

Charity registration number 515211

Company registration number 01809654 (England and Wales)

**PEOPLE AND WORK UNIT**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2024**

# PEOPLE AND WORK UNIT

## LEGAL AND ADMINISTRATIVE INFORMATION

---

**Trustees** Dr C Sophocleous  
P G Watkins  
G J McHugh  
J L Huyton  
D J Rees  
C B Vallance

**Secretary** S Lloyd-Jones

**Charity number** 515211

**Company number** 01809654

**Registered office** Unit 1 @Loudon  
Plas Iona  
Bute Town  
Cardiff  
CF10 5HW

**Independent examiner** Dorrell Oliver Ltd  
Linden House  
Monk Street  
Abergavenny  
Monmouthshire  
NP7 5NF

**Bankers** HSBC Bank plc  
1 Bridge Street  
Newport  
South Wales  
NP20 6UT

---

# PEOPLE AND WORK UNIT

## CONTENTS

---

	<b>Page</b>
Trustees' report	1 - 7
Independent examiner's report	8
Statement of financial activities	9
Balance sheet	10
Notes to the financial statements	11 - 19

---

# PEOPLE AND WORK UNIT

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 DECEMBER 2024

---

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Charity's Memorandum and Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

### **Objectives and activities**

The charity's objects are the advancement of education by carrying out and/or assisting in carrying out research and study into social and economic problems for the benefit of the general public; additionally, to promote education in all matters related to community organisations.

People and Work seeks to make a difference through two core functions:

- to promote the value of education and learning (for all age groups) as a tool for tackling inequalities and promoting employment, through a programme of community-based action research projects; and
- to undertake commissioned research and evaluation work for the public and third sectors in Wales addressing inequalities in areas such as education (formal and informal), health and employment.

People and Work's self-generated action research work is funded through charitable trusts and funds. Earned income comes from commissioned research and evaluation work done for the public and voluntary sectors. Any surplus earned through the research and evaluation contracts goes into action research work that aims to build understanding of effective ways to tackle the causes and effects of poverty, especially in relation to education, health and employment outcomes.

# PEOPLE AND WORK UNIT

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2024

---

### Achievements and performance

*Significant activities and achievements against objectives*

#### **Cenedlaeth Rhondda Generation**

People and Work have continued to support a group of Rhondda residents as they develop a new charity, called Generation Rhondda, focused on developing wellbeing cross the Rhondda Valleys. Over the last year we have employed the five core leaders and five local trainees to build the work. In 2024 they registered as a non-profit limited company and began the process of registering as a charity. They took on their first employees and currently have four staff. The plan is for the group to be fully independent of People and Work by the Autumn of 2025.

Their approach focuses on working with people in Rhondda to develop all aspects of wellbeing – health and fitness, learning, employment and digital inclusion. Over the last year the group have moved towards working with whole families and, increasingly, running activities in the evening and weekends to open access up to people who cannot get involved during the working day.

They have continued to focus on how they work with other organisations locally and have developed close working links with 29 local groups and organisations. After consideration they have decided against trying to secure a core venue as by taking their activities to partner venues they are supporting the viability of others and ensuring that there is local access. They travel to communities rather than asking community members to travel to them.

They have secured funding from the Rank Foundation and a National Lottery Community Fund grant and are working to secure further funding.

The key programmes currently being run are:

#### **Employment support**

The employment support project has continued to help people access employment through job searches and developing their CVs. The drop-in support sessions have been developed to target specific groups including college students and parents.

Working closely with the Rhondda Digidol programme, people have been supported to access online services and opportunities.

Tom Jenkins, who leads the employment support work, identified a need to support young people still at school to raise their understanding of employment opportunities and what they could do to access better work before they leave school. In the last year Tom has run two pilot programmes called STRIVE in schools with young people, inviting local employers and entrepreneurs along to talk to them. The evaluation showed positive responses from pupils and teachers - *"STRIVE has helped me with what I think I will need the most support with after school by making me realise that there are more ways to become successful in life"*(young person involved in the pilot). In 2025 the plan is to work with two more comprehensive schools in Rhondda.

#### **Reading Rhondda Darllen**

Reading Rhondda has continued to run family reading sessions in schools, pre-school and youthwork settings working with an average of 90-100 children and their families on a weekly basis. Over the year the project worked with twelve schools, including a special needs school, and continued to support three other schools. Schools are encouraged to take over the running of the sessions when they can with parents volunteering to organise activities and read the books. With funding from the Shared Prosperity Fund a support worker was employed who could deliver the work through the medium of Welsh, which has allowed the project to work with families in two Welsh medium schools in Rhondda and also run bi-lingual pre-school and community sessions. This was especially valued where parents and carers do not themselves speak Welsh as it supported them to see how they could still help with their child's education.

*"Introducing Welsh into the sessions has been a brilliant welcome for families who don't speak Welsh or little ones who will be attending Welsh settings. Picking up a new word or phrase in the settings helps along with the help of the books that we can take home. Claire has been welcoming in every session and my daughter always loves going and singing her Welsh songs along with all the actions."*

*(Parent who attends the pre-school sessions)*

## PEOPLE AND WORK UNIT

### TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2024

---

Books are given away at family sessions and many families bring them back to swap them. In addition, an old phone box has been stocked with books and the community encouraged to use it and, with a grant from Interlink, 10 little library boxes are being made with the idea that these will be filled with the free reading material and that communities will be able to take and give to the box on a more regular basis, thus reaching a wider audience than those who are able to attend the sessions. The project has linked with Men's Shed Cymru who have so far kindly made two of the little library boxes and are working on the remaining 7 with one having been made by a grandparent at one of the schools.

The project linked with Treorchy Comprehensive School art department where the students are working with the families at the primary schools to create a design unique to their school and draw and paint the boxes. This will also help the 6<sup>th</sup> form students gain their Welsh Bacalaureate for which community hours are needed.

In 2024 Natasha Owen, project leader, developed the approach further, while still keeping a focus on reading, looking at ways to involve families in wider activities. Cooking sessions were set up in partnership with Pentre Comrades Club and families make meals together, reading the recipes and trying new ingredients. Working with Welcome to Our Woods outdoor sessions have been developed for families with under five year olds. A grant from the National Lottery Community Fund enabled People and Work to employ Carmen Todd-Jones to focus on wider aspects of family involvement and promoting outdoor activities. Working with PIAS Lles these have led to a series of Wild Play days. These sessions are usually at the weekend and involve reading a book and exploring nature.

#### **Rhondda Digidol**

Rhondda Digidol is a project based in the Rhondda that has been developed to help tackle issues around digital inclusion. A key factor to the Rhondda Digidol work is working alongside individuals and groups to support them to make the best use of current digital opportunities for friendship, shopping, work, health, education, and communication. The project aids in helping to tackle digital inclusion through the provision of devices, data, and the necessary knowledge to use them effectively.

With funding from Link the project were able to take on two staff members for a year to run events, one-to-one sessions and workshops to support 179 people in Rhondda to access digital technology.

In total, the Rhondda Digidol project has supported 1977 individuals over its three years of funding from the Moondance Foundation. Of these 306 were supported with bespoke one-to-one support and this group is very evenly balanced across age groups. The needs of people for digital inclusion vary but the evaluation of showed that dealing with key activities like booking a doctor's appointment, accessing a bank account or booking tickets was the most common, closely followed by employability, which encompasses digital skills as well as job search and applications .

# PEOPLE AND WORK UNIT

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2024

---

### Outcome met per Rhondda Digidol participant

	2022-23	2023-24	2024-25	Total
Key activities of life	N/A	55	53	108
Learning/ Education	27	8	5	40
Social Connection	10	15	5	30
Employability	28	49	27	104
Advice	7	3	1	11
Other	2	4	8	14

Access to digital technology has also been helped through donating or loaning devices. Through membership of the Good Things Foundation, Rhondda Digidol has been able to give away 172 data pre-loaded sim cards to local people struggling to afford to access the internet. The project also takes in and re-purposes digital devices and has provided 52 notebooks and laptops to local people:

*The borrowed tablet has changed my situation a lot. I no longer have to walk one and a half hours to attend the library to job search every day. (Rhondda Digidol participant)*

Rhondda Digidol will continue to offer digital support to individuals and community organisations and clubs including gaming and coding groups.

### Fit and Well

With funding from the Global Charities Make Some Noise programme and the Shared Prosperity Fund, and working alongside PIAS Lles (see below) which is funded by the National Lottery Community Fund, Fit and Well delivery has worked with schools, community sports clubs, youth services and partners to provide Rhondda people with the opportunity to benefit from the social and health benefits of physical activity. It has also, this year, supported two local people to develop their skills and set up their own fitness enterprises – Active Education CIC and Curl Fitness.

School sessions have included working with a special needs school and primary and secondary schools across Rhondda. Summer programmes have brought the whole Generation Rhondda team together to offer sessions around sports, gaming and crafts.

Walking rugby and football sessions are weekly and tournaments have been arranged for both sports. There are walking groups and a running group that meet weekly. On average the activities involve over 90 people each month.

### PIAS

Established nearly seven years ago, PIAS (Play it Again Sport) takes in donated sports clothing, shoes and equipment and either gives it away or sells it very cheaply to broaden access to physical and wellbeing activities. Any surpluses generated are used to fund activities in Rhondda. In the last year 2200 items have been donated to PIAS and 1500 items have been either given or sold at low cost. Donations from the Cardiff half marathon and from donation bins across Rhondda Cynon Taf have been added to with a new donation bin at Swansea University Sports Village.

'Pop-up' shops have been identified as a good way to generate sales, linking in to activities that partners are planning and using a 'pay as you feel' model. PIAS works with Money Manage Wales to donate any items given which are not sportswear, but which can still be used, to them – filling their need and repurposing excess stock.

# PEOPLE AND WORK UNIT

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2024

---

Currently PIAS is being managed by the PIAS Lles leader, Natasha Burnell, and in 2025 the plan is to transfer the initiative to the new Generation Rhondda charity.

### **PIAS Lles**

PIAS Lles is the evolution of the work that PIAS promoted and is funded by the National Lottery Community Fund from February 2023-February 2028. The main targets of this project are:

- Sustainability hubs – support local groups/organisations to promote an awareness of climate change and what people can do to make a difference (support community led activity)
- 50.000 tonnes of sports kit diverted from landfill
- 500 people involved in community wellness (sport, physical movement and well-being)
- 30 local leaders trained and delivering local activities
- 6 monthly local newsletter/reviews – provide a progress report
- Environmental work to support community activity in environment-led and engaging groups and support them in the work they do, and to become self-sufficient (support with bank accounts/getting constituted etc).

Key highlights for this year are:

- engagement with adults has increased by over 100 people
- engagement with children has increased by 200
- the reach to children in schools has increased by over 1000
- Launch of Zero @ The Shack May 2024
- Launch of Siop Y Llyn February 2024
- Festival of Wellbeing in January 2025
- Over £300,000 has been raised with other local organisations to develop their health and wellbeing and environmental provision.

This year PIAS Lles has supported the development of sustainability hubs developed by Pentre Comrades Club (Zero@the Shack) and Cambrian Village Trust (Siop y Llyn).

In January, to coincide with people making their New Year Resolutions, a Wellbeing Festival was run in Rhondda. The idea behind this was three-fold:

1. Promote local businesses and organisations – support them during a typically 'quiet' month by giving them guaranteed business, and the opportunity to reach new groups who might not know about them, or typically engage with them.
2. Support the health and well-being of local people during a notoriously challenging month for people, financially and mentally.
3. Create a large impact event to promote PIAS and increase reach and engagement for all parties involved.

# PEOPLE AND WORK UNIT

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2024

---

Over 150 people participated in the Festival in activities including:

- Life drawing
- Pottery
- Canoeing
- Contrast Therapy (sauna & ice baths)
- Meditation
- Mountain Biking
- Money Management
- Yoga

PIAS Lles has worked with the Generation Rhondda project to run some joint activities including outdoor activities with families. It has also run cost of living/sustainability workshops in partnership with Swansea University and Pentre Comrades Club.

### Evaluation and Research

People and Work seeks to work with the public and voluntary sectors to provide evaluation and research that can help to improve lives. We focus on qualitative work that meets with the charity's overall objectives and are committed to work that enables clients to develop their work to support people as effectively as possible.

During the last year we have worked on a range of important areas including:

- The evaluation of the Invest Local programme run by Building Communities Trust - <https://www.bct.wales/evaluation?locale=en>
- An evaluation of the Autism Code of Practice - <https://www.gov.wales/evaluation-code-practice-delivery-autism-services>
- A formative evaluability assessment and evaluation of the Young Person's Guarantee for the Welsh Government.
- Meddwl Ymlaen – a five year programme to develop improved support for mental health with young people in Gwynedd and Ynys Môn run by Barnardos
- TAPI – a programme run by GISDA in Gwynedd to support young people
- Dementia support - a coherent approach across five voluntary sector organisations to support people with dementia and their carers led by Age Cymru West Glamorgan;
- Hawlio Heddwch. An evaluation of a programme to celebrate the centenary of a Welsh women's peace petition for Academi Heddwch Cymru.
- Support for North Wales CAMHS to evaluate their School's In-Reach work.

### Financial review

The results for People and Work are as shown in the Statement of Financial Activities. The trustees have reviewed the charity's need for reserves in line with guidance issued by the Charity Commission.

#### *Reserves policy*

A policy has been established whereby the unrestricted funds not committed or invested in tangible fixed assets (free reserves) should be between two and three months unrestricted expenditure. At this level, the trustees feel they would be able to continue the current activities of the charity in the event of a significant delay in funding. The policy is reviewed annually against current commitments.

#### *Major risks*

The Trustees have assessed the major risks to which the Charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

# PEOPLE AND WORK UNIT

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2024

---

### **Structure, governance and management**

The Charity is a company limited by guarantee and does not have any share capital.

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

Dr C Sophocleous

P G Watkins

G J McHugh

G D Lewis

(Resigned 21 February 2024)

J L Huyton

D J Rees

C B Vallance

R J Thurston

(Appointed 7 October 2024 and resigned 20 December 2024)

### *Recruitment and appointment of trustees*

Unless otherwise determined by a General Meeting, the numbers of the members of the Governing Body shall not be fewer than six or more than thirty. The Governing Body shall from time to time appoint a member of the Governing Body, either to fill a casual vacancy or by way of addition to the Governing Body, provided that the prescribed maximum is not thereby exceeded. Any member so appointed shall retain their office until the next Annual General Meeting, but he or she shall then be eligible for re-election. None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

### *Organisational structure*

Dr Duncan Holtom heads up the research team working with Rhodri Bowen, senior researcher, and Emma Preece.

James Hall retired in 2024

James Watts-Rees leads the Fit and Well school and sports work and leads on the development of Generation Rhondda.

Tomas Jenkins leads the employment programme for Generation Rhondda.

Ethan Jones leads the Rhondda Digidol programme for Generation Rhondda

Natasha Burnell leads on the PIAS and PIAS Lles work.

Natasha Owens leads Reading Rhondda for Generation Rhondda.

Sarah Lloyd-Jones is the director and Company Secretary

Ann Churcher is the administrator.

### *Relationship with related parties*

There are no related parties.

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

G J McHugh

**Trustee**

7 July 2025

# PEOPLE AND WORK UNIT

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF PEOPLE AND WORK UNIT

---

I report on the financial statements of the Charity for the year ended 31 December 2024, which are set out on pages 9 to 19.

### **Respective responsibilities of Trustees and examiner**

The Charity's Trustees, who are also the directors of People and Work Unit for the purposes of company law, are responsible for the preparation of the accounts. The Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination being a qualified member of the Institute of Chartered Accountants in England and Wales.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- (i) examine the financial statements under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention.

### **Basis of independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the financial statements present a 'true and fair view' and the report is limited to those matters set out in the next statement.

### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
  - (i) to keep accounting records in accordance with section 386 of the Companies Act 2006; and
  - (ii) to prepare financial statements which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities;have not been met or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

P E Lea FCA  
Dorrell Oliver Ltd

Chartered Accountant  
Linden House  
Monk Street  
Abergavenny  
Monmouthshire  
NP7 5NF

Dated: 7 July 2025

# PEOPLE AND WORK UNIT

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2024

		Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
	Notes						
<b>Income and endowments from:</b>							
Donations and legacies	3	-	277,830	277,830	-	295,184	295,184
Charitable activities	4	166,708	-	166,708	266,043	-	266,043
Investments	5	7,924	-	7,924	6,054	-	6,054
Other income		-	4,586	4,586	-	3,243	3,243
<b>Total income</b>		<u>174,632</u>	<u>282,416</u>	<u>457,048</u>	<u>272,097</u>	<u>298,427</u>	<u>570,524</u>
<b>Expenditure on:</b>							
Charitable activities	6	204,168	309,383	513,551	212,812	222,818	435,630
<b>Total expenditure</b>		<u>204,168</u>	<u>309,383</u>	<u>513,551</u>	<u>212,812</u>	<u>222,818</u>	<u>435,630</u>
Net gains/(losses) on investments	12	74	-	74	(1,888)	-	(1,888)
<b>Net income/(expenditure) and movement in funds</b>		<u>(29,462)</u>	<u>(26,967)</u>	<u>(56,429)</u>	<u>57,397</u>	<u>75,609</u>	<u>133,006</u>
<b>Reconciliation of funds:</b>							
Fund balances at 1 January 2024		200,760	111,300	312,060	143,363	35,691	179,054
<b>Fund balances at 31 December 2024</b>		<u>171,298</u>	<u>84,333</u>	<u>255,631</u>	<u>200,760</u>	<u>111,300</u>	<u>312,060</u>

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

# PEOPLE AND WORK UNIT

## BALANCE SHEET

AS AT 31 DECEMBER 2024

---

		2024		2023	
	Notes	£	£	£	£
<b>Fixed assets</b>					
Investments	14		19,369		17,435
<b>Current assets</b>					
Debtors	15	43,429		28,845	
Cash at bank and in hand		205,305		278,014	
		<u>248,734</u>		<u>306,859</u>	
<b>Creditors: amounts falling due within one year</b>	16	<u>(12,472)</u>		<u>(12,234)</u>	
<b>Net current assets</b>			<u>236,262</u>		<u>294,625</u>
<b>Total assets less current liabilities</b>			<u>255,631</u>		<u>312,060</u>
<b>The funds of the Charity</b>					
Restricted income funds	18		84,333		111,300
Unrestricted funds	19		171,298		200,760
			<u>255,631</u>		<u>312,060</u>

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

The Trustees' acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

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

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

The financial statements were approved by the Trustees on 7 July 2025

G J McHugh  
Trustee

Company registration number 01809654 (England and Wales)

# PEOPLE AND WORK UNIT

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

---

### 1 Accounting policies

#### Charity information

People and Work Unit is a private company limited by guarantee incorporated in England and Wales. The registered office is Unit 1 @Loudon, Plas Iona, Bute Town, Cardiff, CF10 5HW.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the Charity's [governing document], the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The Charity is a Public Benefit Entity as defined by FRS 102.

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

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

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

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

#### 1.3 Charitable funds

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

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

#### 1.4 Incoming resources

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

#### 1.5 Resources expended

Direct charitable expenditure includes all expenditure directly related to the objects of the charity.

Costs have been apportioned as a percentage of project costs in line with the grant conditions. Salaries have been apportioned on a time basis.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Plant and equipment	25% Straight line
---------------------	-------------------

# PEOPLE AND WORK UNIT

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2024

---

#### 1 Accounting policies

(Continued)

##### 1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

##### 1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less.

##### 1.9 Financial instruments

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Charity's balance sheet when the Charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors are recognised at transaction price. Financial liabilities classified as payable within one year are not amortised.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the Charity's contractual obligations expire or are discharged or cancelled.

##### 1.10 Employee benefits

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

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

##### 1.11 Retirement benefits

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

# PEOPLE AND WORK UNIT

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

### 2 Critical accounting estimates and judgements

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

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

### 3 Grant income

	2024	2023
	£	£
Grants receivable	277,830	295,184
	<u>277,830</u>	<u>295,184</u>
<b>Grants receivable for core activities</b>		
The Rank Foundation	26,580	27,058
Interlink	2,000	-
Pen y Cymoedd	58,306	50,968
Shared Prosper Fund	39,861	57,950
Global Charities	31,277	36,150
Spectrum	500	-
National Lottery Community Fund	78,299	57,021
Moondance Foundation	35,000	35,000
Waterloo Foundation	6,007	5,098
Other	-	25,939
	<u>277,830</u>	<u>295,184</u>

### 4 Charitable activities

	2024	2023
	£	£
Research income	166,708	266,043
	<u>166,708</u>	<u>266,043</u>

# PEOPLE AND WORK UNIT

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

### 5 Income from investments

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Interest receivable	7,924	6,054

### 6 Expenditure on charitable activities

	Funded Action Research 2024 £	Research and Evaluation 2024 £	Total 2024 £	Funded Action Research 2023 £	Research and Evaluation 2023 £	Total 2023 £
<b>Direct costs</b>						
Staff costs	263,640	154,438	418,078	194,834	152,859	347,693
Research	-	16,105	16,105	-	30,431	30,431
Project costs	27,798	-	27,798	7,836	-	7,836
Activity and training	-	2,183	2,183	1,639	1,616	3,255
Printing, stationery and advertising	1,066	1,040	2,106	892	415	1,307
Telephone	1,183	916	2,099	876	852	1,728
IT	3,816	3,729	7,545	2,744	3,796	6,540
Sundries	126	597	723	86	374	460
Insurance	1,055	1,426	2,481	1,582	1,156	2,738
Rent	4,500	4,186	8,686	4,500	2,693	7,193
Travel expenses	6,116	1,675	7,791	4,906	1,327	6,233
Interpreters and translators	-	4,293	4,293	-	6,145	6,145
Equipment	83	194	277	2,923	1,468	4,391
Books and subs	-	4,223	4,223	-	1,836	1,836
Administration	-	5,914	5,914	-	5,274	5,274
	<u>309,383</u>	<u>200,919</u>	<u>510,302</u>	<u>222,818</u>	<u>210,242</u>	<u>433,060</u>
<b>Share of support and governance costs (see note 8)</b>						
Support	-	816	816	-	157	157
Governance	-	2,433	2,433	-	2,413	2,413
	<u>309,383</u>	<u>204,168</u>	<u>513,551</u>	<u>222,818</u>	<u>212,812</u>	<u>435,630</u>
<b>Analysis by fund</b>						
Unrestricted funds	-	204,168	204,168	-	212,812	212,812
Restricted funds	309,383	-	309,383	222,818	-	222,818
	<u>309,383</u>	<u>204,168</u>	<u>513,551</u>	<u>222,818</u>	<u>212,812</u>	<u>435,630</u>

# PEOPLE AND WORK UNIT

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

---

### 7 Description of charitable activities

#### Funded Action Research

Funded Action Research - Supporting people in education and skills programmes.

#### Research and Evaluation

Commissioned Research and Evaluation - Evaluating and researching as commissioned.

### 8 Support costs allocated to activities

	<b>2024</b>	<b>2023</b>
	£	£
	816	157
Governance costs	2,433	2,413
	<u>3,249</u>	<u>2,570</u>
<b>Analysed between:</b>		
Research and Evaluation	<u>3,249</u>	<u>2,570</u>

### 9 Net movement in funds

	<b>2024</b>	<b>2023</b>
	£	£
The net movement in funds is stated after charging/(crediting):		
Fees payable for the independent examination of the charity's financial statements	2,433	2,413
	<u>2,433</u>	<u>2,413</u>

### 10 Trustees

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the Charity during the year.

# PEOPLE AND WORK UNIT

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

---

### 11 Employees

#### Number of employees

The average monthly number of employees during the year was:

	<b>2024</b>	<b>2023</b>
	<b>Number</b>	<b>Number</b>
Project	11	7
Research	4	4
	<u>15</u>	<u>11</u>

#### Employment costs

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Wages and salaries	349,465	293,933
Social security costs	28,679	24,417
Other pension costs	39,934	29,343
	<u>418,078</u>	<u>347,693</u>

There were no employees whose annual remuneration was £60,000 or more.

### 12 Net gains/(losses) on investments

	<b>Unrestricted</b>	<b>Unrestricted</b>
	<b>funds</b>	<b>funds</b>
	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Revaluation of investments	74	(1,888)
	<u>74</u>	<u>(1,888)</u>

### 13 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

# PEOPLE AND WORK UNIT

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

### 14 Fixed asset investments

Listed  
investments  
£

**Cost or valuation**

At 1 January 2024 & 31 December 2024

17,435

**Carrying amount**

At 31 December 2024

17,435

At 31 December 2023

17,435

### 15 Debtors

**Amounts falling due within one year:**

**2024**

£

**2023**

£

Trade debtors

43,429

28,845

### 16 Creditors: amounts falling due within one year

**2024**

£

**2023**

£

Accruals and deferred income

12,472

12,234

### 17 Retirement benefit schemes

**Defined contribution schemes**

**2024**

£

**2023**

£

Charge to profit or loss in respect of defined contribution schemes

39,934

29,343

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

# PEOPLE AND WORK UNIT

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

### 18 Restricted funds

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

	Movement in funds			Movement in funds			
	Balance at 1 January 2023	Incoming resources	Resources expended	Balance at 1 January 2024	Incoming resources	Resources expended	Balance at 31 December 2024
	£	£	£	£	£	£	£
Project funds	35,691	298,427	(222,818)	111,300	282,416	(309,383)	84,333

### 19 Unrestricted funds

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

	At 1 January 2024	Incoming resources	Resources expended	Gains and losses	At 31 December 2024
	£	£	£	£	£
General funds	200,760	174,632	(204,168)	74	171,298
<b>Previous year:</b>	<b>At 1 January 2023</b>	<b>Incoming resources</b>	<b>Resources expended</b>	<b>Gains and losses</b>	<b>At 31 December 2023</b>
	£	£	£	£	£
General funds	143,363	272,097	(212,812)	(1,888)	200,760

### 20 Analysis of net assets between funds

	Unrestricted funds 2024	Restricted funds 2024	Total 2024
	£	£	£
<b>At 31 December 2024:</b>			
Investments	19,369	-	19,369
Current assets/(liabilities)	151,929	84,333	236,262
	171,298	84,333	255,631

# PEOPLE AND WORK UNIT

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

### 20 Analysis of net assets between funds

(Continued)

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
<b>At 31 December 2023:</b>			
Investments	17,435	-	17,435
Current assets/(liabilities)	183,325	111,300	294,625
	<u>200,760</u>	<u>111,300</u>	<u>312,060</u>

### 21 Remuneration of key management personnel

The remuneration of key management personnel was as follows:

	2024 £	2023 £
Aggregate remuneration	<u>24,064</u>	<u>22,761</u>