

Trustees' Annual Report for the period								
From		Period start date			To		Period end date	
		1	Sept	2023			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	Dorcas Owusu-Yianoma			
5	Hazel Owusu-Yianoma			
6	Samantha Prosser	Secretary		
7	Inyang Takon			
8				
9				
10				
11				

12				
13				
14				
15				
16				
17				
18				
19				
20	Names of the trustees for the charity, if any, (for example, any custodian trustees)			
Name				Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

--

Section B Structure, governance and management

Description of the charity's trusts

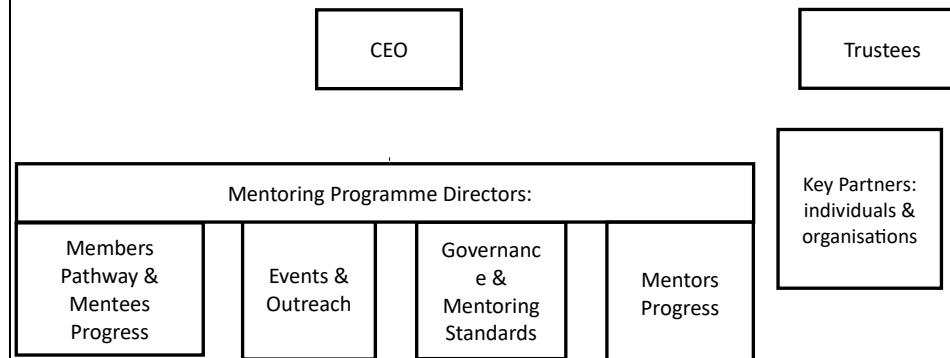
Type of governing document (eg. trust deed, constitution)	CIO foundational model constitution (last amended on 2/10/2020)
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Appointed by the Trustees

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 One2One Mentoring Network's objects and their roles as trustees of the organisation. Mentoring is provided by a longer-serving trustee to the new trustee.



To achieve its objects, the Charity's activities are targeted to the following audiences:

The Core Program: People from African and African -Caribbean backgrounds and other Ethnic Minority groups

Associate Membership: People from all other minority ethnic backgrounds and those from non-minority ethnic backgrounds with interest in supporting minority ethnic initiatives

Heritage Parent Academy: Parents and carers from the Black community (but also open to parents and carers from all ethnic background) thereby benefiting those under 18 years of age

Bridge Program: Young Black men (18-25 years) from diverse social backgrounds.

- 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, directors, and trustees are responsible for its risk strategy, including 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:

Risk category	Content	Mitigation
Governance risks	Inappropriate organisational structure	The Charity was set up in accordance with the Charity Commission for England and Wales
	Trustee body and directors lacks relevant skills or commitment	Trustees are all qualified professionals skilled to undertake roles with annual review of roles subject to performance 1:1 with CEO for Directors
	Conflicts of interest	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
	Lack of confidentiality	All mentors sign a confidentiality agreement. There is a data protection policy in place
Operational	Poor mentee /	Mentoring programme directors (and other programme

risks	mentor uptake	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.
	Recruitment and training/ maintenance of skills	An appraisal (including mandatory training) for mentors) is in place.
	Outdated policies	There are regular prescribed periods for reviewing policies, and every policy always states the date when the next review is due.
	Website failure & IT issues	Members are to be informed of any inability to access a website. IT support in place
External risks	poor public perception and loss of reputation	<p>Website is maintained to a professional standard by an IT professional</p> <p>Mentee and Mentor surveys are 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 & diversity leads in place</p>
Compliance with law and regulation	Acting in breach of trust	<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>Poor knowledge of the legal responsibilities of an employer</p> <p>Poor knowledge of regulatory requirements of particular activities (e.g. fund-raising)</p>	<p>All essential policies can be found on the member site and easily 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>
Financial	<p>Inaccurate or insufficient financial information</p> <p>Inadequate reserves and cash flow, dependency on limited income sources</p> <p>Inadequate investment management policies</p>	<p>A treasurer (trustee) monitors and records the Charity's financial position and cash flow and provides regular financial reports to the trustees. A financial report is circulated 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. Regular monthly direct debit payments from donors are made to the Charity.</p>

	Insufficient insurance cover	<p>There is a fundraising policy and pack is in place</p> <p>The Charity has indemnity cover in place. Annual check by trustees to ensure insurance in place</p>
--	-------------------------------------	--

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

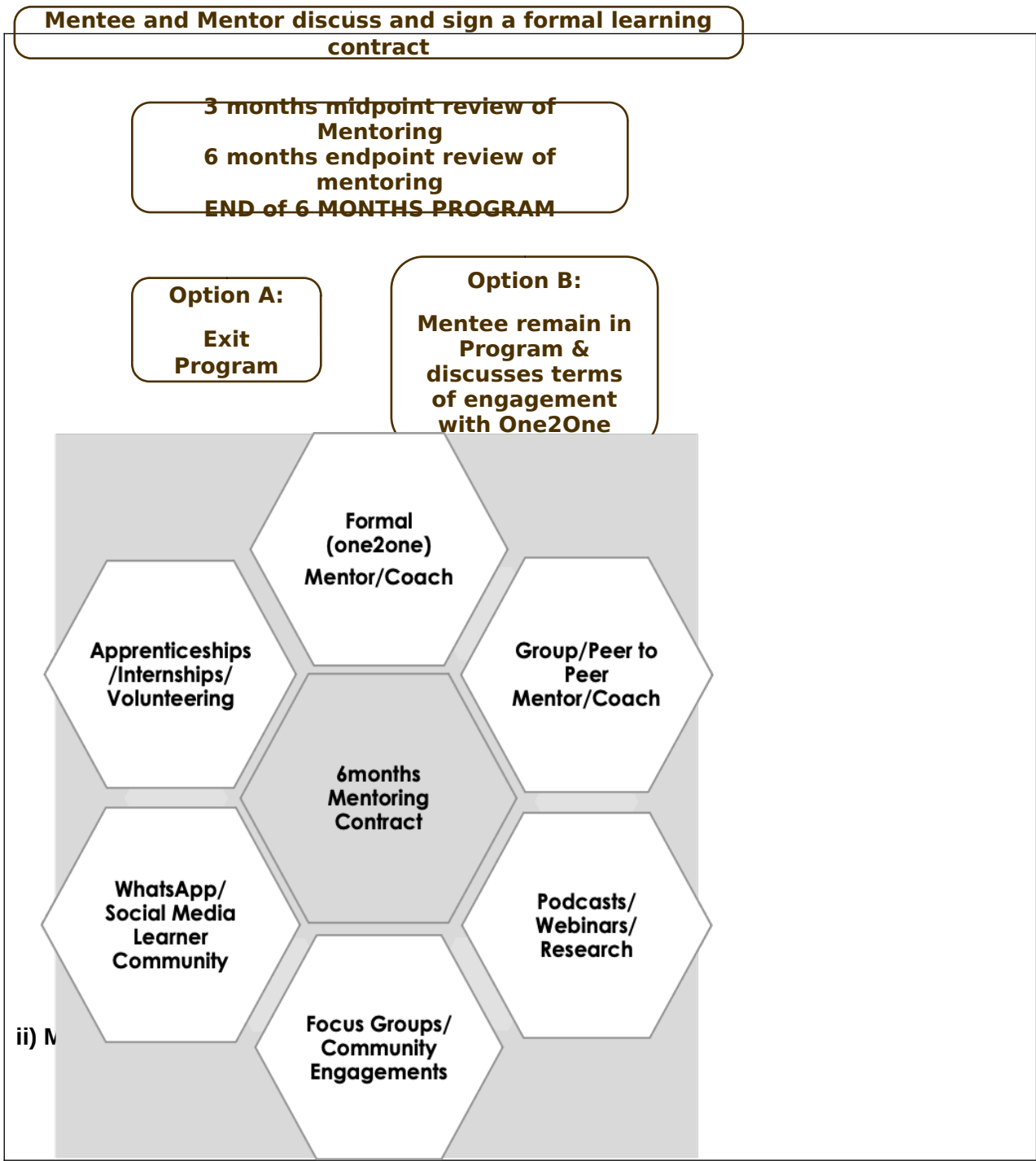
The following diagrams are:
i) **Mentee applies to join network and submits application**

Mentee is interviewed by One2One Mentoring Network

March 2012

Mentee completes membership and is allocated a

had regard to the guidance issued by the Charity Commission on public benefit)



ii) M

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 mentoring activities.
 Volunteers have participated in radio talk shows that benefit ethnic minority communities.
 Volunteers have been instrumental in supporting mentees transitioning to universities.

Summary of the main achievements of the charity during the year

1. The charity has continued to offer informal one-to-one mentoring.
2. The Charity continues collaborating with a radio provider, offering talks on various topics that benefit the Black and ethnic minority communities.
3. The Charity has supported mentees moving to university from sixth form.
4. The Charity has supported a three-week medical student placement at an NHS Trust Hospital



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 donations (August 2023- September 2024)£737. Income from the previous year's end (£1280). Total amount (£2019.75). The Charity's expenditure (has a deficit of £1821). This amount includes the still outstanding loan of £2845 that was required to enable the Charity to set up.

A fundraising pack is in place to help bring down and pay off the deficit Plan to encourage more donors to set up a regular monthly donation.

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

The principal sources of funds from September 2022 to August 2023 included regular monthly direct debit donations from members and key partners.

Website
Zoom licence
Indemnity
EMCC membership
ICO

adopted.

--

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

Signature(s)	SOzer	Uriana Boye
Full name(s)	SUSAN OZER	URIANA BOYE
Position (eg Secretary, Chair, etc)	CHAIR	Treasurer
Date	13/09/2024	13/09/2024