

The Colour Works Foundation
Charity Number: 1176039

Trustees' Annual Report & Financial Statements
for the Period
1st September 2023 to 31st August 2024

January 2025

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Reference & Administration Details

Charity Details:

Name: The Colour Works Foundation (TCWF)
Number: 1176039
Address: 25b Elliott Road, West Howe Industrial Estate, Bournemouth BH11 8LQ

Names of the Charity Trustees who Manage the Charity:

Name	Office	Appointed Trustee	Resigned
Shenel McLawrence	Chair (from 27/07/23)	21/04/2021	
Karen Powell	Vice Chair (from 27/07/23)	Re-elected 24/01/2024	
Alun Davies	Treasurer	Re-elected 16/03/2023	
Pana McGee	Trustee	21/04/2021	26/01/2024
Dave Keep	Secretary	05/04/2023	
Grace Benham	Trustee	24/01/2024	
Peter Simpson	Trustee	24/01/2024	

Note:

During FY2324 an additional 2 Trustees were appointed on 24/01/2024 and also due to a change in personal circumstances Pana McGee resigned 26/01/2024

Names & Addresses of Advisors

Type of Advisor	Name	Address
Bank	Lloyds Bank	25 Gresham Street, London, EC24 7HN
Independent Examiner	Anthony Ellis	

Names of Senior Staff with Delegated Responsibilities

Liz Davies - CEO

Structure, Governance & Management

Description of the Charity's Trusts:

Type of Governing Document:

Constitution adopted 1st December 2017

How the Charity is Constituted:

Charitable Incorporated Organisation

Trustee Selection Methods:

- Trustees are selected in line with a Trustee Recruitment Policy.
- Following the board's skills matrix review, the vacant position(s) will be advertised through the media, volunteer bureau, and direct approaches to professional bodies and other voluntary organisations.
- Applicants will be asked to complete an application form and provide a CV.
- An interview meeting takes place with a panel of existing trustees.
- Before formal selection, preferred applicants are invited (as an observer) to a Trustee or Board meeting.
- DBS and Trustee eligibility checks are carried out before the commencement of Trusteeship.

How New Trustees are Inducted and Trained:

- Upon appointment, Trustees will receive an Induction and Training plan, key documents such as a copy of the Governing document, and the most recent Trustees' Annual report and Financial Statements.
- Training includes a Trusteeship training course with the local Community Action Network organisation.

Additional Governance Issues

- There is a safeguarding policy in place.
- Enhanced DBS checks are carried out on all staff and volunteers delivering TCWF's workshops.
- The Board completes a review of the Charity's financial controls and governance management annually.

Objects

To act as a resource for young people by providing advice and assistance and organising educational programmes and other activities as a means of:

(a) advancing in life and helping young people by developing their skills, capacities, and capabilities to enable them to participate in society as independent, mature, and responsible individuals;

(b) advancing education; and

(c) relieving unemployment

Vision and Mission

This year we updated our vision to more accurately reflect our ambitious destination point for the future. If we achieve it – our organisation would no longer need to exist.

Vision

Every young person has the emotional intelligence to recognise and use their strengths in relationships and careers.

Our mission was simplified and now reflects more how we impact the young people through our Building self-belief programme.

Mission

We use our own colour profiling system with young people to raise their self-awareness and relationship management skills. We identify and celebrate their strengths, giving them tools to develop their emotional resilience and confidence.

Key Strategies 2023-2024

The Trustees and Management team met in August 2023 to review the prior year and set the strategy for 2023/2024.

We continue to use the concept of this flywheel to identify our strategic pillars and understand which pillar is 'slowing' the wheel and needs our time and investment to keep the Charity thriving. This year we developed a scorecard against each of the areas to measure progress quarterly and reviewed at the Trustee and Management team meetings.



- Funding
 - Increase revenue through CSR and Individual donations by £30k in FY 2324
- Course Delivery
 - Have enough course deliverers to support demand
- Course development and impact measurement
 - Identify improvements in workshop delivery/ materials that improve the engagement of our beneficiaries

- Marketing
 - Develop regular external updates to improve donor / partner engagement
 - Increase our social media posting
- Partners
 - In the next 2 years we will have 7 long term partners
- Organisational Design
 - Have a lean organisation that supports our frontline activities

Progress against key strategies

• Funding

This was a successful year in terms of income. We received further money from BCP council to support our work with schools focusing on Looked after Children. In addition to this we received a £20k national lottery grant for 2 years to cover the Office Manager salary as well as some course delivery and workshop supplies.

Other notable grant funders included:

- Dorset Community Fund – The Neighbourhood Fund – money towards course delivery
- The Hendy Foundation – money for workshop materials
- Long term funder in place (CABWI - £6k per year for 3years)
- LAG funding (from Dorset Council) for one Weymouth Prince's Trust programme

With regard to CSR – we became the Charity partner for CMA and received over £4100 from charity quizzes that they delivered. We even entered a TCWF team at their Bournemouth quiz night. Notable other donations were received from Strategic Solutions and JP Morgan.

Dorset SUP were kind enough to raise funds for us through selling tickets for their Christmas party as well as allowing us to host a raffle. In total this event raised nearly £1k for TCWF.

• Course Delivery

The number of courses delivered in this financial year was 24. Although our focus is now on delivering more long-term courses, the number of beneficiaries we worked with long term (over 12hrs) decreased from 68 to 55. This was in part due to our re-design of our schools' programme which came about from feedback from schools who were struggling to find us enough hours to deliver for our requested 12. Thus, the course was re-worked to be much simplified and condensed into 8 sessions of 1hr per session to easily fit into a school lesson period.

We delivered several short workshops of 2 or 3 hrs each with several partners. In line with our strategy – all these short-term courses were covered by income from the associated partner.

We further integrated the use of the course booklets (developed last year) with our young people and found that it particularly aided learning for the more introverted types – giving them time to reflect on the activities and learning. Young people enjoyed making posters exploring their strengths which are photographed and given to them at the end of the course as a memento with their certificate of completion.



Other notable achievements

- Completed qualification of 3 new course deliverers
- Delivered a Train the Trainer programme in August for several volunteers and 2 new course deliverers (Clarissa Blakemore for MyTime, Lucy Pearson for TCW)
- Delivered TTT programme (online and in person) for 2 short course remote deliverers based in Coventry
- Contact made with Jersey Prison re TTT to support young offenders
- Worked with Faegre Drinker (legal firm) to develop robust contracts for our remote Course Leaders. They also reviewed our service agreement for working with our self-employed Course Deliverers and were able to make these water tight for future use.

Summary of workshops delivered in 2023/2024

Long Term courses (>12hrs delivery)

- 2 x Weymouth College Prince's Trust TEAM programmes
- 1 x Spear programme
- 2 x SWRAC
- 1 x Brockenhurst College
- 1 x Kingston Maurward College

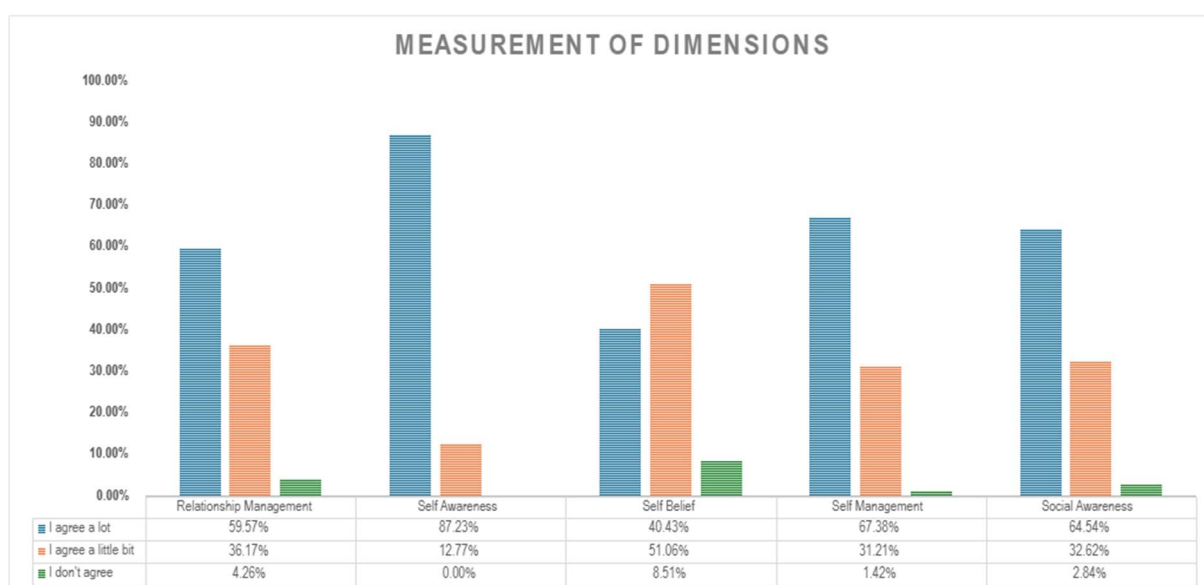
Short Term courses (<12hrs delivery)

- 3 x BCP council funded courses (Twynham, Bourne Academy and St Aldhelms)
- 2 x MyTime Young Carers online employability courses
- 4 x MyTime Young Carers F2F programmes in schools
- 1 x JET workshop in partnership with NATS
- 3 x Anti-bullying workshops for Bournemouth and Poole College
- 1 x Careers workshop for Glenmoor and Winton Academy
- 1 x AFCB Community workshop for coaches
- 2 x programmes with sixth forms for President Kennedy School

- **Course development and impact measurement**

This was the first year of trialling the impact measurement data designed in partnership with Bournemouth University. At the end of each course young people scan a QR code and rate their learning against a series of statements related to self-awareness, self-management, understanding others and relationship management. This has been helpful with course development by identifying those areas where young people are gaining the most learning as well as where we need to adapt or change the course.

Results for 23/24 were as shown in the below table:



The Course Deliverers continue to meet face to face once per year to review the programme, share ideas of activities they have used and input to further course development. We have also implemented a quarterly meeting to include our Course Leaders located in other parts of the country so they can also be kept up to date with changes to the material and also share their successes and learning.

- **Feedback from participants**

- I feel like I understand myself and others a lot more
- Looking at how people interact / how people can unintentionally antagonise each other
- It helped me be less judgemental of people and overall, I just found it interesting
- I like how open and honest you can be on the course and the wide range of conversation about yourself, others and topics that has no judgement. I like how we learned about ourselves while not realising it as it was done in a casual and kind way
- I liked all the activities, especially the hat acting and the shells activity
- It was fun and engaging and I liked learning about the colours
- The people that taught us were very welcoming and friendly
- The people are friendly and you learn more about each other
- The teachers are fun
- It felt comfortable
- It's the best lesson of the week
- It's been the most interesting part of the SWRAC course so far

- **Feedback from Partners**

How effective did you find the course for the participants?

- *"I found the course was greatly effective for the participants - as they all engage on the most part (the times they did not was due to external concerns). They all were answering questions and appeared to take on board what was being explored"* – **Kingston Mauward College Student Welfare and Support**
- *"I think this is a beneficial course for our participants. It allows for a deeper reflection on how they act/how they respond to others based on certain scenarios/situations. The colorworks is vital to helping our trainees understanding things from both sides, and not solely from their own perspectives. As they are in Spear to get into work/education it provides a deeper emphasis on some topics we do not have the time to cover in Spear (such as conflict / misunderstandings). Another key aspect is the 'strengths' section. which is clearly outlined in relation to the colours as often our trainees find it hard to name their strengths, this is a great tool to help them with this."* – **The Spear Programme Coach**
- *"The course was very effective as the participants were able to recall the information from previous sessions and understand the colours and how they differ. The role play was very entertaining and relatable to help the participants understand the differences in the colours and how to identify them".* – **Twynham School Teacher**
- *"Greatly effective, students were actively engaged, curious and more open minded following the course".* – **The Bourne Academy – Pastoral Lead**
- *"Very effective, excellent understanding of individual needs. Skilfully delivered"* – **Prince's Trust TEAM leader**
- *"I thought it was really thought-provoking for them, gently challenging & engaging"* – **SWRAC support teacher**

What differences did you notice in the participants?

- *"Our trainees did very well to get involved in the sessions, are were very "go for it"! I found that trainees had made new friends as there were multiple cohorts represented in the sessions. Also, trainees could name their strengths and even believe in their strengths a bit more. Vitally, they understood why some people can act the way they do, and even if they might not get along with a specific person of a X colour, they know how they could interact in these scenarios."* – **Spear Programme Coach**
- *"Whilst everyone quickly relaxed and joined in willingly, I would say three of the participants really came out of their shells."* – **Brockenhurst College Student Support**
- *"Participants became more aware of their own behaviour and others."* – **Prince's Trust TEAM Leader**
- *"One participant who I see on a weekly basis - would regularly use the personality colours to see what colour people in their lives they thought they were and why they thought they were that colour showing a real understanding and utilising the skills taught".* – **Kingston Maurward College Student Welfare and Support**
- *"One lad who was very distracted initially became very engaged in the sessions - likely once settled in the group and with new people really engaged and did well."* - **Kingston Maurward College Student Welfare and Support**

- **Marketing**

Our newsletter gained traction this year and is published quarterly with short updates on courses, training and other notable achievements.

Social media engagement has also improved particularly on LinkedIn. This year we measured an increase in followers to our pages every 90 days but we have realised that this is not reflecting interactions with our posts accurately so we looking to change our scorecard measurements in 2024/2025.

Our ambassador continues to work to raise the profile of the Charity in the local community.

- **Partners**

This year we gained 3 new partners in Brockenhurst College, Kingston Maurward and St Aldhelm's School. We also ran some short 1hr sessions during Anti Bullying week for Bournemouth and Poole College which we hope to translate into a full programme in the future.

- **Organisational Design**

This year we completed some restructuring with the creation of a Business Systems Manager role. This is a back-office role which is targeted with developing systems to streamline our back-office processes for the CEO and Office Manager. This year as well as regular monthly activities around financial reporting, writing procedures etc, the BSM has systemised our policies and procedures, translated our impact data into data and graphs that are easily accessible for the Course Deliverers to add into their final reports and redesigned the online course set up process used by the CEO and Office Manager. They also completed some training with the financial workbook developer so that all troubleshooting and ongoing management of the workbook can be completed in house.

Public Benefit

The public benefit of these courses is that they are aimed at attendees who perhaps, due to social or economic reasons, had dropped out of either education earlier than the minimum legislated age, were long-term unemployed or were disadvantaged through their mental or physical health, role (e.g., young carers) or had grown up in care. The course developed by TCWF means that these participants have been given tools which enable them to better understand their own and other people's behaviour. This benefits the participants by increasing their self-confidence and self-belief, their understanding of others and enhances their social skills which can combine to further assist them in remaining in education or securing employment. TCWF believes that equipping young people with these types of skills will improve their self-confidence and enhance their social stability.

Statutory Declaration on Public Benefit

The trustees declare that they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers or duties.

Financial Review

Financial Results

Overall the income level for FY2324 was approximately 84% higher than FY2223, with both the Fundraising / CSR and Grant categories nearly doubling the previous year's values and Trading Income also 32% above that from the financial year before.

Therefore the financial position of the Charity during FY2324 was solidified and allowed a review of the cash reserves to be carried out resulting in some movement of cash to a higher interest savings account.

TCWF outgoings were approximately 18% higher than in the previous FY, which was partially caused by an inflationary salary increase that affected both the in-house staff and external contractor fee.

Overall, therefore the significant increase in income level was not offset by increase in outgoings, so TCWF increased their cash position by approx. £23,000 compared to last year.

Funds Income (Unrestricted)

Trading income increased by approx. 32% from the previous year. Significant income included £14,420 from Bournemouth, Christchurch and Poole Council (BCP) and income from one-off workshops.

Income from Corporate Social Responsibility (CSR) and general donations, accounts for approx. 30% of the annual unrestricted income, a significant increase on the previous year due both to the adaption of TCWF as the company charity for 2024 by the CMA company (≈£4,200) and also a raffle held by Dorset SUP in aid of TCWF (≈£1000)

Funds Income (Restricted)

Restricted funding increased by approx. 104% YoY. The main new award was a 2-year National Lottery funding award of £20,000 with additional income with staged payments from existing grants or smaller funding awards.

Direct Programme Costs

Workshops costs (direct programme costs) have remained broadly similar to the previous FY.

Labour Costs

TCWF staff costs increased due to a pay rise in Sept 2023, plus a staff member returning from maternity leave and also Contractor fees were also affected by an increase in the hourly rate paid to them and so overall this increased the labour costs during FY2324.

Cash Funds

TCWF have a cash balance of approx. £61,500 which is 61% higher than FY2122 and includes the nominated reserves and Higher interest Savings bank Account (see below).

Higher interest Savings bank Account

In order to increase the efficiency of the cash surplus that TCWF have, a review was held of the possible methods of savings and investing to maximise the money earned. An Ethical 40-Day Notice Account was selected and approximately £44,000 was transferred from the current account to this savings account.

Reserves

It is TCWF's policy that unrestricted funds that have not been designated for a specific use should be maintained at a level equivalent to three months' expenditure. This level was set at £4,500 during the FY2122 and not adjusted in FY2223. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the TCWF's current activities whilst consideration is given to ways in which additional funds may be raised.

Details of Any Funds Materially in Deficit

Not applicable

State of the Charity's Finances

Particulars of Any Outstanding Guarantee Given by the Charity

The Trustees declare that the Charity has no guarantees.

Details of Any Outstanding Debt

The Trustees declare that the Charity has no outstanding debts.

Declaration

The Trustees declare that they have approved and authorised the above report and that it can be signed on their behalf.

Signed on behalf of The Colour Works Foundation's Trustees:

Full Name	Position	Signature	Date
Shenel McLawrence	Chair of Trustees		

APPENDIX I

RECEIPTS AND PAYMENT ACCOUNTS (CC16a)

APPENDIX II

INDEPENDENT EXAMINERS REPORT (IER)