

# Annual Return 2014 (Online)



## MAKING THE LEAP

**Charity number: 1058648**

**Submitted on 15 January 2015**

Some of the information you give in this form will become publicly available on the Register of Charities. These fields are marked - **P**

This form shows the information you have entered through the Annual Return 2014 Online.

**The Annual Return was submitted online by MR Eugene Blavo on 15 January 2015. You do not need to send us a signed copy.**

## PART A - Charity information

### A1 - Financial period

This Annual Return should be completed for financial periods ending on or after 1<sup>st</sup> January 2014.

Financial period start - <b>P</b> :	01 April 2013
Financial period end - <b>P</b> :	31 March 2014
Next financial period end:	31 March 2015

### A2 - Income and expenditure

This shows your charity's income and expenditure for the financial period shown at A1. Please note these figures are rounded to the nearest pound.

Income - <b>P</b> :	£552,363
Spending - <b>P</b> :	£546,091

## A3 - Charity contact

The contact details for your charity are printed below.

Your current contact is an: Individual

Title:	MR
Personal names:	TUNDE
Family name:	BANJOKO
Suffix:	OBE
Your contact details as shown on the Register of Charities are - <b>P</b> :	TUNDE BANJOKO

## A4 - Email for Charity Commission use

This is an address that will only be used by the Commission for contacting the charity, for example when issuing a password for our online services or for mailing reminders.

Your current private email address: [tunde.banjoko@makingtheleap.org.uk](mailto:tunde.banjoko@makingtheleap.org.uk)

## A5 - Email for public display

This is a public address that will be displayed on the Register of Charities.

Your current public email address - **P**: [info@makingtheleap.org.uk](mailto:info@makingtheleap.org.uk)

## A6 - Charity website

If the charity has its own website and we hold the address, a hyperlink will be available for the public to access the site from the charity's entry on the Register of Charities.

Your current charity website - **P**: [www.makingtheleap.org.uk](http://www.makingtheleap.org.uk)

## A7 - Corporate trustee

Your charity has no corporate trustees.

## A8/A9 - Current and new individual trustees

Printed below is the list of current trustees who are individuals that we hold for your charity.

Please note, the addresses given should be the trustees' home address rather than a work or the charity address. Please ensure that we have a complete set of details for each trustee. Trustees without a complete set of details may not be recorded on our Register of Charities.

We only publish trustee names on the Register. Other personal details are not made publicly available.

**Trustee 1**

Title: MR  
Personal names: DEAN  
Family name: RICKETTS  
Suffix:  
Display name - **P**: MR DEAN RICKETTS  
Date of Appointment: 12 March 2011  
Chair of the charity - **P**: NO

**Trustee 2**

Title: MS  
Personal names: JOAN  
Family name: WATSON  
Suffix:  
Display name - **P**: MS JOAN WATSON  
Date of Appointment: 12 March 2011  
Chair of the charity - **P**: NO

**Trustee 3**

Title: MR  
Personal names: MALCOLM  
Family name: HORTON  
Suffix:  
Display name - **P**: MR MALCOLM HORTON  
Date of Appointment: 12 March 2011  
Chair of the charity - **P**: NO

**Trustee 4**

Title: MR  
Personal names: ANDY  
Family name: BOUCHER  
Suffix:  
Display name - **P**: MR ANDY BOUCHER  
Date of Appointment: 12 March 2011  
Chair of the charity - **P**: NO

**Trustee 5**

Title: DR  
Personal names: JULIE  
Family name: PAINE  
Suffix:  
Display name - **P**: DR Julie Paine  
Date of Appointment: 09 May 2014  
Chair of the charity - **P**: YES

**Trustee 6**

Title: MRS  
 Personal names: Denise  
 Family name: Everall  
 Suffix:  
 Display name - **P**: MRS Denise Everall  
 Date of Appointment: 02 May 2014  
 Chair of the charity - **P**: NO

**Trustee 7**

Title: MRS  
 Personal names: Lorraine  
 Family name: Hendrickson  
 Suffix:  
 Display name - **P**: MRS Lorraine Hendrickson  
 Date of Appointment: 01 December 2014  
 Chair of the charity - **P**: NO

**A10 - Linked charities**

There are no active linked (subsidiary or constituent) charities associated with this charity.

**A11 - Area of operation in England and Wales**

Shown below is the area in England and Wales that we currently hold for your charity - **P**.

- 1 THROUGHOUT LONDON

**A12 - Area of operation outside England and Wales**

Your charity has not specified any countries of operation outside England and Wales.

**A13 - Charity classification**

Printed below are the details we currently hold for your charity.

**WHAT** your charity sets out to do - **P**:

<input checked="" type="checkbox"/>	GENERAL CHARITABLE PURPOSES
<input checked="" type="checkbox"/>	EDUCATION/TRAINING
<input type="checkbox"/>	THE ADVANCEMENT OF HEALTH OR SAVING OF LIVES
<input type="checkbox"/>	DISABILITY
<input checked="" type="checkbox"/>	THE PREVENTION OR RELIEF OF POVERTY
<input type="checkbox"/>	OVERSEAS AID/FAMINE RELIEF
<input type="checkbox"/>	ACCOMMODATION/HOUSING

	RELIGIOUS ACTIVITIES
	ARTS/CULTURE/HERITAGE/SCIENCE
	AMATEUR SPORT
	ANIMALS
	ENVIRONMENT/CONSERVATION/HERITAGE
✓	ECONOMIC/COMMUNITY DEVELOPMENT/EMPLOYMENT
	ARMED FORCES/EMERGENCY SERVICE EFFICIENCY
	HUMAN RIGHTS/RELIGIOUS OR RACIAL HARMONY/EQUALITY OR DIVERSITY
	RECREATION
	OTHER CHARITABLE PURPOSES

**WHO** your charity helps - **P**:

✓	CHILDREN/YOUNG PEOPLE
	ELDERLY/OLD PEOPLE
✓	PEOPLE WITH DISABILITIES
✓	PEOPLE OF A PARTICULAR ETHNIC OR RACIAL ORIGIN
✓	OTHER CHARITIES OR VOLUNTARY BODIES
✓	OTHER DEFINED GROUPS
	THE GENERAL PUBLIC/MANKIND

**HOW** your charity operates - **P**:

	MAKES GRANTS TO INDIVIDUALS
	MAKES GRANTS TO ORGANISATIONS
	PROVIDES OTHER FINANCE
✓	PROVIDES HUMAN RESOURCES
✓	PROVIDES BUILDINGS/FACILITIES/OPEN SPACE
✓	PROVIDES SERVICES
✓	PROVIDES ADVOCACY/ADVICE/INFORMATION
	SPONSORS OR UNDERTAKES RESEARCH
	ACTS AS AN UMBRELLA OR RESOURCE BODY
	OTHER CHARITABLE ACTIVITIES

## A14 - Charity activities

Your charity has given us the following brief description of its current activities - **P**.

Making The Leap is a social mobility and youth charity which runs careers education programmes for children in schools across London, and delivers services that prepares young adults for life-changing career opportunities

## A15 - UK volunteers

Your charity has told us that it had 100 UK volunteers during the financial period.

## A16 - Company number

The company number (as registered with Companies House) for your charity is 3162045.

## A17 - Charity's main bank/building society account

Below are the current details we hold about your main bank or building society account. Account details are not available to the public. For security purposes we have not printed the full account number.

Bank name:	CO-OPERATIVE BANK
Sort code:	08-92-99
Account number:	****9686
Account name:	LOCAL EMPLOYMENT ACCESS PROJECTS - LEAP

## A18 - Gift Aid

Your charity was recognised by HMRC for Gift Aid for the financial period of this Annual Return

## A19 - Land and buildings

Land and buildings owned by the charity not used for charitable purposes.

## A20 - Fund Raising

Your charity does not raise funds from the public

## A21 - Trading

The charity does not have a trading subsidiary

## A22 - Trustee Payments

The charity does not pay one or more of its trustees for acting as a trustee of the charity

## A23 - Policies

The charity has the following written policies :-

Complaints Handling - Yes  
Conflict of Interest - Yes  
Investment - No  
Risk Management - Yes  
Volunteer Management - Yes  
Vulnerable Beneficiaries- Yes

## A24 - Grant Making

Grant making is the main way your charity carries out its purposes

## A25 Other Regulators

The charity has no other regulators

## REPORTING SERIOUS INCIDENTS

As soon as possible, you should report to the Commission any incidents that cause a significant loss of funds or pose serious risks to a charity's beneficiaries, resources or reputation.

If any serious incident, including any of those listed below, have occurred since your last return, you should notify us immediately if you have not already done so.

Please read the Guidance Notes first to help you decide how to respond. Then either email [rsi@charitycommission.gsi.gov.uk](mailto:rsi@charitycommission.gsi.gov.uk) or call 0845 3000 218 to inform us.

### **SERIOUS INCIDENTS**

- Fraud, theft or significant loss of funds or other property.
- Significant sums of money or other property donated to the charity from an unknown or unverified source.
- The charity (including any individual staff, trustees or volunteers) has any known or alleged link to a proscribed(banned) organisation or to terrorist or other unlawful activity.
- A person disqualified from acting as a trustee has been or is currently acting as a trustee of the charity.

- The charity does not have a policy for safeguarding its vulnerable beneficiaries (e.g. children and young people, people with disabilities and the elderly/old people).
- The charity has no vetting procedure to ensure that a trustee or member of staff is eligible to act in the position he or she is being appointed to.
- Suspicions, allegations or incidents of abuse or mistreatment of beneficiaries.
- The charity has been subject to a criminal investigation, or an investigation by another regulator or agency; or sanctions have been imposed or concerns raised by another regulator or agency (e.g. the Health and Safety Executive, Ofsted).

When you report a serious incident we will generally ask you for further details. You may not have all of these but please be prepared to provide as much relevant information as possible about the incident. We are concerned about criminal or unlawful activity, or very serious incidents about a charity that may pose a risk to its funds, property, beneficiaries or reputation.

### **LEGAL OBLIGATION**

As part of the charity's Annual Return, trustees must confirm that there are no serious incidents or other matters which they should have brought to the attention of the Commission and have not done so already. Failure to do so will be regarded as a breach of legal requirements.

## PART B - Financial information

The information below shows the figures you have provided to the Commission from your charity's accounts.

These answers are based on **charity-only accounts**.

Fields that are indented provide supplementary information. They are included in the figure for the main field above, but the indented fields may not represent the whole amount.

**P** - The Commission may publish any of the information provided in Part B on the Register of Charities.

### B1 - Resources

#### Incoming resources

B1.1 Voluntary income - <b>P</b> :
£ 492,140
B1.1a Legacies - <b>P</b> :
£ 0
B1.1b Endowments received - <b>P</b> :
£ 0
B1.2 Activities for generating funds - <b>P</b> :
£ 0
B1.3 Investment income - <b>P</b> :
£ 38,438
B1.4 Incoming resources from charitable activities - <b>P</b> :
£ 0
B1.5 Other incoming resources - <b>P</b> :
£ 21,785

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<b>B1.6 Total incoming resources - P:</b>
<b>£ 552,363</b>

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#### Resources expended

B1.7 Costs of generating voluntary income - <b>P</b> :
£ 1,125
B1.8 Fundraising trading costs - <b>P</b> :
£ 0
B1.9 Investment management costs - <b>P</b> :
£ 0
B1.10 Costs of charitable activities - <b>P</b> :
£ 502,936
B1.10a Grants to institutions - <b>P</b> :
£ 0
B1.11 Governance costs - <b>P</b> :
£ 42,030
B1.12 Other resources expended - <b>P</b> :
£ 0

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<b>B1.13 Total resources expended - P:</b>
<b>£ 546,091</b>

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### B2 - Other recognised gains/losses

B2.1 Revaluations of tangible fixed assets - <b>P</b> :	B2.3 Gains/losses on investment assets - <b>P</b> :
£ 0	£ 0
B2.2 Actuarial gains/losses on defined benefit pension schemes - <b>P</b> :	
£ 0	

## B3 - Assets and liabilities

B3.1 Total fixed assets - P:	B3.7 Total fixed assets (at start of year) - P:
£ 672,024	£ 688,274
B3.1a Fixed asset investments - P:	B3.7a Fixed asset investments (at start of year) - P:
£ 0	£ 0
B3.2 Total current assets - P:	
£ 175,690	
B3.2a Current asset investments - P:	
£ 0	
B3.2b Cash - P:	
£ 127,849	
B3.3 Creditors due within one year - P:	B3.8 Endowment funds - P:
£ 69,663	£ 700,026
B3.4 Long-term creditors and provisions - P:	B3.9 Restricted funds - P:
£ 0	£ 107
B3.5 Pension fund assets/(liabilities) - P:	B3.10 Unrestricted funds - P:
£ 0	£ 77,918
<b>B3.6 Total net assets/(liabilities) - P:</b>	<b>B3.11 Total funds - P:</b>
<b>£ 778,051</b>	<b>£ 778,051</b>

## B4 - Additional information

B4.1 Support costs - P:	B4.3 Level of reserves - P:
£ 59,517	£ 50,000
B4.2 Depreciation charge for year - P:	B4.4 Number of full-time equivalent employees - P:
£ 16,250	9

## Data protection

Any information you give us will be held securely and in accordance with the rules on data protection. We will treat personal details as private and confidential and safeguard them. We will not disclose them to anyone unconnected with the Charity Commission unless you have consented to its release, or in the circumstances that are set out in the Guidance Notes

## ADVICE FOR THE TRUSTEES AND MANAGERS OF MAKING THE LEAP

The following guidance may be useful for your trustees. To view these publications, please visit our website at [www.charitycommission.gov.uk/publications](http://www.charitycommission.gov.uk/publications).

### Trusteeship

#### [CC30 Finding New Trustees](#)

A 'start to finish' guide to help charities to recruit new trustees effectively and increase the range of skills and experience on their board. **Also includes useful information on vetting trustees and the Criminal Records Bureau which may be useful to existing trustees.**

#### [CC3 The Essential Trustee](#)

This publication replaces the previous CC3, Responsibilities of Trustees, provides guidance to all trustees, and those who are about to become trustees, on what is involved in being a charity trustee.

### Working with Children and Vulnerable Adults

#### [Web Guidance - Safeguarding Children](#)

Children are an especially vulnerable group and the Charity Commission is particularly concerned to stress the importance of proper safeguards within charities for the protection of children.

### Reserves

#### [RS13 Tell it like it is](#)

Charities are urged to remove the mystique surrounding their reserves.

### Sound Governance

#### [CC10 Hallmarks of an Effective Charity](#)

This guidance focuses on the achievements, performance and impact of an effective charity as well as the principles which the Commission expects charities and charity trustees to adhere to.

#### [RS6 Milestones](#)

Looks at the issues and phases of development that are relevant to charities, also includes a checklist of standard questions for trustees to consider at various stages of development.

#### [CC34 Collaborative Working and Mergers](#)

Guidance on collaborative working and mergers, highlighting both good practice and the practical help we can give.

### Activities

#### [RS15 Stand and Deliver](#)

This publication presents the results of our survey on charities delivering public services, ranging from full-cost recovery to length of funding agreements. **May be useful for charities in receipt of public funding.**

### Accountancy

#### [RS14 In Their Own Words](#)

The report illustrates how charities have responded in the SIR form's first year.

## [CC14 Investment of Charitable Funds: Basic Principles](#)

This sets out to explain briefly the powers and duties of charity trustees when investing charitable funds. It is intended to be an introduction to the subject for trustees and members of the general public who have little or no experience in this area. For those with a deeper interest or more experience of investment by charities we have published more on this site.

## Declaration

Your Annual Return was submitted online by MR Eugene Blavo on 15 January 2015 .

MR Eugene Blavo certified online that:

- the information provided was correct
- it had been or would be brought to the attention of all the trustees
- that the trustees were satisfied that there are no serious incidents or other matters which they should have brought to the attention of the Commission and had not done so already.

Those who give answers that they know are untrue or misleading may be committing an offence.