

# PREWIRED

## TRUSTEES ANNUAL REPORT 2018–19





# TABLE OF CONTENTS

## **TRUSTEES ANNUAL REPORT**

Administrative Information	3
Prewired Trustees	4
Structure and Governance	4

## **OBJECTIVES AND ACTIVITIES**

Charitable Purpose	5
Activities — Weekly Sessions	5
Summer Hack 2018	6
Plans and Prospects	6
Reaching Out	7
New Developments	7

## **FINANCIAL REVIEW**

Policy on Reserves	8
Donated Services and Facilities	8
Policy on reserves	8

## **FINANCIAL STATEMENT**

Receipts and payments for the year	9
Balances as at 31st March 2019	9

## **NOTES TO FINANCIAL STATEMENT** 10

## **INDEPENDENT EXAMINER'S REPORT** 11

---

# **TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2019**

---

The trustees are pleased to present their annual report and financial statements for the year ended 31 March 2019.

## **ADMINISTRATIVE INFORMATION**

<b>Charity Name</b>	Prewired
<b>Registration Number</b>	SC047780
<b>Principal Address</b>	CodeBase, 38 Castle Terrace, Edinburgh EH3 9DZ



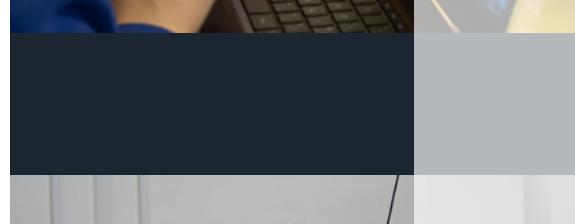
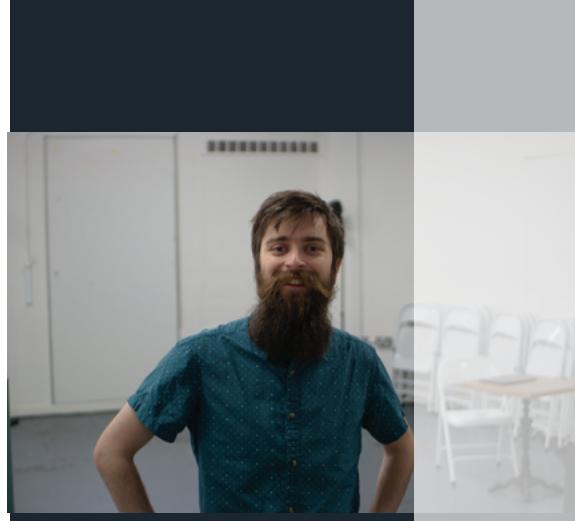
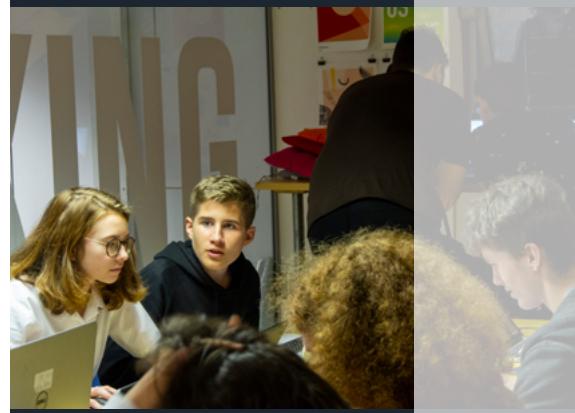
## PREWIRED TRUSTEES

Prewired Trustees on date of approval of Trustees' Annual Report

Trustee Name	Office	Date of Appointment
Ewan Klein	Chairperson	
Yula Syahrial	Treasurer	
Rikki Guy	Secretary	
Freya O'Byrne		
Helen Williams		
Oliver Littlejohn	Deputy Chair	
Cameron Gray		
Kelly Gardner		24 June 2019

Independent Examiner

Alistair Christie



## STRUCTURE AND GOVERNANCE

The Charity is a Scottish Charitable Incorporated Organisation (an SCIO) and was registered in its current legal form on 27 September 2017. The charity was an unincorporated association before changing its legal form to an SCIO. Its governing document is a Constitution, according to which the charity has a single tier structure and as such the trustees are the members of the charity.

Trustees must retire from office at Annual General Meeting but will be deemed to have been re-elected except under certain conditions. In addition, the board may at any time appoint any person to be a charity trustee by way of a resolution passed by majority vote at a board meeting. There must be a minimum of five and a maximum of eleven trustees.

## OBJECTIVES AND ACTIVITIES

### CHARITABLE PURPOSE

Prewired's charitable purpose is to advance the education of young people and in furtherance of this:

- to encourage young people to become active participants in creatively using and building digital technologies;
- to provide a supportive environment in which young people can work collaboratively with their peers and with more experienced mentors to develop their digital skills and undertake individual and team projects; and
- to support mentors in building on their existing strengths and in acquiring new skills by working with young people, and to support them in demonstrating how they have developed personally and how they have made a positive impact.

Prewired is a programming club for young people under the age of 19 and is based in Edinburgh. Participants attend weekly evening sessions where they improve their skills in digital technologies within a friendly, collaborative and supportive environment. They pursue a wide variety of projects, including web development, mobile applications, games and constructing robots and other hardware devices.

Prewired sets no lower limit on the age or experience of participants. The only requirement for attendance is enthusiasm about programming and a desire to learn. We think technology can help us move towards a better world, but only if future generations understand the opportunities it brings and the impact it can have.

“

"I really enjoy Prewired. It is good to spend time with my friends who I don't see at other times during the week, and I like being around others who have similar interests. I always look forward to Prewired's Summer Hack because I enjoy the challenge of working with new people to design and create projects as part of a group."

Christina (aged 16)

<i>Number of Weekly Sessions 2018-19</i>	<i>Average number of participants per session</i>	<i>Average number of mentors per session</i>
<b>46</b>	<b>36</b>	<b>9</b>



### ACTIVITIES — WEEKLY SESSIONS

The full roster of regular Prewired attendees comprises 56 young people. In a typical evening session, we will host around 38 regulars and another handful who are new or who drop in more occasionally.

Running Prewired sessions on a regular basis has only been made possible with the voluntary support of a core group of around half a dozen dedicated mentors. Valuable contributions to the mentoring effort have been made by students from University of Edinburgh, Napier University and Heriot Watt University, by independent developers, parents, local community members and by staff from local tech companies. Our list of regular mentors comprises 17 people, 10 of whom are members of Disclosure Scotland's PVG Scheme.

## SUMMER HACK 2018

The Summer Hack 2018 took place on 23–27 July 2018 at the CodeBase event space. Over the course of the week, five teams created projects, three of which had a cybersecurity theme, developed in coordination with [Civic Digits Theatre Company](#).

Allan Lloyds from [Product Forge](#) was instrumental in keeping the week on track; [Airts](#), [Float](#), [Civic Digits](#) and [Skyscanner](#) provided prizes and support throughout the week; whilst Sean McGivern from [GitLab](#) taught us all about version control. As well as writing code, participants engaged in a variety of activities to develop their professional skills, including Kanban project scheduling and scrum software development.

Welcome to Prewired  
Summerhack 2019

For more details about Summer Hack 2018, see our web-based report of the week at  
<https://www.prewired.org/summerhack2018/projects/>



## PLANS AND PROSPECTS

The addition of Dr Kelly Gardner to the Prewired Board will provide a valuable source of expertise; building on her work in encouraging young women to take part in digital projects in Stirling, we will explore a number of ideas for increasing the diversity of the audience for Prewired activities.

We have held informal discussions with [The Data Kirk](#), a new initiative on data literacy, and hope that we will be able to develop joint activities with them once they become established.

With help from [Volunteer Scotland](#), we are establishing in-house capacity to apply to Disclosure Scotland so that Prewired mentors can obtain PVG Scheme members. This will allow us to respond more swiftly to demand and ensure that we receive relevant updates from Disclosure Scotland.

## REACHING OUT

Mentors and trustees at Prewired regularly offer support to small scale voluntary organisations, teachers and community members and groups wishing to start up coding events.

Prewired has provided support and advice to Prewired Stirling, an unaffiliated code club run by [CodeBase Stirling](#). As part of this initiative, we have donated a set of laptops to support the group there and to reduce barriers to taking part for children without laptops.

Prewired is continuing to work with the [Civic Digits Theatre Company](#) and Prewired trustees are advising on ethical issues for an extended roll-out of The Big Data Show.

Prewired frequently hosts group visits from organisations interested in learning about the Prewired ethos and approach to child centred learning.



## NEW DEVELOPMENTS

We noted in our Annual Report for 2017-18 that we would explore the possibility of setting up paid administrative support that would consolidate and extend the activities we can achieve on the basis of purely volunteer-based effort. With the help of a generous donation from [Skyscanner](#), we are very happy that we were able to appoint Regina Vereker to this position, starting 1 May 2019.

We have reduced the frequency of Board meetings from monthly to quarterly, since this has turned out to be more practical in assuring good attendance.

We have reviewed and overhauled a number of policies and processes for internal data management. One important component of this has been adoption of the better security controls offered by Google G Suite, enabled by our participation in [Charity Digital Exchange](#) (formerly TT Exchange).

Prewired reached the finals in the [Scottish Tech StartUp](#) Awards 2018 Digital Champion for Diversity Category.

## FINANCIAL REVIEW

Prewired regular expenditure breaks down into two main components: the cost of providing snacks and soft drinks for participants during the weekly evening sessions, and occasional purchases of computing hardware and accessories. In addition, there are one-off costs incurred by running the annual Summer Hack, covering snacks, soft drinks and prizes for teams.

Prewired does not charge any fees to participants, and at present does not employ any paid staff. Our main source of funding to date has been a regular monthly donation to cover the cost of in-session snacks from a local tech company. For the period covered by this report, this support has been generously provided by [Cultivate](#).

The Summer Hack 2018 event received support in the form of funding, staff input and other in-kind donations from [Product Forge](#), [Airts](#), [Float](#), [Civic Digits](#) and [Skyscanner](#).

### POLICY ON RESERVES

To date, Prewired has been able to keep costs low due to the high level of volunteer effort and in-kind donations of services and facilities. On average, expenditure runs at approximately £62.00 per month. Our current policy is to maintain a reserve equivalent to three months' worth of expenditure, namely £186. However, we are exploring ways of expanding our activities, which may well increase our costs and need for external funding. In the light of this, we will review our policy on reserves in the course of 2019–20.

### DONATED SERVICES AND FACILITIES

Prewired has benefited hugely from the willingness of volunteers and supporters to offer expertise, time, event space and equipment. Central to this effort are the Prewired mentors, who bring a huge amount of commitment, dedication and technical knowledge to our weekly sessions. In terms of time commitment, our regular mentors as a group have donated at least 800 person-hours to running the weekly sessions. On top of that, a combination of regular mentors and new volunteers (typically from supporting companies) donated at least 273 person-hours to the Summer Hack 2018.

We estimate the nominal value of donated services and facilities as shown in the following table

Mentoring at weekly sessions	£16,000
Mentoring at Summer Hack 2018	£5,460
Donation of event space by CodeBase	£5,000
Staff time and video recording by Product Forge	£1,500
Prizes donated for Summer Hack 2018	£1,000
<b>TOTAL</b>	<b>£28,960</b>

### DECLARATION

The trustees declare that they have approved the trustees' report above.  
Signed on behalf of the charity's trustees.

Ewan Klein  
Chair of Board of Trustees  
1 October 2019

## FINANCIAL STATEMENT

### RECEIPTS AND PAYMENTS FOR THE YEAR TO 31ST MARCH 2019

<b>Receipts</b>	<b>£</b>	<b>£</b>
Donations - Unrestricted	600.00	
Donations - Restricted	5,000.00	
Total Receipts for Year		<b>5,600.00</b>
<b>Payments</b>		
Insurance	201.89	
Office Supplies	19.99	
Sundry Expenses (snacks & soft drinks)	511.51	
Total Payments for Year		<b>733.39</b>
<b>Excess of Receipts over Payments</b>		<b>4,866.61</b>

### BALANCES AS AT 31ST MARCH 2019

Of which:	<b>£</b>
Unrestricted funds	
Opening Bank Balance as at 1st April 2018	538.95
Excess of Payments over Receipts - Unrestricted	133.39
Unrestricted Balance Carried Forward	405.56
Restricted Balance as at 31st March 2019	5,000.00
<b>Total Funds as at 31<sup>st</sup> March 2019</b>	<b>5,405.56</b>

### Monetary Assets

Bank Current Account, Royal Bank of Scotland	5,436.76
less outstanding payment	31.20
	<b>5,405.56</b>

## **NOTES TO FINANCIAL STATEMENT**

### **ACCOUNTS**

The accounts have been prepared in accordance with the Charities Accounts (Scotland) Regulations 2006 and Statement of Recommended Practice — Accounting and Reporting by Charities. The accounts have been prepared on the receipts and payments basis.

---

# INDEPENDENT EXAMINERS **REPORT**

---

I report on the accounts of the charity for the year ended 31st March 2019 which are set out on page 9.

## **RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER**

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the 2006 Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

## **BASIS OF INDEPENDENT EXAMINER'S STATEMENT**

My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. 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 seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

## **INDEPENDENT EXAMINER'S STATEMENT**

In the course of 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 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
  - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations

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.

Alistair Christie MA (HONS) CA  
4 Templeland Road  
Edinburgh  
EH12 8RP