

STAGE2 YOUTH THEATRE
PERFORMANCE AND PROJECTS MANAGER
APPLICATION PACK

1. Information for Applicants
2. Job Description
3. Person Specification
4. About Stage2
5. Annual Report 2022/23



Thank you very much for looking into our vacancy for a Performance and Projects Manager at Stage2 Youth Theatre. Our current Artistic Director, Rosie Nisbet, is taking up a new role outside of the organisation in the summer of 2024 and we are therefore looking to appoint a Performance and Projects Manager for a fixed term position until 31 August 2025. This is due to us wanting to undertake a review of the operation of the company with a view to a relaunch in September 2025 that can encompass significant growth and reorganisation.

Our hope is that we can accommodate the new post holder as soon as any notice period will allow which will enable a robust handover period.

Enclosed with this pack are the following documents:

1. Job description for the Performance and Projects Manager role.
2. Person specification for the Performance and Projects Manager role.
3. Information about Stage2.
4. Annual report and accounts of Stage2 Youth Theatre for the year ended 31 March 2023.

Please apply by sending a CV together with a covering letter that addresses how you meet the person specification for this role. Please provide 2 referees at the time of your application including if possible a referee who is able to comment on your experience in an arts or performance context. We will not contact your referees until after we have made a provisional offer of employment to you. All applications should be sent to youththeatrevacancy2024@gmail.com by no later than **5pm on Tuesday 19th March 2024**.

We would anticipate (in person) interviews will take place in the week commencing 25 March but we would ask applicants to indicate any dates they would not be available for interview for the period 22 March to 5 April when applying. As an organisation which is committed to inclusivity should there be any reasonable adjustments that you feel would be required as part of the interview process, we would ask that you notify us at the time of your application. We do not expect to require applicants to undertake a written exercise at the interviews.

Should you wish to discuss any aspect of this role or the opportunity we are happy to arrange for you to speak to a member of the Stage2 Board or staff as appropriate.

We look forward to hearing from you and thank you again for getting in touch with us.

Best wishes

Bryan Nott

On behalf of the Stage2 Board

Performances and Projects Manager

Terms and Conditions:

Contract: Fixed term contract to 31 August 2025
Pay: £25,974 pro rata (£21,060 basic for the contract)
Hours: 30 hours per week
Holiday: Equivalent of 24 days per year full time
Working With: General Manager
Responsible to: The Board
Location: In the Stage2 Office, + from home, with delivery days and performances at local venues in Birmingham

Roles and Responsibilities

Delivery:

- Planning and delivery of weekly performance workshops;
- Direct termly performances and productions both inhouse and external (including at city centre venue);
- Co-ordinate and run additional rehearsals and meetings as appropriate;
- Reintroduce satellite site sessions at local school(s);
- Planning and delivery of holiday courses;
- Oversight of any production meetings;
- Management of any production week(s) including scheduling and managing members – cast and technical teams;
- Management of external production staff – e.g. lighting designer, set designer where applicable;
- Co-ordination of training of technical teams and workshop assistants.

Admin:

- Produce and supervise all plans and timetables for staff and young leaders to set up and clear away on weekly session days, plus duties throughout day;
- Communicate with members, providing them with all relevant information via meetings, information sheets and company noticeboard;
- Send out regular email updates to parents and members, updating the contact lists on a regular basis;
- Update and utilise all other lists such as community groups, press contacts, audience attendees, ex members for information and promotion; purposes
- Co-ordinate all production paperwork – call sheets, collection lists, theatre checklists;
- Set and manage show budgets with General Manager;
- Compile management reports for the Board, focussing on sessions and activities;
- Act as licence holder for all company members and productions;
- Coordination and delivery of Young Leadership/mentor schemes, appointing role holders, overseeing and training.

Promotion

- Engage with marketing activity and content as appropriate to allow social media, print and website marketing to be undertaken on behalf of the company working alongside others with shared responsibility for the said marketing activity and content;
- Attend relevant industry events and meetings to build relationships with other local companies and organisations, maximising opportunities for partnerships and support;
- Develop partnerships with local schools and other relevant groups.

Projects (to be agreed with the Board in conjunction with the General Manager as appropriate as part of a work programme including some or all of the following activities):

- Investigate and apply for the Autism Kitemark;
- Build a relationship with the National Youth Theatre;
- Develop additional work in response to specific funding – community workshops etc.;

- Manage Big Yellow (long term supporter providing storage space) relationship – monthly updates + itemise set items;
- Investigate apprenticeship/shadow artists/work experience possibilities;
- Look for other small scale funding streams for additional projects as appropriate.

Other:

- Attend any relevant training as may be identified;
- Any other duties as may reasonably be required.

PERSON SPECIFICATION – Performance and Projects Manager, Stage2 Youth Theatre

Essential

- Creative flair with a passion for engaging participants and delivering creative projects.
- Self-disciplined, organised and self-motivated.
- Experience of developing and delivering community and youth arts projects and programmes
- Excellent interpersonal skills with an ability to listen, build rapport and communicate with people at all levels.
- An ability to think creatively, identify and anticipate individual issues whilst always being aware of the big picture.
- Proven networking skills demonstrating the development of good partnerships with other individuals and organisations.
- A strong team player and collaborator, who will work positively, supportively and in partnership with others.
- Ability to lead a team, contribute ideas, and support other team members.
- Experience of current youth arts and youth theatre practice across ages 7 – 21-year olds.
- Ability to work within a budget.
- Familiarity with common IT packages and apps such as Microsoft Office, Google Docs, etc.
- A strong understanding of, and commitment to equality and diversity.
- Experience of working with a wide range of young people including young people with disabilities, young people from varying socio-economic backgrounds, and young people with challenging behaviour.
- Willingness to be flexible, and tailor and adapt activities to best suit the current membership in each term.
- Strong awareness of issues relating to safeguarding children and vulnerable adults.

Desirable

- Experience of delivering Arts Award or LAMDA tuition
- Experience of partnership working
- Experience of contributing to funding applications
- A Youth Work and/or Arts qualification or interest
- Experience of marketing arts or youth work activity

Information About Stage2

'Stage2 gives young people a sense of purpose, a sense of direction, a sense of belonging.' Parent.

Stage2 Youth Theatre is a multiple award-winning charity recognised inside and outside the Arts Sector. We have a 100% success rate with LAMDA exams and we entered the very first candidates for their new Shakespeare Qualifications. We have taken children to perform at the Fondazione di Pace, Youth Theatre festival in Lucca Italy and to participate in a non-performing role at the Edinburgh Fringe Festival. We have established festivals to develop our members' directing and scriptwriting. Methuen/Bloomsbury has published our adaptations of Claire Dowie's work and we have self-published an anthology of our own members' work.

We are an integrated company, with over half our membership having a specific need or disability. Our Subsidy Fund covers fees, exam tuition, travel, trips and other costs making us truly open access. Everyone works together in an extensive programme of workshops, productions, qualifications, residentials, mentor and leadership schemes and technical training. We also support older members into further education or employment.

The Subsidy Fund received allows young people from disadvantaged groups to access the arts and make a long-term commitment without worrying about cost. Some members receive funding on a long term basis and others may need access to it due to family crises. We are funded by a range of local trusts and foundations, many giving small amounts of regular funding. In the past we have been funded by Big Lottery, Birmingham City Council, the Garfield Weston and Esmee Fairbairn Foundations. Our regular sessions are based at Queensbridge School on the Moseley/Kings Heath border on a Sunday.

In our 36 years of running we have won numerous awards for our productions, from both NODA and The Birmingham and District Guild (with our members also winning many of their solo and duo awards). Our productions receive 4 and 5 star reviews in the press and we were proud to be the recipient of an Invisible City Award for Best Cultural Thing in Birmingham.

In today's society, with its increasing levels of Mental Health issues amongst young people, the opportunity to join and 'belong' to something secure, safe and stable cannot be underestimated. We work hard to promote self-esteem, confidence and friendship. Another increasing trend for young people is the pressure created by social media – the perfect images and the competitiveness – also the vast increase in 'detached' communication via a phone or computer. We encourage people from all backgrounds to get together to actively explore, discover and build real relationships, whilst not being judged. We make a conscious effort to operate a supportive and inclusive space and organisation that brings a diverse group of young people together in a creative endeavour.

Like many arts organisations, the recent pandemic and lockdown was a challenging time for us. With the help of Arts Council emergency funding we were able to emerge from that time in a positive way which saw significant growth of members and participation. The annual report provided with this application pack offers a commentary on the activity that has been undertaken since the pandemic and the productions that were planned at the time of the report. We are pleased to report that the devised piece referred to, "I Am...", took place in December 2023 and was a great success.

The growth of membership numbers in the past two years has led to a situation where the Board have identified a need to consider steps to build upon this growth and ensure that Stage2 is properly resourced and positioned to move to its next chapter. The recruitment to this role provides us with an opportunity to undertake a period of transition to which the successful candidate will be able to fully contribute. Transition funding is being sought with a view to securing longer term funding as part of our vision for the future of the company. We anticipate being in a position to recruit to permanent roles in the summer of 2025.

REGISTERED COMPANY NUMBER: 05317309 (England and Wales)
REGISTERED CHARITY NUMBER: 1108213

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023
FOR
STAGE 2 YOUTH THEATRE COMPANY**

J W Hinks LLP
Chartered Accountants
19 Highfield Road
Edgbaston
Birmingham
West Midlands
B15 3BH

STAGE 2 YOUTH THEATRE COMPANY

**CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

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**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2023. The trustees have adopted the provisions of 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

Objectives and Activities

The charitable company's object is to promote, improve, develop and maintain public education and the appreciation of theatre and drama in all its aspects by, but not limited to:

- a) the preparation and presentation of theatre and music theatre performances by young people; and
- b) the provision of workshops in theatre and drama skills and related areas.

The trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charitable company's aims and objectives and in planning future activities. In particular, the trustees have considered how planned activities will contribute to the aims and objectives set.

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023

OBJECTIVES AND ACTIVITIES

Review of activities

Introduction

At the beginning of this financial year, we had just moved from the Art Rooms into a brand-new venue for **Stage2**, Queensbridge School. Only a short walk away from the Art Rooms, this new venue ensured no major disruption to members whilst seeing incredible upgrades in facilities. The space offers a main hall and a workshop studio, completed with a stage and lighting and sound systems, as well as a large reception area for all admin. Over this financial year, we managed to almost double the membership and re-introduce vast amounts of **Stage2's** opportunities, including Masterclasses, Members' Forums, and most notably productions. New experiences were also introduced, including theatre trips and Movie Nights. In the middle of the year, once numbers passed 70, the awaited revival of two workshop options, Stage 1 and General Drama was executed. This goal was achieved by employing two new freelance members of staff, Becca Evans and Olivia Grant-Bryson who revived the workshop options brilliantly. Alongside these, the Young Leaders Scheme was implemented, seeing ten young people work through training and help to run the company both in and outside of Sunday rehearsals. **Stage2's** Artistic Director, Rosie Nisbet continued to work hard alongside all other staff (including our Founder, Liz Light, as our Company Administrator, giving stability and continuity), the members and the Board to retain **Stage2's** core values and ethos, whilst continuing to give the company a 'shake-up', and bringing in some new influences and elements that have brought **Stage2** up to date with current Arts practices. We are extremely proud to maintain our commitment to equality and diversity; well over half of our membership have a specific need/protected characteristics and reflect Birmingham's proud multi-cultural heritage.

Summer Term 2022

The Summer Term of 2021 was the first term for **Stage2** in Queensbridge School, arriving at the new venue with a total of 85 members. Members had the option to do morning, afternoon or all day, with both sessions being run by Rosie Nisbet. Morning sessions followed the theme of General Drama: The History of Theatre, eventually working towards the Sharings at the end of term. The afternoon sessions were rehearsals for **Stage2's** upcoming show, **Education Education Education** by The Wardrobe Ensemble, one half of a double bill that would see **Stage2's** return to the Crescent Theatre for productions. Rosie Nisbet undertook her role of directing a full-scale production for the first time, and members began to grasp what **Stage2** once was before covid hit. This was aided by the introduction of more opportunities, including applications for the new Young Leaders Scheme, advertisements for new workshop practitioners and classic events such as the Movie Night, Showcase Evening and Claire and a masterclass with our patrons, Claire Dowie and Colin Watkeys. It was an incredibly rewarding term for older members and staff who had navigated the impact of the pandemic with **Stage2**, and an exciting time for all. It saw the true fulfilment of the company's goal from surviving to thriving.

Summer Schools 2022

The Summer Schools of 2022 saw Artistic Director Rosie Nisbet undertake the enormous challenge of directing a Play in a Week. The summer school consisted of five days (Monday to Friday), with rehearsals from 10am till 5pm each day. The show being rehearsed was 'Status Update' by Tim Etchells, a huge ensemble piece of spoken word, dancing, audience interaction and projection. It was no mean feat. It was a challenge for the entire cohort, including members who joined just for the week and had no prior experience with **Stage2**. Rehearsals were conducted in the rehearsal room of the Crescent Theatre and were complimented by an intensive two day long technical training course on Wednesday and Thursday, of which members had to sign up for in advance. Participants then put their theory into practice as they undertook the Get-In for the Double Bill. Alongside this, a zoom call with Tim Etchells was provided for the members, including a large question and answer segment. The week ended with lots of tired but fulfilled members and made up the first half of the double bill, the second half being Education Education Education. It was one of Rosie's most ambitious projects but was widely successful.

The Double Bill saw four sold out performances, a 5-star review from Behind the Arras, and a nomination for Best Youth Production at the NODA West Midlands Awards Ceremony. It was a personal landmark for Rosie's talent and future as Assistant Director, but also proved the potential of **Stage2** as a rebuilt company.

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023

OBJECTIVES AND ACTIVITIES

Autumn Term 2022

We worked incredibly hard over the Summer to recruit new members for the Autumn Term, including maintaining people who had joined during the free drama workshops in April, and the Play in a Week summer school in July. The term finally settled on 104 members and oversaw the return of members from the summer term, including ten young people now in the roles of Young Leaders. Split into three levels with one Assistant Scheme Manager, the Young Leaders slotted into rehearsals and workshops wonderfully, and implemented a hugely positive support system both in and out of Sundays. This structure was of particular importance as we had so many new members and continue to have such a diverse membership. During this term, **Stage2** ran three options: Stage 1, General Drama and rehearsals for **Lighting the Way**. Stage 1 and General Drama are both long-standing **Stage2** Workshop 'staples', allowed to be revived to their maximum potential by the employment of two new members of staff: Olivia Grant-Bryson and Becca Evans. Olivia became the practitioner for **Stage2's** 7–10-year-old option, Stage 1, whilst Becca Evans became the new General Drama tutor. Both options were flexible and engaging sessions that allowed for the development of core drama skills, in addition to confidence building and fun. Both options performed a collection of their work at the end of term to parents. The third option was rehearsals for **Stage2's** new production **Lighting the Way**. It was an anthology of thirteen plays, self-contained short scenes offering discussions surrounding climate change. They were an incorporation of both professional plays and ones written by **Stage2** members, as well as the soundtrack of the production being entirely composed by a member. The show included cast and chorus rehearsals in the morning, with only cast required in the afternoon.

Again, this show was a huge success, once again selling out four performances, receiving several highly respected positive reviews, and seeing **Stage2's** return to the BDTG awards, where one member was nominated for Best Actress in a full-length production, and the whole performance winning Best Full-Length Youth Production. The autumn term was yet another huge step forwards for **Stage2**.

The whole term was completed with ease and smoothness, with Rosie Nisbet becoming more secure in her role of directing full scale **Stage 2** productions. The new members of staff and the Young Leaders slotted into **Stage2's** regular programming as if they had always been there and made **Stage2** more vibrant and positive than ever. This term was a wonderful balance of reconnecting with the past, and looking to the future, with classic workshops and events such as the Words and Music rebuilding the basis of the company, whilst keeping things fresh with motivated members, and a modern, current and political production.

Spring Term 2022

After the success of the Autumn Term, we were still keen to keep building and evolving. With a continued effort on recruitment, we managed to enrol 111 members. This term saw the first term with four completely different options, with Rosie running two skills workshops alongside Stage 1 and General Drama. Stage 1 focused on fairytales this term, whilst General Drama had a large 'back to basics' theme, both workshops saw an influx in members, each with two Young Leaders as Workshop Assistants. They were hugely successful and received such amazing feedback at the end of term sharings.

The two skills workshops led by Rosie were Physical Theatre in the mornings, and Musical Theatre in the afternoons, Physical Theatre was created as an intentional feeder into the summer term production of **Lord of the Flies**. It saw members learn key skills of physical theatre, including lifts, soundscapes, animal studies and tabloids. It was popular not only for its connection to the upcoming main house show, but for Rosie's individual approach to physical theatre, setting ambitious and fun activities each week. The term was drawn to a close with one long 'audition session', with the workshop led by assistants whilst Rosie assessed the members on their dedication and skill, closing the session with official interviews and auditions for **Lord of the Flies**.

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023**

OBJECTIVES AND ACTIVITIES

The second skills workshop had no ties to anything other than enthusiasm and passion - with the Musical Theatre option seeing people turned away due to oversubscription! It included a focus of a different musical each week, musicals which were voted for by the members. Assistants in all options ran warmups and various activities, particularly prevalent in musical theatre, as assistants took charge one week, teaching their own harmonies and choreography to the cohort. Both workshops ended in showcasing their work at the Sharings, a moving and beautiful performance from all involved, receiving high praise from all the audience that attended.

In this term, we managed to build up our output with lots of additional events/opportunities to members, including applications to take a trip to the Edinburgh Fringe in August in collaboration with C venues. Unfortunately, the Showcase Evening was unavoidably postponed due to snow this term, but opportunities in the Methodist Church gave performers the chance to show off their hard work, albeit in an unconventional venue, being recorded and uploaded to YouTube. Also in the Methodist Church was a masterclass with Chloe Blake, as well as the return of the Big Family Quiz, entirely organised by the events Young Leader, with support from Rosie and the Assistant Scheme Manager. It was a huge term of fun and exciting ordeals, and relished in the supportive and positive atmosphere **Stage2** creates.

LAMDA

Stage2 continued to provide LAMDA Tuition to members throughout the year, reaching over 20 pupils each term, with interest in all disciplines increasing over the time period. In the Summer Term 2022, lessons continued to be taught face to face, including pupils performing at the Showcase Evening in the Crescent Theatre Ron Barber Studio again. Their incredible work was awarded a standing ovation from the audience. This pattern continued into the Autumn Term 2022, exams continuing to be held at the new Public Centre for Birmingham at Edgbaston High School. **Stage2** staff continue to have a good relationship with the centre staff at the venue, being consistently provided with a designated warm up area for members before exams. The Spring Term 2023 saw a difficult period for LAMDA, including the cancellation of the beloved Showcase Evening due to snow, and some exams taking place on the day of the Sharings. However, all problems were resolved and proved **Stage2's** security, with Young Leaders and freelancers running Sharings rehearsals in Rosie Nisbet's absence, and the **Stage2** staff's good relationship with LAMDA allowing exams to be rescheduled to the best of anyone's ability. Throughout the year, we have entered pupils, both solo and duos in a variety of disciplines (Acting, Devising, Musical Theatre and Shakespeare), going right through from Grade 1 to Grade 8. Every single one of our members achieved a Merit or Distinction in their exams. We have had a mix of members taking the exams, ranging from those who have been at Stage2 for 8+ years, to those who have only just joined us. We will be continuing to offer a range of LAMDA disciplines to our members and encourage them to take these as a chance to gain additional accredited qualifications.

FINANCIAL REVIEW

Reserves policy

It is policy of the trustees to reduce unrestricted reserves to a minimum and to maintain them at this level.

Financial Review

The Statement of Financial Activities for the year ended 31 March 2023 shows incoming resources totalling £96,987 (2022: £59,161) and resources expended totalling £93,905 (2022: £50,135), generating net incoming resources of £3,082 (2022: net incoming resources of £9,026).

The charity's balance sheet is recording total net assets of £35,564 as at 31 March 2023 (2022: £32,482).

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023**

FUTURE PLANS

Now that **Stage2** has nearly rebuilt to where it was before Covid, the company intends to undertake more challenges to match its exponential growth. Productions are such an important part of **Stage2's** identity, and our members really love to be a part of these. Following the success of both studio shows, the **Double Bill** and **Lighting the Way**, the next production will be William Golding's **Lord of the Flies** in the Main House. **Stage2's** return to the Main house is a huge landmark in its success, and with the members' enthusiasm and Rosie's talented direction, it is set to be a success. As usual, the cast were auditioned for a term in advance, but anyone in the company (including brand new people) will be able to join the Chorus. Other future endeavours include the Showcase Evening's return to the Main House Theatre, as well as **Stage2's** return to the Edinburgh Fringe with a cohort of 8 members, all who applied, and were formally interviewed. Alongside Becca Evans and Rosie Nisbet, they will represent **Stage2** at the fringe festival, both as theatre goers, and employees for C venues. This trip was part of Rosie's 5-year plan as Artistic Director, so the fact that this has been achieved within two years is a true testament to her personal success, and the exciting future of **Stage2**.

As well as the show, **Stage2** members will also continue to have the option to do General Drama or Stage 1 every term. The Summer Term will have a theme of 'Practising Practitioners' and Peter Pan and will be taught using adaptive and differentiated teaching techniques to cater to all ages and experiences. We are hoping to have around 100 members enrolled for our Summer Term, whilst understanding a large increase in members is not expected due to it being an exam term for GCSEs and A levels. The Summer Term will continue to run at Queensbridge School.

In the Autumn Term, **Stage2** will be embarking on an exciting project dedicated to the theme of LGBTQ+ communities, an entirely devised production by **Stage2** members. The Summer Schools of 2023 will be one week, with two options running simultaneously. The first option takes the form of a 'pick and mix' structure, five days of five different skills. The other, five days (of which all are compulsory to attend), of devising and creating ideas for the autumn term production, 'I Am'. A team of writers will then work alongside Rosie to develop the official script.

Lauren Brine, Young Leader

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Stage 2 Youth Theatre Company is constituted under a Memorandum and Articles of Association. The charitable company was incorporated on 20 December 2004 as a company limited by guarantee and not having a share capital and was registered as a charity on 21 February 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

05317309 (England and Wales)

Registered Charity number

1108213

Registered office

12 Valentine Road
Kings Heath
Birmingham
West Midlands
B14 7AN

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023**

Trustees

C Groom (resigned 22.9.22)
B Nott
P Parker-Duber
E-J Tucker
K Dowsett (resigned 12.2.23)
F Lenton (resigned 26.9.22)
R Jones-Owen
J Francis (appointed 7.12.22)
S Hegarty (appointed 7.12.22)
B Miller (appointed 22.9.22)
R Gordon (appointed 22.9.22)

Independent Examiner

James Cruse ACA, FCCA, BSc (Econ) Hons
J W Hinks LLP
Chartered Accountants
19 Highfield Road
Edgbaston
Birmingham
West Midlands
B15 3BH

Bankers

HSBC
96 High Street
Kings Heath
Birmingham
B14 7LD

Principal officers

R Nisbet - Artistic Director
E Light - Company Administrator

Approved by order of the board of trustees on 5 October 2023 and signed on its behalf by:



P Parker-Duber - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
STAGE 2 YOUTH THEATRE COMPANY**

Independent examiner's report to the trustees of Stage 2 Youth Theatre Company ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2023.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

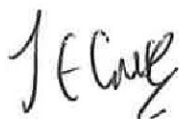
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



James Cruse ACA, FCCA, BSc (Econ) Hons

J W Hinks LLP
Chartered Accountants
19 Highfield Road
Edgbaston
Birmingham
West Midlands
B15 3BH

5 October 2023

STAGE 2 YOUTH THEATRE COMPANY

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2023

	Notes	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	-	15,786	15,786	21,772
Charitable activities					
Charitable activities	5	67,415	-	67,415	26,585
Other trading activities	3	13,751	-	13,751	10,803
Investment income	4	35	-	35	1
Total		81,201	15,786	96,987	59,161
EXPENDITURE ON					
Charitable activities					
Salary costs	6	36,824	-	36,824	24,468
Room and theatre hire		14,404	-	14,404	150
Activities and production costs		19,915	5,796	25,711	12,498
Subsidy		-	10,453	10,453	6,847
Overhead costs		6,513	-	6,513	6,172
Total		77,656	16,249	93,905	50,135
NET INCOME/(EXPENDITURE)					
Transfers between funds	11	3,545 (45)	(463) 45	3,082 -	9,026 -
Net movement in funds		3,500	(418)	3,082	9,026
RECONCILIATION OF FUNDS					
Total funds brought forward		20,577	11,905	32,482	23,456
TOTAL FUNDS CARRIED FORWARD		24,077	11,487	35,564	32,482

The notes form part of these financial statements

STAGE 2 YOUTH THEATRE COMPANY (REGISTERED NUMBER: 05317309)

**BALANCE SHEET
31 MARCH 2023**

	Notes	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
CURRENT ASSETS					
Debtors	9	5,882	-	5,882	288
Cash at bank		<u>22,531</u>	<u>11,487</u>	<u>34,018</u>	<u>35,566</u>
		28,413	11,487	39,900	35,854
CREDITORS					
Amounts falling due within one year	10	<u>(4,336)</u>	-	<u>(4,336)</u>	(3,372)
NET CURRENT ASSETS		<u>24,077</u>	<u>11,487</u>	<u>35,564</u>	<u>32,482</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>24,077</u>	<u>11,487</u>	<u>35,564</u>	<u>32,482</u>
NET ASSETS		<u>24,077</u>	<u>11,487</u>	<u>35,564</u>	<u>32,482</u>
FUNDS					
Unrestricted funds	11			<u>24,077</u>	20,577
Restricted funds				<u>11,487</u>	<u>11,905</u>
TOTAL FUNDS				<u>35,564</u>	<u>32,482</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each 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 financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

BALANCE SHEET - continued
31 MARCH 2023

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

The financial statements were approved by the Board of Trustees and authorised for issue on 5 October 2023 and were signed on its behalf by:

A handwritten signature in black ink, appearing to read 'P Parker-Duber', written in a cursive style.

P Parker-Duber - Trustee

The notes form part of these financial statements

1. ACCOUNTING POLICIES

BASIS OF PREPARING THE FINANCIAL STATEMENTS

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

INCOME

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

EXPENDITURE

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

TAXATION

As a charitable company, Stage 2 Youth Theatre Company, is exempt from tax on income and gains falling within sections 481-489 of the CTA 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen within the charitable company.

FUND ACCOUNTING

Restricted funds

Restricted funds represent grants and donations which are subject to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Unrestricted funds and designated funds

Unrestricted funds represent funds that are expendable at the discretion of the Directors in the furtherance of the objects of the charitable company. Such funds may be held in order to finance both working capital and capital investment. Designated funds are those funds which are unrestricted in nature but which have been designated by the Directors to be used in a particular manner.

TANGIBLE FIXED ASSETS AND DEPRECIATION

The charitable company does not capitalise the costs of set or costumes on the basis that it is considered that they have a useful economic life of one year. Accordingly, these costs are fully expensed in the year of purchase.

STAGE 2 YOUTH THEATRE COMPANY

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

2. DONATIONS AND LEGACIES

	2023	2022
	£	£
Subsidy / donations	12,000	9,750
Grants	<u>3,786</u>	<u>12,022</u>
	<u>15,786</u>	<u>21,772</u>

Grants received, included in the above, are as follows:

	2023	2022
	£	£
Staff development	-	544
HMRC furlough	-	3,752
Celebrating Communities	-	3,349
Cultural Diversity	486	4,377
Leadership	<u>3,300</u>	<u>-</u>
	<u>3,786</u>	<u>12,022</u>

3. OTHER TRADING ACTIVITIES

	2023	2022
	£	£
LAMDA	11,454	8,181
Summer and Easter schools	1,057	2,100
Miscellaneous income	<u>1,240</u>	<u>522</u>
	<u>13,751</u>	<u>10,803</u>

4. INVESTMENT INCOME

	2023	2022
	£	£
Investment income	<u>35</u>	<u>1</u>

STAGE 2 YOUTH THEATRE COMPANY

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023**

5. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2023 £	2022 £
Student fees	Charitable activities	57,252	26,585
Other income	Charitable activities	10,163	-
		<u>67,415</u>	<u>26,585</u>

6. CHARITABLE ACTIVITIES COSTS

	2023 £	2022 £
Production costs		
Printing and social media	2,157	126
Set	1,699	-
Lighting	1,622	-
Theatre hire	3,566	-
Copyright	468	-
	<u>9,512</u>	<u>126</u>

	2023 £	2022 £
Activity costs		
Photographs	283	-
LAMDA	11,145	7,981
Chaperones	1,706	-
Summer schools	835	-
Cultural Diversity	1,877	2,599
Celebrating Communities	1,989	1,792
Leadership	1,930	-
Training	488	-
Room hire	10,838	150
	<u>31,091</u>	<u>12,522</u>

	2023 £	2022 £
Overhead costs		
Financial Independent Examiners fees	1,320	1,320
Insurance	702	722
Travel	427	165
Hospitality	166	86
Postage and stationery	1,972	314
Copier lease settlement	-	3,000
Miscellaneous	867	565
Bank charges	571	-
	<u>6,025</u>	<u>6,172</u>

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023**

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

TRUSTEES' EXPENSES

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

8. STAFF COSTS

	2023	2022
	£	£
Core and contract		
Wages and salaries	36,064	24,045
Social security costs	-	-
Pension costs	<u>760</u>	<u>423</u>
	<u>36,824</u>	<u>24,468</u>

The average number of employees during the year was:

	No.	No.
Drama support	1	1
Administrative support	<u>1</u>	<u>1</u>
	<u>2</u>	<u>2</u>

No employee earned in excess of £60,000.

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Prepayments	<u>5,882</u>	<u>288</u>

STAGE 2 YOUTH THEATRE COMPANY

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Social security and other taxes	1,846	442
Deferred income	1,120	1,610
Accrued expenses	<u>1,370</u>	<u>1,320</u>
	<u>4,336</u>	<u>3,372</u>

11. MOVEMENT IN FUNDS

	At 1.4.22	Net movement in funds	Transfers between funds	At 31.3.23
	£	£	£	£
Unrestricted funds				
General Fund	20,033	4,033	(45)	24,021
Staff Development Fund	<u>544</u>	<u>(488)</u>	<u>-</u>	<u>56</u>
	20,577	3,545	(45)	24,077
Restricted funds				
Subsidy Fund	8,570	(1,953)	-	6,617
Celebrating Communities Fund	1,557	(1,989)	432	-
Cultural Diversity Fund	1,778	(1,391)	(387)	-
Leadership Fund	-	1,370	-	1,370
Parent Donations Fund	<u>-</u>	<u>3,500</u>	<u>-</u>	<u>3,500</u>
	<u>11,905</u>	<u>(463)</u>	<u>45</u>	<u>11,487</u>
TOTAL FUNDS	<u>32,482</u>	<u>3,082</u>	<u>-</u>	<u>35,564</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General Fund	81,201	(77,168)	4,033
Staff Development Fund	<u>-</u>	<u>(488)</u>	<u>(488)</u>
	81,201	(77,656)	3,545
Restricted funds			
Subsidy Fund	8,500	(10,453)	(1,953)
Celebrating Communities Fund	-	(1,989)	(1,989)
Cultural Diversity Fund	486	(1,877)	(1,391)
Leadership Fund	3,300	(1,930)	1,370
Parent Donations Fund	<u>3,500</u>	<u>-</u>	<u>3,500</u>
	<u>15,786</u>	<u>(16,249)</u>	<u>(463)</u>
TOTAL FUNDS	<u>96,987</u>	<u>(93,905)</u>	<u>3,082</u>

11. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.21 £	Net movement in funds £	At 31.3.22 £
Unrestricted funds			
General Fund	17,789	2,244	20,033
Staff Development Fund	-	544	544
	<u>17,789</u>	<u>2,788</u>	<u>20,577</u>
Restricted funds			
Subsidy Fund	5,667	2,903	8,570
Celebrating Communities Fund	-	1,557	1,557
Cultural Diversity Fund	-	1,778	1,778
	<u>5,667</u>	<u>6,238</u>	<u>11,905</u>
TOTAL FUNDS	<u>23,456</u>	<u>9,026</u>	<u>32,482</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General Fund	41,141	(38,897)	2,244
Staff Development Fund	544	-	544
	<u>41,685</u>	<u>(38,897)</u>	<u>2,788</u>
Restricted funds			
Subsidy Fund	9,750	(6,847)	2,903
Celebrating Communities Fund	3,349	(1,792)	1,557
Cultural Diversity Fund	4,377	(2,599)	1,778
	<u>17,476</u>	<u>(11,238)</u>	<u>6,238</u>
TOTAL FUNDS	<u>59,161</u>	<u>(50,135)</u>	<u>9,026</u>

Restricted funds:

Subsidy Fund

The Subsidy Fund is a fund set aside to ensure that no member of the company is ever excluded from taking part in activities due to financial challenges. It is a rolling scheme and the balance will be carried forward to be used in the future.

11. MOVEMENT IN FUNDS - continued

Cultural Diversity Fund

The Cultural Diversity Fund is an initiative by Birmingham City Council to maximise progression routes into arts and cultural leadership for Birmingham Artists/Creatives from certain protected characteristics groups. The Scheme supports Birmingham's Arts Sector to better represent its culturally diverse population. The grant allowed us to mentor older members through qualifications, leadership and delivery training, and directing and producing, as well as linking them up with industry professionals.

Celebrating Communities Fund

The Celebrating Communities Fund is a Birmingham City Council Funding Scheme to maximise the benefits of being the Proud Host City for the Commonwealth Games. We received a grant under the subheading Celebrating Culture and commissioned a theatre and a music piece from our own members as well as running free workshops in the Kings Heath and Brandwood Ward, following up with additional opportunities for participants.

Leadership Fund

The Leadership Fund is a new mentoring scheme whereby a small team of older and more experienced members will be buddied up with new members and act as assistants in sessions. The Scheme will be ongoing, with any surplus rolling forward to the following year as with the Subsidy Fund. Participants will stay with the scheme for the academic year.

Parent Donations Fund

The Parent Donations Fund is a category for miscellaneous donations from parents or miscellaneous sources.

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2023.

13. LIABILITY OF THE MEMBERS

The liability of the members as set out in the Memorandum of Association of the company is as follows:

"Every company member promises, if the company is wound up whilst he is a company member or within one year after ceasing to be a company member, to contribute such amount as is required up to a maximum of £1 towards the costs of winding up the company and liabilities incurred whilst the contributor was a company member."

14. DONATIONS AND ACKNOWLEDGEMENT

We are very grateful to the following trusts, companies and individuals for their generous support this year. Without them it would have been impossible to offer such a wide range of opportunities to such a wide range of young people and to such a high standard.

Subsidy Fund

To enable members to draw down full subsidies or part bursaries for any aspect of **Stage2** eg Fees, exams, tickets, photos, residentials etc. This ensures no-one is excluded from anything due to a financial challenge.

The Harry Payne Trust
W.E. Dunn Charitable Trust
The Grimmitt Trust
L. and R. Gilley Charitable Trust
The R. and D. Turner Trust
Lillie Johnson Charitable Trust

14. DONATIONS AND ACKNOWLEDGEMENT - continued

Specific Projects

Birmingham City Council supported us via Their Celebrating Communities and Cultural Diversity Funding streams over 2 years.

Young Leaders Scheme

Our pilot project was supported by The Lord Austin Charitable Trust, The Grantham Yorke Charitable Trust and The Grimley Charitable Trust.

Parent Donations

We were grateful to receive 2 donations during the year from E Owolabi and an anonymous source.

Gifts in Kind / Reduced Rates

For free consultancy advice, support or services.

Big Yellow Self Storage - storage of sets and resources.