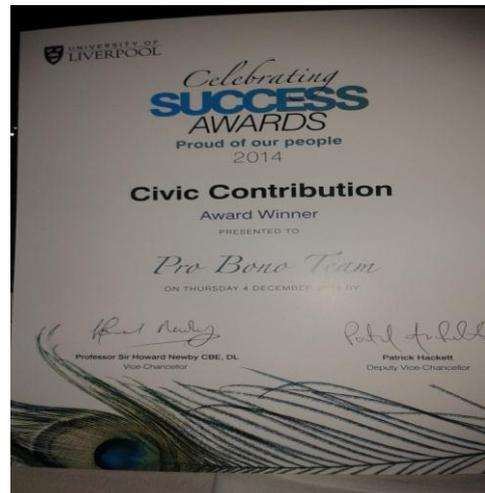




*Registered Charity No. 1038129*

**Annual Report and Accounts  
1<sup>st</sup> January – 31<sup>st</sup> December 2014**



## **Chair's report – Louise Hardwick**

*With thanks*

The student and community activities would not have been possible without the continued support of all the trustees:

Secretary – Dr Lindsey Metcalf

Treasurer – Darren Mooney

Community representatives – Ben Carpenter, Mike Hogan, Howard Hunt

Angie Daley

Academic staff – Professor David Whyte, Dr Andrew Kirton

Alumni – Laura Donovan

New trustee: Marie Wheldon

Interchange Coordinator - Claudette Graham.

Claudette has continued to seek out VCOs across Merseyside and Greater Manchester that work with hard-to-reach groups. This has led to these VCOs having useful project reports that will hopefully be of benefit to them, their beneficiaries and local communities. Additionally our students have had amazing learning opportunities collaborating with these innovative services by taking their research skills into the community.

And, finally, thanks must go to all the VCOs and students that have collaborated over 2013/14.

### *Postgraduates*

A pilot scheme for postgraduate students was run 2013/4, and this led to four outstanding MA/MRes dissertations. The students and organisations were:

William McGowan	Manchester Victim Support
Jennifer New	Sahir House
Nicolas Alberto	RAPAR 'Refugee and Asylum Participatory Action Research'
Leona Vaughn	Anthony Walker Foundation

All four of these students have gone onto to further funded research training, and Jennifer New has continued her collaboration with Sahir House after being awarded an ESRC PhD case studentship to explore: 'The experiences of LGBT asylum-seekers and refugees living in Merseyside'. Jennifer also ran a conference in November 2014 on LGBT asylum-seekers attracting academics and activists from across the country. This was funded by the ESRC as part of their Festival of Social Sciences week.

### *Undergraduates*

2013/14 marked the last year of the modules 'Applied Social Research', 'Reflecting on Applied Social Research' and 'Social Policy Project: work-based learning'. A new module 'The Interchange Portfolio: work-based learning' which combines the key elements of the three modules was approved for 2014/15.

2013/14 - Applied Social Research and Reflecting on Applied Social Research:

Katherine Burnett	HYPE youth services
Megan Clayton	Sahir House
Colette Foy	Asylum Link Link Merseyside
Victoria Mann	Ferries Family Group
Laura Maskill	Tuition4You homework club
Alan McDonald	North Liverpool CAB
Isobel Presley	Central Liverpool CAB
Naomi Rumble	Somali Women's Group
Evie Wilcox	Amazing Lyfe
Rebecca Wilson	Liverpool Mencap

2013/14 - Social Policy: work-based learning:

Sean Gilmore	Family Tree Wirral
Christine Brookfield	Family Tree Wirral
Melissa Campbell	Amazing Lyfe
Rebecca Garnault	Forum Housing Association
Benjamin Hills	Sefton CVS
Peter Lovering	Unitarian Church
Lennard Neubaucer	Community Led Initiative (Greater Manchester)
Steven Roberts	The LFC Youth Skills Project
Annabel Seymour	Autistic Initiatives
Sarah Smyth	WHISK
Ella Wheeler	Sefton CVS

### *Events*

- The Listening Post

A Listening Post event was run by Mike Hogan (trustee) and Sandy Bryson for VCOs working with Interchange 2013/14. 18 organisational representatives and 4 students attended and reflected on experiences of working in a third sector organisation.

- Pro Bono Event

In May 2014, the School of Law and Social Justice organised a pro bono celebratory evening for students who worked with organisations during the academic year with invited civic dignitaries. There were a number of presentations including from Alan McDonald talking about his Interchange research project with North Liverpool CAB, Mike Hogan (trustee), and Professor David Whyte (trustee & academic supervisor).

- Celebrating Success Award

Interchange and the other pro bono schemes in the SLSJ won a University of Liverpool Celebrating Success award.

- Echo Pride of Merseyside Award

Interchange was shortlisted for an Echo Pride of Merseyside Award.

### *Partnerships*

In April 2014, a meeting was held with Joe Yates to discuss the feasibility of LJMU running some Interchange modules.

### *Remembering*

2013/14 was marked by the premature deaths of Sharon Lockley and Dr David Hall. Although Sharon had moved on, and David retired, both kept in touch with Interchange and left abiding legacies.

### *Interchange prizes*

In June 2014 the **David Hall Memorial Prize** for best Interchange project was introduced. It was won by two undergraduate students: Isobel Presley and Sarah Smyth.

### **Secretary's report: Lindsey Metcalf**

We welcomed Marie Wheldon to the management committee this year. Marie has previously worked with Interchange students in her former role at WHISC and brings a good insight into how Interchange works from a VCO perspective. In December 2014, Darren Mooney stepped down after a number of years serving as trustee and Treasurer and the committee expressed their thanks for his contributions to the charity.

Interchange's focus this year has been on maintaining the success of the core undergraduate programme, including efforts to improve the ethical approvals process and launching a new Interchange module format in Autumn 2014. The Higher Education Academy (HEA) published research undertaken by Dr Andrew Kirton, Dr Peter Campbell and Louise Hardwick showing the benefits of the Interchange model for teaching applied social research.

The trustees have worked hard both inside and outside of committee meetings to develop Interchange's activities. A lot of work, including building links with LJMU, organising the 'Listening post' event, and creating connections with local voluntary organisations could not have happened without the volunteers on our management committee who generously give their time.

### **Staff Report: Claudette Graham**

2014 was another busy year for Interchange. We held several briefing sessions for the Voluntary and Community Organisations (VCOs) which resulted in working in partnership with several new VCOs.

Interchange was fortunate enough to attend the Echo Pride of Merseyside Award which saw a number of projects we had worked with in the past become winners of awards. I was also present on the night that Interchange won the Pro Bono Team award at the Celebrating Success Awards event.

Several community organisations came to visit me in The University of Liverpool's pop up shop as part of the International Business Festival where more new contacts were made.

There was much success with the drop in sessions in the Interchange office with students attending on a regular basis.

20 students graduated in July 2014 and we said goodbye and good luck to them all. We welcomed 22 new students in September 2014.

I will continue to:-

- Ensure the smooth running of the Interchange office;
- Develop and maintain links with a wide range of voluntary and community organisations and groups throughout Merseyside and support them to develop their research needs/ideas into suitable student research projects;
- Secure placements for students engaged on the Interchange Portfolio modules;

In this academic year students had the opportunity to work alongside new VCOs from across Greater Merseyside and the North West.

## Treasurer's Report: Howard Hunt

### Interchange

#### Receipts and Payments account for the year ended 31st December 2014

	Unrestricted Funds £	Totals 2014 £	Totals 2013 £
<u>Receipts</u>			
Bank Interest	2	2	6
Donations	30	30	0
Grants	1,170	1,170	1,080
	1,202	1,202	1,086
Total Receipts	1,202	1,202	1,086
<u>Payments</u>			
Away day expenses	0	0	110
Membership subscriptions	0	0	25
Printing, postage & stationery	162	162	24
Refreshments	40	40	41
Sundry	25	25	26
Events and training	579	579	732
Travel costs	60	60	34
Independent Examiners fee	50	50	0
	916	916	992
Total Payments	916	916	992
Net Surplus/(Deficit) for the year	286	286	94
Cash funds brought forward	6,099	6,099	6,005
	6,385	6,385	6,099
Cash funds carried forward	6,385	6,385	6,099

#### Statement of assets and liabilities as at 31st December 2014

	2014 £	2013 £
<u>Cash Funds</u>		
Balance at current account and cash	1,231	896
Balance at deposit account	5,204	5,203
Total cash funds	6,435	6,099

#### Liabilities

Accruals	<u>50</u>	<u>100</u>
Net Assets	<u>6,385</u>	<u>5,999</u>

Approved on

Trustee

Independent Examiner's Report to the Trustees of  
Interchange

I report on the accounts for the year ended 31st December 2014

Respective responsibilities of trustees and examiner

The charity's are responsible for the

preparation of the accounts. The charity's trustees consider that an audit is not required (under Section 144(2) of the Charities Act 2011 and that an independent examination is required.

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 :

examine the accounts under Section 145 of the 2011 Act  
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  
to state whether particular matters have come to my attention.

Basis of the 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 statements below.

Independent examiner's statement

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

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
- to keep accounting records in accordance with Section 386 and 387 of the Companies Act 2006; and  
to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 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
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

John T.Hannah F.C.C.A.  
Elmwood Accounting Services LTD  
25,Elmwood Avenue,  
Gt,Crosby.  
Liverpool  
L23 9XR

Dated 12th February 2015

The Listening Post 2014



Students 2014

