

Kent Association for the Blind

(A Company Limited by Guarantee)

Report & Financial Statements

Year ended 31 March 2022

Charity Number 1062354

Company Number 03339912

www.kab.org.uk

Kent Association for the Blind Trustees' Annual Report for the year ended 31 March 2022

The Trustees present their annual report together with the financial statements and auditor's report of the charitable company for the year ended 31 March 2022, which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes. The financial statements comply with the Charity Act 2011, the Companies Act 2006, the Memorandum, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable in the UK (effective January 2015) updated by bulletin 1.

Our Objectives and Activities

The aim of Kent Association for the Blind (KAB) is to support sight-impaired people to live independent lives. We believe that anyone who has a visual impairment should be able to live a fulfilled, healthy and safe life, exercise self-determination and make informed choices, and achieve their own personal goals. In our Articles of Association our purpose is described as the "relief of blind and partially sighted persons and the prevention of sight loss and blindness..." primarily in Kent, Medway and the London Boroughs of Bromley and Bexley. We fulfil our purpose by providing a comprehensive rehabilitation and support service to sight impaired people, and by raising awareness of eye health and the impact of sight loss. This year we increased our provision of services to the Deaf Community as part of a pan sensory contract commissioned by Kent County Council. We subcontracted this work to two organisations providing deaf services in Kent.

It should be acknowledged that 2021/22 continued to be affected by Covid 19 and whilst our core objectives remained the same, our delivery model remained similar to 2020/21 and some services were significantly altered to respond to Covid 19 restrictions. Towards the end of the year we reopened many face to face services but we will continue to provide online and telephone services to those clients who request them.

This report describes the work we do, looks at what we have achieved over the last 12 months, and highlights some of our future plans. In reviewing outcomes and planning for the future, KAB's Trustees refer to Charity Commission guidance and ensure that the Charity's activities fulfil both the Commission's public benefit criteria and KAB's charitable objectives.

KAB's Clients and Services

KAB offers help to anyone who is sight impaired: people of any age and at any stage of their sight loss journey. We have over 12,500 visually impaired clients, and for every one of them, poor sight impacts their daily lives. To reduce the impact of sight loss, we provide practical training, advice, support and equipment, and we also support families, carers, schools and employers.

Our operational area is large, and covers both urban and rural areas. Services are delivered from three Sight Centres in Maidstone, Canterbury and Bromley, and two office bases in Gravesend and Medway. We also have one staff member supporting people in the London Borough of Bexley and we deliver other Rehabilitation services in the London Borough of Lewisham.

The main areas of charitable activity which deliver public benefit are:

- Rehabilitation Services, including Eye Clinic Liaison Officer support (ECLO)
- Assistive Technology training and advice
- One-to-One Support Services for blind and deafblind clients
- Talking Newspapers
- Transcription Services
- Social and Leisure Clubs
- Training for Professionals
- Occasional short term developmental and pilot projects
- Volunteer opportunities and placements

KAB is committed to collaborative working and is active within the sight loss sector to ensure best practice is shared, and effort isn't duplicated. Over the last year we have contributed to and benefited from our membership of Visionary (the umbrella body for

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local associations), this included our CEO taking on the Chair's role within the London & South East Region CEO network and the Chair of Trustees joining the visually impaired Chair and CEO group. The Chair of Trustees is also a part of the Visionary Group.

Rehabilitation Services

This is by far our largest area of charitable activity. The backbone of rehabilitation – or 'rehab' – is practical training that helps people learn new skills to manage daily tasks at home and in the community. This individually tailored support is normally delivered one-to-one in peoples' homes, but is also carried out in small groups at our centres.

KAB provides rehab services under contract to Kent County Council (KCC), Medway Council and the London Borough of Bromley, for whom we discharge all the statutory responsibilities for supporting sight-impaired people. We also provide ECLO support in the London Borough of Bexley and have a spot purchase contract to carry out rehabilitation support with London Borough of Lewisham. We are pleased to note that our services continued throughout the Covid 19 pandemic.

One-to-One Support Services

We run three similar services that provide one-to-one support in the community, enabling clients to maximise their independence:

- The Guide Communicator (GC) Service, which supports people with dual sensory impairment, also known as deafblindness.
- The Sight Support Service, which supports people who have sight loss.
- The Intervenor Service, which supports congenitally deafblind people who also have a learning disability or other complex needs.

One-to-One Support is charged at an hourly rate, and is financed either by statutory social care (including care managed budgets, Direct Payments or client-controlled Personal Budgets), by clients themselves, or by a combination of sources. The service is flexible, and clients receive as much or as little input as they need on a regular basis. Call-off contracts are in place with Bromley Council and KCC, and the service also operates in Medway.

In order to increase awareness and understanding of these services, a rebranding exercise was undertaken. This included market research, a staff competition to generate potential names and extensive market testing with Clients and Stakeholders to choose a new name for the Service. The rates charged by the Service have also been reviewed, having been static for an extensive period, to ensure the offer remains sustainable for the future. Both the launch of the rebrand and the implementation of the new rates was paused until April 22 due to Covid-19.

Assistive Technology

Almost every week, new apps and devices are launched that have the potential to increase independence, promote wellbeing and transform the lives of sight-impaired people. Our Rehab Workers are highly skilled and knowledgeable about how new technology can help our clients, and we provide regular training to make sure they maintain their skills. The pace of change is so fast that we also employ specialist Assistive Technology staff to provide bespoke advice and tuition to our clients. This normally takes place in IT Suites in our Sight Centres, and in clients' homes however to comply with government guidelines during the Covid 19 pandemic we adapted our approach and provided a more mobile, outdoor home based approach.

Talking Newspapers and Transcription Services

KAB has been providing free Talking Newspapers (TNs) since the 1970s. However over the past number of years the numbers of listeners has rapidly declined. In 2021 the SMT carried out a review of our Talking News Service and sadly made the recommendation to

Kent Association for the Blind Trustees' Annual Report for the year ended 31 March 2022 (continued)

Trustees that the service was in decline and no longer viable. Listeners accessing the service regularly dropped to below 100 and on occasion below 50 on a weekly basis.

Our Transcription Service is a 'sister service' to TN, in that it uses the same equipment, office space, staff and volunteers. The Transcription Service produces accessible materials in audio, Braille, digital formats and large print, which is of huge benefit to the charity's clients, visually impaired volunteers, trustees and staff. We also provide small scale transcription for external bodies such as Councils and GPs, and continue to see a slight increase in uptake due to the new Accessible Information Standard, introduced in summer 2016, which requires all publicly funded health and social care providers to record and provide information in clients' preferred formats.

Training - Short Courses

KAB is an approved Open College Network (OCN) provider, and we deliver accredited courses in Understanding Visual Impairment, Understanding Deafblindness, Understanding Hearing Impairment, and Understanding Assistive Technology. We use these to train both our own staff and external learners who want to gain a better understanding of the issues surrounding sensory impairment. We also deliver non-accredited short courses tailored to the needs of different learners; these are adapted from approved course content, so quality is consistently high.

We aim to encourage uptake of all forms of training because this increases awareness of sight loss, which in turn benefits our clients, so we are pleased to report that enquiries about bespoke courses has been particularly high in the past year. Due to COVID 19, adaptations were made to move our courses online. This proved to be very successful and although we have reopened face to face training we are still providing some courses on line and will continue to do so.

Clubs, Groups and Client Support

Pre Covid 19 KAB had a network of 46 social and leisure clubs across the region, providing leisure and social opportunities and peer support. Each club is supported by dedicated volunteers who arrange activities and entertainment, act as drivers and escorts, and help to raise funds. For some members, this may be the only face-to-face social contact of the week, so the clubs also act as something of a 'safety net' for some elderly and vulnerable visually impaired people, with volunteers ensuring that KAB is called in if someone needs help. We have also seen an increase in more active clubs of younger people, including arts, photography and leisure groups. KAB began to reopen our clubs, however the landscape has changed and some clubs felt unable to continue. Volunteer Coordinators have been supporting our club leaders to find new members and volunteers.

KAB provides financial support to Clubs via an annual grants programme, and also by meeting volunteers' expenses and providing insurance cover. The Charity also provides non-financial support such as recruiting and training volunteers, carrying out Disclosure and Barring Service checks, and helping with publicity. Our staff visit at least every six months to offer advice and support to both members and volunteers. All KAB Clubs sign up to a Handbook, which aims to ensure they operate safely and fairly and that members' needs are met as well as possible.

Kent Association for the Blind Trustees' Annual Report for the year ended 31 March 2022 (continued)

Strategic Report

Achievements and Performance

As previously noted Covid 19 continued to affect the way in which we delivered our services at KAB. However, we remain very proud of the way our organisation proved its resilience and continued to deliver services to our clients throughout the pandemic. We were agile in the way we changed course and adapted our services to current guidelines. We reinstated face to face services when appropriate to do so and under government guidance. We continued to provide regular updates to staff, Trustees and Volunteers. We are grateful to our local authorities for their continued support, particularly with emergency infection control funding and PPE. Although many challenges, our staff worked tirelessly to ensure our clients received excellent services and our organisation thrived under difficult circumstances.

Rehabilitation Services

Contracts

2021/22 was the first year for KAB as Lead Provider of Kent County Council's (KCC) Adult Sensory Wellbeing contract. Due to additional priority areas identified with KCC during the mobilisation period, KAB has introduced a second sub-contractor to their delivery partnership. BSL Community CIC is a deaf-led organisation who are sub-contracted to provide information, social and wellbeing services to users of British Sign Language.

In Medway, a contract variation has been used to combine our two contracts for work with children and adults. The new combined contract has been extended for 2 years, until December 2023. To support commissioners in securing the extension, KAB worked with other members of the Better Together Consortium, a group of five providers commissioned simultaneously in 2018/19, to provide information on collective achievements and the shared forward plan.

Covid-19 response

This year saw KAB continue to respond to the ongoing Covid-19 pandemic. KAB's Health and Safety representatives have continued to meet regularly to review and update KAB's guidance for service delivery, in line with government legislation.

In October 2021 we received a grant of £105,824.56 from KCC's Contain Outbreak Management Fund. This fund was intended to:

- Support people with sensory impairments who have been disproportionately affected by the pandemic
- Enable people to re-access their communities safely
- Help prevent and control local outbreaks of covid-19

KAB used grant agreements to share this fund with 3 other providers – BSL Community CIC, The Mess Room CIC and HI Kent; in order to provide a range of support and reach people with different sensory and communication needs. Collectively, the providers offered a range of initiatives, including:

- Accessible information regarding covid-19 guidance
- Support to access vaccination or testing
- Additional social and wellbeing activities, including outdoor events
- A virtual art programme

Another aspect of Covid-19 recovery saw KAB's face to face social groups resume from July 2021. Extensive support was provided by KAB's Volunteer Coordinators to update risk assessments, find new premises for groups and match new volunteers with clubs, where required.

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New initiatives

The pandemic has reinforced the importance of technology for our service users and KAB has responded by introducing a new **Assistive Technology loan scheme**. Funded by an innovation grant from Bromley Third Sector Enterprise (£38,787) and KAB's Summer 2021 fundraising appeal, the scheme provides technology (such as mobile phones or laptops with speech software) to service users on long term loan – alongside training and support to ensure the equipment is as helpful as possible.

In 2021, we published a new **prevention strategy** to reinforce our commitment to preventing and reducing avoidable sight loss, while also seeking to increase awareness of this strategic aim amongst our stakeholders. The strategy highlights:

- Our target audience
- What we want to achieve
- How we will achieve it
- How we will measure our success

The strategy has already contributed to changes to new staff induction programmes and has also resulted in a new KAB leaflet about Good Eye Health.

2021 also saw the launch of **Iris**, KAB's new mobile sight centre. The aims of Iris are to:

- Raise KAB's profile, awareness of local services and of sensory impairments.
- Reach more people with sight impairments, especially hard to reach groups including people living in rural areas or from minority communities.
- Promote KAB's Prevention Strategy, helping to reduce avoidable sight loss amongst the general public through increased awareness of good eye health.

Between August 2021 and March 2022, Iris reached over 1200 people at a range of locations, including schools, sporting events and day centres. Thanks to the generous support of our funders, sponsors and suppliers, Iris is extremely well equipped with the latest technology and equipment for our friendly on-board experts to demonstrate to service users, their families and carers.

In 2021, KAB joined a second consortium, '**Medway Together**' to work in partnership using Community Renewal Funding on a project led by Medway Council, the University of Greenwich and the Central YMCA. The project is focused on supporting local people into employment, education or training. KAB is working on addressing barriers to employment for sight impaired people, with initiatives to support both employers and service users.

Award success

In September 2021, KAB was proud to be a Charity of the Year finalist in the Kent Charity Awards, in the category of Disability or Mental Health. The nomination was focused on our Covid-19 response and using innovative ways to deliver services.

Our Counselling service was also recognised in 2021, as a winner at the Kent Mental Health and Wellbeing Awards. This is a person centred service which has grown significantly over the last two years, in response to increased awareness and need. The service uses a combination of qualified and trainee counsellors, therefore also helping to support the development of local professionals and specialist knowledge of the challenges affecting people with sight impairments.

In March 2022, KAB received a recognition award from Healthwatch Kent. This was to celebrate our collaboration to improve the accessibility of Covid-19 testing for people with sight impairments and other access needs.

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Talking Newspapers and Transcription Services

This year has been spent reviewing the Talking News service with a view to either increasing listenership or closing the service. Sadly, although we piloted new ways of delivering the newspaper editions utilising readers at home throughout the pandemic, we were unable to attract new listeners. Trustees are aware that in line with national trends, Talking News in recent years has seen falling listener numbers, with older clients sadly passing on and a younger generation being able to access information independently from a growing range of media and not needing to take up the service.

Whilst we are aware of how much of a difference the service continues to make to those older and often house bound sight impaired clients who aren't able to access their local news via other methods we are mindful of the increasing resource required to keep this service active. Following the review Trustees were asked to approve the recommendations that we cease providing a Talking News service in 2022. We are researching alternative ways to get information to our listeners.

Our Transcription service suffered greatly from the pandemic and is still not working to full capacity due to the lack of take up from external organisations. A key aim for 2022/2023 is to implement a marketing strategy with the aim of promoting awareness of the service and increasing our customer base and income.

Training

As a result of COVID 19 we reviewed our training strategy and identified new ways of delivering our training courses. We moved our short courses online and adapted our Environmental Assessments for online use as well. Our Fundraising Team have been very successful in recruiting new corporate supporters which in turn has led to an increased demand for our training. The involvement in the Medway Together project has seen an increase in requests for Environmental Assessments and this is an area of growth for the Training Department. Although the Training Department has recommenced it's face to face training there is still a need for online courses which we will continue to meet.

Clubs and Social Groups

Some of our clubs began to reopen from July 2021 although sadly some club coordinators have resigned and other clubs decided not to reopen as members were not keen to come back after a long period of shielding. We are very grateful to those Club Leaders and volunteers who continue to provide a much needed social outlet for our clients and Volunteer coordinators continue to work closely with the Club Leaders to advise of changes to health and safety and to help recruit new club volunteers.

Volunteering

Although some of our volunteers continued to shield and self-isolate during 2021/22 we are very proud of the resilience of our volunteers who quickly helped us adapt from online contact with our clients to face to face delivery. We have retained our telephone befriending and online support for those that wish to continue receiving services this way. KAB rely heavily on our volunteers to help us deliver our range of services and we are incredibly grateful to all those who give their time and skills so enthusiastically. Our Volunteer Coordinators are keeping in contact with our volunteers and although sadly we have lost some long standing volunteers we are immensely grateful to our newly recruited volunteers who are giving freely of their time to support our great work. Trustees would like to express their sincere thanks and good wishes to every one of them.

Kent Association for the Blind Trustees' Annual Report for the year ended 31 March 2022 (continued)

Projects

Project income has increased from £109,130 in 2020/21 to £212,268 in 2021/22. We continue to deliver Rehabilitation Services to LB Lewisham and partner with colleagues in Medway to deliver both the Better Together project and the Medway Together programme.

Financial Review

In the year ending March 2022, the Charity's principal funding continued to come from Grants, Fundraising and Legacies.

Income from all areas increased by £129,510 to £2,758,828 for the year ended March 2022 due to an increase in statutory funding. Income was used to meet KAB's charitable objectives with rehab services being the single largest areas of expenditure at £2,060,609.

Total expenditure for the year totalled £2,995,597 resulting in a deficit of £151,275 after investment gains, compared with a surplus of £417,074 in the previous year which was as a result of a large unaccounted for legacy. The planned deficit for the year was £347,448 resulting in positive variance of £196,173.

Fundraising

Total Fundraising income finished the financial year at £685,303, reflecting a negative variance of £22,647 against budget. Whilst some areas including our events over-performed we were impacted by the decline in community income, corporate and trusts and foundations. In part this decline was attributable to not having key staff in post but also the challenges of the external fundraising climate also.

KAB has seen a decrease in fundraising income of 42% when comparing previous year's income; we remain acutely aware of the importance of addressing this trend. Throughout these ongoing turbulent times the generosity and support from so many has enabled us to continue to raise much-needed funds at a time when the increasing demands on our services and support continues.

Legacy income totalled £371,642. The Trustees are grateful to the kind supporters who have remembered KAB in their wills and through donations in memory.

Donations from the Community, Corporates, Events and Individual Fundraising have been predictably the hardest hit throughout the last financial year as the fundraising landscape continues to evolve. With the pandemic surging again at the end of '21 we sadly had to cancel our celebratory plans for our Carol Concert at Rochester Cathedral incurring costs with no expected income from ticket sales.

Highlights of the year included our Superhero Family Run which took place in August '21 following the initial cancellation in our Centenary year. This event was the culmination of much hard work and investment. It is thanks to our sponsors and supporters who enabled us to deliver a high profile successful fun event highlighting accessibility for all whilst raising vital funds. We will continue to build on our success in years two and three ensure the event is bigger and better.

Fundraising expenditure has been closely monitored and investments made wisely despite rising costs. Our focus on income streams with the greatest return on investment have been critical to our success whilst essential development of our marketing collateral continues. Set up costs for our inaugural Superhero event for year one were predictably high but definitely worth the investment.

Following the official launch of our new Mobile Sight Centre, Iris, in September 21 we are delighted with the success and impact of taking our services and support to the communities across the county. Iris has been very well received and a catalyst for multi-faceted messaging and engagements having attend 34 events, received over 1,430 visitors

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including 95 referrals in the first seven months. We will continue to build upon this success and strive to increase footfall and reach going forwards. KAB remain enormously grateful to the generous funders who have enabled us to realise our ambitions through their financial support and Gifts in Kind donations. We continue to raise funds for on-going costs and are thankful for this continued support.

The implementation of a new database, Raiser's Edge, has been much needed and the benefits will be realised in the future. Training and integration has taken most of the year but implementation is being progressively rolled out and we will soon be realising the full value across the entire organisation. Whilst we continue to protect the integrity of our data we strive to improve the quality of our records and boost our engagement and number of supporters.

Our marketing and communications continues to be our priority with vital investment in our website, social media platforms and marketing collateral essential to maintain key messaging and engagement. We are incredibly proud of releasing our bumper 'Connect' Newsletter in Autumn '21 with a wide range of information and advice which was well received. It is thanks to our key sponsors who enabled us to provide such vital well received information.

The Fundraising Team have remained resilient and agile throughout this challenging period, responding well to the shifting trends in income generation as well as the external factors beyond our control. Recruitment has been at the forefront of our challenges and for most the financial year we have been short staffed (including a secondment) with critical targets being compromised. The commitment and dedication of the team throughout has been exemplary and they are all to be commended on their superb hard work.

We are registered with the Fundraising Regulator and we are committed to following their Code of Fundraising Practice so as to ensure that the public, including vulnerable people, are protected from unreasonable or intrusive approaches. KAB carries out all fundraising activities in line with recognised standards. We are also registered as a Data Controller and Data Processor with the Information Commissioner's Office and are compliant with General Data Protection Regulation requirements.

Investment Powers and Policy

The charity's investment approach for the year was to both grow the real value of investments whilst managing return and risk in the context of uncertain financial markets, and to maximise bank interest from cash held on deposit. The Trustees employ Coutts & Co. investment managers to achieve this aim, using full discretionary powers of investment, but taking a medium to low-risk approach with a clear benchmarked target.

Investment income including bank interest increased to £24,509 in 2021/22 from £22,720 in 2020/21.

In reviewing the investment policy, the Trustees have considered any ethical restrictions they should apply and are mindful of the need to avoid undermining the credibility of KAB by profiting from, or providing capital to, activities which might be connected to those which are detrimental to eye health. KAB only holds collective investments, and as such is not at risk of investing directly in such companies. We also meet regularly with our investment managers and monitor our portfolio to ensure an adequate level of scrutiny of any potential exposure.

Reserves Policy

KAB's Trustees consider that holding reserves is an essential part of their duty of governance. The Reserves Policy is reviewed every February to coincide with the budget setting and strategic planning timetable and the review of the Investment Policy and Risk Register.

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The policy for 2021/22 was to hold reserves of £390,000 (2020/21 £390,000) to cover the risks associated with loss of income necessitating winding down some or all of the organisation, loss of key workers, investment risk and the risk of legacy income being below budget. Unrestricted funds at 31 March 2022 totalled £1,892,136 (2021: £1,998,532). Trustees recognise that some reserves are required to deliver unfunded services which are intrinsic to KAB's work. This will result in a planned deficit while alternative funding is sought.

Total funds of the Charity as at 31 March 2022 were £3,941,809 (2021: £4,093,084).

The designated funds at 31 March 2022 totalled £1,522,295 (2021: £1,538,237). Details of these funds are provided in note 18. Funds were designated to cover building maintenance, equipment and ICT maintenance and replacement, and project continuation and development. In addition, funds designated that are associated with projects namely ECLO, AT, Training, Talking News and Transcription all represent the cost of the services for a period of one year or less. The maintenance fund represents costs which could be incurred over the course of the next three years and the ICT equipment and replacement represents costs likely to be incurred in the next one to five years. A fixed asset fund represents the value of the fixed assets as these are operating assets and not available for charitable expenditure.

Trustees are confident that their approach to reserves will enable them to maintain current work programmes in the year ahead even with the planned deficit budget, and to complete planned work in the event that income streams are adversely affected.

The restricted funds at 31 March 2022 totalled £527,378 (2021: £556,315). Details of these funds are provided in note 19.

Plans for future Periods

The Trustees recognise the need to continue where possible to reduce any budget deficits. We have identified our key priority areas where we would hope to secure alternative means of funding and help reduce the subsidy from KAB reserves. This includes exploring new funding streams for our Eye Clinic Liaison Officers (ECLO's) our Counselling Service and our pan sensory work.

As detailed above, our Mobile Sight Centre (Iris) has completed her first year and has been very successful in extending our coverage around the county. We have an exciting new strategy in place for Iris for 2022/23 to make sure to enable us to reach more existing and potential service users. We are very grateful to our sponsors and supporters for their continued involvement and we are aiming to improve our profile county wide next year. This continues to be a very exciting venture for KAB and Trustees look forward to hearing of Iris's successes next year.

Our Counselling Service continues to grow and we will need to expand the service to meet this growing demand. We are now able to see clients at more locations throughout the county and will shortly be extending the service to our Bromley clients also.

We are keen to work with Medway's VCS Transformation Academy and will be hoping to join the Transformation Alliance in 2022/23. This will give us new opportunities to further our relationships within the VCS in Medway and may also help KAB to save money with more collaborative working (i.e. joint procurement initiatives)

Going concern

The trustees have assessed the operational and financial impact in the Strategic Report on pages 5 and 6. Trustees reviewed potential risks to KAB and Trustees note that whilst the impact of the Covid pandemic had both financial and non-financial implications, in the main KA is in a positive position. Therefore, KAB remains stable and has not been adversely affected.

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Reference and administrative details

Company Number 03339912
Charity Number 1062354
Registered Office 72 College Road
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 Kent ME15 6SJ
 Tel 01622 691357

Our Advisors

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 Kent ME14 1ST

Auditors Azets Audit Services
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 Ashford,
 Kent TN23 1FB

Investment Managers Coutts & Co
 Wellington Gate
 7-9 Church Road
 Royal Tunbridge Wells
 Tunbridge Wells TN1 1HT

Our Directors and Trustees

Honorary Officers

Mrs. Hazel Groves	Chair
Mrs. Jenni Terry	Vice Chair
Mr. James Burke	Honorary Treasurer

Other Trustees

Mr. Michael Benson
Mrs. Kathryn Bosley
Mr. Anthony Blackman
Mr. Anthony Colwell
Mr. Malcolm Ketley
Mr. Leonard Spiller

Company Secretary
Mrs Eithne Rynne

Our Senior Management Team and Key Management Personnel

Eithne Rynne	Chief Executive
Andrea Forsythe	Head of Finance
Sue Piper	Head of Fundraising
Vanessa Stanley	Head of HR
Katherine Barr	Head of Client Services

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Structure, Governance & Management

Legal and Administrative Status

KAB is a charitable company limited by guarantee, incorporated on 25 March 1997, and is also a registered charity. The company is governed under its Articles of Association which were updated in October 2009.

Governance

The trustees meet at least quarterly, and each year, one third of the longest serving trustees retire by rotation and are eligible for re-election. The Board can appoint new trustees at any point during the year. Our aim is to have at least a third of the Board representative from our client base.

Trustees are recruited via an open process in order to meet identified skills and knowledge gaps, and all new Trustees go through an induction process which includes visits to various areas of the charity, and opportunities to shadow staff and undertake training. A Trustee Handbook underpins induction, and sets out the role of the Board, the role of individual Trustees and officers, relationships with staff, guidelines for performance appraisal, a code of conduct and a conflict of interests policy.

No Trustee receives remuneration or other benefit from their work with the charity.

The only permanent sub-committee is the Finance Sub-Committee, which comprises the Chair, Vice-Chair and Hon. Treasurer, and is attended by the Chief Executive and Head of Finance. This sub-committee meets before every full Board meeting and reports back to the Board verbally and in writing.

Governance information is available digitally and in audio, Braille or large print for staff and Trustees who have a sensory impairment; KAB also provides Guide Communicators or other support as required at Board meetings and other Trustee events.

Organisational Structure & Management

Day to day responsibility for service provision and ensuring that charitable and strategic aims are met is delegated to the Chief Executive, who is supported by a Senior Management Team.

During the year, KAB had on average 111 staff (66.74 full time equivalent) across five office bases. KAB aims to ensure that it has appropriate procedures in place to ensure staff are able to be fully engaged in all areas of the charity's work and are given appropriate training, support and guidance to carry out their roles effectively. KAB maintains its Investor In People status and is an accredited Disability Confident Employer.

The pay of Key Management Personnel is agreed at board level. Pay scales are agreed based on extensive reviews of the pay rates of similar roles within the comparable charity sector. Management staff progress along pay scales based on length of service and satisfactory performance in the same way as all KAB staff. A salary benchmarking exercise was carried out by the trustees this year.

Throughout this report we mention our wonderful volunteers. Although very different this year due to the pandemic volunteers generally support rehab services by driving clients to meetings and appointments, delivering equipment, home visiting and befriending, and helping people to read their mail and manage their home affairs. Volunteers help run our clubs, help at events, ensure that the low vision clinics at our Sight Centres run smoothly, record our local Talking Newspapers, and help us with many of our back room functions like administration and fundraising. We are enormously grateful to them all.

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Related Parties and Connected Charities

Any connections between a trustee or senior manager and KAB's suppliers, funders, or key stakeholders must be disclosed in line with KAB's Conflict of Interest policy. In the current year no related party transactions were reported.

The charity commits staff time and resources to collaborative working and staff are involved in many strategic groups both nationally and regionally, all with the ultimate aim of improving the lives of sight impaired people. However, this joint working is informal and KAB has no connected charities.

Principal Risks and Uncertainties

Potential risks to KAB, our beneficiaries and staff are reviewed regularly and detailed in a Risk Register. Gross risk is measured in terms of likelihood of occurrence and severity of impact, then the controls that we have in place are assessed to produce a retained or 'net' risk level.

The three most significant net risks to the charity in the current year are inability to deliver services due to Covid 19, loss of contracts and tendering risk and data security risk. The risks associated with COVID 19 have also been added to the Risk Register and a separate COVID 19 exit strategy report developed.

Risks to income are being addressed by the continued focus on the effectiveness of the fundraising strategy and making changes where needed, the regular monitoring of cash flow, looking at the possibility of increasing Guide Communicator fee income (put on hold due to pandemic) and holding adequate cash reserves to cover the medium term shortfall.

Contract and tendering risk refers to the potential loss of Local Authority funding, which could pose a major threat to KAB as a whole and potentially to the quality of service received by users. This risk is being addressed by ensuring that we have good knowledge of the sector environment and strong relationships with partner agencies, growing the already good bank of data which evidences the quality of current provision, being as involved as possible with commissioning strategy and ensuring costing of services is accurate and up to date.

Increased data security risk reflects a marked increase in the demands placed on charities by funders in terms of technical and policy compliance with challenging new information governance and data management standards. This is being addressed by continual review of the raft of policies in place surrounding data security, ongoing investment in ICT equipment and ensuring staff attend quality training on any changes and update policies accordingly.

Risks are monitored and communicated regularly to the Board, and risk management forms an integral part of our strategic planning.

Statement of Trustees' Responsibilities

The Trustees (who are also directors of Kent Association for the Blind for the purposes of company law) are responsible for preparing the Trustees' Report including the Strategic Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;

**Kent Association for the Blind
Trustees' Annual Report for the year ended 31 March 2022
(continued)**

- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

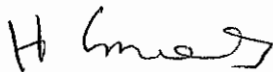
Disclosure of information to auditors

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

A resolution proposing that Azets Audit Services be reappointed as auditor of the charitable company will be put to the members.

The Trustees' Report is approved by order of the board of trustees and the Strategic Report (included therein) is approved by the board of trustees in their capacity as directors in their meeting on 7 September 2022 and signed on its behalf by:



Mrs Hazel Groves
Chair

Registered Office
72 College Road
Maidstone
Kent ME15 6SJ

Kent Association for the Blind Independent Auditors Report to the Members

Opinion

We have audited the financial statements of Kent Association for the Blind (the 'charitable company') for the year ended 31 March 2022 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2022 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the Trustees Annual Report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Kent Association for the Blind Independent Auditors Report to the Members

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Report and the incorporated Strategic Report prepared for the purpose of company law for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Trustees' Report and the incorporated Strategic Report have been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report and the Incorporated Strategic Report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' responsibilities set out on page 15, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Extent to which the audit was considered capable of detecting irregularities, including fraud

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above and on the Financial Reporting Council's website, to detect material misstatements in respect of irregularities, including fraud.

Kent Association for the Blind Independent Auditors Report to the Members

Extent to which the audit was considered capable of detecting irregularities, including fraud (continued)

We obtain and update our understanding of the entity, its activities, its control environment, and likely future developments, including in relation to the legal and regulatory framework applicable and how the entity is complying with that framework. Based on this understanding, we identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. This includes consideration of the risk of acts by the entity that were contrary to applicable laws and regulations, including fraud.

In response to the risk of irregularities and non-compliance with laws and regulations, including fraud, we designed procedures which included:

- Enquiry of management and those charged with governance around actual and potential litigation and claims as well as actual, suspected and alleged fraud;
- Reviewing minutes of meetings of those charged with governance;
- Assessing the extent of compliance with the laws and regulations considered to have a direct material effect on the financial statements or the operations of the company through enquiry and inspection;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations;
- Performing audit work over the risk of management bias and override of controls, including testing of journal entries and other adjustments for appropriateness, evaluating the business rationale of significant transactions outside the normal course of business and reviewing accounting estimates for indicators of potential bias.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the charitable company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.

Kent Association for the Blind Independent Auditors Report to the Members

Extent to which the audit was considered capable of detecting irregularities, including fraud (continued)

- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charitable company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation (ie. gives a true and fair view).

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Azets Audit Service Limited

Michelle Wilkes FCA (Partner)
For and on behalf of Azets Audit Services
Senior Statutory Auditor
5th Floor
Ashford Commercial Quarter,
1 Dover Place,
Ashford
Kent TN23 1FB
Date: 20 September 2022

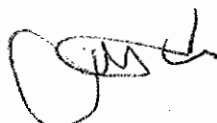
	Notes	Unrestricted Funds		Restricted Funds		Total 31.03.2022		Unrestricted Funds		Restricted Funds		Total 31.03.2021	
		£	£	£	£	£	£	£	£	£	£	£	£
Income:													
Donations and Legacies	2	599,847	97,504			697,351		718,136		260,676		978,812	
Charitable Activities													
Rehabilitation Services	3a	417,090	1,089,533			1,506,623		383,104		803,809		1,186,913	
One to One Support Services		267,432	2,000			269,432		141,153		-		141,153	
AT Service		180	-			180		610		-		610	
Talking News and Transcription Training	3b	2,051	-			2,051		3,530		-		3,530	
Clubs, Groups and Client Support Projects		5,921	-			5,921		225		-		225	
Other CJRS	3c	-	-			-		-		-		-	
		85,204	127,064			212,268		109,130		-		109,130	
		22,528	-			22,528		174,885		-		174,885	
Other activities		17,965	-			17,965		11,341		-		11,341	
Investments	4	24,509	-			24,509		22,720		-		22,720	
Total Income		1,442,727	1,316,101			2,758,828		1,564,834		1,064,485		2,629,319	
Expenditure on:													
Raising funds	5	320,960	-			320,960		307,957		-		307,957	
Charitable Activities	6												
Rehabilitation Services		751,514	1,309,095			2,060,609		814,211		870,363		1,684,574	
One to One Support Services		383,772	2,000			385,772		325,192		-		325,192	
AT Service		123,379	7,758			131,137		105,566		13,328		118,894	
Talking News and Transcription Training		21,712	6,286			27,998		21,671		3,703		25,374	
		37,519	-			37,519		35,046		-		35,046	
Clubs, Groups and Client Support Projects		6,378	18,899			26,277		7,885		8,561		16,446	
		5,325	-			5,325		14,881		-		14,881	
Total Expenditure		1,650,559	1,345,038			2,995,597		1,632,409		895,955		2,528,364	
Net income/(expenditure) before transfers		(207,832)	(28,937)			(236,769)		(67,575)		168,530		100,955	
Transfers between funds		-	-			-		27,992		(27,992)		-	
Net income/(expenditure) after transfers		(207,832)	(28,937)			(236,769)		(39,583)		140,538		100,955	
Net (losses)/gains on investments	13	85,494	-			85,494		316,119		-		316,119	
Net income/(expenditure) and net movement of funds for the year		(122,338)	(28,937)			(151,275)		276,536		140,538		417,074	
Total funds brought forward		3,536,769	556,315			4,093,084		3,260,233		415,777		3,676,010	
Total funds carried forward		3,414,431	527,378			3,941,809		3,536,769		556,315		4,093,084	

	Notes	31.03.2022	31.03.2021
		£	£
Fixed Assets			
Tangible assets	12	1,006,328	993,961
Investments	13	<u>1,562,683</u>	<u>1,461,518</u>
Total Fixed Assets		2,569,011	2,455,479
Current Assets			
Stocks	14	11,227	10,782
Debtors	15	523,003	583,019
Cash at bank and in hand		<u>989,349</u>	<u>1,192,127</u>
Total Current Assets		1,523,579	1,785,928
Liabilities			
Creditors falling due within one year	16	<u>150,780</u>	<u>148,323</u>
Net Current Assets		<u>1,372,799</u>	<u>1,637,605</u>
Total Assets less current liabilities		3,941,809	4,093,084
Total Net Assets		<u>3,941,809</u>	<u>4,093,084</u>
The Funds of the charity:			
Unrestricted general funds		1,892,136	1,998,532
Designated funds	18	1,522,295	1,538,237
Restricted funds	19	527,378	556,315
Total charity funds	20	<u>3,941,809</u>	<u>4,093,084</u>

Approved for issue by the Trustees on 7 September 2022



Mrs Hazel Groves - Chair



Mr J Burke- Treasurer

The notes on pages 22 to 35 form part of these accounts.

Kent Association for the Blind
Statement of Cash Flows
For the year ended 31 March 2022
(continued)

	Notes	31.03.2022	31.03.2021
Net cash used in operating activities	21	(149,071)	320,898
Cash flows from investing activities			
Interest received		481	1,686
Dividends received		24,028	21,034
Proceeds from sale of Investment		566,678	991,684
Purchase of investments		(576,107)	(1,061,092)
Purchase of tangible fixed assets		(62,545)	(44,120)
Net cash provided by (used in) investing activities		(47,466)	(90,808)
Change in cash and cash equivalents in the year		(196,517)	230,088
Cash and cash equivalents brought forward		1,213,137	983,047
Cash and cash equivalents carried forward	22	1,016,620	1,213,137

1 Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows;

a) Basis of preparation

The financial statements have been prepared in accordance with 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 (FRS102) (Effective 1 January 2015)-(Charities SORP (FRS 102)), as amended by Bulletin 1, the Companies Act 2006 and the Charities Act 2011.

The accounts show the results of the charities operations which are described in the Trustees' Report, all of which are continuing.

Kent Association for the Blind meets the definition of a public benefit entity under FRS102.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

b) Company status

The Charity is a company limited by guarantee and registered in the UK. The members of the company are the trustees and in the event of the Charity being wound up the liability in respect of the guarantee is limited to £10 per member of the Charity.

c) Preparation of the accounts on a Going Concern basis

The trustees have assessed the financial position of the charity, the assumptions made in the preparation of its budgets and forecasts and the financial risks it faces especially during the Covid 19 pandemic. Based on this and the level of reserves held the trustees conclude that it is appropriate to prepare the financial statements on a going concern basis.

d) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for the particular areas of the charity's work. Further details of each fund as shown in note 19.

e) Income recognition

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

f) Income from local authority grants

Income from local authority grants is recognised when the charity has entitlement to the funds and any performance conditions of the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

i) Donations

Donations are recognised upon receipt by the charity. Income from membership subscriptions received by clubs have the substance of a gift and are recognised within donations.

ii) Fundraising Events

Income from fundraising events is shown gross with the associated costs included in costs of raising funds.

iii) Legacy gifts

Legacy gifts are recognised on a case by case basis when receipt of the income is believed to be probable. Income is believed to be probable when all of the following occur: probate has been granted, the administrator/executor for the estate has communicated in writing the amount of the gift, there are sufficient funds within the estate to make a distribution, and all conditions not under the control of the charity have been met. For legacies where the gift is: a residuary legacy, in a form other than cash, or which involves assets which require liquidation prior to distribution, the legacy will only be recognised where the above conditions have been met and the amount can be reliably measured with a degree of reasonable accuracy.

Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

iv) Training courses

Income received in advance for training courses is deferred until the date of the course as these fees would be refundable in the event that KAB cancelled the training.

v) Dividends and interest receivable

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due. This is normally upon notification by our investment managers of the dividend yield of the investment portfolio.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

g) Donated services and facilities

In accordance with the Charities SORP (FRS102) the general volunteer time of KAB volunteers is not recognised and the trustee's annual report provides more information about their contribution.

KAB receives several types of donated items and facilities such as raffle prizes, room hire, training and hospitality. On receipt, these items are recognised at the value of the gift which the charity would have been willing to pay to obtain items or services of equivalent economic benefit on the open market; a corresponding amount is then recognised in the expenditure in the period of receipt.

h) Expenditure and irrecoverable VAT

Liabilities are recognised as expenditure once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. All expenditure is accounted for on an accruals basis.

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

i) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the various activities of KAB. These costs have been allocated between the cost of raising funds and expenditure on charitable activities. The basis on which support costs have been allocated is set out in note 7.

j) Tangible fixed assets

Individual fixed assets costing £1,000 or more are capitalised at their purchase price. Depreciation is provided on all tangible assets, other than freehold land, at annual rates calculated to write off the costs less the estimated residual value, of each asset over its expected useful life on a straight line basis as follows:

Asset Category:	Annual Rate:
Freehold land	0%
Freehold buildings	2%
Leasehold improvements	over the term of the lease
Fixtures, fittings, equipment and computers	10-20%
Motor vehicles	20%

k) Fixed Asset Investments

Fixed asset investments are held both to generate income and for investment potential. The investments held are listed and traded on a recognised stock exchange and are measured initially at cost and subsequently at their fair value at the balance sheet date using the closing quoted market price. The statement of financial activities includes the net gains and losses arising on revaluations and disposals throughout the year.

The charity does not acquire put options, derivatives or other complex financial instruments.

l) Realised gains and losses

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between the sales proceeds and their opening carrying value or their purchase price is acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised investment gains and losses are combined in the statement of Financial activities.

m) Operating leases

The charity classifies the leases of the Canterbury and Bromley Sight Centres as operating leases. Rentals payable are charged in a straight line basis over the lease term.

n) Clubs and Groups

The income, expenditure, assets and liabilities of all KAB clubs and groups are included within these financial statements. All club funds are treated as restricted.

o) Stock

Stock held comprises two elements: stock associated with non-charitable trade and stock provided as part of charitable activity. Neither stock type is issued for free and as such all stock is held at the lower of costs or net realisable value. Damaged or obsolete stock is written down as an expense.

p) Debtors

Trade and other debtors are recognised at the amount due less any provision for bad or doubtful debts.

q) Cash at bank and in hand

Cash at bank and in hand includes only cash held in instant access bank accounts.

r) Creditors

Creditors are recognised where 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 recognised at their settlement amounts.

s) Pensions

Employees of the charity are entitled to join a defined contribution 'money purchase' scheme. The charity contribution is restricted to the contributions disclosed in note 7. The costs of the defined contribution scheme are included within the staff costs of the fundraising, charitable activity or support costs as appropriate. These costs are allocated to the unrestricted funds of the charity with the exception of job roles which are funded by restricted funds, namely ECLO and Kent based rehab staff, and in these instances pension costs are allocated to the relevant restricted fund. Where costs are allocated to support costs the costs are charged to the unrestricted funds of the charity using the methodology set out in note 7.

Kent Association for the Blind has two defined contributions schemes held with Aegon and The People's Pension. Since April 2014 staff who were not already members of the Aegon scheme are only able to join The People's Pension Scheme. The charity has no liability beyond making its contributions and paying across the deductions for the employees contributions to the relevant scheme.

New and existing employees who were not otherwise enrolled in a pension scheme were automatically enrolled into the People's Pension scheme where their earnings met the auto enrolment criteria unless they had exercised their right to opt out of the scheme membership.

Employees enrolled in both schemes contract directly with the companies concerned. The charity makes a matching contribution of between 1% and 6% of salary to these pension schemes and acts as an agent collecting and paying over employee pension contributions.

t) Taxation

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

u) Management estimates and judgements

Accounting estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. The Foundation makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

Useful economic lives of tangible assets

The annual depreciation charge for tangible assets is sensitive to changes in the estimated useful economic lives and residual values of the assets. The useful economic lives and residual values are reassessed annually. They are amended when necessary to reflect current estimates, based on technological advancement, future investments, economic utilisation and the physical condition of the assets. See note 12 for the carrying amount of the property plant and equipment, and note 1(j) for the useful economic lives for each class of assets.

v) Government grants accounting policy (in respect of Job Retention Policy)

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

A grant that specifies performance conditions is recognised in income when the performance conditions are met. Where a grant does not specify performance conditions, it is recognised in income when the proceeds are received or receivable. A grant received before the recognition criteria are satisfied is recognised as a liability.

2. Donations and Legacies

	Total 31.03.2022	Total 31.03.2021
Donations	217,351	155,573
Grant income from Trusts and Foundations	86,474	146,397
Legacies	371,642	664,861
Club Donations	21,884	11,981
	<u>£697,351</u>	<u>£ 978,812</u>

Of the total donations and legacies for the year ended 31 March 2022 £97,504 (2021 £260,675) is attributable to restricted funds and £599,847 (2021 £718,137) is added to unrestricted funds. Of the total grants from Trust and Foundations, there were two funders which donated over £10,000 as follows; Overwhelm and the Clothworkers.

3. Income from Charitable Activities

3a. Rehabilitation Services

	Total 31.03.2022	Total 31.03.2021
Local Authority Grants from:		
Kent County Council	1,170,533	884,809
Medway Council	146,563	144,635
London Borough of Bromley	148,000	124,690
London Borough of Bexley	17,000	17,000
	<u>£1,482,096</u>	<u>£1,171,134</u>
Equipment Income	24,527	15,779
Total	<u>£ 1,506,623</u>	<u>£ 1,186,913</u>

Of the total income for rehabilitation services for the year ended 31 March 2022 £1,089,533 (2021 £803,809) is attributable to restricted funds and £417,090 (2021 £383,104) is added to unrestricted funds.

3b. Training

	Total 31.03.2022	Total 31.03.2021
Short Courses	5,921	225
Total	£ 5,921	£ 225

All income associated with Training in 2022 and 2021 is unrestricted.

3c. Projects

	Total 31.03.2022	Total 31.03.2021
Other	212,268	109,130
Total	£212,268	£109,130

Of the total income for projects for the year ended 31 March 2022 £127,064 (2021 £nil) is attributable to restricted funds and £85,204 (2021 £109,130) is added to unrestricted funds.

4. Income from investments

	Total 31.03.2022	Total 31.03.2021
Income from listed investments	24,028	21,034
Interest on cash deposits	481	1,686
	£ 24,509	£ 22,720

All income associated with investments in 2022 and 2021 is unrestricted.

5. Expenditure on raising funds

	Donations and Legacies	Other Trading Activities	Investment costs	Total 31.03.2021	Total 31.03.2021
Direct Staff Costs	173,147	9,113	-	182,260	181,410
Direct Fundraising Costs	60,798	3,200	-	63,998	60,187
Building and telephone costs	11,494	-	-	11,494	8,704
Investment management costs	-	-	8,357	8,357	7,873
Governance Costs (see note 7)	2,171	215	-	2,386	2,591
Support Costs (see note 7)	47,743	4,722	-	52,465	47,192
	£295,353	£ 17,250	£ 8,357	£ 320,960	£ 307,957

All expenditure on raising funds is unrestricted.

6. Expenditure on Charitable activities

	Staff costs	Direct costs	Support costs	Total 31.03.2022	Total 31.03.2021
Cost of raising funds	182,260	63,998	74,702	320,960	307,957
Charitable expenditure					
Rehabilitation services	1,228,498	499,914	332,197	2,060,609	1,684,574
One to one support services	278,854	8,942	97,974	385,772	325,192
AT Service	88,309	17,604	25,224	131,137	118,894
Talking news & transcription	16,128	5,174	6,696	27,998	25,374
Training	28,984	3,032	5,503	37,519	35,046
Clubs, groups and client support	-	3,560	22,717	26,277	16,446
Projects	840	4,485	-	5,325	14,881
	1,641,615	542,711	490,311	2,674,637	2,220,407
	1,823,875	606,709	565,013	2,995,597	2,528,364

Included in direct costs and support costs are staff costs of £234,263 (2021: £230,947) which are allocated above.

7a. Support costs

	Total 31.03.2022	Total 31.03.2021
CEO's office	85,419	77,994
Finance	73,985	66,544
HR	70,907	62,670
IT	63,215	42,536
Establishment costs including support staff	165,645	136,028
Insurance	31,354	34,067
Professional fees	49,544	35,589
Governance (note 7b)	24,944	23,525
	565,013	478,953

7b. Governance costs

	Total 31.03.2022	Total 31.03.2021
Auditor's remuneration	9,650	9,200
CEO and finance costs	9,809	10,161
Other	5,485	4,164
	24,944	23,525

8. Net expenditure for the year

This is stated after the following

	Total 31.03.2022	Total 31.03.2021
Depreciation of tangible fixed assets	50,179	33,572
Audit Fees - Statutory Audit	9,650	8,950
Operating leases	25,350	47,310
Land and Buildings		
Other assets	-	883

9. Analysis of staff costs, trustee remunerations and expenses, and the cost of key management personnel

	Total 31.03.2022	Total 31.03.2021
The staff costs were		
Wages and Salaries	1,834,851	1,772,131
Social Security Costs	143,292	134,644
Pension Costs	79,995	78,979
	<u>2,058,138</u>	<u>1,985,754</u>

The charity trustees were not paid nor did they receive any other benefits from employment with the charity in the year (2021: £nil), neither did they receive any payment for professional or other services supplied to the charity.

No trustee was reimbursed expenses during the year (2021: no trustee was reimbursed). The nature of the expenses reimbursed were travel expenses in connection with attending meetings.

The average number of staff during the year was 111 (2021: 107).

	2022		2021	
	Full Time	Part Time	Full Time	Part Time
Head Office	3	11	3	10
Fundraising	5	3	5	3
Charitable activities	32	57	33	53
	<u>40</u>	<u>71</u>	<u>41</u>	<u>66</u>

During this year, one employee earned more than £70,000 but not more than £80,000 (2021: one employee earned more than £60,000 but not more than £70,000).

The key management personnel of the charity comprise the trustees, CEO, Head of Finance, Head of HR, Head of Fundraising, and Head of Client Services. The employee benefits of key management personnel total £291,400 (2021: £267,183).

10. Related Party Transactions

There have been no related party transactions in the year ended 31 March 2022 (2021: nil) which require disclosure.

11. Taxation

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and, is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

12. Tangible Fixed Assets

	Freehold land and buildings College Road Maidstone	Bromley Leasehold Improvements	Furniture, fittings equipment and computers	Motor Vehicles	Total
Cost					
As at 1 April 2021	1,306,924	95,679	185,211	28,492	1,616,306
Additions	-	-	16,875	45,670	62,545
Disposals	-	(95,679)	-	-	(95,679)
As at 31 March 2022	1,306,924	-	202,086	74,162	1,583,172
Depreciation					
As at 1 April 2021	395,127	95,679	131,539	-	622,345
Charge for the year	16,138	-	19,208	14,832	50,179
Disposals	-	(95,679)	-	-	(95,679)
As at 31 March 2022	411,265	-	150,747	14,832	576,844
Net Book Value					
As at 31 March 2022	895,659	-	51,339	59,330	1,006,328
As at 31 March 2021	911,797	-	53,672	28,492	993,961

The land value included in Freehold land and buildings is £500,000.

13. Fixed Asset Investments

Movement in fixed asset listed investments

A schedule of investments can be seen on request at 72 College Road, Maidstone, Kent.

	31.03.2022	31.03.2021
Market value brought forward at 1 April 2021	1,461,518	1,132,239
Add: additions to investments at cost	576,107	1,061,092
Movement in cash held within investments	6,242	(56,248)
Disposals at carrying value	(566,678)	(991,684)
Unrealised/realised gains and (losses)	85,494	316,119
Market value as at 31 March 2022	1,562,683	1,461,518
Net cash released from investments in the year was £nil (2021 £nil).		

13. Fixed Asset Investments

Investments at fair value comprised:

	31.03.2022	31.03.2021
Bonds	309,906	290,920
Equities – overseas	592,420	538,219
Equities – UK	439,398	443,734
Equities – Emerging markets	111,764	98,036
Property	-	4,627
Thematic	81,942	64,970
Cash held within the investment portfolio	27,252	21,010
Total	1,562,683	1,461,518

Investments include £59,533 (2021 £58,932) held on behalf of clubs and branches.

Quoted investments are carried at their fair value. The basis of fair value for quoted investments is equivalent to the market value. The charity holds investments for income and capital growth. The charity manages investment risk by retaining expert advisors at Coutts bank. Risk is also managed by directing Coutts to operate the investment portfolio using a medium risk strategy. The risk of realised losses upon needing to extract cash at short notice is mitigated by assessing cash flow needs at least 18 months into the future and holding sufficient cash outside of the portfolio to meet these needs.

The following investments represent a significant value of the portfolio:

	31.03.2022	31.03.2021
Cash	27,252	21,010
Coutts Actively Managed UK Equity	116,537	122,439
Coutts Actively Managed US Equity Fund	86,767	58,434
Coutts US ESG Insights Equity Fund	88,872	-
Equator UK Sovereign Bond Index Fund	194,487	183,885
Equator US Equity Shares	245,596	265,715
Equator UK Equity Fund Shares	<u>188,597</u>	<u>200,278</u>

14. Stock

	31.03.2022	31.03.2021
Fundraising Merchandise	1,137	2,131
Rehab and Low Vision Equipment	10,090	8,651
	<u>11,227</u>	<u>10,782</u>

15. Debtors

	Total 31.03.2022	Total 31.03.2021
Trade debtors	96,440	90,835
Prepayments	58,710	49,596
Accrued Income	367,853	442,588
Other debtors	-	-
	<u>523,003</u>	<u>583,019</u>

16. Creditors: amounts falling due within one year

	Total 31.03.2022	Total 31.03.2021
Trade creditors	58,858	50,316
Accruals	30,817	38,146
Deferred Income	13,312	16,285
Other Taxation and Social Security	46,807	43,069
Other creditors	986	507
	<u>150,780</u>	<u>148,323</u>

17. Deferred Income

	Total 31.03.2022	Total 31.03.2021
Balance at 1 April 2021	16,285	15,057
Released in the year	(16,285)	(15,057)
Deferred in the year	<u>13,312</u>	<u>16,285</u>
Balance at 31 March 2022	<u>13,312</u>	<u>16,285</u>

Deferred Income of £13,312 relates to income from events and project grants occurring post year-end.

18. Designated funds

Current year	Balance at 31.03.2021	New designation	Designation released	Balance at 31.03.2022
Designated Funds				
Eye Clinic Liaison Officer Fund	130,142	113,234	(113,234)	130,142
AT worker Fund	96,059	70,000	(88,094)	77,965
Talking News & Transcription Fund	25,043	20,000	(25,026)	20,017
Training services Fund	32,212	27,000	(32,188)	27,024
Maintenance Fund	193,100	-	-	193,100
Equipment and ICT Fund	67,720	-	-	67,720
Fixed asset reserve	993,961	12,367	-	1,006,328
Total	<u>1,538,237</u>	<u>242,601</u>	<u>(258,542)</u>	<u>1,522,296</u>

The Trustees feel that roles performed by the Eye Clinic Liaison Officers, AT workers, and the work undertaken by the Talking News, Transcription, and Training services are of vital importance to KAB service users and as such, they have again designated funds (above), to enable services continue in the coming year in the event that insufficient new external funding is obtained.

The maintenance fund will allow KAB to meet the expected building maintenance costs, based on a detailed review of repairs and renewals needs.

The equipment and ICT Fund is based on the expected future costs of maintaining the charities ICT infrastructure in an increasingly challenging Information Governance environment.

The fixed asset fund relates to funds held in fixed assets, including the freehold land and buildings, that are not available for charitable expenditure.

18. Designated funds

Prior year	Balance at 31.03.2020	New designation	Designation released	Balance at 31.03.2021
Designated Funds				
Eye Clinic Liaison Officer Fund	130,142	127,810	(127,810)	130,142
AT worker Fund	97,815	70,000	(71,756)	96,059
Talking News & Transcription Fund	20,000	20,000	(14,957)	25,043
Training services Fund	30,003	24,000	(21,791)	32,212
Maintenance Fund	193,100	-	-	193,100
Equipment and ICT Fund	67,720	-	-	67,720
Fixed asset reserve	983,412	10,549	-	993,961
Total	1,522,192	252,359	(236,314)	1,538,237

19. Restricted Funds

Current year	Balance at 31.03.2021	Income	Expenditure	Transfer	Balance at 31.03.2022
KCC Adults Grant	-	1,089,533	(1,089,533)	-	-
Trusts, Legacies and donations restricted to AT services	48,471	26,758	(7,758)	-	67,471
Trusts and donations restricted to children's activities	3,045	-	(1,181)	-	1,864
Trusts and donations restricted for demonstration equipment	1,189	-	-	-	1,189
Trusts restricted for the Foundation Degree	60	-	-	-	60
Trusts and donations restricted for talking News	9,355	25	(6,286)	-	3,094
Donations restricted for rehabilitation and activities for adults	10,131	5,356	(6,854)	-	8,633
ECLO Funding	2,000	-	(2,000)	-	-
Aiming High/ Mary Kirby	34,981	-	(800)	-	34,181
Jarrett Legacy	76,121	-	(2,330)	-	73,791
Counselling	7,074	11,846	(18,906)	-	14
Covid Funding	5,262	117,367	(77,166)	-	45,463
MSC	64,815	41,229	(92,324)	-	13,720
CRM	10,000	-	(10,000)	-	-
Clubs and Groups	283,811	23,987	(29,900)	-	277,898
	556,315	1,316,101	(1,345,038)	-	527,378

KCC Adults Grant is the grant from KCC for the provision of adult's rehabilitation services in Kent.

We are tremendously grateful for the donations from individual donors, organisations and many trusts that have supported our work this year. Trust funding has been received for AT services, children's activities, the purchase of demonstration equipment, the ongoing provision of Talking News and the support of rehabilitation and leisure activities for adults.

Also included within restricted trust donations for AT services are: grants made to pay the salary costs of our AT Worker in Bromley, which were received, from City Bridge Trust and a generous legacy bequest for our general AT services.

The Jarrett Legacy is a legacy left for the benefit of the Gravesend area.

The Aiming High/ Mary Kirby fund relates to legacy income to be spent in the Sevenoaks area.

The ECLO funding is income to be spent within the department from Roger De Haan Trust.

Clubs and groups represent the total funds held by the KAB clubs and groups including accrued legacies.

The Counselling funds is to be spent on telephone counselling and face to face counselling in the Bromley and Canterbury area.

The MSC Fund relates to donations restricted for the purchase and use of the Mobile Sight Centre.

The Covid Funding is funding to be spent on personal protective equipment in light of the Covid Pandemic.

CRM fund relates to income for a new IT database.

Transfers between funds represent the purchase of capital items.

19. Restricted Funds

Prior year	Balance at 31.03.2020	Income	Expenditure	Transfer	Balance at 31.03.2021
KCC Adults Grant	-	803,809	(803,809)	-	-
Trusts, Legacies and donations restricted to AT services	47,947	13,852	(13,328)	-	48,471
Trusts and donations restricted to children's activities	4,045	-	(1,000)	-	3,045
Trusts and donations restricted for demonstration equipment	1,189	-	-	-	1,189
Trusts restricted for the Foundation Degree	60	-	-	-	60
Trusts and donations restricted for talking News	9,355	-	-	-	9,355
Donations restricted for rehabilitation and activities for adults	9,579	4,255	(3,703)	-	10,131
ECLO Funding	2,000	10,000	(10,000)	-	2,000
Aiming High/ Mary Kirby	35,013	-	(32)	-	34,981
Jarrett Legacy	82,464	-	(6,343)	-	76,121
Counselling	13,545	20,600	(27,071)	-	7,074
Covid Funding	-	27,370	(22,108)	-	5,262
MSC	-	92,807	-	(27,992)	64,815
CRM	-	10,000	-	-	10,000
Clubs and Groups	210,580	81,792	(8,561)	-	283,811
	<u>415,777</u>	<u>1,064,485</u>	<u>(895,955)</u>	<u>(27,992)</u>	<u>556,315</u>

20. Analysis of net assets between funds

Current year	Fixed		Net	Total
	Assets	Investments	Current Assets	
				31.03.2022
Restricted funds	-	59,533	467,845	527,378
Designated Funds	1,006,328	515,967	-	1,522,295
Unrestricted Funds	-	987,181	904,955	1,892,136
	<u>1,006,328</u>	<u>1,562,681</u>	<u>1,372,800</u>	<u>3,941,809</u>

Prior year

	Fixed		Net Current	Total
	Assets	Investments	Assets	
				31.03.2021
Restricted funds	-	58,932	497,383	556,315
Designated Funds	993,961	544,276	-	1,538,237
Unrestricted Funds	-	858,310	1,140,222	1,998,532
	<u>993,961</u>	<u>1,461,518</u>	<u>1,637,605</u>	<u>4,093,084</u>

21. Reconciliation of net movement in funds to net cash flow from operating activities

	31.03.2022	31.03.2021
Net movement in funds	(151,275)	417,074
Add back depreciation charge	50,179	33,572
Deduct interest income shown in investing activities	(24,509)	(22,720)
Deduct gains/ add Losses on investments	(85,494)	(316,119)
(Increase)/ Decrease in stocks	(445)	1,110
Decrease/(Increase) in debtors	60,016	152,957
Increase/(Decrease) In creditors	2,456	55,024
Net cash used in operating activities	<u>(149,071)</u>	<u>320,898</u>