

Jack Petchey Foundation

Inspire • Motivate • Achieve



Charity Number 1076886

The Jack Petchey Foundation Report & Accounts for the Year ended 31st December 2016

REPORT & ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2016

Registered

Address: Dockmaster's House
1 Hertsmere Road
London, E14 8JJ

Telephone: 020 8252 8000

Fax: 020 8477 1088

Email: mail@jackpetcheyfoundation.org.uk

Website: www.jackpetcheyfoundation.org.uk

Charity Number: 1076886

Founder Patron: Sir Jack Petchey CBE

Patron: Dame Helen Mirren DBE

Vice Patrons: Tim Campbell MBE

Trustee: Jack Petchey Foundation Company
(registered number 06236333)

Senior Staff:**UK**

Trudy Kilcullen MBE

Philip Allinson

Gemma Dunbar

Reen Polonsky

Hannah Cilia

Sandeep Shah

Chief Executive Officer

Head of Events

Head of Projects Grants to July

Head of Project Grants (maternity cover)

Head of Grants Team

Head of Communications & PR

Auditors:

BDO LLP

2nd Floor, 2 City Place

Beehive Ring Road

Gatwick

West Sussex, RH6 0PA

Bankers:

HSBC

7B, The Water Gardens

South Gate

Harlow

Essex, CM20 1AB

REPORT & ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2016

CONTENTS	PAGE
WHO IS SIR JACK PETCHEY CBE?	1
PRIMARY OBJECTIVE OF THE FOUNDATION	1
THE VISION, MISSION AND VALUES OF THE FOUNDATION	1-2
PUBLIC BENEFIT	2
AREA OF OPERATION	3
CHARITABLE ACTIVITIES 2016	3-12
PLANS FOR THE YEAR 2017	13-14
TRUSTEE & MANAGEMENT	15
FINANCIAL REVIEW	15
POLICIES	15-16
STATEMENT OF TRUSTEE RESPONSIBILITIES	17
AUDITORS	17
STATEMENT OF FINANCIAL ACTIVITIES	18
BALANCE SHEET	19
CASH FLOW STATEMENT	20
NOTES TO THE FINANCIAL STATEMENTS	21-26
REPORT OF THE AUDITORS	26-27

TRUSTEE REPORT

WHO IS SIR JACK PETCHEY?

Sir Jack Petchey was born in 1925 and brought up in the East End of London with few luxuries. At 13, he left school to work as an office boy for twelve shillings and six pence (62.5p) a week.

During the war he joined the Fleet Air Arm and after the war set up his own car hire business, which developed into car sales. By 1959 he was selling nearly 20 cars a week and had 40 hire cars on the road.

By 1969 Sir Jack had branched out into property development and through this became a leading entrepreneur and one of the most successful businessmen in Britain. In 1999 he set up the Jack Petchey Foundation and in 2016 he was knighted for his services to charity.



A biography of his life has been written entitled “50/50 Man” – available from the Foundation.

Sir Jack Petchey CBE

PRIMARY OBJECTIVE OF THE JACK PETCHEY FOUNDATION

The Jack Petchey Foundation (‘The Foundation’) aims to support young people aged 11-25 particularly across London and Essex but also in other locations across Britain and throughout the world to achieve their potential and contribute to society.

The Foundation funds and supports youth programmes through schools and youth organisations in the statutory and voluntary sector.

The Jack Petchey Foundation is governed by a trust declaration dated 18th March 1999 (amended 27th July 1999).

Since its formation in 1999, over £100 million has been distributed through grants.

VISION, MISSION AND VALUES OF THE JACK PETCHEY FOUNDATION

Our Vision: is of a world where young people have high aspirations; the opportunity to develop their potential; the chance to be architects of their own future; to play a full part in society and to be valued and recognised for the positive things they achieve.

Our Mission: is to enable young people to achieve their potential by inspiring, investing in, developing and promoting activities that increase their personal, social, emotional and physical development.

Our Values: The Jack Petchey Foundation draws on the ideology, vision and values of its Patron Sir Jack Petchey CBE who epitomises the saying: *“If you think you can, you can!”*

We seek to:

- **inspire** and raise the **aspirations** of young people
- affirm, reward and **celebrate achievement**
- **value young people** and those who work with them, **advocating their views** and putting **young peoples' voice** at the centre of our work
- develop young peoples' **confidence**, **motivating** them to take on new **challenges** and to **believe in themselves**
- be **positive** and promote a **positive** perspective on life
- be **inclusive**, working at **grass roots** and building **communities**
- promote a culture of '**giving something back**'
- strive for **excellence** in our work

Strategic Aims: In order to achieve our mission we:

- **Invest:** in youth organisations and programmes that represent value for money and create inclusive and positive opportunities for young people to engage, excel and achieve.
- **Instigate:** new, innovative and high profile programmes that fill gaps in current education or youth work practice and that give young people the opportunity to develop new skills and experiences.
- **Influence:** a change in the way that society sees, values and treats young people. We highlight the positive things that young people achieve and challenge the often negative portrayal of youth in our society, through public celebrations and promotion in the media. Ultimately we influence change by enabling young people to "be the change they want to see in the world".

PUBLIC BENEFIT

The Directors of Jack Petchey Foundation Company have referred to the Charity Commission's general guidance on Public Benefit when reviewing aims and objectives and in planning future activities. The Grant Making policies of the Foundation comply with the duty in section 17 of the Charities Act 2011 to have due regard to public benefit. The Directors consider how planned activities will contribute to the aims and objectives they have set to further the Foundation's charitable purposes for the public benefit.

AREA OF OPERATION

The Jack Petchey Foundation operates in the UK, primarily across all London Boroughs and Essex districts.

Very occasionally grants are made to groups operating overseas, particularly to Prime Skills in Portugal to continue to support work that was initially undertaken by the Portuguese branch of the Jack Petchey Foundation (prior to its closure in June 2015).

CHARITABLE ACTIVITIES

Our strategic objectives have been met through grant investment in a range of youth organisations and youth activity across London and Essex; the development of new pilot programmes in the areas of STEM (Science Technology Engineering and Maths) and the Arts, as well as our continued focus on delivering high quality celebration events and ensuring positive PR for young people.

In 2016 the principal charitable activity of the Jack Petchey Foundation was as follows:

TOTAL GRANTS

In 2016 JPF received 3,416 requests for funding and was able to support 3,092 of these to a total value awarded during the year of £6,745,903.

The total value of grants awarded since the Foundation was formally established in September 1999 was over £106 million by the end of 2016.

Grants are awarded through the following programmes:

ACHIEVEMENT AWARD GRANTS 2016:

The Achievement Award scheme enables youth organisations to recognise and reward the outstanding achievement of their members. The value of each award increased to £250 in 2016. Each recipient of an Achievement Award can decide how their £250 Achievement Grant is invested in their organisation.

There were 1,926 Achievement Award schemes operating in 2016. 92 new youth organisations/schools joined the programme.

Circa 11,651 Achievement Awards were given during the year.

The total value of Achievement Awards granted during the year was £2,836,386.

Achievement Award for Alice Stella, aged 19 St Francis Xavier College

Alice was an avid supporter of the sixth form's charitable fundraising drives, particularly for the refugee crisis of 2015. Alice not only encouraged her tutor group to raise funds, she also independently instigated a successful appeal for clothing and toiletries. Alice said *"I felt an empathy with those people because when I moved to the UK I was an immigrant too. I had a different journey but the same experience in that I had to leave my home and loved ones and felt that I arrived with nothing. I felt that my youth gave me a platform to try to get people involved in different ways."*

After receiving the award Alice said *"I felt honoured and surprised because I didn't see it coming. I am very grateful because I feel that the award acknowledges my hard work, and it has made me feel good about myself."* Alice asked for the award money to fund a revision day for the students in her Politics class. She is aware that the cost of extra revision sessions is beyond the reach of many of the school's students and wanted to use her award to benefit others' education.



Achievement Award for Aiden O'Keefe aged 12, Thurrock Scouts

Aiden had to draw on his Scouting skills recently when he came to the aid of an elderly couple who were injured in a car accident. Aiden was the first person on the scene. He stayed calm, quickly went to alert the emergency services, and then he gave emergency aid to one of the passengers whose leg was bleeding. He used his own sweater as a bandage and sat talking with him until an ambulance came.

Aiden reflected on the experience saying, *"because of the first aid training nights I have had at Scouts, I knew what to do and was not scared. Many people went past, but didn't stop to help. As a Scout we are taught to help other people. I instantly knew I had to get the emergency services and try to stop the bleeding. It seemed a natural thing to do and it felt great to be able to help the couple."*

Aiden did not seek praise for his actions and it was only after his mother mentioned the incident that his patrol was made aware of his admirable conduct.

ACHIEVEMENT AWARD CELEBRATION EVENTS:

A key element of the Achievement Award scheme is being recognised and celebrated in front of the local community including peers, parents, local dignitaries and VIP guests. In order to achieve this in 2016 we held 73 Achievement Award celebration events in prestigious venues throughout London and Essex such as the Churchill Theatre in Bromley, the Richmond Theatre and the Chelmsford Civic Theatre.

A total of 5,077 Achievement Award winners and 428 Leader Award winners attended the events along with 17,949 guests.

1,454 young people showcased their talent by performing live at our events.

162 VIP guests including local Mayors, Senior Police Officers, Members of Parliament, Council Leaders, Directors of Children's Services and Queens Representative Deputy Lieutenants attended in support of the young people from their boroughs.

In addition to these Achievement Awards celebrations, the JPF Events Team managed and supported the Jack Petchey Speak Out Challenge Grand Final at the Piccadilly Theatre, the Mayors Fund For London Math's Challenge at London City Hall, the Faraday competition at IET Savoy Place and Vlogstar at BAFTA. These events display the wide range of opportunities on offer through the Jack Petchey Foundation's partnership programmes and showcase the talents of young people whilst encouraging them to pursue their goals.



ACHIEVEMENT AWARD WINNERS FROM BEXLEY CELEBRATE THEIR AWARDS

LEADER AWARDS 2016:

The Leader Award programme, attached to the Achievement Award Scheme, is for teachers and youth leaders. Young People nominate those leaders and teachers who show outstanding leadership skills. In 2016, 952 leadership awards were approved.

Julia Ainsby, Richmond Sea Cadets received her Leader Award in 2016:



Julia has been involved in the Sea Cadets for 15 years and has been the Chair of Richmond Unit for the past decade. Julia took charge of organising events for the unit's 100th birthday, as well as the 100th anniversary of the Battle of Jutland in the summer of 2016. A church service was arranged for the unit, which encompassed the two anniversaries, followed by a reception which was held for a large number of VIP guests. The following week, the unit staff and their families were treated to a cruise on the Thames to celebrate their anniversary. Julia began making the arrangements for these momentous events over a year and a half in advance and her dedication and organisational skills meant that they all went off without a hitch.

Julia is just as busy in her every day running of the Richmond Unit. She is always seeking funding for extra classroom space, in addition to supporting the cadets in all their events and activities. The Richmond Unit said *"she never stops in her efforts on our behalf ... We are very lucky to have such an enthusiastic and hardworking member of the unit."* Julia said that she was *"extremely proud"* to be nominated for the Leader Award.

Mr. David Rey, Head of Languages at Valentines High School has been described as *"an absolute inspiration to the school kids over this year"* because of his tireless charity work for those who were living in the refugee camp in Calais. He bought a caravan and brought it into the school for student volunteers to Repair and decorate using their DIY skills and by donating items to furnish it with. Mr. Rey also encouraged the students to help with fundraising and collecting food donations which he delivered himself to the refugee camp at the weekends.

When the student volunteers were asked how they had learnt to be so generous, many of them replied *"Mr. Rey has shown us how to be."* The renovated caravan was delivered to the camp in June 2016, giving four young refugees a safe, warm place to live. The teacher who first nominated Mr. Rey for the Leader Award added, *"he is a truly selfless human being, who shows how to be a heartfelt humanitarian with so much enthusiasm, that students can't help but transform into wonderful human beings through the example he leads."*



SMALL GRANTS FOR LEADERS 2016:

Our small grants programme is open to all groups operating the Achievement Award programme effectively. Each Leader Award winner can submit an application for a Small Grant to the value of £750. In 2016, 748 applications were received and 710 approved to the value of £470,561.

A Small Grant for Laburnum Boat Club, Hackney

Laburnum Boat Club used a £750 Small Grant to fund a three-day residential on a narrowboat for 12 young people with a range of disabilities and backgrounds. One young person commented, *"It was my first time away from home, so I was a bit worried, but everyone took care of me."*

All of the young people took turns driving the boat, operating the lock gates and helping to prepare meals. It was also a chance for them to have fun and get to know each other in a new environment. The social aspect of the residential was particularly important for members who are on the autistic spectrum and have difficulty in social situations. They grew in confidence when speaking to others and made new friends.

One of the older members gained the necessary experience to pass his Royal Yachting Association (RYA) Helmsman Course. This in turn enabled him to gain employment as a narrowboat skipper, bringing in much-needed income for his family whilst doing something he enjoys!

Everyone thoroughly enjoyed the residential with one exclaiming; *"Loved it! Now I can drive a boat all by myself"* and another adding, *"I liked learning how to do the locks. I did all of them!"*



Grey Court School, Richmond used their £750 Small Grant to fund a four day careers and enterprise event for their Year 10 students.

The first day included a carousel of careers workshops on apprenticeships, self-employment, personal finance and a sixth form taster lesson. This taught the students about a range of post high school and sixth form pathways, allowing them to make informed decisions about their future. The students also took part in mock interviews and were given feedback on how they had performed and what they could do to improve. Lucy said *"I was really nervous before my mock interview... but I am really pleased I did it [as] I'm looking for a part-time job so hopefully it will help me with that."*

The students were then set a two-day long challenge from seven local businesses who were involved. This project helped the students to develop their presentation, communication and problem solving skills. Freya said, *"Working with Haymarket Media opened my eyes to all the jobs within media...I am now thinking about going into an apprenticeship in media rather than university, as I learn better by doing."* The project ended with inspirational trips to Cambridge University and Reading University. This gave the students an insight into higher education and made the idea of studying at university seem more achievable. Jacob said *"Going to university was not what I thought it would be like at all. Everyone was really friendly and there are courses for everyone, I didn't consider university before but I am now thinking about taking A-Levels and going on to study Psychology."*



EDUCATIONAL GRANTS 2016:

Our Educational Visit grants support schools and youth organisations with the costs of undertaking an educational visit. There were 158 applications received in 2016 and 134 of these approved at a cost of £31,679. These grants enabled young people to participate in visiting museums, theatres, science shows and more.



The Boswells Academy Trust, Chelmsford used their £160 Educational Visit grant to fund the transportation of 22 students to the regional heat of the National Mock Bar Trial Competition. The competition comprises of students taking on the roles of lawyers, witnesses, magistrates and court staff as they prosecute or defend specially written criminal cases. Teams compete against each other in a real Magistrates' courts in front of real magistrates.

The students gained a real insight into how the English Legal System works, which will also be an invaluable addition to their CVs, particularly those who want to pursue a career in the law. The students prepared for the regional heat weeks in advance and they had to meet tight deadlines in terms of preparing speeches and research. They also improved their communication skills and gained more experience working together as a team.

Gregory said, *"I benefited from being a court clerk in the Mock Bar Trial as it helped me to learn more about how a case runs. It has also helped to build my confidence and my speaking skills."*

Nidhi Kujir commented, *"The Mock Bar Trial was an eye-opener to how real life cases may have been fought. It was a good experience taking on the role of being a juror as it really helped me understand the field of work a juror may be involved in. I also gained a much better understanding of how court proceedings are performed and the different roles in court."*

INDIVIDUAL GRANTS FOR VOLUNTEERING 2016:

Our Individual Grants for Volunteering programme supports young people up to the age of 25, who wish to volunteer to help others. There were 888 applications received and 661 grants awarded totaling £158,050.

These grants enabled 661 young people to undertake voluntary work both in the UK and abroad.



Eva Bianchi, Sayid Salim and Hicham Ameer all engineering students from **University College London** were awarded Individual Grants of £180 each. This supported their volunteer work in Nicaragua with the Global Brigades. They raised the rest of the funds needed through various events, including a university talk on the topic of clean water access, a football tournament and a movie night.

Their brigade built a hybrid pump-gravity system that would transport water from a nearby water source to a holding tank in the community of La Coreneta. From here, a distribution network was installed to provide water to each of the households in the community. The group dug an incredible 252 metres of trenches and installed pipes within them. They also constructed a septic tank and a sanitary unit. These projects had an incredible impact on the community, giving 93 families easy and reliable access to clean drinking water.

Eva said; *"I have always been drawn towards volunteering as an engineering student and seeing the gratitude the locals have towards us is one of the best feelings. You can feel how important this project is to them. It is not about building a new cutting-edge bridge or a super-fast subway system, but it is really about enabling people to have access to water you can safely drink without being scared of getting sick. Thanks to Global Brigades, I now know exactly what I want to use my engineering skills for."*

MAJOR PROJECT GRANTS 2016:

During 2016 the Foundation supported many programmes in London and Essex and administered grants from £30 to £583,269. A breakdown of the larger grants made is below:

EXAMPLES OF PROJECT GRANTS AWARDED IN 2016

Organisation	Project	Awarded £
Royal Academy of Dance	Step Into Dance	583,269
Speakers Trust	Jack Petchey's Speak Out Challenge	563,464
OnSide Foundation	OnSide Youth Zone	500,000
Anthony Nolan	R&Be and DNA sequencing equipment	222,300
Young Enterprise London	Employability Masterclasses	169,860
Table Tennis England	Jack Petchey London Schools Table Tennis Challenge	146,691
Media Trust	Jack Petchey Vlogstar Challenge	141,826
The Petchey Academy	Project grant and Achievement Award scheme	127,758
First Give	First Give	120,000
School Planners	School Planners for schools	110,000
Glee Club Challenge	Jack Petchey Glee Club Challenge	88,704
Panathlon	Panathlon Disability Sports	99,958
London Youth	Sporting Activities and the building of a "Petchified Zone" at Hindleap Warren	75,000
Institution of Engineering and Technology	Faraday Challenge Workshops	64,425
The Rank Foundation	Time to Shine Internship Programme	61,412
Mayor's Fund for London	Count on Us Secondary Maths Challenge	61,159
Children and the Arts	Start Programme & an Art Competition	54,000
Prime Skills – Portugal	Educational Programmes	41,400
Scouts - Greater London South West	Achievement Award Scheme, Small Grants and Coordinator grant	40,503
Scouts - Greater London North East County	Achievement Award Scheme, Small Grants	36,276
Sea Cadets - London Area	Achievement Award Scheme, Small Grants, Discretionary Award	35,086
Air Cadets - London Wing	Achievement Award, Small Grant scheme	34,970
Guides - Greater London West	Achievement Award, Small Grant scheme and Coordinator Award	33,511
Scouts - Greater London North	Achievement Award, Small Grant scheme	30,900
Guides - Greater London Kent	Achievement Award, Small Grant scheme and Coordinator Award	30,674
Army Cadet Force	Achievement Award Scheme	28,000
JPF Achiever Network	Achiever Network	27,900
Scouts - Greater London Middlesex West County	Achievement Award Scheme, Small Grants	27,368
Future First	Alumni network	25,000
ReachOut!	ReachOut Academy, Achievement Award	23,000
Air Cadets - Middlesex Wing	Achievement Award, Small Grant scheme	22,320
Boys Brigade	Achievement Award, Small Grant scheme	21,520

Register & Be a Lifesaver is an example of one of the Major Programmes supported in 2016

Since 2011, the Jack Petchey Foundation has supported Anthony Nolan's Register & Be a Lifesaver (R&Be) programme. The programme raises awareness and educates young people about the importance of donating stem cells, blood and organs.

Since its launch in 2009, Anthony Nolan's inspirational volunteers have engaged with 270,946 16-18 year olds at nearly 1,000 schools. As a result, over 20,000 young people aged 16+ have joined the register. 55 of those young people have already gone on to donate their stem cells and save a life; six of them signed up following a JPF-supported R&Be talk. Celyn Evans joined the register after an R&Be presentation at Colchester Royal Grammar School. Just nine months after signing up, he was called upon to donate his stem cells.

Celyn said: *"You often hear that young people are self-absorbed and not interested in helping others, but I think that's wrong. People just need to be made aware of how they can help."*



Register & Be A Lifesaver (R&Be) education programme helps to teach 16–18 year olds about the importance of donating bone marrow, blood and organs. It fits well with Sir Jack's philosophy that "it is important to give back to society, not necessarily money, but your time, your effort; there is always something you can give".

PLANS FOR THE YEAR 2017

The Jack Petchey Foundation has grown rapidly since it was established in 1999 with over £106 million having been invested in youth work activity in London and Essex.

As we passed the £100 million mark in 2015, the Jack Petchey Foundation Company Directors took the opportunity to review all that had been achieved in our first fifteen years and agreed a strategy through to 2020.

The budget for 2017 has been increased to £9 million and an outline growth plan has been agreed to increase our grant giving to £10 million per annum by 2020.

All our programmes are regularly reviewed and some new pilot programmes have been developed in STEM subjects and the Arts. In 2017 we will launch a new pilot Choir programme, Jack Petchey's Perfect Pitch. We continue to seek ways in which we might encourage and promote 'positive thinking' in young people.

The main focus of the work in 2017 will include:

1. Expansion of the successful **Jack Petchey Achievement Award Scheme**. The aim is to encourage all state secondary schools to participate and a new development plan is in place to increase the number of youth charities involved across London/Essex.
2. The Foundation will build on the work of **Jack Petchey's SpeakOut Challenge**, with a view to developing its reach in the future. We will be looking at ways to engage new age groups and build on the impact of the programme.
3. The Foundation will continue to support its popular **Step into Dance** programme with the Royal Academy of Dance. This programme will be offered in 200 secondary schools in London and 2017 will see it celebrate 10 years with an increased number of performance opportunities to showcase young people's talent.
4. The Foundation will continue its partnership with **Panathlon Challenge** to ensure that young people with disabilities can participate in competitive sports.
5. The successful **Jack Petchey Schools Table Tennis Championship** run in partnership with Table Tennis England will continue to be expanded to parts of Essex and further work is to be undertaken in youth clubs.
6. The **Jack Petchey Glee Club Challenge** will be expanded to include more groups across London and Essex.
7. The partnership with the **Media Trust** will be developed and reviewed to see how we can build numbers of young people engaged on the Vlogstar Challenge.
8. The Foundation plans to further extend the **Small Grants** fund linked to the Achievement Award programme increasing the budget by £50k to £500,000. There will be two rounds of bids for small grants focused on groups operating the Achievement Award Scheme. Grants will be maintained at up to £750.
9. The Foundation will continue to extend the **Individual Grants for Volunteering** programme. These grants directly support young people who want to undertake voluntary work in the community. The budget for grants is increased by £20k to £180,000.

10. The Interview and CV programme delivered in partnership with **Young Enterprise** will be reviewed with a view to extending the reach to more young people.
 11. The **Jack Petchey Achiever Network** will be developed further to continue to develop the leadership of young people and to ensure that young people's voices are at the centre of the work of the Foundation.
 12. The successful pilot "**Count on us - Maths Challenge**" delivered in partnership with the Mayors Fund for London will be extended further to engage more schools.
 13. A new partnership with the IET to deliver a **London/ Essex Faraday Challenge programme** will be reviewed with a view to extending and developing more Science, Technology, Engineering and Maths programmes in the future.
 14. The pilot '**First Give**' programme will be significantly extended in order to educate and engage more young people about how to engage with charities in their local area.
 15. We will be exploring how we can support the capacity of youth organisations and help young people get a place on the employment ladder by reviewing and developing the partnership with Rank Foundation and their **Time to Shine** programme.
 16. A review of the impact of our special 15th Anniversary Open Grants programme may lead to further 'one off' grant programmes in 2017 and beyond.
 17. We will make one major capital grant, our commitment to help establish the first London based **Inside Youth Zone in Barking and Dagenham** will continue to be the focus of our capital funds. The Youth Zones are built on a very successful model of youth work initiated in the north west of England engaging around 3,000 young people each week.
-



JPF young volunteers helping at the Jack Petchey Glee Club final in 2016

TRUSTEE & MANAGEMENT

1. The Trustee of the charity is 'Jack Petchey Foundation Company'. The Directors of Jack Petchey Foundation Company are:

Ron Mills
Ray Rantell
Barbara Staines
Sonia Sinclair
Matt Rantell

Directors stand for re-election every 3 years.

2. Jack Petchey Foundation Company regularly reviews the skills/experience of Board members with a view to ensuring good governance. The Foundation is not seeking to appoint any further Directors at this time.
3. Directors receive an induction and on-going training on an ad-hoc basis as necessary.
4. Grant applications are considered monthly at the management meetings and/or quarterly full Board meetings.
5. The Foundation is managed on a day to day basis by the Chief Executive Officer, Trudy Kilcullen MBE
6. The JPF Remuneration policy is determined by Chairman, with input from JPF Directors. Pay and remuneration levels are set based on a benchmarking with other similar Charitable Trusts and Foundations. A review of pay and bonuses is undertaken annually with reference to voluntary sector salary surveys to ensure parity with market rates.

FINANCIAL REVIEW

The Directors of Jack Petchey Foundation Company considered the results for the year to be satisfactory.

The Directors have only made commitments to grants which can be fulfilled and they have not over-burdened the charity. Total income in 2016 was £7,517,383 (2015: £7,155,239) and total grant making in 2016 was £6,745,903 (2015: £5,841,223).

The Directors have written assurance from the Directors of Incorporated Holdings Limited and its subsidiaries, the main funder of the Jack Petchey Foundation that sufficient funds will be available to the charity to meet its commitments as they fall due, with continued funding until at least 31 December 2018.

POLICIES

GRANT MAKING POLICY:

The Foundation invites applications for the various open grant programmes by publicising its activities on the website. Grant applications are rigorously assessed by the Grants Officers, then considered in detail and approved or rejected by the Jack Petchey Foundation Company Board of Directors.

Where a grant application is from an organisation in which a JPF team member or JPF Director holds a position, this interest is declared at the outset. All grant assessments and recommendations are managed by a JPF team member independent of that organisation. In JPF Board meetings the individual Director does not vote. Grants awarded to such related parties are disclosed in the notes to the accounts.

RESERVES POLICY:

The Jack Petchey Foundation exists as a Grant Making Trust. The Foundation is funded by income from Incorporated Holding Limited (IHL) and its subsidiary companies. The vision is for this to be a lasting arrangement and the specific detail of donations to the charity from IHL is agreed 2 years in advance.

The Jack Petchey Foundation Company Board of Directors does not commit the charity beyond the levels of funding promised by Incorporated Holdings Limited and its subsidiary companies. An annual budget is prepared and approved by the JPF board detailing the quantum of expenditure for the year. This is approved by the JPF Company Directors and confirmed by the Directors of IHL.

Grants agreed are usually for one year only and paid in advance of work delivered.

Monthly meetings are held between the CEO of JPF and the Finance Director of the subsidiaries of IHL, to determine the monthly cash flow requirements of JPF for the following 12 months. The cash flow requirements are reflected in the IHL group cash flow - to ensure that this funding is available 1 year ahead.

JPF operates an accruals based accounting system and in exceptional situations where there is a commitment for longer than 1 year, this is projected into JPF/IHL funding requirements.

In the unlikely event that the Jack Petchey Foundation is to cease its activities, sufficient notice will be given for an orderly wind down of activities with due notice to all staff and current/potential beneficiaries. This policy is reviewed by the Board on an annual basis and in the light of any changes identified on the JPF Risk Register which is reviewed at every Board Meeting.

The unrestricted reserves held at the end of 2016 were £10,651 (2015: £370,926).

RISK REVIEW:

The Jack Petchey Foundation Company Board of Directors have assessed the major strategic business and operational risks to which the charity is exposed and confirm that the necessary systems are in place to manage these risks.

A Risk Register has been drawn up which addresses the key operational, governance, financial, compliance and reputational risks to which the charity is exposed. This is updated and circulated in advance of each quarterly Board meeting and review of the Risk Register is a standing item on the Board Agenda.

The JPF Company Board have determined that the two overriding risks are:

- Reduction of income (with the implication being that grant making will have to be reduced).
- Risk to reputation - through failure to meet professional standards in delivery of our work to young people or failure to comply with the legal / ethical frameworks surrounding charity registration – (with the implication that the work of the Jack Petchey Foundation would be brought into disrepute).

In terms of **reduction to income**, the controls in place to manage this risk include:

- Measures to ensure that the charity income levels are agreed in writing with IHL at least two years in advance.
- Collaboration with IHL and the Petchey Business group regarding the vision and expansion plans for the charity.
- Grant programmes and commitments agreed on an annual basis.
- Only grants which can be fulfilled have been promised to recipient.
- Financial controls and checks to ensure that the charity has not overburdened itself and no overspends are permitted.

In terms of **risk to reputation**, the controls in place to manage this risk include:

- Governance systems in place to manage potential/actual conflicts of interest.
- Clear grant making criteria and policies.
- Systems in place to ensure good due diligence and anti-fraud measures for potential grantees.
- Operational policies and systems are in place, covering issues such as data protection, safeguarding children, internal audit.
- Policies and procedures in place to cover whistleblowing, complaints etc.
- Any issues arising are reported back to the JPF Board.

The Jack Petchey Foundation Company Board of Directors holds all matters of risk under regular review in the light of any changes in the external environment.

FUNDRAISING STATEMENT

Section 162a of the Charities Act 2011 requires charities to make a statement regarding fundraising activities. Jack Petchey Foundation does not undertake widespread fundraising from the general public. The legislation defines fund raising as “soliciting or otherwise procuring money or other property for charitable purposes.” Such amounts receivable are presented in our accounts as “donations”.

In relation to the above we confirm that all solicitations are managed internally, without involvement of commercial participators, professional fund-raisers, or third parties. The day to day management of all income generation is delegated to the executive team, who are accountable to the Directors of the Jack Petchey Foundation Company.

The income of charity is not bound by any regulatory scheme and the charity does not consider it necessary to comply with any voluntary code of practice.

We have received no complaints in relation to any fundraising activities. Our terms of employment require staff to behave reasonably at all times; as we do not approach individuals for the purpose of raising funds, we do not particularise this to fundraising activities, nor do we consider it necessary to design specific procedures to monitor such activities.

STATEMENT OF TRUSTEE RESPONSIBILITIES

The Trustee, Jack Petchey Foundation Company, is responsible for preparing the Trustee's Report and the financial statements in accordance with applicable law and regulations.

Charity Law requires the Trustee to prepare financial statements for each financial year in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under Charity Law the Trustee 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 charity and of the incoming resources and application of resources, including income and expenditure, of the charity for that period.

In preparing these financial statements, the Trustee is required to:

- select suitable accounting policies and then apply them consistently;
- make judgements 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 charity will continue in business.

The Trustee is responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. The Trustee is also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Financial statements are published on the charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements, which may vary from legislation in other jurisdictions. The maintenance and integrity of the charity's website is the responsibility of the Trustee. The Trustee's responsibility also extends to the ongoing integrity of the financial statements contained therein.

AUDITORS

In 2014 the Trustee company re-appointed BDO LLP as their Auditors. BDO LLP have signified their willingness to continue in office and a resolution proposing their re-appointment will be put to the forthcoming Annual General Meeting.

The financial statements have been prepared in accordance with current statutory requirements, the charity's trust deed and the Statement of Recommended Practice-Accounting and Reporting by Charities SORP (FRS102).

On behalf of the Trustee

Director of Jack Petchey Foundation Company

Date

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST DECEMBER 2016

		Unrestricted funds 2016	Unrestricted funds 2015
	Notes	£	£
Incoming resources:			
Donations		7,517,383	7,155,239
Total incoming resources		7,517,383	7,155,239
Resources expended:			
Grants payable for youth activity	2	6,745,903	5,841,223
Other charitable activity	2	1,131,755	1,103,490
Total resources expended		7,877,658	6,944,713
Net incoming resources		(360,275)	210,526
Total funds brought forward		370,926	160,400
Total funds carried forward		10,651	370,926

The Statement of Financial Activities includes all gains and losses recognised in the year.

BALANCE SHEET AS AT 31ST DECEMBER 2016

		2016		2015	
	Notes	£	£	£	£
Fixed assets					
Tangible assets	5		4,768		4,579
Current assets					
Debtors	6	41,157		35,523	
Cash at bank and in hand		<u>1,973,032</u>		<u>1,494,105</u>	
		2,014,189		1,529,628	
Creditors: amounts falling due within one year	7	<u>(2,008,306)</u>		<u>(1,163,281)</u>	
Net current assets					366,347
			5,883		
Net assets			<u>10,651</u>		<u>370,926</u>
Income funds					
Unrestricted funds			<u>10,651</u>		<u>370,926</u>

The accounts were approved and authorised for issue on

And signed on behalf of the board by

R.C. Mills
Director of Jack Petchey Foundation Company

CASH FLOW STATEMENT FOR YEAR ENDED 31ST DECEMBER 2016

	2016 £	2015 £
Net cash flow from operating activities	487,382	49,696
Cash flows from investing activities		
Bank interest received	7	10
Payment for tangible fixed assets	<u>(8,462)</u>	<u>(3,568)</u>
	(8,455)	(3,558)
Increase in cash	<u>478,927</u>	<u>46,138</u>

Notes to the Cash Flow Statement

Reconciliation of Net Incoming Resources To Net Cash Inflow from operating activities

	2016 £	2015 £
Net incoming resources	(360,275)	210,526
Non operating cash flows eliminated:		
- interest received	(7)	(10)
Depreciation	2,960	2,904
(Increase)/Decrease in debtors	(5,634)	37,085
Increase/(Decrease) in creditors	<u>850,338</u>	<u>(200,809)</u>
Net cash inflow from operating activities	<u>487,382</u>	<u>49,696</u>

Analysis of change in net cash resources

	At 1st January 2016 £	Cash flow £	At 31 December 2016 £
Cash at bank and in hand	<u>1,494,105</u>	<u>478,927</u>	<u>1,973,032</u>

NOTES TO THE FINANCIAL STATEMENT FOR YEAR ENDED 31ST DECEMBER 2016

1. ACCOUNTING POLICIES

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

1.1 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 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Jack Petchey Foundation meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

1.2 INCOMING RESOURCES

Voluntary income is included in incoming resources when the charity is considered to have entitlement to the assets, it is probable that the resources will be received, and the monetary value of incoming resources can be measured with sufficient reliability.

1.3 GIFTS IN KIND

Gifts in Kind comprise office facilities provided to the charity at no cost. They have been valued as a best estimate by the provider.

1.4 RESOURCES EXPENDED

Grants payable are payments made to third parties in furtherance of the charity's objectives. Single or multi-year grants are recognised as resources expended when a grant commitment is made without condition or when the condition will not in practice allow the charity to avoid the liability.

Other charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity. They include audit fees and 20% of the Foundation Chief Operations Officer salary.

Irrecoverable VAT is included in the cost of those items to which it relates.

1.5 TANGIBLE FIXED ASSETS AND DEPRECIATION

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life as follows:

Computer equipment	25% straight line basis
Fixtures and Fittings	10% straight line basis

1.6 FOREIGN CURRENCY TRANSLATION

Transactions denominated in foreign currencies are translated at the date of the transaction.

NOTES TO THE FINANCIAL STATEMENT FOR YEAR ENDED 31ST DECEMBER 2016

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. All differences are included in net outgoing resources.

1.7 FUND ACCOUNTING

All funds held are unrestricted general funds which can be used in accordance with the charitable objects at the discretion of the Trustee.

1.8 GOING CONCERN

The financial statements have been prepared on a going concern basis. The Directors of the charity's Trustee, Jack Petchey Foundation Company, consider that the charity will be able to continue operating for the foreseeable future on the basis that the company which is the charity's key source of funding has agreed to provide continued funding for at least the next two financial years.

The Trustee has received commitments from Incorporated Holdings Limited that donations will be received by the charity to meet grant obligations both accrued and committed. These future commitments have not yet been recognised as incoming resources because the charity is not entitled to the funds until future accounting periods.

1.9 FINANCIAL INSTRUMENTS

Jack Petchey Foundation only has financial assets and 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.

1.10 ACCOUNTING ESTIMATES AND JUDGEMENTS

The only areas of accounting estimate are with respect to depreciation, valuation of gifts in kind and the recognition of accruals. The policies for depreciation and gifts in kind are detailed above at note 1.3 and 1.5. All expenditure incurred pre year-end, for which no invoice has been received as at the year-end is recorded as an accrual.

2. Breakdown of expenditure

	Total 2016 £	Total 2015 £
Total grants payable to institutions	6,745,903	5,841,223
Support costs allocated to grant making activity		
- Governance costs	21,615	19,100
- Staff costs	381,416	334,773
- Other	121,994	135,152
Support costs allocated to other charitable activities:		
- Governance costs	12,009	11,937
- Presentation events	315,048	308,825
- Staff costs	211,898	209,233
- Other	67,775	84,470

TOTAL**7,877,658****6,944,713**

Support costs have been allocated on the basis of headcount split 9/5 (9 FTE staff on grant management/ 5 FTE staff on other charitable activities).

Audit costs in 2016 were £9,888 (£8,240, plus VAT at 20%).

A breakdown of the major grants with a total value in excess of £20k is on page 11. These grants have a total value of £3,648,254

Grants payable include £1,945,291 (2015: £1,101,394) for grants agreed prior to the year-end but to be paid in 2017. Additional analysis and explanation of the grants made in the year is included within the Trustees' Report. There are no grants committed to which do not represent a constructive obligation at the year-end.

3. Directors of the Trustee Company

None of the Directors of the Trustee Company (or any persons connected with them) received any remuneration during the current or previous year. One / (2015: Two) Directors of the Trustee Company were reimbursed a total of £1,273 for travel/office expenses (2015: £1,116).

NOTES TO THE FINANCIAL STATEMENT FOR YEAR ENDED 31ST DECEMBER 2016

4. Employees

	Total 2016	Total 2015
	£	£
Governance Costs	24,024	21,437
Charitable Activities	593,314	508,611
	<u>617,338</u>	<u>530,048</u>
Analysed as:		
Wages and salaries	556,755	481,199
Social security costs	57,395	48,849
Other Pension costs	3,187	-
	<u>617,338</u>	<u>530,048</u>

At the year end there were 14 full time equivalent employees (2015: 13), all of whom are involved in the activities of the charity.

There were on average 16 (2015: 14) employees throughout the year.

The key management personnel of the charity (excluding directors of the corporate Trustee) comprise the Chief Executive Officer only. The CEO is the only employee with remuneration greater than £60,000. The Chief Executive Officer directs the work of the charity, her total remuneration during the year was £100,942. The value of employer pension contributions in respect of the CEO was £309. She spends approximately 80% of her time supporting the charity's activities and 20% of her time on governance matters.

NOTES TO THE FINANCIAL STATEMENT FOR YEAR ENDED 31ST DECEMBER 2016

5. Tangible fixed assets

	Fixtures & Fittings £	Computer Equipment £	Total £
Cost			
At 1 January 2016	9,386	29,305	38,691
Additions	-	3,149	3,149
As at 31 December 2016	9,386	32,454	41,840
Depreciation			
At 1 January 2016	8,868	25,244	34,112
Charge for the year	402	2,558	2,960
As at 31 December 2016	9,270	27,802	37,072
Net book value			
As at 31 December 2016	116	4,652	4,768
As at 31 December 2015	518	4,061	4,579

6. Debtors

	Total 2016 £	Total 2015 £
Other debtors	41,157	35,523
	41,157	35,523

7. Creditors: amounts falling due within one year

	Total 2016 £	Total 2015 £
Taxes and social security costs	25,577	18,488
Grants payable	1,945,291	1,101,394
Accruals and deferred income	37,438	43,399
	2,008,306	1,163,281

8. Related Party Transactions

During the year there were grants payable to The Petchey Academy of £127,758 (2015: £158,207) with £38,185 (2015: £74,236) outstanding as a creditor at the year end. The charity is related to The Petchey Academy by virtue of shared trustees / senior management. Sonia Sinclair is a Director of JPF Company and an employee of The Petchey Academy. Trudy Kilcullen is an employee of Jack Petchey Foundation and a Governor/Director of The Petchey Academy. The individuals concerned were not involved in the decision to make a grant.

At year-end 2015, a grant of £89,786 was paid to Panathlon Foundation and a grant of £15,000 to Croydon Drop In with £5,000 outstanding as a creditor at 2016 year end (2015: £5,000). Jack Petchey Foundation was related to these charities by virtue of a member of the JPF senior team being one of the charity's trustees in both cases. The individuals concerned were not involved in the decision to make a grant. In 2016 the JPF staff member resigned from Directorship of the Panathlon Foundation.

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEE OF THE JACK PETCHEY FOUNDATION

We have audited the financial statements of The Jack Petchey Foundation for the year ended 31 December 2016 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charity's trustee, in accordance with the Charities Act 2011. Our audit work has been undertaken so that we might state to the charity's trustee those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustee, for our audit work, for this report, or for the opinions we have formed.

RESPECTIVE RESPONSIBILITIES OF TRUSTEE AND AUDITOR

As explained more fully in the Statement of Trustee's Responsibilities, the trustee is responsible for the preparation of financial statements and for being satisfied that they give a true and fair view.

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under that Act. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Financial Reporting Council's (FRC's) Ethical Standards for Auditors.

SCOPE OF THE AUDIT OF THE FINANCIAL STATEMENTS

A description of the scope of an audit of financial statements is provided on the FRC's website at www.frc.org.uk/auditscopeukprivate

OPINION ON FINANCIAL STATEMENTS

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2016, and of its incoming resources and application of resources, including the income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Trustee's Annual Report is inconsistent in any material respect

- with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Signature:

Date:

BDO LLP
Statutory Auditor
Gatwick
United Kingdom

BDO LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

BDO LLP is a limited liability partnership registered in England and Wales (with registered number OC305127).