GAS SAFE

CHARITY

Company Limited by Guarantee

TRUSTEES' REPORT AND UNAUDITED ACCOUNTS FOR THE YEAR ENDED 30 SEPTEMBER 2015

Company Registration No: 7012694

Charity Registration No: 1131987

Gas Safe Charity

Company limited by guarantee

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Trustees' Report for the period ended 30 September 2015

REFERENCE & ADMINISTRATIVE DETAILS

Gas Safe Charity is a company limited by guarantee without share capital governed by its Memorandum and Articles of Association, incorporated in England and Wales on 8 September 2009 (company registration number 7012694) and registered as a charity with the Charity Commission on 5 October 2009 (charity registration number 1131987). The period of account covered by this Report is from 1 October 2014 to 30 September 2015.

Board of Trustees

The Charity's Board of Trustees are also the Directors of the company and the only Members. Casual vacancies are filled, as required, by the Board of Trustees in accordance with the Charity's Articles of Association. Members of the Board of Trustees who served during the period are listed below:

Chair:	Gordon Lishman CBE	
Other Members:	Phil Buckle	
	Angela Love	
	Chris Campbell	Appointed 26 January 2015
	Clive Jenkin	Appointed 16 March 2015
	Russell Kramer	Resigned 16 July 2015
	Matthew Penrose Ph.D	
	Nick Ratty	
	Jonathan Samuel	Appointed 24 September 2015
	Nick Terry	
Company Secretary:	Maureen Nolan FCIS	
Registered Office:	200 Cedarwood, Chineham Park, Crockford Lane, Basingstoke, Hampshire, RG24 8WD	
Bankers:	HSBC, City Branch, Dale Street, Liverpool L69 2BZ.	
Independent Examiners:	B W Macfarlane, Castle Chambers, 43 Castle Street, Liverpool, L2 9SH	
Solicitors:	Wrigleys, 19 Cookridge Street, Leeds, West Yorkshire LS2 3AG	

Objectives and Activities

Charitable Objects

The objects are to promote and support gas safety in order to advance health and save lives by providing education in relation to gas safety and by promoting any purpose that is charitable according to the laws of England and Wales and which furthers gas safety as determined by the Trustees.

Activities

During the year, the charity received eight applications for financial support and agreed to give two grants to successful applicants. In addition, the Board agreed to extend two existing major projects for a further period.

During the period, the charity made the following substantial grants:

Education Project

Trustees agreed a grant of £294,079 to the Gas Safe Register to administer a project to bring material on gas safety and carbon monoxide poisoning to primary school children at Key Stage 2. The two components of the programme were the "Party at Perils" roadshow which took a graphic presentation of gas safety issues through theatre presentations to over 100 schools in the UK; and development of resource materials for teachers to use in a lesson covering gas safety and CO issues. The roadshow was extremely successful and the resources material was used effectively; the Charity is exploring ways of extending its reach amongst teachers.

ThinkCO Project

Following a successful first year, the Charity agreed to extend the ThinkCO project for a further year. The project involves the identification and promotion of advisory and campaign material on an open source basis. The grant awarded for the second year of the project was £116,000. The actual amount paid in this financial year was £80,650 and the remaining £35,350 was paid in the following year. The materials include advisory leaflets, factsheets, posters and training materials.

Foundations Independent Living Trust (FILT)

Continuing the success of the project with Foundations, the Charity agreed to extend the project for a further year. The grant is spent on small grants to individuals and families in urgent need of a small amount of help to repair or replace systems and appliances. The Charity's Board remains impressed by the extent to which practical help has made a significant impact on the lives of vulnerable people.

Other grants awarded include:

Lifeskills

The Charity awarded £19,474 to Lifeskills to provide free visits to the Centre for 1,489 children who were eligible for free school meals. Evaluation results to date from a pre and post visit quiz demonstrated that the number of children who could correctly answer a question about CO rose from 35% pre-visit to 83% post-visit.

Hazard Alley (Safety Centre)

The Board continued its support for Hazard Alley Safety Centre by awarding a grant of £12,800. It is a purpose built interactive centre where children can experience hazardous scenarios. The project includes gas safety messages in a workbook, distributed to all children visiting the Centre, gas safety classroom sessions delivered in primary schools and gas safety messages given as part of the Centre's Home Safety scenario.

Financial Review

Total income to the charitable company for the period was £208,434, expenditure totalled £706,514. Prior to investment gains and losses, there was net expenditure of £498,080. All funds are unrestricted.

Reserves and Investment Policies

The General Fund is the accumulated revenue reserve and is available to be spent at the discretion of the Trustees. It arises particularly from the substantial one-off grant received from Capita Plc at the time of the Charity's formation. The Trustees have agreed to spend from the reserves to meet the needs of beneficiaries and as arising from opportunities to maximise the charity's effectiveness in meetings its objects. As the charity has no continuing obligations to set against its income, it has no formal reserves policy. However, the Charity is planning to spend the remaining part of its initial grant by the end of its financial year 2018/9, which will also mark the end of the current Concession Agreement between Capita and the Health & Safety Executive on behalf of the UK Government. The Agreement is the basis for the Charity's current core income. The Charity hopes that continuation of its income from this source will form part of the next Agreement.

The continuing objective of the charity's investment policy is to maximise income in the medium term to spend for the benefit of the charity's beneficiaries.

Plans for the Future

The Charity continues to focus on its core projects, which have proved successful. The Board has agreed in principle to continue to fund the ThinkCO project for an additional year and to expand further the scope of the FILT project.

The Board is concerned about the potential implications for vulnerable customers of the current roll-out of smart meters and is looking to work further with FILT and the industry to estimate the scale of the problem and to address issues of safety.

Structure, Governance and Management

The Board met on seven occasions during the period to transact the business of the charity.

Capita Gas Registration and Ancillary Services provides financial management services and support to the charity on a contractual basis, as agreed with the Board.

New Trustees formally sign a declaration of willingness to serve.

The charity carried out a review of the skills and experience mix amongst Trustees and appointed a registered gas engineer to the Board.

Risk Management

The Charity's Risk Register is reviewed on a regular basis by Trustees. The overall level of risk is assessed as low.

The charity has also increased its scrutiny of grants and is assured the grants have been properly spent on their designated purposes in the interests of the charity's beneficiaries.

Public Benefit

The Trustees have considered the Charity Commission's guidance on public benefit and are satisfied that the activities of the charity are wholly appropriate in that context.

Small Company Provision

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

Statement of Trustees' Responsibilities

The trustees, who are also the directors of Gas Safe Charity for the purpose of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;

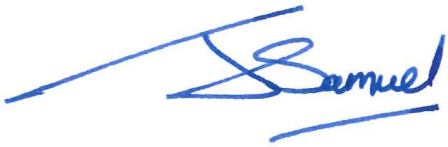
- observe the methods and principles in the Charities SORP;

- make judgements and estimates that are reasonable and prudent; and

- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Companies Act 2006. They are 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.

On behalf of the Board



Jonathan Samuel
Trustee

GAS SAFE CHARITY

INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF GAS SAFE CHARITY

I report on the accounts of the charity for the year ended 30 September 2015, which are set out on pages 7 to 13.

This report is made solely to the charity's trustees, as a body, in accordance with Section 145 of the Charities Act 2011. My examination has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not except or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my examination, for this report, or for the opinions I have formed.

Respective responsibilities of trustees and examiner
The trustees who are also the directors of the charity 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 and that an independent examination is needed.

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 accounts 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 accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, 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 accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

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;
  (ii) to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006, the Financial Reporting Standard for Smaller Entities (FRSSE) effective April 2008 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 accounts to be reached.

Lesley Malkin BA FCA
BWMacfarlane
Chartered Accountants
Liverpool
L2 9SH

Dated: 27/6/16

Gas Safe Charity

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Statement of Financial Activities for the Year Ended 30th September 2015

Income and Expenditure	*Notes*	Total 2015 £	Total 2014 £
INCOMING RESOURCES			
Incoming Resources from generated funds			
Voluntary Income	3	195,630	195,401
Investment Income	4	12,804	22,729
Total Incoming Resources		**208,434**	**218,130**
RESOURCES EXPENDED			
Charitable Activities	*5*	647,596	184,072
Governance Cost	*6*	58,918	60,273
Total Resources Expended		**706,514**	**244,345**
Net (expenditure)/income for the year/Net (outgoing)/income resource for the year		**(498,080)**	**(26,215)**
Fund Balances brought forward at 30 September 2014	*11*	**1,526,425**	**1,552,640**
Fund Balances carried forward	*12*	**1,028,345**	**1,526,425**

The notes on pages 8-13 form part of these accounts.
All movements are in unrestricted funds
The net movement in resources for the period was derived from the continuing activities of the company.
The Statement of Financial Activities includes all gains and losses in the period.

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Balance Sheet as at 30th September 2015

	Notes	As at 30 Sept 2015 £	As at 30 Sept 2014 £
Fixed Assets			
Investments	9	731,994	1,119,365
Current Assets			
Cash at bank and in hand		315,982	421,680
		315,982	**421,680**
Current Liabilities			
Creditors: amounts falling due within one year	10	(19,631)	(14,619)
Net Current Assets		296,351	407,060
Total Assets less Current Liabilities		**1,028,345**	**1,526,425**
Net Assets	11	**1,028,345**	**1,526,425**
Funds:			
Unrestricted Funds	12	**1,028,345**	**1,526,425**

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The trustees, who are directors of the company, have not required the company to obtain an audit of its accounts for the year ended 30 September 2015 in accordance with section 476 Companies Act 2006, and acknowledge their responsibility for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

These financial statements were approved by the directors and authorised for the issue on the 24/06/2016 and are signed on their behalf by

Jonathan Samuel
Trustee
Company Registration no: 7012694

Notes to the Financial Statements for the Year Ended 30th September 2015

1. Limited Liability

The Charity is a company limited by guarantee. Each member's liability is limited to £1.

2. Accounting Policies

The principal accounting policies adopted in the preparation of the financial statements are set out below:

Basis of Accounting

The accounts have been prepared under the historical cost accounting rules, except for fixed asset investments which are stated at market value, and are in accordance with the Financial Reporting Standards for Smaller Entities (effective April 2008) and the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP 2005).

Going Concern

Annual forecasts are prepared on a cash-basis and reviewed regularly by the Trustees. At this stage the charitable company is still holding a significant cash balance arising from the initial donation from The Gas Safe Register. The Trustees have agreed to spend from the reserves to meet the needs of beneficiaries and as arising from opportunities to maximise the charity's effectiveness in meeting its objects. As the charity has no continuing obligations to set against its income, it has no formal reserves policy. However, the charity is planning to spend the remaining part of its initial grant by the end of its financial year 2018/19, which will also mark the end of the current Concession Agreement between Capita and the Health & Safety Executive on behalf of the UK Government. The Agreement is the basis for the Charity's current core income. The Charity hopes that continuation of its income from this source will form part of the next Agreement.

Further donations from The Gas Safe Register and other parties are expected and, on this basis, the Trustees have reasonable expectation that the charitable company will be able to continue in operational existence for the foreseeable future. Thus the going concern basis of accounting in preparing the annual financial statements has been used.

Incoming Resources

Voluntary Income (income resources from generated funds) comprises donations & sundry grants which are recognised in the accounts when received.

Investment income (incoming resources from generated funds) is recognised on an accruals basis. Any realised gains and losses are dealt with through movements on the appropriate funds.

Incoming resources from charitable activities are recognised on an accruals basis.

Notes to the Financial Statements for the Year Ended 30th September 2015

Resources Expended
Expenditure is allocated directly to the appropriate heading and reflects all amounts paid and accrued during the period.

Governance Costs relate solely to the general running of the charity as opposed to management of charitable activity. They comprise independent examination costs, company secretarial costs and expenses incurred in relation to Trustee meetings and activities of a governance nature.

Grants Payable are charged to the Statement of Financial Activities when they have been approved by the Board of Trustees. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Taxation

The charity benefits from various exemptions from taxation afforded by tax legislation and is not liable to corporation tax on income or gains falling within those exemptions. The charity is not able to recover Value Added Tax. Expenditure is recorded in the accounts inclusive of VAT.

Investments
Fixed assets investments are stated at market value. Investments are valued at mid-market price at the close of business on the valuation date.

Other Accruals & Prepayments
Amounts are stated at the amounts becoming due or receivable.

Funds Structure
All funds of the charity are unrestricted and detailed in note 12.

3. Incoming resources from generated funds: Voluntary Income

	Unrestricted Funds	Total 2015	Total 2014
	£	£	£
Donations & Sundry grants	195,630	195,630	195,401

4. Incoming resources from generated funds: Investment income

Notes to the Financial Statements for the Year Ended 30th September 2015

	Unrestricted Funds	Total 2015	Total 2014
	£	£	£
Interest on Deposit	143	143	315
Interest on Reserve	4	4	4
Interest on Virgin	12,657	12,657	22,410
	12,804	**12,804**	**22,729**

5. Resources Expended – Charitable Activities

	Activities undertaken directly	Grant funding of activities	Total 2015	Total 2014
	£	£	£	£
Co Awareness	-	-	-	37,781
Canel River Trust	-	-	-	3,500
Big Crayon	-	-	-	4,990
Other	325	-	325	1,637
Travel & Expenses	8,120	-	8,120	8,158
Foundations	-	202,468	202,468	91,884
Lifeskills	-	19,474	19,474	22,022
Safety Centre	-	12,800	12,800	14,000
Savi Grants	-	100	100	100
Think Co	-	80,650	80,650	-
Charity Branding	29,580	-	29,580	-
Educational	-	294,079	294,079	-
Total Costs	**38,025**	**609,571**	**647,596**	**184,072**

Notes to the Financial Statements for the Year Ended 30th September 2015

6. Resources Expended – Governance Costs

	Audit	Professional Fees	Other	Total 2015	Total 2014
	£	£	£	£	£
Governance	2,760	48,771	7,387	58,918	60,273

7. Net Incoming Resources / Net Income for the period

	Total 2015 £	Total 2014 £
This is stated after charging:		
a) Independent Examiners Fees	2,760	3,360
	2,760	3,360

8. Staff Costs and Numbers

The Charity had no employees during the year (2014; none). There are 9 Trustees, being also the Directors of the company, who are not remunerated for their services and have claimed a total of £8,120, in expenses (2014 - £8,158).

9. Fixed Asset Investments

The fixed asset investment is represented by bank balances on term deposit

Quoted Investments:	Total 2015 £	Total 2014 £
Market Value at 30th September 2014	1,119,365	1,096,951
Cash Movement	(387,371)	22,414
Market Value at 30th September 2015	731,994	1,119,365
Historic cost at 30th September 2015	731,994	1,119,365

10. Creditors: Amounts falling due within one year

Notes to the Financial Statements for the Year Ended 30th September 2015

	Total 2015	Total 2014
	£	£
Accruals and deferred income	19,631	14,619
	19,631	**14,619**

11. Analysis of Net Assets between Funds

	Fixed Assets Investments	Net Current Assets (Liabilities)	Total 2015	Total 2014
	£	£	£	£
Unrestricted Funds				
General Fund	-	296,351	296,351	407,060
Capital Fund	731,994	-	731,994	1,119,365
Total	**731,994**	**296,351**	**1,028,345**	**1,526,425**

12. Unrestricted Funds

These are monies given to the charitable company to be spent at the discretion of the Trustees in accordance with the objects. Both the General and Capital funds are used to finance the charitable company's activities as outlined in the Trustees' Report. During the period, the Trustees designated approximately 70% of the initial funds as a Capital Fund.

Movements in the period

	Resources As At 30 Sept 2014	(Deficit)/Surplus for period	Inter Fund Transfer	Interest on Investment Assets	Resources as at 30 Sept 2015
	£	£	£	£	£
General Fund	407,060	(110,852)	-	143	296,351
Capital Fund	1,119,365	-	(400,032)	12,661	731,994
Totals	**1,526,425**	**(110,852)**	**(400,032)**	**12,804**	**1,028,345**

13. Guarantees and Other Financial Commitments

Notes to the Financial Statements for the Year Ended 30th September 2015

There are no financial commitments under non-cancellable operating leases.

14. Related Parties & Connected Person

The provision of financial services was provided by Capita Gas Registration and Ancillary Services Ltd and the total costs charges in period are £4,500 (12 X £375). The Health and Safety Executive (HSE) and the Provider under the Gas Safe Register contract – Capita Gas Registration & Ancillary Services Ltd (CGRAS) are each entitled to be a member of Gas Safe Charity but have not taken up their membership. In accordance with the Articles of Association, as far as practicable, each of HSE and CGRAS appoint at least one Trustee. Trustees for CGRAS are Russell Kramer who resigned in July 2015, Jonathan Samuel who was appointed September 2015 and Nick Terry. Trustees for the HSE are Matthew Penrose and Nick Ratty, who resigned in March 2015 as a Trustee appointed by HSE and was reappointed as an Independent Trustee. Arising from the Concession Agreement between the HSE and CGRAS, £195,660 was received from CGRAS during this year.