

Trustees' Annual Report for the period						
From	Period start date			To	Period end date	
	Day	Sept	2020		31	August

## Section A Reference and administration details

Charity name	One2One Mentoring Network		
Other names charity is known by			
Registered charity number (if any)	1191628		
Charity's principal address	8 Morris Close		
	Buckden, Saint Neots		
	Cambridgeshire		
	Postcode	PE19 5YW	

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Susan Ozer	Chair/CEO		
2	Ruth Amenu			
3	Uriana Boye	Treasurer		
4	Ngozi Oluonye			
5	Dorcas Owusu-Yianoma			
6	Hazel Owusu-Yianoma			
7	Samantha Prosser	Secretary		
8	Inyang Takon			
9				
10				
11				
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**Names of the trustees for the charity, if any, (for example, any custodian trustees)**

<b>Name</b>	<b>Dates acted if not for whole year</b>

**Names and addresses of advisers (Optional information)**

<b>Type of adviser</b>	<b>Name</b>	<b>Address</b>

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

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## Section B Structure, governance and management

**Description of the charity's trusts**

Type of governing document  
(eg. trust deed, constitution)

CIO foundational model constitution (last amended on 2/10/2020)

How the charity is constituted

Trust

(eg. trust, association, company)

Trustee selection methods  
(eg. appointed by, elected by)

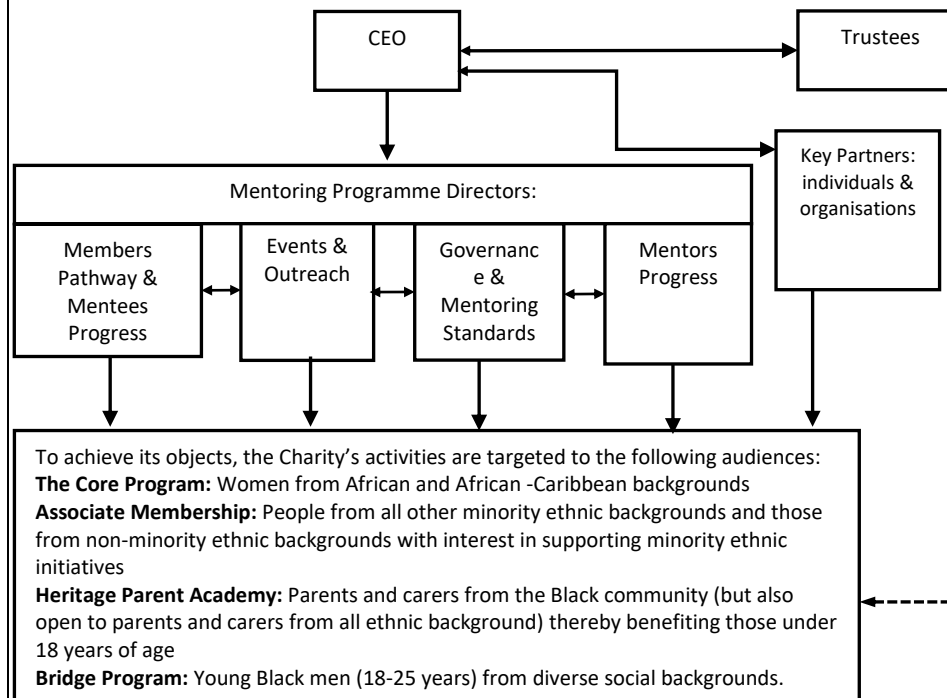
Appointed by the trustees

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;

All trustees are given a copy of the charity's governing document and the Charity Commission's publication on the role of a trustee and are required to have a clear understanding of the objects of One2One Mentoring Network and their roles as trustees of the organisation. Mentoring is provided by a longer serving trustee to the new trustee.



- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

One2One Mentoring Network regularly reviews and assesses risks to the organisation. The governance lead, CEO and the directors along with the trustees are responsible for its risk strategy: how risks are identified, mitigated and managed. Risks are monitored and subject to an annual review. Any new emerging risks are escalated to the governance lead, CEO and the trustees. The major risks faced by the organisation are presented in the table below:

<b>Risk category</b>	<b>Content</b>	<b>Mitigation</b>
<b>Governance risks</b>	<b>Inappropriate organisational structure</b>	The Charity was set up in accordance with the Charity Commission for England and Wales
	<b>Trustee body and directors lacks relevant skills or commitment</b>	Trustees are all qualified professionals skilled to undertake roles with annual review of roles subject to performance 1:1 with CEO for Directors
	<b>Conflicts of interest</b>	All trustees, key partners and external organisations that collaborate with One2One Mentoring Network are required to declare any conflicts of interest and a record kept
	<b>Lack of confidentiality</b>	All mentors sign confidentiality agreement. There is a data protection policy in place
<b>Operational risks</b>	<b>Poor mentee / mentor uptake</b>	Mentoring programme director (and other programme directors) report to the CEO. Reports are presented to the trustees at quarterly meetings and the trustees will be notified of plans to address any identified issues

	<b>Recruitment and training/ maintenance of skills</b>  <b>Outdated policies</b>  <b>Website failure &amp; IT issues</b>	<p>Annual appraisal (including mandatory training) for mentors), the outcomes of which are reported to the trustees</p> <p>There are regular prescribed periods for the review of policies with every policy always stating the date when the next review is due.</p> <p>Members to be informed of any inabilities to access website. IT support in place</p>
<b>External risks</b>	<b>poor public perception and loss of reputation</b>	<p>Website is maintained to a professional standard One2One Mentoring Network publicises Yearly impact reports</p> <p>Mentee and Mentor surveys undertaken to monitor performance of the organisation and respond to feedback</p> <p>There are also complaints and whistle-blower policies in place. There is a named adult safeguarding lead and an adult safeguarding policy in place</p> <p>There are governance and equality &amp; diversity leads in place</p>
<b>Compliance with law and regulation</b>	<b>Acting in breach of trust</b>	<p>One2One's operations are in line with the Charity Commission England and Wales</p> <p>The governance lead provides quarterly reports to the Trustee.</p>

	<p><b>Poor knowledge of the legal responsibilities of an employer</b></p> <p><b>Poor knowledge of regulatory requirements of particular activities (e.g. fund-raising)</b></p>	<p>All essential policies can be found on the member-site and can easily be accessed by all members.</p> <p>Knowledge possessed by the marketing and branding manager regarding fundraising is in line with the Charity Commission's guidance</p>
<b>Financial</b>	<p><b>Inaccurate and/or insufficient financial information</b></p> <p><b>Inadequate reserves and cash flow, dependency on limited income sources</b></p> <p><b>Inadequate investment management policies</b></p>	<p>Treasurer in place to monitor and record the Charity's financial position and cash flow and provides regular financial reports to the trustees.</p> <p>All posts in One 2One Mentoring Network are voluntary. One2One subscribes to the European Mentoring and Coaching Council's global code of ethics on equal opportunities and the Charity Commission's guidance .</p> <p>There is the potential to raise funds where affiliated organisations would pay for services to be delivered by One2One which fall outside of One2One's defined activities</p> <p>There is a fundraising policy and pack is in place</p>

	<b>Insufficient insurance cover</b>	The Charity has indemnity cover in place. Annual check by trustees to ensure insurance in place

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

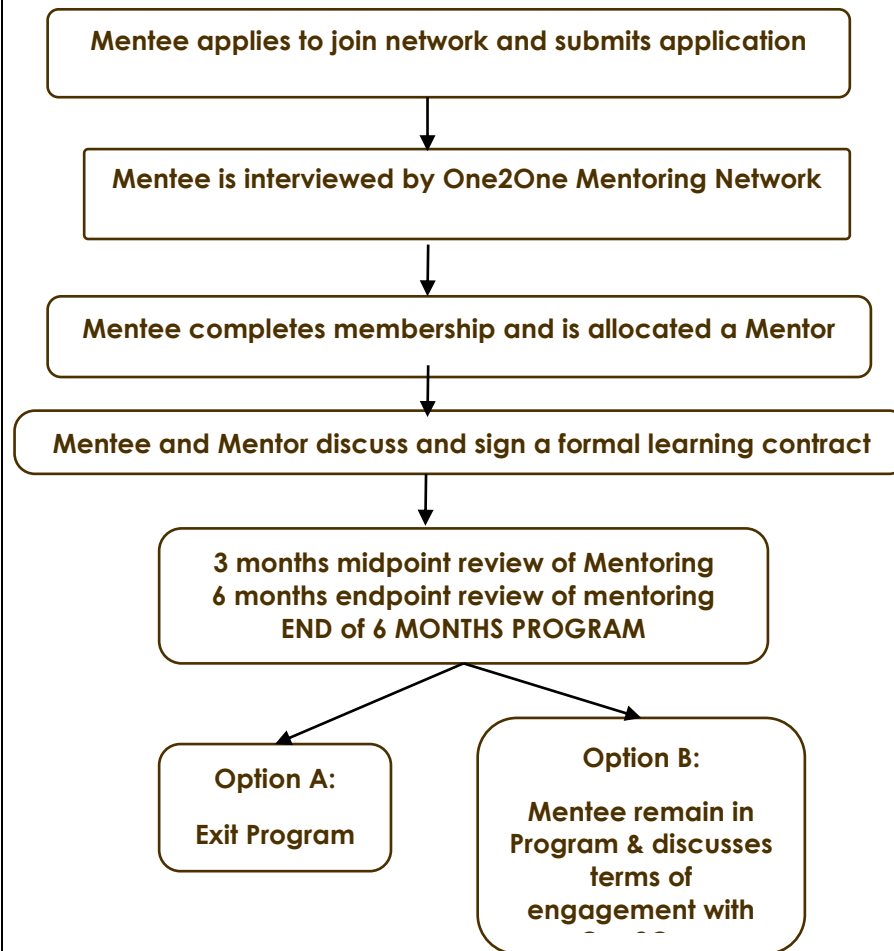
To promote equality and diversity in the workplace of women and men of Afro-Caribbean origin and other minority ethnic communities in England through:

- I. advancing education and raising awareness in equality and diversity and cultivating a sentiment in favour of the same
- II. promoting activities to foster understanding between people from diverse backgrounds
- III. nurturing talents to increase productivity and to eliminate discrimination on the grounds of race

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

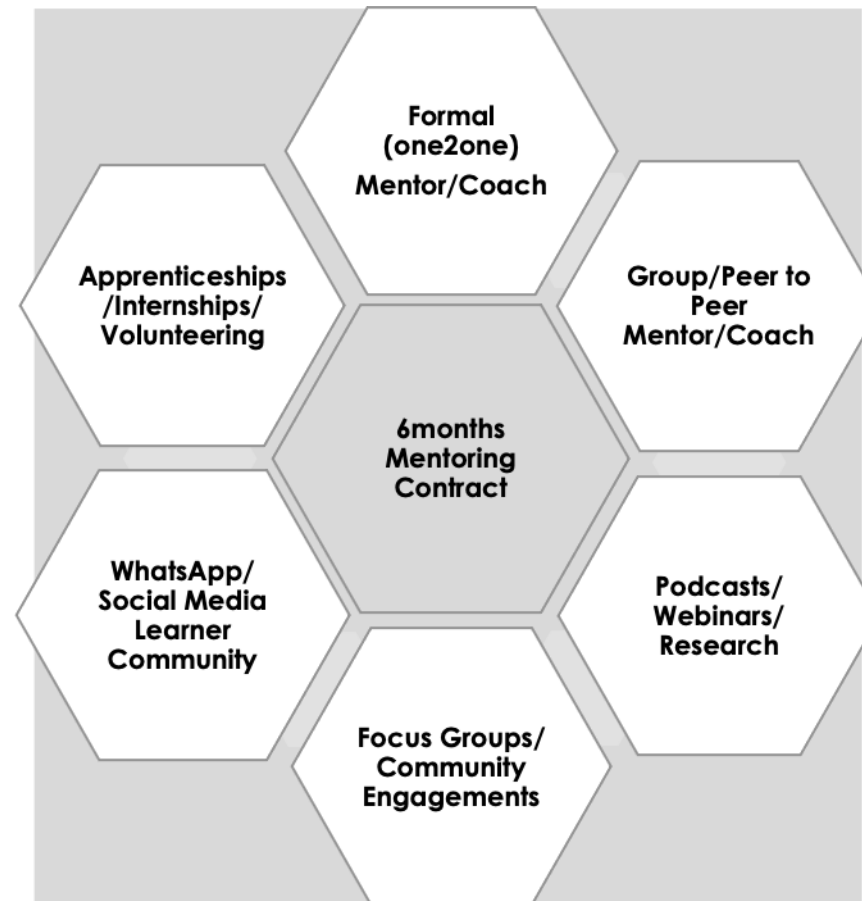
The following diagrams are:

i) a flow diagram showing the mentee's pathway through the core mentoring programme





**ii) Mentee support/activities during the programme**



**Our community outreach activities are delivered mainly via radio presentations and discussions on topic such as:**

- Benefits of mentoring and coaching
- Covid 19 related topics and the impact on Black and ethnic minority communities
- Careers: opportunities, choice, and development
- Financial literacy
- Health and wellness
- Mentoring and supporting parents/carers including those with children who have additional needs

## Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers

Volunteers have been involved in commissioning 2 key research on mentoring and uptake of Covid 19 vaccines in the BAME community.  
Volunteers have been involved in independently fundraising for the organisation.  
Volunteers have been successful in sourcing partnerships with a global multi-million tech company.

## Section D

## Achievements and performance

## Summary of the main achievements of the charity during the year

- We have mentored and supported up to **50** mentees, delivering over **300** hours of one-to-one mentoring and support sessions.
- Our mentees have delivered up to **15** hours of peer-to-peer mentoring sessions.
- We have signposted **9** mentees for industry advice outside the Organisation.
- We have posted over **100** internship/work experience opportunities on our member and on our social media sites.
- We have provided career support for and advice to sixth form and GCSE students through our parent heritage program
- We have provided volunteering opportunities for our mentees
- We have provided leadership opportunities for our mentees
- We have recruited and we currently have **35** registered/trained mentors and industry advisors
- We have delivered formal training for our mentors.
- We have provided **20** community outreach programmes through our radio outreach programs which have been popular and well received by the community
- We have reached an average of over **18,000** viewers and listeners through our radio outreach programs.
- We have delivered over **30** community outreach programmes through various One2One Mentoring Network virtual events, including podcasts, webinars and blogs.
- Over **500** people have contacted and engaged with us through our website and social media sites.
- We have commissioned **2** key research projects.
- We have developed significant partnerships with other Charities such as, with a giant multi-national tech company (ARM Ltd), with Europe's largest time bank organisation, Hexitime and with the General Medical Council (as one of their EDI contacts).

### What our Mentees said about the mentoring program

#### **First 6 months of the program:**

- **92%** stated that the mentoring relationship met their objectives, needs, expectations and that their mentors created a space where they could feel supported and trusted.
- **0%** of the mentees evaluated stated that the mentoring relationship did not meet objectives, needs or expectations; nor

did mentors fail to create a space where mentees could feel supported and trusted.

- **71%** of the mentees rated their overall experience of mentoring with the Network as 'excellent', 'very good' or 'good' with 29% rating it as an average **0%** of the mentees rated the program as 'poor' or 'very poor'.

**The following are comments made by some of our mentees as part of the evaluation:**

- "... provided a network with fellow students on a similar journey as me".
- "Received a lot of information regarding BAME staff in healthcare and other race/ ethnicity related issues, which are very relevant to the field I am pursuing".
- "It has allowed me to develop skills such as critical thinking and appreciation of research for the bettering of our communities".
- "Mentoring has given me the opportunity to learn from people who have more experience than me".
- "Mentoring has helped me to reflect and from that I can continue to learn and see how best to lead teams".
- "Reflection is so important and that is one of the big things I have learned".
- "... being able to grow through the process".
- "... self-believe in my abilities".
- "... having someone to speak with and being introduced to another profession".
- "Professional mentoring and helpful Industry advice".
- "Getting advice when required".
- "Having someone with knowledge of industry to help with planning to achieve your goals".
- "Better insights into the life of a doctor. Being encouraged to undergo self-directed learning"
- "Accountability, advice, and fresh perspectives".
- "Thank you for all your hard work!"
- "I've enjoyed it".
- "I appreciate my mentor for being very patient with me".
- "Great initiative".

Further comments from mentees after the first 6months:

- "I find my mentor has been well matched for me. She has been able to relate well to the many issues I have taken to the sessions to help me explore. "
- "At this stage, I am being supported well and feel the feedback I get has been constructive, focused and given me direction to grow. "
- " ...grown in confidence in communicating cases to different professionals".
- "Happy with presentations I've delivered online but am working towards delivering..."
- "... to feel confident in my abilities to identify opportunities, take active steps in applying to engage with the opportunities with increased confidence."
- "I wanted a career change, and I am on my way "

### **Events and Outreach Evaluation**

#### **What the public said about our outreach events:**

- **100%** of people who engaged with our events said they were satisfied or extremely satisfied with our speakers.
- **4.73** was the average rating attendees gave when asked to rate on a scale between 1-5 if they were likely to attend future events, with 1 being least likely to attend and 5 most likely to attend.
- **4.73** was the average rating attendees gave when asked to rate on a scale between 1-5 if they were likely to invite a colleague or friend to One2One events, with 1 being least likely to invite someone and 5 most likely to invite someone.

#### **Attendee satisfaction with One2One Mentoring Network external events:**

Very satisfied	<b>91%</b>
Somewhat satisfied	<b>0%</b>

Neither satisfied nor dissatisfied	<b>9%</b>
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Somewhat dissatisfied	<b>0%</b>
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Very dissatisfied	<b>0%</b>
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**Attendee comments:**

- "The speakers and topics and overall focus for launching were very interesting, inspiring and stimulating. "
- "Thank you for having me be a part of this organisation and this journey. Everything that you have done so far has been so helpful and significant".
- "I feel this is a great initiative and I was impressed with the number and enthusiasm of the candidates".
- "The panellists have all been inspirational and excellent, so has the hosting"
- "The speakers and topics and overall focus for launching were very interesting, inspiring, and stimulating".

**Brief statement of the charity's policy on reserves**

One2One Mentoring Network currently has no reserves available and has no reserves policy

**Details of any funds materially in deficit**

One2One Mentoring Network has a deficit of £1505. This is the amount that is still outstanding from a loan of £2520 that was required to enable the Charity to set up.

A fundraising pack has been developed to help bring down and pay off the deficit

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The principal sources of funds in the year September 2020 to August 2021 included donations from members and key partners, and a GoFundMe fundraising initiative.

Website:  
Zoom licence:  
Indemnity:  
EMCC membership



**Section F****Other optional information****Section G****Declaration**

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>	SOzer	Uriana Boye
<b>Full name(s)</b>	SUSAN OZER	URIANA BOYE
<b>Position (eg Secretary, Chair, etc)</b>	CHAIR	Treasurer
<b>Date</b>	12/04/2022	12/04/2022



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
One2One Mentoring Network

No (if any)  
1191628

CC16a

## Receipts and payments accounts

For the period from	Period start date Sep-20	To	Period end date Aug-21
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Donations:	-	-	-	-	-
Go-fund-me	1,199	-	-	1,199	-
Paypal	417	-	-	417	-
Direct into Bank Account	160	-	-	160	-
Other	712	-	-	712	-
Resouce Hub:	150	-	-	150	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>2,638</b>	<b>-</b>	<b>-</b>	<b>2,638</b>	<b>-</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>2,638</b>	<b>-</b>	<b>-</b>	<b>2,638</b>	<b>-</b>
<b>A3 Payments</b>					
IT:	-	-	-	-	-
Website set up	2,520	-	-	2,520	-
Resource hub and additions	527	-	-	527	-
Zoom licence	144	-	-	144	-
Canva Pro	99	-	-	99	-
	-	-	-	-	-
EMCC membership	685	-	-	685	-
Idemnity & Legal cover	133	-	-	133	-
Information Commissioner Officer Reg	35	-	-	35	-
<b>Sub total</b>	<b>4,143</b>	<b>-</b>	<b>-</b>	<b>4,143</b>	<b>-</b>
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>4,143</b>	<b>-</b>	<b>-</b>	<b>4,143</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>- 1,505</b>	<b>-</b>	<b>-</b>	<b>- 1,505</b>	<b>-</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>- 1,505</b>	<b>-</b>	<b>-</b>	<b>- 1,505</b>	<b>-</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	In Bank Account	1,333	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	1,333	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Setup Loan	website	2,520	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	Uriana Boye	URIANA BOYE	12/04/2022	
	SOZER	SUSAN OZER	12/04/2022	