to help at least 1000 women per year
4. London Centre - London is the largest urban hub in the UK, with twice as many unemployed women as the next largest centre. The ambition is to open a third London centre in South London by 2023
5. Virtual Service - The virtual service will be refined and continue. Clients beyond the defined area given to each centre will be supported by a central virtual service team

6. National Brand - To support growth, Smart Works will be established as a national brand that is better known and understood, especially by potential clients
7. Hub Model - We have strong foundations and that will continue to fuel our growth. We will continue to be volunteer powered, use a hub model and the Smart Works model of regional boards will continue, with centres outside of London led by a board of trustees with local expertise and insight. Steps will also be taken to separate out London centres from HQ
8. New Centres - New centres will be opened in areas where there is a clear need. The data indicates the top three target cities are Sheffield, Glasgow and Liverpool. The centre with the highest need in a new region is Bristol. Other new regions with no centre include the South of England and the area around Cardiff in Wales

5. Structure, governance and management

Governance

Smart Works (Greater Manchester) and its trustees are bound by the Memorandum and Articles of Association. The names of the trustees who served during the year are set out in the reference and administrative information on page 28.

Smart Works Charity is the sole member of Smart Works (Greater Manchester). Smart Works (Greater Manchester) has been granted a license to operate by Smart Works Charity and it has the same objectives and similar activities as the parent company.

Recruitment and appointment of new trustees

Regular reviews are undertaken to assess the skills of the current trustees and identify any areas for strengthening. New trustees are appointed by the existing trustees and their appointment is approved by Smart Works Charity.

Induction and training of new trustees

New trustees are provided with an induction to familiarise themselves with the charity and the not for profit sector. They are briefed on their responsibilities by the existing trustees. A Trustee Welcome Pack is shared with all Smart Works Trustees when they join the charity setting out roles, responsibilities and the structure of Smart Works both regionally and nationally. New trustees are also referred to the Charity Commission's guide 'The Essential Trustee'.

Organisational structure and decision making

The Board of Trustees operate to a defined governance framework. Trustee meetings are held regularly and attended by the trustees and the office manager. Operational, Finance and Risk reports are presented. All decisions are included in the minutes after discussion and agreement. Between trustee meetings working parties have been set up to progress areas such as fundraising, finance, volunteers and risk.

Management

The day to day running of the operation is undertaken by the Business Manager with support from the trustees where necessary. Operational and brand infrastructure is provided by Smart Works Charity.

Pay policy for key management personnel

All trustees give their time freely and no trustee received remuneration in the year.

The pay of staff is review annually. The trustees benchmark salaries against pay levels in other similarly sized charities.

Risk management

The trustees regularly review the major risks to which the charity is exposed, in particular those relating to governance, operations, finance, HR, compliance and external factors.

Relationships with related parties

Smart Works Charity is the sole member of Smart Works (Greater Manchester).

Policies

Policies for all relevant areas are maintained, including Vulnerable Adults, Data Protection, Health and Safety, Bribery, Conflict of Interest, Complaints Handling and Privacy Policy for Clients, Donors and Diversity. A staff handbook is made available to all staff and includes a summary of all these policies.

Volunteers

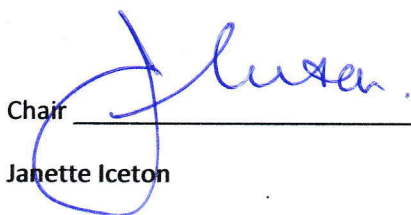
The trustees are grateful for the invaluable contribution of those who give their time voluntarily to deliver the dressing and interview preparation for our clients. Arguably, one of the greatest assets Smart Works has its team of dedicated volunteers who play an enormous and very valuable role in delivering our service.

Public benefit

The trustees have read and complied with the guidance contained in the Charity Commission's general guidance on public benefits when reviewing our aims and objectives and in planning our future activities. Our achievements above demonstrate how we have fulfilled this requirement during the year.

In preparing this report, the Trustees have taken advantage of the small companies' exemptions provided by section 415A of the Companies Act 2006

This report was approved by the Board on 1 August 2022 and signed on its behalf by

Chair 
Janette Iceton

Treasurer 
Alison Lever

Trustees' responsibilities statement

The trustees, who are also directors of Smart Works (Greater Manchester) for the purposes of company law, are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under Company law the Trustees must not approve the financial statements unless they are satisfied that they 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 policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgments and estimates that are reasonable and prudent
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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

Independent examiner's report to the Trustees of Smart Works (Greater Manchester)

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2022 which are set out on pages 15 to 27.

Responsibilities and basis of report

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Hannah Ormston CIPFA
23-38 Hythe Bridge Street
Oxford
OX1 2EP
1 August 2022

11 August 2022

Smart Works (Greater Manchester)

Statement of Financial Activities including an Income and Expenditure Account

FOR THE YEAR ENDED 31 MARCH 2022

REGISTERED NUMBER 09425123

	Notes	Unrestricted Funds £	Restricted Funds £	2022 Total £	2021 Total £
Income from:					
Donations	3	77,725	51,491	129,216	105,665
Other trading activities	4	66,664	-	66,664	60,298
Other income		167		167	5,772
Total Income		144,556	51,491	196,047	171,735
Expenditure on:					
Raising Funds	5	6,244	-	6,244	2,909
Charitable activities	6	78,945	43,020	121,965	85,163
Total expenditure		85,189	43,020	128,209	88,072
Net income/(expenditure) for the year		59,367	8,471	67,838	83,663
Reconciliation of funds					
Total funds brought forward		127,562	13,959	141,521	57,858
Total funds carried forward		186,929	22,430	209,359	141,521

All of the company's activities are classed as continuing.

The charity had no gains or losses other than those shown above.

The notes of pages 17 to 27 form part of these accounts.

Smart Works (Greater Manchester)

Balance Sheet

FOR THE YEAR ENDED 31 MARCH 2022

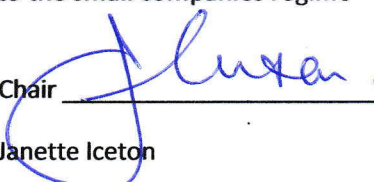
REGISTERED NUMBER 09425123

	Notes	Unrestricted Funds £	Restricted Funds £	2022 Total £	2021 Total £
Current Assets					
Stock	10	-	14,930	14,930	13,959
Debtors	11	10,132	-	10,132	59,003
Cash at bank and in hand		183,488	7,500	190,988	77,235
		193,620	22,430	216,050	150,197
Creditors: amounts falling due within one year	12	6,691	-	6,691	8,676
Net current assets		186,929	22,430	209,359	141,521
Net assets		186,929	22,430	209,359	141,521
The funds of the charity					
Restricted Funds	14	-	22,430	23,430	13,959
Designated Funds	15	103,000	-	103,000	-
General Funds	15	83,929	-	83,929	127,562
Total charity funds		186,929	22,430	209,359	141,521

For the year ended 31 March 2022, the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. The members have not required the company to obtain an audit in accordance with section 476 of the Act.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and preparation of accounts.

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

Chair 
Janette Iceton

Treasurer 
Alison Lever

Approved by the Board on 1 August 2022

The notes on pages 17 to 27 form part of these accounts.

Smart Works (Greater Manchester)

Notes to the Accounts

FOR THE YEAR ENDED 31 MARCH 2022

1. GENERAL INFORMATION

Smart Works (Greater Manchester) is a company limited by guarantee and incorporated in England and Wales. The registered office is Mellor House, 65-81 St Petersgate, Stockport, SK1 1DH.

2. ACCOUNTING POLICIES

Basis of preparation

The financial statements have been prepared in accordance with 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) (effective 1 January 2019) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Smart Works (Greater Manchester) meets the definition of a public benefit entity under FRS 102. Assets and liabilities are recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes. The charity's presentational and functional currency is Pounds Sterling.

The financial statements are prepared on a going concern basis. There are no material uncertainties in respect of the charity's ability to continue as a going concern for the foreseeable future, based on latest strategic plans and financial budgets.

Income

Income is included in the period in which the charity becomes entitled to the resources, the trustees have sufficient certainty that they will receive the resources and the monetary value can be measured with sufficient reliability. The main income sources are corporate and individual donations, grants, fundraising income and sales of surplus of donated stock.

Donated Goods and Services

Donated stock for dressing clients is recognised in the financial statements when the goods are received by the charity and their value can be measured with reasonable accuracy. The value placed on these resources is their value to the charity. The trustees consider it impractical to measure the value of volunteer help and consequently, as permitted by the SORP, their value is not recognised in the financial statements but is described in the trustees' annual report.

Investment Income

This is included in the accounts when receivable.

Expenditure

Expenditure is included in the statement of financial activities when incurred and includes attributable VAT which cannot be recovered. All expenditure is allocated to the particular activity where the cost relates directly to that activity. Indirect costs and overhead expenses are apportioned on a judgemental basis in proportion to floor space used.

Tax reclaims on donations and gifts

Income from tax reclaims are included in the SOFA at the same time as the gift to which they relate.

Stocks

The cost of donated dressing stock for distribution to beneficiaries is valued at fair value, which has been estimated by the trustees.

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due. Accrued income and tax recoverable is included at the best estimate of the amounts receivable at the balance sheet date.

Creditors

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Tangible fixed assets

Assets are capitalised if they can be used for more than one year and cost at least £1,000. Tangible fixed assets are stated at cost less depreciation.

Depreciation

Depreciation has been provided at the following rates in order to write off the assets, less their estimated residual value, over their estimated useful economic lives:

Computer equipment	30% on the straight line basis
Office fixtures and fittings	20% on the straight line basis

Fund Accounting

The General Fund is an unrestricted fund which is available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for specific purposes. The Designated Funds are unrestricted funds which have been set up by the Trustees to hold funds for specific purposes. The aim and use of each Designated Fund is set out in the notes to the accounts. Restricted Funds are funds which are to be used in accordance with specific restrictions imposed by the donors. The aim and use of each Restricted Fund is set out in the notes to the accounts.

Income and expenditure is allocated to the Funds on a direct or time apportioned basis as appropriate.

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments, Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value. Fixed assets are recorded at depreciated historic cost, stock at fair value and all other assets and liabilities are recorded at cost which is their fair value.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Operating lease agreements

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight line basis over the period of the lease.

Significant Accounting Estimates

The Trustees make estimates and assumptions concerning the future. The resulting accounting estimates will, by definition, seldom equal the related actual results. There are no estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

2. TAXATION

The company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

3. DONATIONS

	Unrestricted Fund £	Restricted Funds £	2022 Total £
Current Year			
Corporate and individual donations	58,079	-	58,079
Donated goods and services	-	16,541	16,541
Grants	19,646	34,950	54,596
	77,725	51,491	129,216

	Unrestricted Fund £	Restricted Funds £	2021 Total £
Prior Year			
Corporate and individual donations	29,515	-	29,515
Donated goods and services	-	7,800	7,800
Grants	30,000	38,350	68,350
	59,515	46,150	105,665

4. OTHER TRADING ACTIVITIES

	Unrestricted Funds £	2022 Total £
Current Year		
Cycle for Smart Works	48,290	48,290
Other fundraising activities	10,467	10,467
Sale of surplus donated stock	7,907	7,907
	66,664	66,664

	Unrestricted Funds £	2021 Total £
Prior Year		
Cycle for Smart Works	51,714	51,714
Other fundraising activities	8,200	8,200
Sale of surplus donated stock	384	384
	60,298	60,298

5. EXPENDITURE ON RAISING FUNDS

Current Year	Unrestricted Funds £	Restricted Funds £	2022 Total £
Event and fundraising costs	5,049	-	5,049
Marketing costs	1,195	-	1,195
	6,244	-	6,244

Prior Year	Unrestricted Funds £	Restricted Funds £	2021 Total £
Event and fundraising costs	2,103	-	2,103
Marketing costs	806	-	806
	2,909	-	2,909

6. EXPENDITURE ON CHARITABLE ACTIVITIES

Current Year	Unrestricted Funds £	Restricted Funds £	2022 Total £
Staff related direct expenditure	43,576	19,567	63,143
Premises related direct expenditure	16,245	3,817	20,062
Other direct expenditure	9,606	19,636	29,242
Administrative costs	1,065		1,065
Support costs (note 7)	8,453	-	8,453
	78,945	43,020	121,965

Prior Year	Unrestricted Funds £	Restricted Funds £	2021 Total £
Staff related direct expenditure	12,538	30,565	43,103
Premises related direct expenditure	11,239	7,334	18,573
Other direct expenditure	1,380	13,179	14,559
Administrative costs	248	562	810
Support costs (note 7)	8,118	-	8,118
	33,523	51,640	85,163

7. SUPPORT COSTS

	2022	2021
	£	£
Staff related support costs	5,310	4,577
Premises related support costs	2,229	2,810
Administrative support costs	266	83
Governance	648	648
	8,453	8,118

8. NET INCOME STATED AFTER CHARGING

	2022	2021
	£	£
Depreciation of owned fixed assets	-	-
Operating lease payments	18,900	16,688
Wages and salaries	65,622	45,915
Employer's pension contributions	1,257	730
Employer's national insurance contributions	1,180	-
Independent Examiner's remuneration	600	600

Average number of employees during the year	3	2.5
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No member of staff was paid more than £60,000 in the year

The key management personnel of the Charity comprise the Trustees as listed on page 28. The total amount of employee benefits (including employer pension contributions) received by the key management team for their services to the Charity was £ NIL (2021: £ NIL).

9. TRUSTEE REMUNERATION AND EXPENSES

No Trustee received any remuneration or expenses from the Charity in relation to the performance of their duties as trustees. (2021: £NIL)

10. STOCK

	2022	2021
	£	£
Dressing stock	14,930	13,959

As detailed in note 1, the charity's donated stock for beneficiaries is valued at fair value.

11. DEBTORS

	2022	2021
	£	£
Cycle for Smart Works accrued Income	1,080	50,145
Other prepayments and accrued income	9,052	8,858
	10,132	59,003

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Other Creditors	1,007	271
Accruals	4,012	7,613
Other tax and social security	1,672	792
	6,691	8,676

13. OTHER FINANCIAL COMMITMENTS

	2022	2021
	£	£
At the year end the company had annual commitments under non cancellable operating leases as set out below:		
Operating leases – within one year	20,003	13,875
Operating leases – between 2 and 5 years	34,981	-

14. RESTRICTED FUNDS

Current Year Restricted Funds	Balance 1 April 2021 £	Income £	Expenditure £	Transfer £	Balance 31 March 2022 £
Analysis of fund balance by project:					
Dressing Stock	13,959	16,541	(15,570)	-	14,930
Workers' Education Association, European Social Fund Communities Grant	-	5,365	(5,365)	-	-
Stockport Local Fund	-	5,000	(5,000)	-	-
Great Places Resilience Fund	-	1,600	(1,600)	-	-
Places for People Community Fund	-	5,000	(2,500)	-	2,500
Assura Community Fund	-	5,000	-	-	5,000
Smart Works Charity (Bank of America)	-	10,825	(10,825)	-	-
Smart Works Charity (National Lottery)	-	2,160	(2,160)	-	-
	13,959	51,491	(43,020)	-	22,430

The balance on restricted funds represents the unexpended portion of funding received which will be returnable to the funder if not used for the relevant project.

The Dressing Stock fund represents donations received for the specific purpose of providing beneficiaries with clothing for interview.

The Workers' Education Association, European Social Fund Communities Grant is funding for staff and running costs to support our Young Women's Programme from August 2020 to June 2021.

The Stockport Local Fund grant is funding towards core costs for outreach work across Stockport.

The Great Places Resilience Fund grant is funding towards core costs

The Places for People Community Fund grant is funding towards core costs. Work on the outreach programme funded by this grant has been partially delayed and will be completed in the coming year and so some of the grant has been carried forward.

The Assura Community Fund grant is funding towards core costs.

Smart Works Charity Career Coaching (Bank of America) grant is funding towards core costs.

Smart Works Charity Career Coaching (National Lottery Fund) grant is funding towards core costs.

	Balance 1 April 2020	Income	Expenditure	Transfer	Balance 31 March 2021
Prior Year Restricted Funds	£	£	£	£	£
Analysis of fund balance by project:					
Dressing Stock	13,677	7,800	(7,518)	-	13,959
National Lottery Connecting Communities Fund	-	1,000	(1,000)	-	-
Manchester Airport Community Fund	-	3,000	(3,000)	-	-
Workers' Education Association, European Social Fund Communities Grant	-	7,792	(7,792)	-	-
Smallwood Trust Frontline Women's Fund	-	10,000	(10,000)	-	-
CAF Resilience Fund	-	12,158	(12,158)	-	-
Smart Works Charity (Bank of America)	-	900	(900)	-	-
National Lottery Coronavirus Community Support Fund	-	3,500	(3,500)	-	-
Coronavirus Job Retention Scheme	-	5,772	(5,772)	-	-
	13,677	51,922	(51,640)	-	13,959

The balance on restricted funds represents the unexpended portion of funding received which will be returnable to the funder if not used for the project.

The Dressing Stock fund represents donations received for the specific purpose of providing beneficiaries with clothing for interview.

The National Lottery Connecting Communities Fund is a grant to fund a celebration with our volunteer community.

The Manchester Airport Community Fund is a grant towards office equipment to help make the office space suitable and safe for clients, staff and volunteers for reopening in August 2020.

The Workers' Education Association, European Social Fund Communities Grant is funding for staff and running costs to support our Young Women's Programme from August 2020

The Smallwood Trust Frontline Women's Fund is a grant towards staff and running costs.

The CAF Resilience Fund is a grant towards staff and running costs.

The National Lottery Connecting Communities Fund (collected via Smart Works Charity) is a grant for core costs.

Smart Works Charity Career Coaching (Bank of America 2021) is a grant towards core costs.

The Coronavirus Job Retention Scheme income is funding received toward staff costs.

15. Designated Funds and General Funds

	Balance 1 April 2021	Income	Expenditure	Transfer	Balance 31 March 2022
	£	£	£	£	£
Analysis of fund balance by project:					
Designated Funds for 3 year plan to support more women across Greater Manchester	-	-	-	103,000	103,000
General Funds	127,562	144,556	(85,189)	(103,000)	83,929
	127,652	144,556	(85,189)	-	186,929

16. ANALYSIS OF NET ASSETS BETWEEN FUNDS

Current Year	General Funds 2022 £	Designated Funds 2022 £	Restricted Funds 2022 £	Total 2022 £
Current assets	90,620	103,000	22,430	216,050
Creditors due within one year	(6,691)	-	-	6,691)
	83,929	103,000	22,430	209,359
Prior Year	General Funds 2021 £	Designated Funds 2021 £	Restricted Funds 2021 £	Total 2021 £
Current assets	129,638	-	20,559	150,197
Creditors due within one year	(2,076)	-	(6,600)	(8,676)
	127,562	-	13,959	141,521

17. MEMBERS' LIABILITIES

The company is limited by guarantee. The member of the company undertakes to contribute to the assets of the company, in the event of the same being wound up while they are a member, or within one year after they cease to be a member, for payment of the debts and liabilities of the company contracted before they ceased to be a member, and of the costs, charges and expenses of winding up such amount as may be required not exceeding £1. At the balance sheet date there was 1 member, Smart Works Charity.

18. RELATED PARTY TRANSACTIONS

During the year the charity received donations of £20,169 (2021 £20,000) from Smart Works Charity, its immediate parent which are included within the results for the year. In addition, grants of £10,632 (2021 £4,400) are accrued at 31 March.

Cycle for Smart Works 2021 proceeds of £50,145 which were accrued at 31 March 2021 were received via Smart Works Charity in the current year.

The charity received donations of £85 (2020: £246) from Trustees. There are no other related party transactions.

19. CONTROL

The charity is controlled by Smart Works Charity (Company number 03870671 and Charity Number 1080609) who is the sole member of this charity. Smart Works Charity has the same principal activity as this charity.

Reference and administrative information

Registered name	Smart Works (Greater Manchester)
Charity registration number	1163594
Company registration number	09425123
Corporate status	The Company is limited by guarantee
Registered office	Mellor House 65-81 St Petersgate Stockport SK1 1DH
Telephone	0161 974 0669
Website	www.smartworks.org.uk/manchester-smart-works
Current Trustees	Janette Icton - Chair Alison Lever - Treasurer Susan Weighell Samantha Reed Sarah Martin Jane Nugent Sheena Bedi Kay Truelove-Barratt Elsa Zekeng (appointed 22 July 2021)
Independent Examiner	Hannah Ormston CIPFA Critchleys Audit LLP 23-28 Hythe Bridge Street Oxford OX1 2EP
Bankers	Barclays Bank plc

Accounts

Annual Report of the Board of Trustees

SMART WORKS (GREATER MANCHESTER)

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Annual Report of the Board of Trustees for the Year Ending 31 March 2021

The Trustees, who are also the directors of the charity for the purposes of the Companies Act, present their annual report together with the accounts of Smart Works (Greater Manchester) for the year ended 31 March 2021.

The accounts have been prepared in accordance with the accounting policies set out on page 16 and comply with the charity's governing document, applicable laws and the requirements of Statement of Recommended Practice on 'Accounting and Reporting by Charities' issued in 2019.

1. Objectives and activities

Smart Works (Greater Manchester) is a UK charity that provides high quality interview clothes, styling advice and interview training to women in need. We give women the confidence, the self-belief and the practical tools they require to succeed at interview and start a new chapter of their life.

The charity's objects are the relief of financial hardship and the relief of unemployment for the public benefit through the promotion of economic independence among women in Greater Manchester. Smart Works (Greater Manchester) is part of a network of 6 other regional charities that deliver the Smart Works Charity service in their area. To deliver this, Smart Works (Greater Manchester) was created in 2015 with a clear mission and vision to help more women back into the workplace by giving them the clothes and the confidence they need to succeed at job interview.

Prior to March 2020, the core of the Smart Works (Greater Manchester) service was a 1-2-1 two-hour First Dressing appointment delivered with clients in our operational centre in the centre of Stockport. During the first hour, working with a Styling Volunteer, each woman would receive a complete outfit of high quality clothing and accessories (theirs to keep). The second hour is spent with a Coaching Volunteer providing personalised interview training and during which the client populates an interview preparation booklet. This short intervention has a significant impact as our clients start believing in their own ability to succeed. Once they get the job, we offer clients a one-hour Second Dressing to return for an additional 5 to 7 items of clothing to help them build a working wardrobe to see them through to their first pay cheque.

In response to the Covid-19 pandemic and government regulations regarding travel and business operating restrictions, in early 2020 Smart Works (Greater Manchester) adapted its core services to create a new, online personalised Career Coaching service to support unemployed women with everything from confidence building, interview skills development, how to apply for a job, how to write a CV etc. The charity also adapted its core Styling and Interview Coaching services enabling these to be delivered remotely to clients during periods of travel and business opening restrictions, and face to face when this was permissible.

2. Achievements and performance

Highlights

Throughout 2020/21 Smart Works (Greater Manchester) has evolved its services and key aspects of its funding approach to the multiple challenges represented by the Covid-19 pandemic and adhered to all rules and regulations to protect the health, safety and well-being of its clients, its volunteers and its staff. The charity has stayed free from any Covid-19 related incidents throughout the financial year, which is a credit to its staff team, to its volunteers and to the Board.

Our highlights for the year can be summarized as:

- Adapting and delivering all aspects of our service online during lockdowns
- Supported over 250 unemployed women with adapted, online and high quality services, 69% of who went on the secure employment
- Appointing and developing a new Business Manager who joined in October and who has led the day-to-day activities of the charity through the second half of the financial year
- Retaining and reskilling our entire volunteer community to deliver a fully virtual service during the many months the charity was required to remain closed to clients, supported by enhanced online safeguarding training and processes
- Signed a new and potentially large referral partner agreement with Ingeus, a key provider of employment and skills services to unemployed people in multiple boroughs of Greater Manchester
- Delivered two online volunteer events – an Afternoon Tea delivered to all of our volunteers in their homes with the help of the National Lottery Connecting Communities Fund, and a Styling Session delivered in partnership with John Lewis Partnership in Cheadle
- Growing awareness of the charity as a strong and supportive voice for unemployed women disproportionately affected by the economic impact of the Covid-19 pandemic across Greater Manchester and the wider North West region
- Agile and effective revised financial planning to end the year in a stronger financial position than at the start of the year including securing essential grant funding throughout the year and our highly successful Cycle for Smart Works Campaign in March 2021 with 42 teams raising over £52k
- Continued regular support from our Corporate Partners Timetastic and Trinno as well as Smart Works Charity which was particularly helpful as we adjusted to the impact of the pandemic
- Appointed as Charity Partner at the Stockport Business Awards in September 2020 (this was cancelled however the honour has been carried forward to the 10th Anniversary Award event in September 2021)

Operational Performance:

Smart Works (Greater Manchester) supported over 250 women with 373 appointments throughout the year and are the only one of 6 regional Smart Works centres to have adapted and delivered all aspects of its services independently of the London headquarters operation.

During the first 4+ months of the Covid-19 pandemic, from mid-March to August 2020, key referral partners were closed and there was little pre-employment support available for the increasing numbers of unemployed women across Greater Manchester. The charity made use of the Government's furlough scheme for 1 member of staff. Smart Works Charity stepped in and delivered the Smart Works service virtually during this first lockdown when it was not possible to access our centre.

In line with government regulations for non-essential retail spaces, the charity re-opened its in person styling services welcoming clients back into its centre from 10th August, while maintaining online services for all Career Coaching and Interview coaching and to support those women unable or unwilling to travel to the Stockport centre. Consequently, for the first half of 2020/21, Smart Works (Greater Manchester) supported 111 women in their search for employment.

When Greater Manchester was placed into Tier 3 in October 2020, a month prior to the second national lockdown in November, and Tier 4 in early December, Smart Works (Greater Manchester) adapted its services for the final time by adding online Styling followed by a "Pack and Post" service to get clothes to our clients ahead of any online interviews. Career Coaching and Interview coaching remained online through this period and until the end of the financial year. Consequently, for the second half of 2020/21, Smart Works (Greater Manchester) delivered 201 appointments in total supporting women in their search for employment, including 71 appointments delivered in the month of March 2021, ahead of planned re-opening on 12th April 2021.

As well as the traditional 2-hour First Dressing appointment (Styling + Interview Coaching), from June 2020, we adapted to successfully deliver the new, online personalised Career Coaching service to support unemployed women with multiple aspects of support as she begins her search for work, without the pre-requisite of having an interview already lined up. Multiple referral partners of the charity had asked for this service to be developed during the first lockdown and by June Smart Works (Greater Manchester) was able to start delivering a service supporting unemployed women in everything from confidence building, interview skills development, to how to apply for a job, how to write a CV etc. While this new service was slow to take off, by year end the charity had delivered 77 Career Coaching appointments.

In October 2020, the charity appointed a new Business Manager to run all aspects of the day-to-day operational service. The new Business Manager brings extensive third sector service delivery experience and has settled down very well into the organisation. She has materially increased the activity with Referral Partners and has worked with the Board to develop a new strategy for 2021/22 to better enable the charity to target unemployed women living in the five boroughs of Greater Manchester from where a low percentage of our overall number of clients. The approach is referred to as our "1% Boroughs" and we are working with local Housing Associations to deliver effective "hyper local" services to ensure we make every endeavour to connect with them in their local area.

In September, the charity revised its annual client targets from pre-pandemic norms to 171 women supported by First Dressing and Interview coaching plus a further 60 Career Coaching appointments. We are delighted to confirm we delivered 173 and 77 appointments respectively, and achieved a Job Success Rate of 69% for the year.

Management of the charity

The Board is effective and focussed on the strong operational performance of the charity underpinned by prudent financial management and robust governance. All Trustees have formalised areas of leadership of the charity such as Wardrobe, Risk and Compliance, Staffing, Referral Partnerships and Fund Raising. One Trustee resigned in August due to workload outside of the charity and will be replaced in the new financial year. Due to the extra demands on the Board from changing circumstances through the year regarding Covid-19, the Board settled into a rhythm of 6-weekly online board calls and it is pleasing to note that, since September 2020, there has been full attendance at every board meeting.

A Covid-19 Risk Assessment was undertaken in July 2020 to ensure all processes and safety guidelines were in place ahead of the initial re-opening in August. A grant from The Manchester Airport Community Fund and support from our Landlord helped ensure the office space was redecorated and re-equipped on reopening. The charity has followed guidance from the national Smart Works Charity regarding its classification as non-essential retail throughout 2020/21 when lockdown and travel restrictions have been in place.

Smart Works (Greater Manchester) now has 3 members of staff (2.4 FTE) following the appointments of a new Business Manager along with a project assistant for our ESF grant funded Young Women's Programme. We plan to recruit additional staff as the economy reopens to help support more unemployed women.

To deliver our services to clients, our charity relies on the loyal support and dedication of our regular team of Styling and Coaching volunteers, as well as ad hoc volunteers for stock management. In the year to 31st March 2021, we benefited from over 500 core volunteering hours.

We have retained the Smart Works (Greater Manchester) Ambassadors who promote the good works of the charity and raise awareness of our activities across the region, these being Caroline Roberts-Cherry, a TV Producer and Michelle Ackerley, a TV Broadcaster. Both Ambassadors promoted our 5th Birthday celebration in June which raised £5k and have continued to amplify the voice of Smart Works (Greater Manchester), however activities have been restricted due to the inability to host live events throughout the year. In October 2020, we appointed a third Ambassador, Katy Leeson, who is a leading social media and brand expert as well as a "Top Voice" on LinkedIn.

Growing Awareness of the Charity

From a corporate awareness perspective, the charity continues to promote the services it provides across the 10 Boroughs of Greater Manchester and the wider North West region. Being "open" and continuing to deliver client appointments whenever possible during the year, and adapting quickly to online service delivery, has garnered additional respect from organisations who have become newly or more aware of what we do, especially when so many organisations chose to close-down completely. Of particular note is the strong relationship the charity has developed with private and public sector organisations right across the Borough of Stockport itself and with the large and potentially major referral partner, Ingeus.

We have sought to ensure that both the public sector bodies commissioning support services to unemployed women, and those public and private sector organisations responsible for awarding

grants, understand the effectiveness of the services we provide and the robustness of our organisation. Two examples of this are being selected as the Charity Partner at the Stockport Business Awards (now taking place in September 2021) and being able to secure 42 teams to participate on Cycle for Smart Works 2021 and those teams and individuals raising c. £54k for the charity.

Social media has been impacted by the Covid-19 pandemic and we have been careful to both adjust our tone to be mindful of the many personal challenges faced across society, and to amplify our voice with respect to the disproportionate impact of the pandemic on women's unemployment from an economic perspective. We had hoped to build our community during 2020/21 so that more women were directly aware of our support and would start to challenge their Job Centre coach or others supporting them in their search for work to come to us. It remains our plan to build our social media reach and build this community through compelling and engaging content including "She Got The Job" posts and showcasing the excellent clothing that Smart Works (Greater Manchester) has within its showroom. We will encourage unemployed, disadvantaged women to come to us through a positive portrayal of our activities in a year-round stream of posts across our platforms. Through social marketing, we also ensure volunteers remain engaged in, and are motivated by, our social media activities and that we convert our loyal but passive charity supporters into active and engaged social media followers so they feel personally connected with our charity.

In the year, we improved our social media awareness across platforms as shown below:

- Instagram: 34% growth (726 followers to 971 followers)
- Twitter: 11% growth (1,784 followers to 1,970 followers)
- Facebook: 18% growth (686 followers to 812 followers)
- LinkedIn 101% (302 followers to 607).

3. Financial review

Results for the Year

To provide our service we require funding to cover our costs which are mainly salaries, premises and essential operation costs. Fundraising has been a particular focus and the charity is ending the year in robust financial health.

Income for the full year is £171,735 (2020 £106,996) and total expenditure £88,072 (2020 £92,026). This results in an increase in funds of £83,663 (2020 £14,970) and an increase in total funds carried forward to £141,521 (2020 £57,858) at 31 March 2021.

Income includes donated dressing stock of £7,800 (2020 £27,381) which has reduced significantly in the year as a result of the lockdowns. Total income minus stock donations is £163,935 (2020 £79,615), a 48% increase overall.

This overall increase in income for the year disguises the initial impact of the pandemic in the first part of the year when all face-to-face fund-raising events were cancelled.

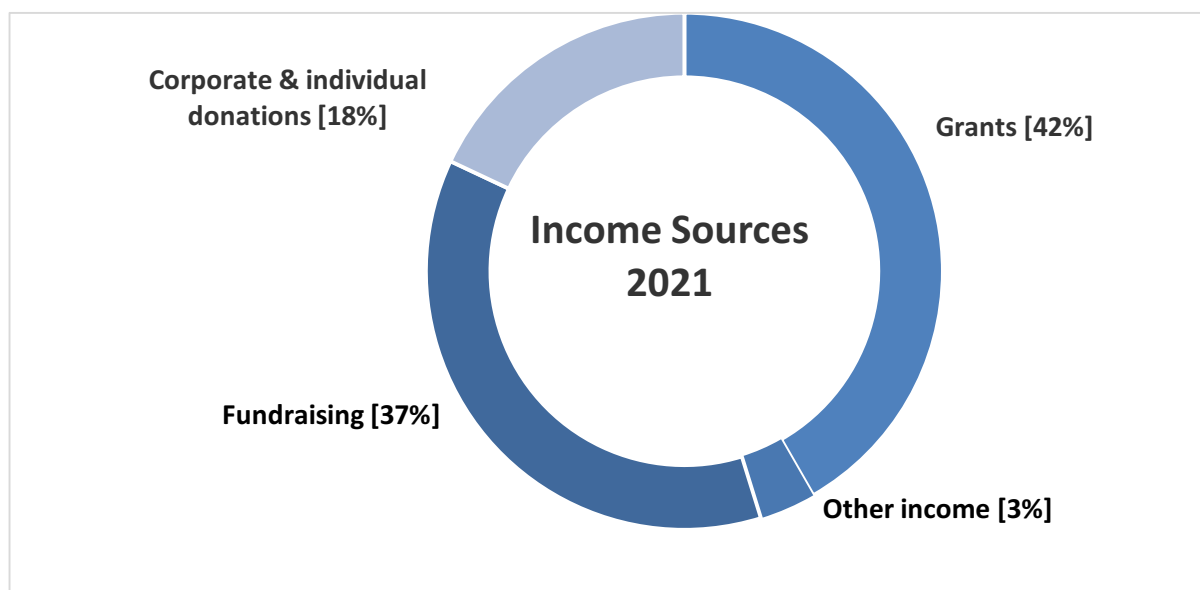
As we adjusted to the impact of the first lockdown and a major change in our fundraising plans, we were very grateful for the continued support of our Corporate Partners Timetastic and Trinnovo and all other supporters. We were also fortunate to receive grants from Stockport Metropolitan Borough Council, AJ Bell and The Manchester Airport Community Fund. These contributed to our costs to help us through the first lockdown and support us with costs for reopening our service in the summer of 2020. We furloughed one member of staff until July 2020 receiving £5.7k in Coronavirus Job Retention Scheme Grants and paying the employer contribution to an amount equivalent to full pay.

As we reopened in August 2020 we were successful in receiving an ESF Communities Grant from Workers' Education Association for our Young Women's Programme: Fashion Your Own Future, to enable us to recruit a Project Assistant to focus on supporting more unemployed Young Women.

Over 60% of our income and most of the surplus for the year arose in the last quarter. At the start of this period we were delighted to receive grants from the Smallwood Trust Women's Frontline Fund and the CAF Resilience Fund towards our staff and running costs, together with a share of grants received by Smart Works Charity.

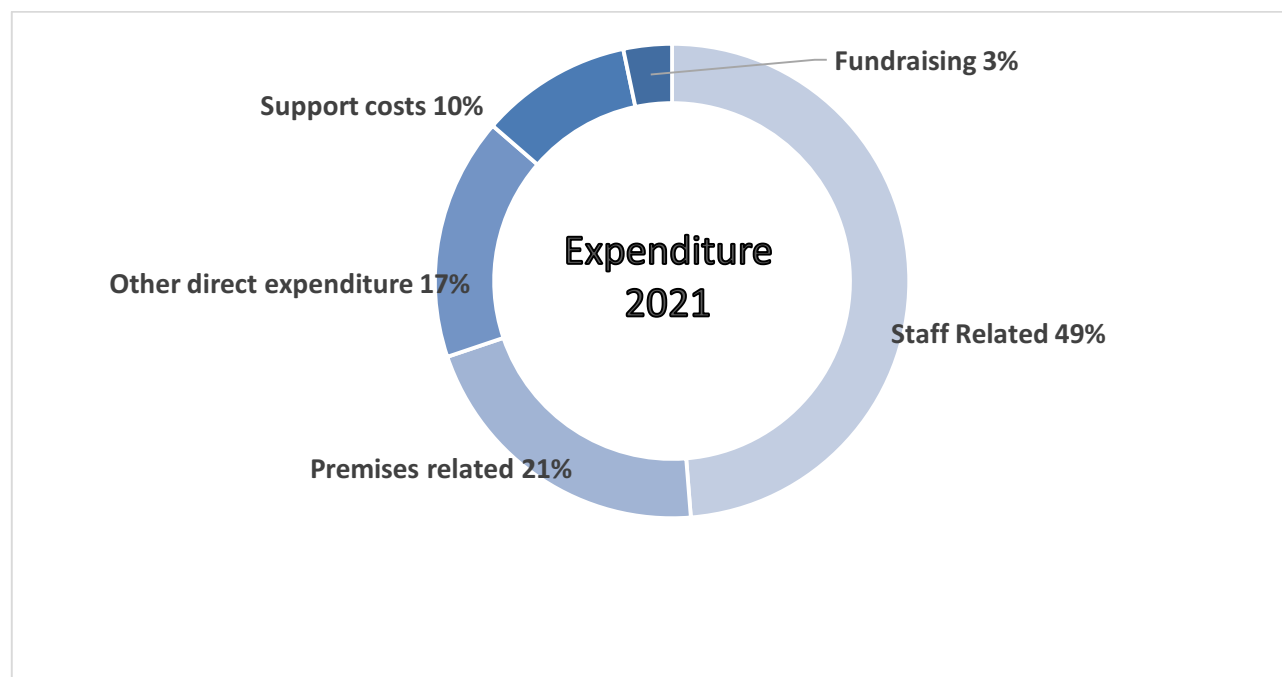
Subsequently in March 2021, 273 supporters raised over £52k taking part in Cycle for Smart Works 2021 cycling, running, rowing and walking in the week leading up to International Women's Day.

Over the year as a whole our income continued to be diversified between grants, donations and fundraising. There has been an increase in the proportion received from grants (42%). Fundraising (37%) was mainly Cycle for Smart Works plus online fundraising for our 5th birthday in June and at Christmas. Once again generous donations from local companies and individuals made up around 18% of our overall income.



Total expenditure of £88,072 (2020 £92,026) includes the value of clothing donated to clients of £7,800 (2020 £27,381) and thus our cash costs have increased to £80,554 from £67,380.

Our costs are mainly for staff, premises and direct client service costs which together make up 87% of our overall costs. The increase in the year is largely due to additional staff costs, following an increase in staff from 1.6FTE to 2.5FTE along with grant funded costs of getting our office refreshed and re-equipped for reopening in August 2020.



The lease on our premises was due to expire early in the financial year however we were able to negotiate an extension along with a rent reduction for 1 quarter. The closure of our office during lockdowns resulted in lower than expected office and client service costs. We appreciated the support of our Landlord and other suppliers during this period.

Our funds carried forward of £141,521 includes £127,562 of unrestricted reserves and £13,959 of restricted reserves which relate to donated goods available for our clients.

Following the success of Cycle for Smart Works 2021 and in anticipation of an increased number of potential beneficiaries for our support, the trustees plan to invest some of the 2020/21 surplus in additional staff to help with outreach with referral partners and potential clients, and to extend the opening hours of our service. It is anticipated this will increase staff costs by approximately £30,000.

Investment policy

The trustees, having regard to the liquidity requirements of operating the Charity and to the reserves policy, have operated a policy of keeping available funds in interest-bearing deposit accounts. At the year end we have over 6 months of cash reserves held with the majority in our deposit account.

Reserves policy

The trustees have considered the requirement for free reserves, i.e. those unrestricted funds not designated for specific purpose or otherwise committed. It has been determined that, given the nature of the charity's work, the level of free reserves should be equivalent to 6 to 12 months of annual expenditure which is between £70k and £140K. This provides sufficient flexibility to cover any temporary shortfall in income and will allow the charity to cope and respond immediately to a reasonable range of unforeseen adverse circumstances prior to specific remedial plans being implemented. The Unrestricted fund of £127,562 meets this requirement.

4. Plans for the future

Smart Works (Greater Manchester) started 2020/21 with ambitious plans to increase the number of clients we support by 15%, reaching a total of 460 women supported. Due to the Covid-19 pandemic, we have delivered 250 client appointments and are extremely proud of the flexibility we have shown to rapidly changing circumstances and the flexibility of our staff team and of our volunteers in delivering online services to help all of the women who were referred to us.

Our plan for 2021/2022 is to quickly rebuild client referrals on reopening and deliver the following

- 525 client appointments including First dressings (Styling and Interview coaching) and Career Coaching both face to face and online
- Implement our pilot “hyper local” focus, working with housing associations and grass root organisations in local communities, supported initially by Stockport Local Fund, Great Places Resilience Fund and Places for People Community Fund
- Develop the next phase of the Smart Works (Greater Manchester) Young Women's Programme to support more 18-25 year old unemployed women
- Increase activity with Referral Partners to better enable the charity to target unemployed women living in the five boroughs of Greater Manchester from where we source very low numbers of clients (the “1% boroughs”)
- Develop the relationship with Ingeus to ensure 2021/22 gets off to a strong start with clients from their employment and skills programme referred to Smart Works
- Grow our staff team to include an Outreach Manager to enable key referral partner relationships to grow along with additional office support
- Attend Redundancy Fairs and economic and employment forums to ensure our voice is heard when Greater Manchester commences its recovery and try to reach those women who have lost their jobs as a direct consequence of the Covid-19 pandemic, providing them with the confidence and skills they need to look for, and secure, a job
- Continue to leverage business associations across the community such as Pro Manchester and the Chambers of Commerce and implement a CRM system to improve regular communications with corporate donors and supporters.

5. Structure, governance and management

Governance

Smart Works (Greater Manchester) and its trustees are bound by the Memorandum and Articles of Association. The names of the trustees who served during the year are set out in the reference and administrative information on page 26.

Smart Works Charity is the sole member of Smart Works (Greater Manchester). Smart Works (Greater Manchester) has been granted a license to operate by Smart Works Charity and it has the same objectives and similar activities as the parent company.

Recruitment and appointment of new trustees

Regular reviews are undertaken to assess the skills of the current trustees and identify any areas for strengthening. New trustees are appointed by the existing trustees and their appointment is confirmed by Smart Works Charity.

Induction and training of new trustees

New trustees are provided with an induction to familiarise themselves with the charity and the not for profit sector. They are briefed on their responsibilities by the existing trustees. A Trustee Welcome Pack is shared with all Smart Works Trustees when they join the charity setting out roles, responsibilities and the structure of Smart Works both regionally and nationally. New trustees are also referred to the Charity Commission's guide 'The Essential Trustee'.

Organisational structure and decision making

The Board of Trustees operate to a defined governance framework. Trustee meetings are held regularly and attended by the trustees and the office manager. Operational, Finance and Risk reports are presented. All decisions are included in the minutes after discussion and agreement. Between trustee meetings working parties have been set up to progress areas such as fundraising, finance, volunteers and risk.

Management

The day to day running of the operation is undertaken by the Business Manager with support from the trustees where necessary. Operational and brand infrastructure is provided by Smart Works Charity.

Pay policy for key management personnel

All trustees give their time freely and no trustee received remuneration in the year.

The pay of staff is review annually. The trustees benchmark salaries against pay levels in other similarly sized charities.

Risk management

The trustees regularly review the major risks to which the charity is exposed, in particular those relating to governance, operations, finance, HR, compliance and external factors.

Relationships with related parties

Smart Works Charity is the sole member of Smart Works (Greater Manchester).

Policies

Policies for all relevant areas are maintained, including Vulnerable Adults, Data Protection, Health and Safety, Bribery, Conflict of Interest, Complaints Handling and Privacy Policy for Clients, Donors and Diversity. A staff handbook is made available to all staff and includes a summary of all these policies.

Volunteers

The trustees are grateful for the invaluable contribution of those who give their time voluntarily to deliver the dressing and interview preparation for our clients. Arguably, one of the greatest assets Smart Works has its team of dedicated volunteers who play an enormous and very valuable role in delivering our service.

Public benefit

The trustees have read and complied with the guidance contained in the Charity Commission's general guidance on public benefits when reviewing our aims and objectives and in planning our future activities. Our achievements above demonstrate how we have fulfilled this requirement during the year.

In preparing this report, the Trustees have taken advantage of the small companies' exemptions provided by section 415A of the Companies Act 2006

This report was approved by the Board on 17 June 2021 and signed on its behalf by


Chair _____
Janette Icton


Treasurer _____
Alison Lever

Trustees' responsibilities statement

The trustees, who are also directors of Smart Works (Greater Manchester) for the purposes of company law, are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under Company law the Trustees must not approve the financial statements unless they are satisfied that they 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 policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgments and estimates that are reasonable and prudent
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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

Independent examiner's report to the Trustees of Smart Works (Greater Manchester)

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2021 which are set out on pages 14 to 25.

Responsibilities and basis of report

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Katherine Wilkes FCA
23-38 Hythe Bridge Street
Oxford
OX1 2EP
21 June 2021

Smart Works (Greater Manchester)

Statement of Financial Activities including an Income and Expenditure Account

FOR THE YEAR ENDED 31 MARCH 2021

REGISTERED NUMBER 09425123

	Notes	Unrestricted Funds £	Restricted Funds £	2021 Total £	2020 Total £
Income from:					
Donations	3	59,515	46,150	105,665	70,736
Other trading activities	4	60,298	-	60,298	36,260
Other income		-	5,772	5,772	-
Total Income		119,813	51,922	171,735	106,996
Expenditure on:					
Raising Funds	5	2,909	-	2,909	1,426
Charitable activities	6	33,523	51,640	85,163	90,600
Total expenditure		36,432	51,640	88,072	92,026
Net income/(expenditure) for the year		83,381	282	83,663	14,970
Reconciliation of funds					
Total funds brought forward		44,181	13,677	57,858	42,888
Total funds carried forward		127,562	13,959	141,521	57,858

All of the company's activities are classed as continuing.

The charity had no gains or losses other than those shown above.

The notes of pages 16 to 25 form part of these accounts.

Smart Works (Greater Manchester)

Balance Sheet

FOR THE YEAR ENDED 31 MARCH 2021

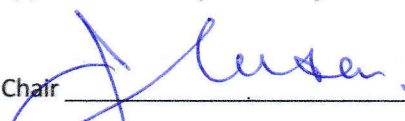
REGISTERED NUMBER 09425123

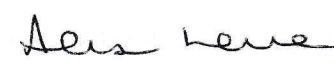
	Notes	Unrestricted Funds £	Restricted Funds £	2021 Total £	2020 Total £
Current Assets					
Stock	10	-	13,959	13,959	13,677
Debtors	11	59,003	-	59,003	6,878
Cash at bank and in hand		70,635	6,600	77,235	38,943
		129,638	20,559	150,197	59,498
Creditors: amounts falling due within one year	12	2,076	6,600	8,676	1,640
Net current assets		127,562	13,959	141,521	57,858
Net assets		127,562	13,959	141,521	57,858
The funds of the charity					
Restricted funds	13	-	13,959	13,959	13,677
Unrestricted funds		127,562	-	127,562	44,181
Total charity funds		127,562	13,959	141,521	57,858

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 479 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 477 of the Act. The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.

Chair 
Janette Iceton

Treasurer 
Alison Lever

Approved by the Board on 17 June 2021

The notes on pages 16 to 25 form part of these accounts.

Smart Works (Greater Manchester)

Notes to the Accounts

FOR THE YEAR ENDED 31 MARCH 2021

1. GENERAL INFORMATION

Smart Works (Greater Manchester) is a company limited by guarantee and incorporated in England and Wales. The registered office is Mellor House, 65-81 Petersgate, Stockport, SK1 1DH.

2. ACCOUNTING POLICIES

Basis of preparation

The financial statements have been prepared in accordance with 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) (effective 1 January 2019) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Smart Works (Greater Manchester) meets the definition of a public benefit entity under FRS 102. Assets and liabilities are recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes. The charity's presentational and functional currency is Pounds Sterling.

The financial statements are prepared on a going concern basis. Towards the end of the financial year, the UK went into lockdown as a result of the COVID-19 pandemic. The services the charity provides had continued to be provided on a smaller scale and with use of the furlough scheme, rent reductions, and a revised budget, the charity is on track to break even in the year despite a planned decrease in income. There are sufficient reserves in place if the income target is not met. Therefore, there are no material uncertainties in respect of the charity's ability to continue as a going concern for the foreseeable future, based on latest strategic plans and financial budgets.

Income

Income is included in the period in which the charity becomes entitled to the resources, the trustees have sufficient certainty that they will receive the resources and the monetary value can be measured with sufficient reliability. The main income sources are corporate and individual donations, grants, fundraising income and sales of surplus of donated stock.

Donated Goods and Services

Donated stock for dressing clients is recognised in the financial statements when the goods are received by the charity and their value can be measured with reasonable accuracy. The value placed on these resources is their value to the charity. The trustees consider it impractical to measure the value of volunteer help and consequently, as permitted by the SORP, their value is not recognised in the financial statements but is described in the trustees' annual report.

Investment Income

This is included in the accounts when receivable.

Expenditure

Expenditure is included in the statement of financial activities when incurred and includes attributable VAT which cannot be recovered. All expenditure is allocated to the particular activity where the cost relates directly to that activity. Indirect costs and overhead expenses are apportioned on a judgemental basis in proportion to floor space used.

Tax reclaims on donations and gifts

Income from tax reclaims are included in the SOFA at the same time as the gift to which they relate.

Stocks

The cost of donated dressing stock for distribution to beneficiaries is valued at fair value, which has been estimated by the trustees.

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due. Accrued income and tax recoverable is included at the best estimate of the amounts receivable at the balance sheet date.

Creditors

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Tangible fixed assets

Assets are capitalised if they can be used for more than one year and cost at least £1,000. Tangible fixed assets are stated at cost less depreciation.

Depreciation

Depreciation has been provided at the following rates in order to write off the assets, less their estimated residual value, over their estimated useful economic lives:

Computer equipment	30% on the straight line basis
Office fixtures and fittings	20% on the straight line basis

Fund Accounting

The General Fund is an unrestricted fund which is available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for specific purposes. The Designated Funds are unrestricted funds which have been set up by the Trustees to hold funds for specific purposes. The aim and use of each designated fund is set out in the notes to the accounts. Restricted Funds are funds which are to be used in accordance with specific restrictions imposed by the donors. The aim and use of each Restricted Fund is set out in the notes to the accounts.

Income and expenditure is allocated to the Funds on a direct or time apportioned basis as appropriate.

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value. Fixed assets are recorded at depreciated historic cost, stock at fair value and all other assets and liabilities are recorded at cost which is their fair value.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Operating lease agreements

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight line basis over the period of the lease.

Significant Accounting Estimates

The Trustees make estimates and assumptions concerning the future. The resulting accounting estimates will, by definition, seldom equal the related actual results. There are no estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

2. TAXATION

The company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

3. DONATIONS

	Unrestricted Fund £	Restricted Funds £	2021 Total £
Current Year			
Corporate and individual donations	29,515	-	29,515
Donated goods and services	-	7,800	7,800
Grants	30,000	38,350	68,350
	59,515	46,150	105,665

	Unrestricted Fund £	Restricted Funds £	2020 Total £
Prior Year			
Corporate and individual donations	16,124	-	16,124
Donated goods and services	-	27,381	27,381
Grants	22,531	4,700	27,231
	38,655	32,081	70,736

4. OTHER TRADING ACTIVITIES

	Unrestricted Funds £	2021 Total £
Current Year		
Cycle for Smart Works 2021	51,714	51,714
Other fundraising activities	8,200	8,200
Sale of surplus donated stock	384	384
	60,298	60,298

	Unrestricted Funds £	2020 Total £
Prior Year		
Cycle for Smart Works 2020	21,896	21,896
Other fundraising activities	8,898	8,898
Sale of surplus donated stock	5,466	5,466
	36,260	36,260

5. EXPENDITURE ON RAISING FUNDS

Current Year	Unrestricted Funds	Restricted Funds	2021 Total
	£	£	£
Event costs	2,103	-	2,103
Marketing costs	806	-	806
	2,909	-	2,909

Prior Year	Unrestricted Funds	Restricted Funds	2020 Total
	£	£	£
Event costs	1,426	-	1,426

6. EXPENDITURE ON CHARITABLE ACTIVITIES

Current Year	Unrestricted Funds	Restricted Funds	2021 Total
	£	£	£
Staff related direct expenditure	12,538	30,565	43,103
Premises related direct expenditure	11,239	7,334	18,573
Other direct expenditure	1,380	13,179	14,559
Administrative costs	248	562	810
Support costs (note 7)	8,118	-	8,118
	33,523	51,640	85,163

Prior Year	Unrestricted Funds	Restricted Funds	2020 Total
	£	£	£
Staff related direct expenditure	24,205	7,250	31,455
Premises related direct expenditure	17,912	-	17,912
Other direct expenditure	587	20,628	21,215
Administrative costs	4,193	808	5,001
Support costs (note 7)	9,639	5,378	15,017
	56,536	34,064	90,600

7. SUPPORT COSTS

	2021	2020
	£	£
Staff related support costs	4,577	8,068
Premises related support costs	2,810	4,478
Administrative support costs	83	1,411
Governance	648	1,060
	8,118	15,017

8. NET INCOME STATED AFTER CHARGING

	2021	2020
	£	£
Depreciation of owned fixed assets	-	83
Operating lease payments	16,688	18,500
Wages and salaries	45,915	38,834
Pension	730	687
Independent Examiner's remuneration	600	1,060

Operating lease payments relate to the office building rent.

Average number of employees during the year	2.5	2
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No member of staff was paid more than £60,000 in the year

The key management personnel of the Charity comprise the Trustees as listed on page 26. The total amount of employee benefits (including employer pension contributions) received by the key management team for their services to the Charity was £ NIL (2020: £ NIL).

9. TRUSTEE REMUNERATION AND EXPENSES

No Trustee received any remuneration or expenses from the Charity in relation to the performance of their duties as trustees. (2020: £NIL)

10. STOCK

	2021	2020
	£	£
Dressing stock	13,959	13,677

As detailed in note 1, the charity's donated stock for beneficiaries is valued at fair value.

11. DEBTORS

	2021	2020
	£	£
Cycle for Smart Works accrued Income	50,145	2,110
Other prepayments and accrued income	8,858	4,768
	59,003	6,878

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Other Creditors	271	193
Accruals	7,613	1,115
Other tax and social security	792	332
	8,676	1,640

13. OTHER FINANCIAL COMMITMENTS

	2021	2020
	£	£
At the year end the company had annual commitments under non cancellable operating leases as set out below:		
Operating leases – within one year	13,875	9,250

14. RESTRICTED FUNDS

Current year Restricted Funds	Balance 1 April 2020 £	Income £	Expenditure £	Transfer £	Balance 31 March 2021 £
Analysis of fund balance by project:					
Dressing Stock	13,677	7,800	7,518	-	13,959
National Lottery Connecting Communities Fund	-	1,000	1,000	-	-
Manchester Airport Community Fund	-	3,000	3,000	-	-
Workers' Education Association, European Social Fund Communities Grant	-	7,792	7,792	-	-
Smallwood Trust Frontline Women's Fund	-	10,000	10,000	-	-
CAF Resilience Fund	-	12,158	12,158	-	-
Smart Works Charity (Bank of America)	-	900	900	-	-
National Lottery Coronavirus Community Support Fund	-	3,500	3,500	-	-
Coronavirus Job Retention Scheme	-	5,772	5,772	-	-
	13,677	51,922	51,640	-	13,959

The balance on restricted funds represents the unexpended portion of funding received which will be returnable to the funder if not used for the project.

The Dressing Stock fund represents donations received for the specific purpose of providing beneficiaries with clothing for interview.

The National Lottery Connecting Communities Fund is a grant to fund a celebration with our volunteer community.

The Manchester Airport Community Fund is a grant towards office equipment to help make the office space suitable and safe for clients, staff and volunteers for reopening in August 2020.

The Workers' Education Association, European Social Fund Communities Grant is funding for staff and running costs to support our Young Women's Programme from August 2020

The Smallwood Trust Frontline Women's Fund is a grant towards staff and running costs.

The CAF Resilience Fund is a grant towards staff and running costs.

The National Lottery Connecting Communities Fund (collected via Smart Works Charity) is a grant for core costs.

Smart Works Charity Career Coaching (Bank of America 2021) is a grant towards core costs.

The Coronavirus Job Retention Scheme income is funding received toward staff costs.

Prior year Restricted Funds	Balance 1 April 2019	Income	Expenditure	Transfer	Balance 31 March 2020
	£	£	£	£	£
Analysis of fund balance by project:					
Dressing Stock	4,356	27,381	18,060	-	13,677
Community Fund	6,000	-	6,000	-	-
Manchester Guardian	1,792	-	1,792	-	-
Peter Kershaw Trust	2,512	-	2,512	-	-
Woodward Charitable Trust	1,000	-	1,000	-	-
Ford Trust	-	3,000	3,000	-	-
Carling Made Local	-	1,500	1,500	-	-
Forever Manchester		200	200		
	15,660	32,081	34,064	-	13,677

The Dressing Stock fund represents donations received for the specific purpose of providing beneficiaries with clothing for interview.

The Community Fund is a grant to fund a project to help women who have suffered physical and mental health challenges on their journey back to work.

The Manchester Guardian Fund, Peter Kershaw Fund and Woodward Charitable Trust Fund are grants to expand reach to clients across Greater Manchester through funding travelling expenses.

The Ford Trust funding is a grant to fund display equipment for our mobile pop up which helps us promote our services across Greater Manchester.

The Carling Made Local funding is to fund the initial planning and set up of our Young Women's Programme.

The Forever Manchester grant funded our Volunteer Christmas Celebration and thank you.

15. ANALYSIS OF NET ASSETS BETWEEN FUNDS

Current Year	Restricted Funds 2021 £	Unrestricted Funds 2021 £	Total 2021 £
Current assets	20,559	129,638	150,197
Creditors due within one year	(6,600)	(2,076)	(8,676)
	13,959	127,562	141,521

Prior Year	Restricted Funds 2021 £	Unrestricted Funds 2021 £	Total 2020 £
Current assets	13,677	45,821	59,498
Creditors due within one year	-	(1,640)	(1,640)
	13,677	44,181	57,858

16. MEMBERS' LIABILITIES

The company is limited by guarantee. The member of the company undertakes to contribute to the assets of the company, in the event of the same being wound up while they are a member, or within one year after they cease to be a member, for payment of the debts and liabilities of the company contracted before they ceased to be a member, and of the costs, charges and expenses of winding up such amount as may be required not exceeding £1. At the balance sheet date there was 1 member, Smart Works Charity.

17. RELATED PARTY TRANSACTIONS

During the year the charity received donations of £20,000 (2020 £20,000) from Smart Works Charity, its immediate parent. In addition most of the Cycle for Smart Works proceeds were received via Smart Works Charity. £855 has been received in the year and £50,145 is due. Grants from The National Lottery and Bank of America will also be paid via Smart Works Charity and £4,400 is due at 31 March 2021.

The charity received donations of £246 (2020: £433) from Trustees. There are no other related party transactions.

18. CONTROL

The charity is controlled by Smart Works Charity (Company number 03870671 and Charity Number 1080609) who is the sole member of this charity. Smart Works Charity has the same principal activity as this charity.

Reference and administrative information

Registered name	Smart Works (Greater Manchester)
Charity registration number	1163594
Company registration number	09425123
Corporate status	The Company is limited by guarantee
Registered office	Mellor House 65-81 Petersgate Stockport SK1 1DH
Telephone	0161 974 0669
Website	www.smartworks.org.uk/manchester-smart-works
Current Trustees	Janette Icton - Chair Alison Lever - Treasurer Susan Weighell Samantha Reed Sarah Martin Jane Nugent Sheena Bedi Kay Truelove-Barratt Abigail Shapiro (resigned 24 August 2020)
Independent Examiner	Katherine Wilkes Critchleys Audit LLP 23-28 Hythe Bridge Street Oxford OX1 2EP
Bankers	Barclays Bank plc