

REGISTERED COMPANY NUMBER: 03080847 (England and Wales)  
REGISTERED CHARITY NUMBER: 1048181

REPORT OF THE TRUSTEES AND  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2021  
FOR  
SAFE GROUND

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REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2021

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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 2021. 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 object of the Company is to advance the education of the public, in particular but not exclusively prisoners in the arts, specifically the art of drama, literature and poetry and to use the arts to rehabilitate prisoners, offenders and community members by promoting and developing people's creative and artistic abilities, parenting and relationship skills.

### Significant activities

Safe Ground is expert in the design and delivery of arts-based, therapeutic group work. We operate in a range of custodial and community settings nationally, creating spaces in which transformational change can occur. Our work offers access to new perspectives, creates opportunities for discussion and debate, and invites participants to take risks, experiencing themselves and each other in new ways.

Our programmes do create a positive impact; analysis of Fathers Inside shows a 40% reduction in re-offending between programme participants and their counterparts who did not participate (Justice Data Lab, 2016). Our most recent evaluation of Fathers Inside (Blagden 2019) highlighted a statistically significant reduction in parental stress pre/post programme and a significant increase in less-restrictive attitudes towards parenting because of the programme. 76.5% of participants engaged in further ETE (education, training and employment) one month after completing Fathers Inside, compared to 53.6% prior to the programme.

Until March 2020 when a nationwide lockdown forced an end to group work in secure settings and our face-to-face work was put on hold, Safe Ground's flagship programmes had continued to deliver impact and generate interest from a range of stakeholders. They remain an integral part of our organisational strategy and we look forward to establishing the revised versions of Fathers Inside and Family Man and expanding our network when it is safe to do so.

"You guys gave me so much power and helped me out through everything. It's really shocking to realise that I thought I was strong before but now I feel really strong."  
Our Own Stories Participant, 2021

Throughout the challenges of 2019/2020 the team worked tirelessly to adapt our ways of working, build on our impact, and produce outcomes for both existing, emerging and new audiences. At HMP Parc, where they are adequately resourced to deliver short programmes, Man Up was delivered twice to small groups of men on the Family Interventions Unit.

Our Own Stories was modified for online delivery, reaching 38 women between July 2020 and February 2021; new programmes Great Minds and The Common Room provided spaces where group members came together to share their emotional responses during the covid pandemic. Our Human Writes series and Thinking Space packs demonstrate our commitment to producing high quality creative resources stimulating thoughts, ideas and stories in their users; Family Focus is an audio-visual family relationship programme developed in response to a call for digital resources suitable for in cell learning; The Comfort Zone represents the value of Safe Ground processes in community settings. The programme's inclusion as part of a new integrated service models for mental health can be replicated in secure settings.

"I used the word nourishing about my experience of the group. There was something that felt nurturing about the experience of feeling seen in my fullness ie. both what I present in a more explicit way on a day-to-day level, and also the parts I usually try to keep hidden."  
Great Minds Participant, 2020/21

Between April 2020 and March 2021, we worked with a total of 72 men and women who joined us online from across England and Wales. We distributed hard copy resources to approximately 400 people in secure and community settings nationally. We are more committed than ever to the creation of inclusive and empathetic communities, working towards a world without punishment.

REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2021

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OBJECTIVES AND ACTIVITIES

Public benefit

The trustees confirm that they have complied with the duty in section 17(5) of the 2011 Charities Act to have due regard to the Charity Commission's general guidance on public benefit.

The trustees are satisfied that the aims and objectives of the charity meet the public benefit requirement; and that the charity's activities are in support of those aims.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

When the U.K. went into lockdown, visits were suspended indefinitely, and we spent some time considering how we could offer comfort and meaningful activity for men and women going through lockdown in prison. Our earliest contribution took the form of illustrated letters, each of which included short instalments of an original short story for children, 'The Little Foxes'. It was our intention that these letters could provide inspiration to those who received them. Within the context of 23-hour lockdowns in prisons, we wanted to demonstrate that imagination and creativity can prosper anywhere. Our letters sampled various techniques for communicating through letter writing, including through the use of illustration. Human Writes is a series of ten, unique, creative reading and writing resources, designed by Safe Ground to inspire artistic expression through group or self-directed learning.

Our Own Stories women's programme continues to run as part of the Minerva Wrap Around service for women across London. At the beginning of the year we adapted the programme for online delivery and have welcomed 38 women over 6 week programmes since April. Programme delivery will continue online until face to face work can resume safely.

As an immediate response to the impact of lockdown and Covid restrictions on women in London, we designed and produced our Thinking Space Cards and Journals. We were generously funded by the London Community Foundation to create a set of high-quality resources as an offer of immediate practical support to the vulnerable women we work with through the Minerva Wrap Around project, prisons and other community and secure settings working with women across London. These resources comprise of a hardback journal, a set of strength cards, and a blank greetings card.

Revisions to Fathers Inside have continued despite delivery being paused for most of the year. The final version of the complete FI manual and training resources is almost ready for production.

With new technology and socially distanced experiences in mind, we began to design and deliver services for a new online world. Two weeks later, we held our first public Reflective Group, Great Minds- a space open to everyone, designed to encourage and support collective reflection for personal and professional development. From England to Mexico, Ireland to the United States, group members came together to think about their emotional responses, thoughts, ideas and concerns during the Covid-19 pandemic. We brought back Great Minds in April, after ending it in December, for a time-bound 8 week run, which provided a further space for reflection.

Covid-19 exacerbated the already significant barriers to positive family ties faced by people in prison and we recognised family support would be more crucial than ever. In consultation with colleagues in secure settings, we began to develop Family Focus, a family relationships programme designed for self-directed/in-cell learning. The programme has been designed in order to sustain a focus on family relationships for men unable to access group work at the moment. These resources act as both engagement tools for face-to-face group work when it returns, and stand-alone personal development materials.

In 2020 Safe Ground was invited by the Prisoner Learning Alliance (PLA) to host a once monthly reflective practice group for prison-based educators among their membership, called The Common Room. Participants with a broad range of experience as teachers working in secure settings joined us online from all over the country to reflect as a group on their experiences of, and their relationships to their work. Safe Ground continues to work closely with the PLA to evaluate the need and the impact of these processes for educators among their membership.

The bid we submitted to design a new community programme with the London Health Partnership was successful. The Comfort Zone was designed as an online therapeutic creative reading and writing programme for residents in Merton suffering from social isolation and low-level mental health issues. Delivery will begin in 2021.

Over the year we have continued to contribute to policy and practice through a range of formal and informal routes; contributing to important conversations around the new Probation contracts with HMPPS, participating in online events and conferences with Voice of the Child, Centre for Crime and Justice Studies and MizogArts.

REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2021

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FINANCIAL REVIEW

Financial review and reserves

Income for the period was £229,652 (2020: £219,097). Expenditure was £192,984 (2020: £252,395).

The surplus for the period was £36,668 (2020: £33,298 deficit).

Reserves carried forward at the year end are £137,149 (2020: £100,481) of which £122,313 (2020: £99,326) is unrestricted and £14,836 (2020: £1,155) is restricted.

Safe Ground's reserves policy aims to maintain a level of unrestricted reserves which will enable it to meet its future commitments and ensure that there are adequate funds to run the charity for a period of at least six months, having regard to the requirements of its planned projects. Management and Trustees maintain a consistent and vigilant review of the financial health and well being of the organisation.

In the last financial year, Safe Ground's expenditure against its unrestricted funds amounted to £163,110 (2020: £208,334). At 31 March 2021, the charity's unrestricted reserves amounted to £122,313 (2020: £99,326). This level of reserves is therefore more than sufficient to meet the charity's reserves policy.

This level of unrestricted reserves has been built up over the last few years and has permitted the charity to continue to fund its core development plans during a period when the funding for such expenditure has become ever more restricted. Contract income within and across the secure estate and prison education commissioning are both expected to increase over the next year which the Trustees hope will again deliver increasing contributions towards core costs.

There are no funds in deficit and the trustees have no uncertainties about the charity's ability to continue as a going concern based on the income in the year ahead.

Principal risks and uncertainties

Although Covid 19 curtailed much of our in person work in 2020, we adapted many of our programmes and feel prepared for 2022. Alongside our extensive activities during the lockdown period, we have been able to continue to plan and develop future work. We have a solid basis for our financial position over the next 12 months with a good base of secured income and a large range of possible new opportunities for development. Covid 19 has limited financial impact on this financial year.

The impact of Covid 19 on people in prison and their families is a priority concern for Safe Ground. Our work and function is only significant if it can support people in crisis or in need of our services. The risks facing Safe Ground for the year ahead continue to be financial stability- particularly in the context of a period of hiatus for all delivery and impact collection, funding priorities and access to our network of delivery sites for development work.

The Trustees decided not to implement the furlough scheme, but in consultation with the team, we decided to reduce our hours and continue to deliver quality services. As a result of this decision we have been able to ensure the impact of a range of new and existing interventions outlined above. The staff team have made a huge contribution and sacrifice to the organisation, and this may lead to a retention risk in the year ahead.

There are several new areas of work developing for us in the year ahead, all at early stages of agreement but significant as contributions to the new Probation formulation, new partnerships and delivery sites and we look forward to those coming to fruition efficiently. There is always a risk that work in advanced discussion can fail to materialise and for a small organisation like Safe Ground, often cashflow and projections seem not to correlate. While we are used to the perennial risks of delivering high quality services in an increasingly price focused environment, now more than ever we are aware of the risks ahead. The Trustees are engaged and actively involved in strategic thinking and planning and we work to future proof the organisation with our approach. We intend to improve our communications, raise our profile and sustain our impact, driving commissioning and philanthropic funding and transforming individual, group and institutional dynamics.

REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2021

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#### FUTURE PLANS

**The New Normal:** We await confirmation of the awards from Arts Council England for The New Normal project. We have begun to partner with relevant agencies to develop pioneering, accessible and engaging material for people in prison via digital routes. We are at the start of this with HMP Berwyn & HMP Wayland and are keen to work with HMPPS and others to create resources that can act as engagement, follow up, and complimentary resources to our face-to-face work on relationships, during, and after, the Covid19 restrictions. This project will see us work with prison education providers, in-cell TV providers, people in prison and their family members, Ministry of Justice and HMPPS representatives, artists, facilitators and broadcasters to design a complete module ready for production and inclusion in 'virtual' learning environments.

**Reed in Partnership:** Safe Ground to work with Reed in Partnership to deliver Human Citizenship and Community & Social Activities at the Croydon Activity Hub over a 28-month period to begin in June 2021.

**New delivery with the Forward Trust in Health and Well Being** probation contracts is in advanced negotiation due to begin in June 2021 for four years.

**In Prisons:** For 2022, despite the huge impact Covid 19 has had on people in prison and their families, we have a significant amount of relevant work in planning, and are ready to deliver our programmes face to face when this becomes available. HMP Parc will continue to deliver Fathers Inside and Man Up across two separate age groups on site. Covid is less of an interruption to delivery in this establishment as internal staff deliver with the support of Safe Ground team members on a quality assurance basis. We have contracted delivery of Man Up and Fathers Inside across both HMPs Wayland and Norwich. We will deliver these programmes as soon as appropriate.

**Our Own Stories:** is planned to continue until at least March 2022 and we very much hope to extend the service and develop an alumni package for women participants.

We will continue to publish our regular series of blogs (Critical Care) in coordination with The Zahid Mubarek Trust and Project 507 on the Centre for Crime and Justice Studies website.

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

##### Governing document

Safe Ground is a registered charity controlled by its governing document and a deed of trust. Its constitution is governed by Memorandum and Articles of Association dated 11 July 1995 as amended by special resolution dated 26 January 2011.

Safe Ground is also a limited company, limited by guarantee, as defined by the Companies Act 2006.

The Company is governed by a board of trustees, whose principal responsibilities are the setting and monitoring of the strategic direction of the organisation and the establishment of policy. All trustees give their time voluntarily and receive no financial benefits from the Company.

The board of trustees meets a minimum of four times a year. Individual trustees also have the responsibilities to support the CEO, who has the responsibility for the day-to-day management of the Company.

##### Recruitment and appointment of new trustees

Trustees are appointed by the board of trustees. The board seeks to ensure that there is an appropriate balance of experience and representation relevant to the operations of the Company.

Recruitment of new trustees is undertaken by the board through nomination and interview. Induction of new trustees is done through meetings with individual staff members, attending events and training sessions run by the Company and detailed discussion with other board members.

#### REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number  
03080847 (England and Wales)

Registered Charity number  
1048181

REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2021

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Registered office  
4th Floor Tuition House  
27-37 St George's Road  
Wimbledon  
London  
SW19 4EU

Principal address  
2 Langley Lane  
London  
SW8 1GB

Trustees  
Ms D Lennan - Chair  
Mrs T Fatima - Treasurer (appointed 12/11/20)  
Mr A Stebbings (resigned 1/4/20)  
Ms D Rodger  
Ms L Lines  
Mr J Rehouse  
Mr J Smith  
Ms J Bailey  
Mr R Lambe  
Miss G Wyld

Independent Examiner  
Hartley Fowler LLP  
Chartered Accountants  
4th Floor Tuition House  
27-37 St George's Road  
Wimbledon  
London  
SW19 4EU

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

Approved by order of the board of trustees on 8 December 2021 and signed on its behalf by:

Ms D Lennan - Chair - Trustee

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SAFE GROUND

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Independent examiner's report to the trustees of Safe Ground ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

### 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.

Jonathan Askew  
Institute of Chartered Accountants in England and Wales  
Hartley Fowler LLP  
Chartered Accountants  
4th Floor Tuition House  
27-37 St George's Road  
Wimbledon  
London  
SW19 4EU

9 December 2021



SAFE GROUND

STATEMENT OF FINANCIAL ACTIVITIES  
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted fund £	Restricted funds £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	185,920	43,555	229,475	218,139
Other trading activities	4	100	-	100	710
Investment income	5	77	-	77	248
Total		186,097	43,555	229,652	219,097
EXPENDITURE ON					
Charitable activities	6				
Charitable activities		163,110	29,874	192,984	252,395
NET INCOME/(EXPENDITURE)		22,987	13,681	36,668	(33,298)
RECONCILIATION OF FUNDS					
Total funds brought forward		99,326	1,155	100,481	133,779
TOTAL FUNDS CARRIED FORWARD		122,313	14,836	137,149	100,481

The notes form part of these financial statements

BALANCE SHEET  
31 MARCH 2021

	Notes	Unrestricted fund £	Restricted funds £	2021 Total funds £	2020 Total funds £
FIXED ASSETS					
Tangible assets	13	1,552	-	1,552	2,068
CURRENT ASSETS					
Debtors	14	2,291	-	2,291	7,629
Cash at bank and in hand		150,949	15,577	166,526	151,072
		<u>153,240</u>	<u>15,577</u>	<u>168,817</u>	<u>158,701</u>
CREDITORS					
Amounts falling due within one year	15	(32,479)	(741)	(33,220)	(60,288)
NET CURRENT ASSETS		<u>120,761</u>	<u>14,836</u>	<u>135,597</u>	<u>98,413</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		122,313	14,836	137,149	100,481
NET ASSETS		<u>122,313</u>	<u>14,836</u>	<u>137,149</u>	<u>100,481</u>
FUNDS	17				
Unrestricted funds				122,313	99,326
Restricted funds				<u>14,836</u>	<u>1,155</u>
TOTAL FUNDS				<u>137,149</u>	<u>100,481</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 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.

BALANCE SHEET - continued  
31 MARCH 2021

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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 8 December 2021 and were signed on its behalf by:

Ms D Lennan - Chair - Trustee

Mrs T Fatima - Treasurer - Trustee

1. STATUTORY INFORMATION

Safe Ground is a charitable company, limited by guarantee, registered in England and Wales. The company's registered number and registered office address can be found in the Report of the Trustees.

The presentation currency of the financial statements is the Pound Sterling (£).

2. 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.

The charitable company has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

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.

Income from donations or grants is recognised when the charity has entitlement to the funds, any performance conditions attached to the donations or grants have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from contracts in respect of services provided is recognised when, and to the extent that, performance occurs and is measured at the fair value of the consideration receivable.

Income deferred is shown within creditors.

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.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs

Since there is no direct cost to holding Trustee Board meetings and no Trustee Board expenses are reimbursed, governance costs only include the independent examination fee.

Allocation and apportionment of costs

Support costs include all those overhead costs of office, utility services and other services and costs, which are in support of the activity. They have been allocated to activity cost categories on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2021

2. ACCOUNTING POLICIES - continued

Tangible fixed assets

Plant and machinery	- 25% on reducing balance
Fixtures and fittings	- 25% on reducing balance

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Debtors

Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

Creditors

Creditors are recognised when the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount.

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

3. DONATIONS AND LEGACIES

	2021 £	2020 £
Donations	1,920	287
Grants	123,555	117,302
Contracts	104,000	100,550
	<u>229,475</u>	<u>218,139</u>

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2021

## 3. DONATIONS AND LEGACIES - continued

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

	2021 £	2020 £
The Tudor Trust	-	14,968
Dulverton Trust	-	27,500
The Emmanuel Kaye Foundation	29,166	4,167
John Armitage Charitable Trust	20,000	20,000
The National Lottery Community Fund	-	9,000
Aurum Charitable Trust	40,000	36,667
Goldsmith Fund	20,000	5,000
London Community Foundation	5,824	-
Clinks/HMPPS	4,000	-
London Healthy Partnership	4,565	-
	<u>123,555</u>	<u>117,302</u>

## 4. OTHER TRADING ACTIVITIES

	2021 £	2020 £
Fundraising events	<u>100</u>	<u>710</u>

## 5. INVESTMENT INCOME

	2021 £	2020 £
Deposit account interest	<u>77</u>	<u>248</u>

## 6. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 7) £	Support costs (see note 8) £	Totals £
Charitable activities	<u>155,316</u>	<u>37,668</u>	<u>192,984</u>

## 7. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2021 £	2020 £
Staff costs	144,988	150,129
Printing, postage and stationery	5,772	1,869
Conferences, events and business development	2,060	3,621
Freelancers	1,875	33,784
Travel	621	15,756
Project Production Costs	-	222
Research materials	-	1,500
	<u>155,316</u>	<u>206,881</u>

## 8. SUPPORT COSTS

	Management	Finance	Information technology	Governance costs	Totals
	£	£	£	£	£
Charitable activities	<u>27,316</u>	<u>6,705</u>	<u>1,247</u>	<u>2,400</u>	<u>37,668</u>

Included in finance costs is £nil (2020: £360) in respect of fees charged by the Independent Examiner for the provision of payroll services.

Support costs, included in the above, are as follows:

## Management

	2021 Charitable activities £	2020 Total activities £
Insurance	4,534	3,723
Telephone	1,492	1,503
Sundries	1,226	1,023
Rent	17,140	26,773
Office equipment	-	1,282
Staff training	2,408	1,478
Depreciation of tangible and heritage assets	<u>516</u>	<u>689</u>
	<u>27,316</u>	<u>36,471</u>

## Finance

	2021 Charitable activities £	2020 Total activities £
Bank charges	138	209
Financial outsourcing	<u>6,567</u>	<u>5,749</u>
	<u>6,705</u>	<u>5,958</u>

## Information technology

	2021 Charitable activities £	2020 Total activities £
Computer running costs	<u>1,247</u>	<u>685</u>

## Governance costs

	2021 Charitable activities £	2020 Total activities £
Independent examiners' fee	<u>2,400</u>	<u>2,400</u>

# SAFE GROUND

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2021

### 9. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2021 £	2020 £
Depreciation - owned assets	<u>516</u>	<u>689</u>

### 10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020.

### 11. STAFF COSTS

	2021 £	2020 £
Wages and salaries	126,303	129,713
Social security costs	8,581	10,336
Other pension costs	10,104	10,080
	<u>144,988</u>	<u>150,129</u>

The average monthly number of employees during the year was as follows:

	2021	2020
Charitable project staff	<u>4</u>	<u>4</u>

No employees received emoluments in excess of £60,000.

The key management personnel compensation during the year was £54,027 (2020: £58,685).

### 12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	190,004	28,135	218,139
Other trading activities	710	-	710
Investment income	248	-	248
Total	<u>190,962</u>	<u>28,135</u>	<u>219,097</u>
EXPENDITURE ON			
Charitable activities	208,334	44,061	252,395
NET INCOME/(EXPENDITURE)	<u>(17,372)</u>	<u>(15,926)</u>	<u>(33,298)</u>



## 12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £	Restricted funds £	Total funds £
RECONCILIATION OF FUNDS			
Total funds brought forward	116,698	17,081	133,779
TOTAL FUNDS CARRIED FORWARD	<u>99,326</u>	<u>1,155</u>	<u>100,481</u>

## 13. TANGIBLE FIXED ASSETS

	Plant and machinery £	Fixtures and fittings £	Totals £
COST			
At 1 April 2020 and 31 March 2021	<u>22,476</u>	<u>1,936</u>	<u>24,412</u>
DEPRECIATION			
At 1 April 2020	21,166	1,178	22,344
Charge for year	<u>327</u>	<u>189</u>	<u>516</u>
At 31 March 2021	<u>21,493</u>	<u>1,367</u>	<u>22,860</u>
NET BOOK VALUE			
At 31 March 2021	<u>983</u>	<u>569</u>	<u>1,552</u>
At 31 March 2020	<u>1,310</u>	<u>758</u>	<u>2,068</u>

## 14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Prepayments and accrued income	<u>2,291</u>	<u>7,629</u>

## 15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Social security and other taxes	3,817	3,722
Other creditors	1,262	-
Accruals and deferred income	<u>28,141</u>	<u>56,566</u>
	<u>33,220</u>	<u>60,288</u>

Accruals and deferred income includes deferred income of £25,741 (2020: £54,166).

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2021

## 16. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2021 £	2020 £
Within one year	20,670	18,603
Between one and five years	15,503	-
	<u>36,173</u>	<u>18,603</u>

## 17. MOVEMENT IN FUNDS

	At 1/4/20 £	Net movement in funds £	At 31/3/21 £
Unrestricted funds			
General fund	99,326	22,987	122,313
Restricted funds			
The Emmanuel Kaye Foundation	-	9,116	9,116
London Healthy Partnership	-	4,565	4,565
The National Lottery Community Fund	1,155	-	1,155
	<u>1,155</u>	<u>13,681</u>	<u>14,836</u>
TOTAL FUNDS	<u>100,481</u>	<u>36,668</u>	<u>137,149</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	186,097	(163,110)	22,987
Restricted funds			
Clinks/HMPPS	4,000	(4,000)	-
The Emmanuel Kaye Foundation	29,166	(20,050)	9,116
London Community Foundation	5,824	(5,824)	-
London Healthy Partnership	4,565	-	4,565
	<u>43,555</u>	<u>(29,874)</u>	<u>13,681</u>
TOTAL FUNDS	<u>229,652</u>	<u>(192,984)</u>	<u>36,668</u>

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2021

## 17. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1/4/19 £	Net movement in funds £	At 31/3/20 £
Unrestricted funds			
General fund	116,698	(17,372)	99,326
Restricted funds			
The Henry Smith Charity	17,081	(17,081)	-
The National Lottery Community Fund	-	1,155	1,155
	<u>17,081</u>	<u>(15,926)</u>	<u>1,155</u>
TOTAL FUNDS	<u>133,779</u>	<u>(33,298)</u>	<u>100,481</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	190,962	(208,334)	(17,372)
Restricted funds			
The Emmanuel Kaye Foundation	4,167	(4,167)	-
The Henry Smith Charity	-	(17,081)	(17,081)
The National Lottery Community Fund	9,000	(7,845)	1,155
The Tudor Trust	14,968	(14,968)	-
	<u>28,135</u>	<u>(44,061)</u>	<u>(15,926)</u>
TOTAL FUNDS	<u>219,097</u>	<u>(252,395)</u>	<u>(33,298)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1/4/19 £	Net movement in funds £	At 31/3/21 £
Unrestricted funds			
General fund	116,698	5,615	122,313
Restricted funds			
The Emmanuel Kaye Foundation	-	9,116	9,116
The Henry Smith Charity	17,081	(17,081)	-
London Healthy Partnership	-	4,565	4,565
The National Lottery Community Fund	-	1,155	1,155
	<u>17,081</u>	<u>(2,245)</u>	<u>14,836</u>
TOTAL FUNDS	<u>133,779</u>	<u>3,370</u>	<u>137,149</u>

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2021

## 17. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	377,059	(371,444)	5,615
Restricted funds			
Clinks/HMPPS	4,000	(4,000)	-
The Emmanuel Kaye Foundation	33,333	(24,217)	9,116
The Henry Smith Charity	-	(17,081)	(17,081)
London Community Foundation	5,824	(5,824)	-
London Healthy Partnership	4,565	-	4,565
The National Lottery Community Fund	9,000	(7,845)	1,155
The Tudor Trust	14,968	(14,968)	-
	<u>71,690</u>	<u>(73,935)</u>	<u>(2,245)</u>
TOTAL FUNDS	<u>448,749</u>	<u>(445,379)</u>	<u>3,370</u>

## Clinks/HMPPS

Funding for the adaptation of the Family Man and Fathers Inside group work programmes.

## The Emmanuel Kaye Foundation

A portion of this fund is reserved for the printing of materials for the new Fathers Inside/Family Man programme. The remaining fund goes primarily towards the Programmes Coordinator salary and core costs.

## The Henry Smith Charity

Funds contributing towards the core costs of the Programmes Manager and the Executive Director to deliver prison work.

## London Community Foundation

This grant was towards the creation and distribution of a creative journal, Thinking Space, to women across London and in prison.

## London Healthy Partnership

Funding to provide a programme to reduce anxiety through reading and creative writing in a therapeutically informed group. Members read together and share feedback.

## The National Lottery Community Fund

This fund was directly for the research of welfare beds in secure settings. This project has so far led to a significant policy change in a metropolitan region where the advisor to the PCC has stated he will no longer be working towards the building of a new secure children's unit, but rather, a radical alternative that will offer children less punitive responses and more therapeutic care.

## The Tudor Trust

The grant from the Tudor Trust funds the salary of the Development Director and the CEO's salary to enable her to dedicate time to fundraising. It also funds external consultancy and assistance with funding applications.

18. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2021.