SKILLS FOR PEOPLE

England & Wales · Charity number 1069993

Details

Other names	SKILLS FOR PEOPLE
Status	Registered
Legal form	Charitable company
Company number	03487635
Registered	1998-06-10
Register	View on the Charity Commission register

Contact

Address	Skills for People 4 Glendale Terrace Newcastle Upon Tyne NE6 1PB
Phone	01912818737
Email	information@skillsforpeople.org.uk
Website	www.skillsforpeople.org.uk

Activities

Objects: TO PROVIDE, EDUCATE, SUPPORT, ADVICE AND INFORMATION TO AND FOR THE BENEFIT OF PEOPLE WITH LEARNING AND/OR PHYSICAL DISABILITIES, THEIR PARENTS, OTHER RELATIVES, FRIENDS, PROFESSIONALS CONCERNED WITH THEIR WELFARE, AND MEMBERS OF THE PUBLIC GENERALLY.

Activities: To support disabled people to speak up & have control over their lives. Self advocacy, advocacy, consultancy & training, person centred planning for disabled people & those who support them. User involvement in services for disabled people & their families.

Classification

- **How:** Provides Advocacy/advice/information, Other Charitable Activities
- **What:** Education/training, Disability
- **Who:** People With Disabilities

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Geography

- Durham
- Gateshead
- Hartlepool
- Middlesbrough
- Newcastle Upon Tyne City
- North Tyneside
- Redcar And Cleveland
- Stockton-on-tees

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£1,356,717	£1,327,986	£1,090,523	56
2024-03-31	£1,356,717	£1,327,986	£903,368	55
2023-03-31	£1,058,287	£1,168,314	£874,637	46
2022-03-31	£1,051,498	£756,103	£984,664	31
2021-03-31	£690,219	£668,694	£689,269	32

Trustees

Name	Role	Appointed
Danielle Rudd		2024-06-04
Dr Jo Whaley		2019-11-20
Duncan Keith Sellers		2024-07-17
Jacqueline Ann Cairns		2025-11-25
Kathryn Chaplin		2024-06-04
Sheila Halpin		2021-11-24

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SKILLS FOR PEOPLE

England & Wales - Charity number 1069993

Accounts

Charity registration number 1069993 (England and Wales)

Company registration number 03487635

SKILLS FOR PEOPLE

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

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COMPANIES HOUSE

SKILLS FOR PEOPLE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	J Whaley	
	S Halpin	
	D Sellers	(Appointed 17 July 2024)
	D Rudd	(Appointed 4 June 2024)
	K Chaplin	(Appointed 4 June 2024)
	J Cairns	(Appointed 25 November 2025)
Secretary	R Vigurs	
Senior management	R Vigurs	Chief Executive
	L Geritz	Director of Adult Services
	L Cottrell	Director of Corporate Services
	J Proudlock	Keyworker Service Manager
Charity number (England and Wales)	1069993	
Company number	03487635	
Registered office	4 Glendale Terrace Byker Newcastle upon Tyne Tyne and Wear NE6 1PB	
Auditor	Robson Laidler Accountants Limited Fernwood House Fernwood Road Jesmond Newcastle upon Tyne Tyne and Wear England NE2 1TJ	
Bankers	Unity Trust Bank 4 Brindley Place Birmingham	

SKILLS FOR PEOPLE

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SKILLS FOR PEOPLE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2025

Introduction

The Trustees of Skills for People are pleased to present their annual report for the year ended 31 March 2025. This report provides an overview of the charity's work, achievements, and financial position, alongside its strategic direction and governance arrangements.

Skills for People is a charitable organisation working to support people with a learning disability, autistic people, and their families to live good, ordinary lives. We do this through rights-based support, co-produced services, advocacy, training, and peer-led projects. Our work is shaped and driven by people with lived experience.

The way we want the world to be (Our Vision)

All people are valued and treated fairly. Disabled people and their families have the same chances, choices and rights as everyone else, so that they lead good, healthy and meaningful lives. Disabled people play their full role in society because they have talents and strengths that enrich our society.

What we're doing about It (Our Mission)

We work to make sure that disabled people and their families are in control of their lives, are strong, confident and included in the communities of their choice. We promote and protect the rights of disabled people and their families. We challenge barriers and promote equality. Disabled people and their families are at the heart of all we do.

How we go about is (Our Values)

- We are powerful
- We are respectful
- We listen
- We come up with ideas
- We don't give up

Compliance

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities SORP "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)".

Objectives and activities

Our key charitable objectives are:

- To support people with a learning disability and autistic people to have control over their lives.
- To help people develop skills, confidence, and independence.
- To challenge discrimination and promote inclusion.
- To work in partnership with individuals, families, communities, and services to improve lives.

In 2024–25, we delivered these objectives through a wide range of projects, self-advocacy groups, training programmes, one-to-one support, co-production work with services, and policy influence.

Achievements and performance

This year, Skills for People delivered a diverse and impactful range of services across the North East and Cumbria. People with lived experience remained at the heart of our work, shaping and leading the way.

Peer-led groups and self-advocacy

Projects like Geordie Voices, Geordie Mums, Men of the North, Women's Zone, and Independent Voices continued to thrive, providing space for people to connect, campaign, and build confidence. These groups tackled issues like accessible transport, voting, loneliness, and safety, while also co-producing training and research. The Newcastle Advisory Group played an essential role in shaping the Newcastle Councils local strategy.

This year, we facilitated 53 different community groups, convening 580 meetings and activities throughout the year, with over 3,300 attendances. This remarkable level of engagement reflects the strength of our peer-led model and the importance of creating inclusive, empowering spaces where people can come together to share experiences and drive change.

Rights, health and training

We expanded our Quality Checkers programme and delivered peer-led health initiatives including Be Cancer Aware, Be Epilepsy Aware, and Diabetes Awareness. Our Oliver McGowan Training programme trained new co-facilitators and reached a wide range of professionals. The Confirm and Challenge group influenced NHS planning, while our Newcastle Hospitals work brought lived experience directly into hospital service improvement.

Inclusion, connection, and wellbeing

Our Help and Connect and Community Connectors services helped people build independence and reduce isolation. Link Workers based in GP practices supported individuals around wellbeing, finances, and access to care. The Love Life and All Autistics Accepted programmes promoted self-expression and safety. Our Tech Drop-in improved digital inclusion, and Student Engagement introduced future professionals to the value of lived experience.

Employment, family life, and intensive support

In Redcar and Cleveland, we delivered one-to-one employment support and facilitated peer-led groups. Our Keyworking service supported 71 young people at risk of inpatient mental health admission, helping to avoid an estimated 61 hospital admissions and improve quality of life for families.

System influence and local partnerships

Through initiatives like the Safe Places scheme and provider workshops, people with a learning disability influenced local systems and service quality. Across all our work, we continued to build strong partnerships with local authorities, NHS Trusts, universities, and VCSE partners.

Josephine and Jack Project

This year, we were honored to be entrusted with the legacy of the Josephine and Jack Project as the charity prepared to close. Skills for People is now actively exploring how to continue this creative and impactful work under the new name "Josephine and Jack at Skills".

The Josephine and Jack Project has for many years delivered engaging and accessible learning experiences using life-sized anatomically correct cloth figures, Josephine and Jack. Through workshops and one-to-one support, they have helped people with a learning disability learn about health, relationships, and self-advocacy. Their person-centered approach is widely admired and has made a significant difference to the lives of many.

Josephine and Jack Project (Continued)

We are saddened by the winding down of the Josephine and Jack Project but feel incredibly privileged to carry forward their mission. The project has generously transferred its remaining funds, cloth figures, lesson plans, and materials to Skills for People. We are committed to continuing their work with integrity, creativity, and a focus on values. We believe that being part of a larger organisation will provide the support and sustainability needed to ensure the Josephine and Jack legacy continues to flourish.

We extend our deepest thanks to everyone at the Josephine and Jack Project for their inspiring work and for placing their trust in us.

Leadership Transition

This year marked a significant moment in the history of Skills for People, as we said farewell to our long-serving Chief Executive, Liz Wright, who retired after an incredible 32 years of service to the charity.

Liz's leadership, vision, and unwavering commitment have shaped Skills for People into the values-driven, person-centered organisation it is today. Over more than three decades, she guided the charity through change and growth, always ensuring we stayed true to our roots and to the voices of the people we support.

We were also immensely proud that Liz Wright was awarded a Lifetime Achievement Diamond Award by the North East and Cumbria Learning Disability Network in December 2024. To be recognised for her tireless campaigning to improve the lives of people with a learning disability and their families is both fitting and richly deserved.

On behalf of everyone involved in Skills for People including our trustees, staff, volunteers, and the many individuals and families we work alongside, we thank Liz for her outstanding contribution and dedication.

Following Liz's retirement, Skills for People was delighted to appoint Scott Vigurs as our new Chief Executive in December. Scott brings more than 25 years of leadership experience across the statutory and voluntary sectors, with a strong track record of championing inclusion, rights, and co-production.

Scott took up post in January and is now leading the development of our next five-year strategy, which will be co-designed with people with lived experience, our staff team, and key partners. This marks the beginning of an exciting new chapter in Skills for People's journey — building on our strong foundations while exploring new ways to increase our impact and reach.

Financial review

The Statement of Financial Activities shows a total surplus for the year of £187,155 (a total surplus of £28,731 in 2024). The surplus in unrestricted funds for the year is £71,813 (£59,330 in 2024).

There has been an increase in income from £1,356,717 to £1,717,268. The increase was due to an increase in donations, and contract income from statutory bodies, like councils and the health service. There was a reduction in other trading income regarding the recharges made to the Better Days organisation.

Expenditure increased from £1,327,986 to £1,530,113, which was due to rises in staff costs, material expenses for projects, and IT provisioning. Other costs remain consistent to the prior year, and our expectations.

The trustees have looked at restricted fund balances during the year and ensured that these balances have utilised in accordance with the donors' requirements. As at 31 March 2025, these restricted reserves stood at £115,342 (£nil in 2024).

The balance sheet remains healthy, with an increase of funds from £903,368 to £1,090,523.

Going concern

The trustees have prepared a budget and cashflow forecast and have concluded that the Charity continues to be a going concern for the foreseeable future. On that basis they have continued to adopt the going concern basis when preparing the financial statements.

Reserves policy
Unrestricted funds stand at £975,181 of which £527,892 (£441,510 in 2024) is classed as free reserves.

The calculation of reserves is based on the definition included in the charity statement for recommended practice (SORP) which provides recommendations for accounting and reporting for charities. The trustees have examined the requirements of the charitable company to hold free reserves - those reserves not invested in tangible fixed assets, excluding long term liabilities, or designated for a particular purpose. This exercise considered:

- Identification and planning for the maintenance of essential services for beneficiaries;
- The risks of unplanned closure, spending commitments, potential liabilities and financial forecasts;
- The risks of unplanned closure on their beneficiaries (in particular, vulnerable beneficiaries), staff and volunteers; and
- The challenges faced by the charity sector in the current financial climate.

Plans for future periods
The Board has taken precautions to ensure that the organisation is sustainable. The Board and the staff team manage budgets closely. The Board plans to secure the future of the organisation through careful financial management, and raising income through a diverse range of contracts, grants and sales. We will continue to provide and build on the successful programmes described earlier in this report, which will enable access to new sources of income.

Structure, governance and management
Skills for People is a company limited by guarantee (Company No. 02647839) and a registered charity (Charity No. 1069993). Its governing document is its Memorandum and Articles of Association.

The charity is governed by a Board of Trustees who are also the directors of the charitable company for the purposes of the Companies Act 2006. The Board meets every two months and is responsible for the overall governance and strategic direction of the organisation. It delegates day-to-day management to the Chief Executive and Senior Management Team.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

J Whaley	
G Atwal-Churchley	(Resigned 19 November 2024)
S Woosey	(Resigned 24 September 2024)
A Dagg	(Resigned 22 September 2024)
S Halpin	
D Sellers	(Appointed 17 July 2024)
D Rudd	(Appointed 4 June 2024)
E Collins	(Appointed 4 June 2024 and resigned 25 November 2025)
K Chaplin	(Appointed 4 June 2024)
J Cairns	(Appointed 25 November 2025)

Recruitment and appointment of trustees
New trustees receive a structured induction including information about the charity's work, responsibilities under charity and company law, and relevant policies and procedures. The Board conducts an annual review of its effectiveness and ensures that it maintains a broad mix of skills and lived experience relevant to the charity's work.

The Board of Trustees also has two sub-committees : Finance and HR. Each sub-committee is chaired by a trustee and attended by the Chief Executive and relevant members of the Executive Senior Management Team. The Finance Committee is chaired by our Trustee Treasurer, Duncan Sellers. These sub-committees meet regularly and report into all full Board of Trustee meetings, bringing forward important matters, decisions, and any risks that require escalation. In FY 2025–26, a new Performance and Governance Sub-Committee will also be convened to strengthen oversight in these areas.

In 2024–25, we were pleased to welcome four new trustees to the Board: Duncan Sellers (treasurer), Danielle Rudd, Ed Collins, and Kate Chaplin. Each brings significant experience from a wide range of sectors and has significantly strengthened the leadership, governance, and oversight of the charity.

Self-Advocates Board

The Self-Advocates Board is a group of people with learning disabilities who lead on making sure Skills for People stays true to its purpose and values. The Board exists to represent the voices of people with lived experience, challenge decisions where needed and ensure that the organisation is led by the people it serves.

The Self-Advocates Board plays an important role in advising the Board of Trustees about what is most important to people with learning disabilities and their families. It provides critical challenge to the organisation, helping trustees and senior leaders understand the real impact of decisions and ensuring that the voices of people we support are always at the heart of our governance.

Throughout the year, the Self-Advocates Board has met regularly to review and influence our plans and priorities. Their input has been instrumental in shaping our new five-year strategy, ensuring that it is firmly anchored in the social model of disability and rights-based approaches.

Self-advocates have brought forward powerful lived experiences and insights that have helped us understand the real impact of our services, as well as opportunities for improvement. This year, members of the Self-Advocates Board participated in strategic planning sessions with trustees and senior managers, providing clear and actionable guidance on what matters most to the people we support.

Their work exemplifies the values of Skills for People ensuring that people with lived experience are not only at the centre of our services but also play a leading role in governance and decision-making.

Key Management Remuneration

The Trustees consider that the Board of Trustees and the Senior Management Team comprise the key management personnel of the charity in charge of directing and controlling, running and operating the charity on a day-to-day basis. All Trustees give of their time freely and no Trustee remuneration was paid in the year. Details of Trustee expenses are disclosed in the notes to the accounts.

Risk Management

The Trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The charity maintains a comprehensive risk register which is regularly reviewed by the Board of Trustees and its sub-committees. Key areas of focus during the year included financial sustainability, safeguarding, service quality, compliance with regulation, and the well-being of staff and volunteers.

Mitigating actions include regular financial monitoring, robust policies and procedures, ongoing training, and strong partnership working. Risk management is embedded in strategic planning and operational delivery.

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

Statement of trustees' responsibilities

The Trustees (who are also the directors of Skills for People for the purposes of company law) are responsible for preparing the Trustees' 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 Statement of Recommended Practice (SORP);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- 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 adequate 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.

Auditor

In accordance with the company's articles, a resolution proposing that Robson Laidler Accountants Limited be reappointed as auditor of the company will be put at a General Meeting.

Disclosure of information to auditor

Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

The trustees' report was approved by the Board of Trustees.



J Whaley
Trustee
Date: 17-12-25

SKILLS FOR PEOPLE

INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF SKILLS FOR PEOPLE

Opinion
We have audited the financial statements of Skills For People (the 'charity') for the year ended 31 March 2025 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 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 2025 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 charity 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 charity'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 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.

Opinions on other matters prescribed by the Companies Act 2006
In our opinion, based on the work undertaken in the course of our audit:
- the information given in the trustees' report for the financial year for which the financial statements are prepared, which includes the directors' report prepared for the purposes of company law, is consistent with the financial statements; and
- the directors' report included within the trustees' report has 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 charity and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

We have nothing to report in respect of the following matters in relation to which 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; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the charity for the purpose 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 charity'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.

The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

The risk of material misstatement due to error or fraud has been assessed in conjunction with how internal controls may mitigate any such risk. These controls are reviewed as part of the audit by performing systems walkthroughs to ensure they are operating effectively. Analytical review and substantive testing is also performed on all material balances and therefore any instances of non-compliance should be identified or considered as insignificant. In identifying and assessing risks of material misstatement in respect of irregularities, including fraud, the audit engagement team;

- obtained an understanding of the nature of the industry and sector, including the legal and regulatory framework, in which the company operates and how the company complies with that legal and regulatory framework
- inquired with management and those charged with governance about their own identification and assessment of the risks of irregularities, including any know actual, suspected or alleged instances of fraud
- discussed with management and those charged with governance any non-compliance with laws and regulations and how fraud might occur including assessments of how and where the financial statements may be susceptible to fraud.

The risk of management override of controls was also considered an area of potential misstatement due to fraud. Audit procedures performed included testing of manual journal entries and other adjustments and evaluating the business rationale in relation to significant, unusual transactions and transactions entered into outside the normal course of business.

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE MEMBERS OF SKILLS FOR PEOPLE

There are inherent limitations in the audit procedures described above and the primary responsibility for the prevention and detection of irregularities including fraud rests with management. As with any audit, there remained a risk of non-detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal controls.

A further description of our responsibilities is available on the Financial Reporting Council's website at: https://www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

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.



Nicholas Cunningham MSc BSc FCCA (Senior Statutory Auditor)
For and on behalf of Robson Laidler Accountants Limited, Statutory Auditor
Fernwood House
Fernwood Road
Jesmond
Newcastle upon Tyne
Tyne and Wear
NE2 1TJ
England
Date: 18.12.2024

SKILLS FOR PEOPLE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2025

Current financial year	Notes	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Total 2024 £
Income from:					
Donations and legacies	2	29,163	196,040	225,203	36,219
Charitable activities		1,437,841	11,745	1,449,586	1,270,180
Other trading activities	3	30,913	1,408	32,321	50,318
Investments		10,158	-	10,158	-
Total income		1,508,075	209,193	1,717,268	1,356,717
Expenditure on:					
Charitable activities	4	1,436,462	93,651	1,530,113	1,327,986
Total expenditure		1,436,462	93,651	1,530,113	1,327,986
Net income		71,613	115,542	187,155	28,731
Transfers between funds		200	(200)	-	-
Net movement in funds	6	71,813	115,342	187,155	28,731
Reconciliation of funds:					
Fund balances at 1 April 2024		903,368	-	903,368	874,637
Fund balances at 31 March 2025		975,181	115,342	1,090,523	903,368

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

SKILLS FOR PEOPLE

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2025

Prior financial year	Notes	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Income from:				
Donations and legacies	2	19,261	16,958	36,219
Charitable activities		1,267,535	2,645	1,270,180
Other trading activities	3	50,123	195	50,318
Total income		1,336,919	19,798	1,356,717
Expenditure on:				
Charitable activities	4	1,270,328	57,658	1,327,986
Total expenditure		1,270,328	57,658	1,327,986
Net income/(expenditure)		66,591	(37,860)	28,731
Transfers between funds		(7,261)	7,261	-
Net movement in funds	6	59,330	(30,599)	28,731
Reconciliation of funds:				
Fund balances at 1 April 2023		844,038	30,599	874,637
Fund balances at 31 March 2024		903,368	-	903,368

SKILLS FOR PEOPLE

BALANCE SHEET

AS AT 31 MARCH 2025

	Notes	2025 £	2025 £	2024 £	2024 £
Fixed assets					
Tangible assets	10		447,289		461,858
Current assets					
Debtors	11	144,949		41,455	
Cash at bank and in hand		599,795		540,479	
		744,744		581,934	
Creditors: amounts falling due within one year	12	(101,510)		(140,424)	
Net current assets			643,234		441,510
Total assets less current liabilities			1,090,523		903,368
The funds of the charity					
Restricted income funds	14		115,342		-
Unrestricted funds	15		975,181		903,368
			1,090,523		903,368

The financial statements were approved by the trustees on 25th Nov '25

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J Whaley
Trustee

Company registration number 03487635 (England and Wales)

SKILLS FOR PEOPLE

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2025

	Notes	2025 £	£	2024 £	£
Cash flows from operating activities					
Cash generated from/(absorbed by) operations	18		49,326		(40,813)
Investing activities					
Purchase of tangible fixed assets		(168)		-	
Investment income received		10,158		-	
Net cash generated from investing activities			9,990		-
Net cash generated from financing activities			-		-
Net increase/(decrease) in cash and cash equivalents			59,316		(40,813)
Cash and cash equivalents at beginning of year			540,479		581,292
Cash and cash equivalents at end of year			599,795		540,479

1 Accounting policies

Charity information

Skills For People is a private company limited by guarantee incorporated in England and Wales. The registered office is 4 Glendale Terrace, Byker, Newcastle upon Tyne, Tyne and Wear, NE6 1PB.

1.1 Basis of preparation

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Assets for distribution are recognised only when distributed. Assets given for use by the charity are recognised when receivable. Stocks of undistributed donated goods are not valued for balance sheet purposes.

1 Accounting policies **(Continued)**

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Leasehold land and buildings	Over term of the lease
Fixtures and fittings	25% reducing balance basis

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Taxation

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

1.10 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Income from donations and legacies

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Donations and gifts	4,259	7,000	11,259	932	2,633	3,565
Grants	24,904	189,040	213,944	18,329	14,325	32,654
	29,163	196,040	225,203	19,261	16,958	36,219
Grants						
Bentley Motor Group	-	-	-	500	-	500
Community Foundation	1,904	25,176	27,080	-	-	-
Contact A Family	-	14,904	14,904	6,175	11,325	17,500
Garfield Weston Foundation	20,000	-	20,000	-	-	-
David Family Foundation	-	5,000	5,000	-	-	-
National Lottery	-	73,421	73,421	-	-	-
Newcastle City Council	-	-	-	10,936	-	10,936
The Joicey Trust	-	-	-	-	3,000	3,000
Barbour Trust	3,000	-	3,000	-	-	-
Motability	-	60,539	60,539	-	-	-
Other	-	10,000	10,000	718	-	718
	24,904	189,040	213,944	18,329	14,325	32,654

3 Income from other trading activities

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Rents receivable	7,682	-	7,682	7,996	-	7,996
Better Days recharge	13,735	483	14,218	35,765	135	35,900
Room hire	6,791	500	7,291	6,330	-	6,330
Other trading income	2,705	425	3,130	32	60	92
Other trading activities	30,913	1,408	32,321	50,123	195	50,318

4 Expenditure on charitable activities

	Charitable activities 2025 £	Charitable activities 2024 £
Direct costs		
Staff costs	1,132,974	1,025,450
Depreciation and impairment	14,738	16,499
Consultancy fees	25,727	16,866
Other staff costs	66,069	47,940
Project costs	113,953	86,512
IT costs	69,983	28,239
Rent & rates	6,008	4,758
Insurance	8,227	7,042
Light and heat	6,913	10,312
Premises repairs	17,527	16,682
Telephone	12,563	12,427
Publications and marketing	28,713	28,257
Health & safety	5,605	4,976
Sundry expenses	4,526	2,200
Bad debts	-	8,005
	1,513,526	1,316,165
Share of support and governance costs (see note 5)		
Support	2,109	2,613
Governance	14,478	9,208
	1,530,113	1,327,986
Analysis by fund		
Unrestricted funds	1,436,462	1,270,328
Restricted funds	93,651	57,658
	1,530,113	1,327,986

5 Support costs allocated to activities

	2025 £	2024 £
Bank interest	410	321
Cleaning	1,699	2,292
Governance costs	14,478	9,208
	16,587	11,821
Analysed between:		
Charitable activities	16,587	11,821

5 Support costs allocated to activities **(Continued)**

Governance costs comprise:	**2025** **£**	**2024** **£**
Audit fees	3,635	5,029
Legal and professional	10,843	4,179
	14,478	9,208

6 Net movement in funds

	2025 **£**	**2024** **£**
The net movement in funds is stated after charging/(crediting):		
Fees payable for the audit of the charity's financial statements	3,635	5,029
Depreciation of owned tangible fixed assets	14,738	16,499

7 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

8 Employees

The average monthly number of employees during the year was:

	2025 **Number**	**2024** **Number**
Employees	56	55

Employment costs	**2025** **£**	**2024** **£**
Wages and salaries	1,025,908	937,281
Social security costs	82,099	65,014
Other pension costs	24,967	23,155
	1,132,974	1,025,450

The total employee benefits of the key management personnel of the charity were £220,691 (2024: £62,704).

There were no employees whose annual remuneration was more than £60,000.

9 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

10 Tangible fixed assets

	Leasehold land and buildings	Fixtures and fittings	Total
	£	£	£
Cost			
At 1 April 2024	468,511	94,977	563,488
Additions	-	168	168
At 31 March 2025	468,511	95,145	563,656
Depreciation and impairment			
At 1 April 2024	28,030	73,599	101,629
Depreciation charged in the year	9,370	5,368	14,738
At 31 March 2025	37,400	78,967	116,367
Carrying amount			
At 31 March 2025	431,111	16,178	447,289
At 31 March 2024	440,481	21,377	461,858

11 Debtors

	2025	2024
Amounts falling due within one year:	£	£
Trade debtors	143,156	28,204
Other debtors	1,793	13,251
	144,949	41,455

12 Creditors: amounts falling due within one year

	Notes	2025	2024
		£	£
Other taxation and social security		18,356	18,342
Deferred income		65,309	115,038
Trade creditors		6,056	2,123
Other creditors		6,914	1,231
Accruals		4,875	3,690
		101,510	140,424

Deferred income represents contract income received in advance of the related service being provided.

13 Retirement benefit schemes

Defined contribution schemes	2025 £	2024 £
Charge to profit or loss in respect of defined contribution schemes	24,967	23,155

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

14 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	At 1 April 2024 £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2025 £
Geordie Mums	-	29,298	(24,191)	-	5,107
Spectrum Enterprises CIC	-	10,945	(10,945)	-	-
Your Voice Counts	-	60,539	-	-	60,539
Mind Body Planet	-	108,411	(58,715)	-	49,696
Glendale Terrace	-	-	200	(200)	-
	-	209,193	(93,651)	(200)	115,342

Previous year:	At 1 April 2023 £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2024 £
Geordie Mums	40	1,778	(3,508)	1,690	-
Speaking Up Groups	29,582	4,195	(36,926)	3,149	-
Pottery	977	-	-	(977)	-
Parents Forum	-	11,325	(14,724)	3,399	-
Spectrum Enterprises CIC	-	2,500	(2,500)	-	-
	30,599	19,798	(57,658)	7,261	-

14 Restricted funds **(Continued)**

Purpose of restricted funds

Geordie Mums: Funds to support the activities of a group of mothers who have a learning disability.

Glendale Terrace: Funds to maintain the head office.

Mind Body Planet: Funds to enable disabled people and their families to lead rich and independent lives.

Parents Forum: Funds to ensure services in the local area meet the needs of disable children and their families.

Pottery: Funds to empowering disable people and their families through pottery.

Speaking Up Groups: Funds to support the activities of groups speaking up for people with a learning disability.

Spectrum Enterprises CIC: Funds to create or sustain paid employment opportunities for neuro-divergent people, in line with current employment legislation.

Your Voice Counts: Funds to support accredited travel training for adults with learning disabilities.

15 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 April 2024	Incoming resources	Resources expended	Transfers	At 31 March 2025
	£	£	£	£	£
General funds	903,368	1,508,075	(1,436,462)	200	975,181

Previous year:	At 1 April 2023	Incoming resources	Resources expended	Transfers	At 31 March 2024
	£	£	£	£	£
General funds	844,038	1,336,919	(1,270,328)	(7,261)	903,368

16 Analysis of net assets between funds

	Unrestricted funds 2025	Restricted funds 2025	Total 2025
	£	£	£
At 31 March 2025:			
Tangible assets	447,289	-	447,289
Current assets/(liabilities)	527,892	115,342	643,234
	975,181	115,342	1,090,523

16 Analysis of net assets between funds **(Continued)**

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
At 31 March 2024:			
Tangible assets	461,858	-	461,858
Current assets/(liabilities)	441,510	-	441,510
	903,368	-	903,368

17 Related party transactions

There were no disclosable related party transactions during the year (2024 - none).

18 Cash generated from/(absorbed by) operations	2025 £	2024 £
Surplus for the year	187,154	28,731
Adjustments for:		
Investment income recognised in statement of financial activities	(10,158)	-
Depreciation and impairment of tangible fixed assets	14,738	16,499
Movements in working capital:		
(Increase)/decrease in debtors	(103,494)	635,511
Increase/(decrease) in creditors	10,815	(7,612)
(Decrease) in deferred income	(49,729)	(713,942)
Cash generated from/(absorbed by) operations	49,326	(40,813)

19 Analysis of changes in net funds

The charity had no material debt during the year.

SKILLS FOR PEOPLE

England & Wales - Charity number 1069993

Accounts

Charity registration number 1069993

Company registration number 03487635 (England and Wales)

SKILLS FOR PEOPLE

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

SKILLS FOR PEOPLE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	J Whaley G Atwal-Churchley S Woosey A Dagg S Halpin	
Secretary	E Wright	
Charity number	1069993	
Company number	03487635	
Principal address	4 Glendale Terrace Byker Newcastle upon Tyne Tyne and Wear NE6 1PB	
Key management personnel	E Wright - Chief Executive N Ball - Deputy Chief Executive K Chaplin - Deputy Chief Executive L Cottrell - Operational Specialist Finance annd Operations Director	 to 30 May 2023 to 30 June 2023 from 4 September 2023
Auditor	Robson Laidler Accountants Limited Fernwood House Fernwood Road Jesmond Newcastle upon Tyne Tyne and Wear England NE2 1TJ	
Bankers	Unity Trust Bank 4 Brindley Place Birmingham B1 2JB	

SKILLS FOR PEOPLE

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SKILLS FOR PEOPLE

TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT)

FOR THE YEAR ENDED 31 MARCH 2024

The trustees present their annual report and financial statements for the year ended 31 March 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Companies Act 2006 and "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

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Our purpose is to enable disabled people and their families to lead fulfilling and independent lives, to be healthy and safe, to exercise choice and control over the services which affect their lives, to be strong, confident and able to speak up for themselves and to overcome the daily challenges they face.

In pursuit of our purpose, we offer a range of services and activities that help disabled and disabled people to develop greater resilience, independence, confidence, wellbeing and influence. Much of our work supports people who have a learning disability, autistic people, and their families.

Activities include

- Information, guidance and support to ensure the rights of disabled people and their families are protected, and that they get the help they need to lead fulfilled, healthy lives.

- Wellbeing: We offer a comprehensive health and wellbeing education programme for people with a learning disability, offering education and support to help people live a healthy life. A range of groups offer healthy activity and friendship each week. Learning Disability Community Link Workers work with local GPs to help patients who have a learning disability make the connections they need to maintain good health.

- Social inclusion and Friendship: We run a range of social and friendship groups for people with a learning disability and autistic people, which aim to reduce social isolation and loneliness. Information and support helps people to connect with people, places, and activities within their communities.

- Self Advocacy: We support people who have a learning disability to build their confidence through 'Speaking Up Groups', and share their views.

- Support for family carers: Advice, information and training is provided for families of disabled children. An online peer support group reaches well over 5000 members.

- Easy Information Service: producing accessible information for people with a learning disability benefiting hundreds of people each year.

- Voice: We support disabled people to become more confident to speak up, and to influence their local community, health and care services, through taking on roles as expert advisors, leaders, and training health and care staff.

- Quality Checkers: a team of people who have a learning disability created this project which checks that health and social care services offer good support for people who have a learning disability. The idea has spread across the country and is now used across many health and social care services.

The outcomes of our work includes:

- Improvements in health and wellbeing through programmes of health education, healthy activities and one-to-one support.
- A reduction in social isolation: people are supported to gain friends, enjoy social activities and to play an active role in their communities.
- The active engagement of disabled people and their families in shaping and improving local services.
- An increased understanding among people who support disabled people and their families, and the public.
- Quality of life is improved by supporting people to understand their rights, to access services, and to feel more confident in voicing their needs.

Public benefit

The trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Achievements and performance

The organisation worked across the North East and North Cumbria, primarily in Tyneside and Teesside. Some of the highlights of the year are set out below

Our work benefited around 5000 people: both disabled people and family carers.

- Around 4000 disabled people and family carers were supported by Skills for People
- Over 5000 people received information or support via social media
- 300 were involved in shaping, influencing and improving health and care services
- Around 1700 received one-to-one advice, information or guidance about their situation: health, finance, benefits, housing, and services; or support to connect with people, places and activities in their communities. A sample of people supported by Community Connectors showed that 90% felt more independent, 79% felt they had more friends and allies, with 72% seeing an improvement in their physical health and 63% reporting better mental health.
- The organisation celebrated its 40th birthday at the end of the year with an awards ceremony to celebrate everyone who has contributed to our success.
- Being with people, friendship and relationships are core to much of our work: connecting people with places and people where they live, and supporting people be together means that they are less isolated/vulnerable and their mental and physical health benefits. Over 300 people regularly attended a social group or activity. More of our activities have been outdoors: walking groups, gardening groups, and learning about the planet. People make friends and enjoy the benefits of nature.
- In Redcar and Cleveland, people who have a learning disability support 38 *Safe Places*. These are ordinary places like shops, and public buildings where anyone can get support if they feel unsafe or unwell when they are out and about.
- 450 people learned how to be healthy through our health education programmes, or attended healthy activities through programmes covering mindfulness, relationships, bereavement, relationships, sexual health, cancer, diabetes, healthy eating and cooking. 100% of the people surveyed said their mental health had improved, and 91% felt their physical health was better. 71% felt more included in their community, and 75% felt more independent. 82% of those attending Love Life programme felt more confident about their sexual health.
- Around 1400 families of disabled children received support. Family carers attended courses to learn about positive behavioural support and Keyworkers provided support for young people who are autistic, or have a learning disability, who face admission to hospital due to their mental health, and their families.
- Over 300 people have been supported to share their ideas about their lives and how local health, care and other services might improve for people who have a learning disability or are autistic.

- Over 80 members of self advocacy (speaking up) groups learned about their rights and how to speak up. Groups include: Geordie Voices, Men of the North, Geordie Mums and Womens Zone and Independent Voices in Redcar and Cleveland.
- Quality Checkers, an idea at Skills for People created with people who have a learning disability is now a national phenomenon. The team continue to check that health and care services meet the needs of people who have a learning disability. This year they continued to train new Quality Checkers, and worked with NHS England's North East and Cumbria Learning Disability Network to create more toolkits to check NHS screening programmes.
- Oliver McGowan Mandatory Training; Following the tragic and unnecessary death of Oliver, his mother and others successfully campaigned for training to become compulsory for anyone working with autistic people and people who have a learning disability. Skills for People is a founder member of the Good Life Collaborative, a group of like minded community organisations. Together we have been delivering this important training in the North East and Cumbria.

The ***Easy Info Service*** continued to create accessible information ('easyread' documents and short films) to help councils , health professionals, colleges and other organisations to communicate their message, particularly to people with a learning disability, in line with the Accessible Information Standard.

Financial review

The Statement of Financial Activities shows a surplus for the year of £28,731 (a deficit of £110,027 in 2023). The surplus in unrestricted funds is £59,330 (£66,809 in the previous year).

There has been an increase in income from £1,058,287 to £1,356,717. The increase was largely due to an increase in contract income from statutory bodies, like councils and the health service. There was a reduction in grants, largely those from these statutory bodies.

Expenditure increased from £1,168,314 to £1,327,986 with direct costs (wages and service delivery costs increase due to the increase in delivery of services/projects. Other costs remain consistent to previous years and expectation

The trustees have looked at restricted fund balances during the year and ensured that these balances have been spent in accordance with the donors' requirements. At 31 March 2024, these restricted reserves stood at £0 (2023 £30,599).

The balance sheet remains healthy, with an increase of funds from £874,637 to £903,368.

Reserves

Unrestricted funds stand at £903,368 which £441,510 (2023: £365,681) is classed as free reserves. Almost all restricted funds were spent in 2023/2024 financial year.

The calculation of reserves is based on the definition included in the charity statement for recommended practice (SORP) which provides recommendations for accounting and reporting for charities. The trustees have examined the requirements of the charitable company to hold free reserves - those reserves not invested in tangible fixed assets, excluding long term liabilities, or designated for a particular purpose. This exercise considered

- Identification and planning for the maintenance of essential services for beneficiaries;
- The risks of unplanned closure, spending commitments, potential liabilities and financial forecasts; and
- The risks of unplanned closure on their beneficiaries (in particular, vulnerable beneficiaries), staff and volunteers.
- The challenges faced by the charity sector in the current financial climate.

Going concern

The trustees have prepared a budget and cashflow forecast and have concluded that he charity continues to be a going concern for the foreseeable future. On that basis they have continued to adopt the going concern basis when preparing the financial statements.

Plans for future periods

The Board has taken precautions to ensure that the organisation is sustainable. The Board and the staff team manage budgets closely. The Board plans to secure the future of the organisation through careful financial management, and raising income through a diverse range of contracts, grants and sales. We will continue to provide and build on the successful programmes described earlier in this report, which will enable access to new sources of income.

Structure, governance and management

Skills for People is a company limited by guarantee, not having share capital, and is therefore governed by a memorandum and articles of association. Every member of the company undertakes to contribute to the assets if the company is wound up while he/she is a member or within one year of ceasing to be a member, such amount as may be required not exceeding £1. The company is a registered charity number 1069993.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

J Whaley
G Atwal-Churchley
S Woosey
A Dagg
S Halpin

The directors of the company are also charity trustees for the purposes of charity law and under the company's articles are known as directors. Under the requirements of the Memorandum and Articles of Association one third of directors retire by rotation every year and can offer themselves for re-election. The Board can also co-opt directors to join them until the next AGM. The charity ensures that a range of skills are represented on the Board (business, financial, educational and management). Efforts are made to recruit Board Members who possess the skills which the organisation requires and membership is kept under review by the Board.

Skills for People has a Board which meets at least 4 times a year. The Board members are trustees of the charity, and directors of the company. They are legally responsible for the organisation. The Board is responsible for the strategic direction of the organisation. A scheme of delegation is in place and day to day. Responsibility for the running of the organisation rests with the Chief Executive (CEO). She is responsible for ensuring the charity delivers the services specified and for meeting key performance targets. She also has responsibility for making sure that staff and volunteers are well supported.

Members of the Board, the CEO and the Deputy CEO meet at other times during the year, in smaller strategic groups, in order to guide and oversee the business management of the organisation.

During this year, the organisation created an advisory group made up of local disabled people, ('Self Advocate Board') who advise the Board on matters of importance for disabled people.

- New board members are made aware of:
- - the obligations of the directors/trustees
- - the main documents which set out the operational framework for the charity
- - resourcing and the current financial position
- - future plans and objectives
-
- A handbook is provided to Board members and training provided as required.

Key management remuneration
The board members give their time freely. No trustees received remuneration in the year. The board has considered who the key management personnel of the charitable company. Together with the board, these staff are those in charge of directing and controlling, running and operating the activities of the charity on a day to day basis.

The pay of the key management personnel is reviewed annually. The trustees benchmark against pay levels of other charities and similar organisations within the sector and the region. Pay levels are set using this information together with budget and forecast information, ensuring that the charitable company can afford any proposed increases.

Risk management
The Board has conducted a review of the major risks to which the organisation is exposed. This assessment of risk is reviewed and updated at least annually. Where appropriate, systems and procedures have been established to mitigate risks. Internal control risks are minimised by the implementation of robust policies and procedures which safeguard the resources and reputation of the organisation. A key element in the management of financial risk is the setting of a Reserves Policy and its regular review by directors/trustees. Aside from building a prudent level of reserves and maintaining the level of working capital, there are limited funds for long term investment.

Statement of trustees' responsibilities
The trustees, who are also the directors of Skills For People for the purpose of company law, are responsible for preparing the Trustees' 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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

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 judgements and estimates that are reasonable and prudent;

- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and

- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Auditor
In accordance with the company's articles, a resolution proposing that Robson Laidler Accountants Limited be reappointed as auditor of the company will be put at a General Meeting.

Disclosure of information to auditor

Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

The trustees' report was approved by the Board of Trustees.



J Whaley
Trustee

3 November 2024

SKILLS FOR PEOPLE

INDEPENDENT AUDITOR'S REPORT

TO THE MEMBERS OF SKILLS FOR PEOPLE

Opinion

We have audited the financial statements of Skills For People (the 'charity') for the year ended 31 March 2024 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 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 2024 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 charity 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 charity'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 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.

Opinions on other matters prescribed by the Companies Act 2006

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

- the information given in the trustees' report for the financial year for which the financial statements are prepared, which includes the directors' report prepared for the purposes of company law, is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE MEMBERS OF SKILLS FOR PEOPLE

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

We have nothing to report in respect of the following matters in relation to which 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; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the charity for the purpose 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 charity'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.

The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

The risk of material misstatement due to error or fraud has been assessed in conjunction with how internal controls may mitigate any such risk. These controls are reviewed as part of the audit by performing systems walkthroughs to ensure they are operating effectively. Analytical review and substantive testing is also performed on all material balances and therefore any instances of non-compliance should be identified or considered as insignificant. In identifying and assessing risks of material misstatement in respect of irregularities, including fraud, the audit engagement team;

- obtained an understanding of the nature of the industry and sector, including the legal and regulatory framework, in which the company operates and how the company complies with that legal and regulatory framework
- inquired with management and those charged with governance about their own identification and assessment of the risks of irregularities, including any know actual, suspected or alleged instances of fraud
- discussed with management and those charged with governance any non-compliance with laws and regulations and how fraud might occur including assessments of how and where the financial statements may be susceptible to fraud.

The risk of management override of controls was also considered an area of potential misstatement due to fraud. Audit procedures performed included testing of manual journal entries and other adjustments and evaluating the business rationale in relation to significant, unusual transactions and transactions entered into outside the normal course of business.

There are inherent limitations in the audit procedures described above and the primary responsibility for the prevention and detection of irregularities including fraud rests with management. As with any audit, there remained a risk of non-detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal controls.

A further description of our responsibilities is available on the Financial Reporting Council's website at: https://www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

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.



Nicholas Cunningham MSc BSc ACCA (Senior Statutory Auditor)
for and on behalf of Robson Laidler Accountants Limited

20 November 2004

Statutory Auditor

Fernwood House
Fernwood Road
Jesmond
Newcastle upon Tyne
Tyne and Wear
England
NE2 1TJ

SKILLS FOR PEOPLE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2024

Current financial year	Notes	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Total 2023 £
Income from:					
Donations and legacies	2	19,261	16,958	36,219	150,496
Charitable activities		1,267,535	2,645	1,270,180	834,122
Other trading activities	3	50,123	195	50,318	71,750
Investments		-	-	-	1,919
Total income		1,336,919	19,798	1,356,717	1,058,287
Expenditure on:					
Charitable activities	4	1,270,328	57,658	1,327,986	1,168,314
Total expenditure		1,270,328	57,658	1,327,986	1,168,314
Net income/(expenditure)		66,591	(37,860)	28,731	(110,027)
Transfers between funds		(7,261)	7,261	-	-
Net movement in funds	6	59,330	(30,599)	28,731	(110,027)
Reconciliation of funds:					
Fund balances at 1 April 2023		844,038	30,599	874,637	984,664
Fund balances at 31 March 2024		903,368	-	903,368	874,637

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

SKILLS FOR PEOPLE

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2024

Prior financial year	Notes	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Income from:				
Donations and legacies	2	108,506	41,990	150,496
Charitable activities		833,687	435	834,122
Other trading activities	3	71,750	-	71,750
Investments		1,919	-	1,919
Total income		1,015,862	42,425	1,058,287
Expenditure on:				
Charitable activities	4	949,053	219,261	1,168,314
Total expenditure		949,053	219,261	1,168,314
Net income/(expenditure) and movement in funds		66,809	(176,836)	(110,027)
Reconciliation of funds:				
Fund balances at 1 April 2022		777,229	207,435	984,664
Fund balances at 31 March 2023		844,038	30,599	874,637

SKILLS FOR PEOPLE

BALANCE SHEET

AS AT 31 MARCH 2024

	Notes	2024 £	2024 £	2023 £	2023 £
Fixed assets					
Tangible assets	**10**		461,858		478,357
Current assets					
Debtors	**11**	41,455		676,966	
Cash at bank and in hand		540,479		581,292	
		581,934		1,258,258	
Creditors: amounts falling due within one year	**12**	(140,424)		(861,978)	
Net current assets			441,510		396,280
Total assets less current liabilities			903,368		874,637
The funds of the charity					
Restricted income funds	**14**		-		30,599
Unrestricted funds			903,368		844,038
			903,368		874,637

The financial statements were approved by the trustees on 3 November 2024

J Whaley
Trustee

Company registration number 03487635 (England and Wales)

SKILLS FOR PEOPLE

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2024

	Notes	2024 £	2024 £	2023 £	2023 £
Cash flows from operating activities					
Cash absorbed by operations	18		(40,813)		(366,251)
Investing activities					
Purchase of tangible fixed assets		-		(13,228)	
Investment income received		-		1,919	
Net cash used in investing activities			-		(11,309)
Net cash used in financing activities			-		-
Net decrease in cash and cash equivalents			(40,813)		(377,560)
Cash and cash equivalents at beginning of year			581,292		958,852
Cash and cash equivalents at end of year			540,479		581,292

1 Accounting policies

Charity information

Skills For People is a private company limited by guarantee incorporated in England and Wales. The registered office is 4 Glendale Terrace, Byker, Newcastle upon Tyne, Tyne and Wear, NE6 1PB.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Assets for distribution are recognised only when distributed. Assets given for use by the charity are recognised when receivable. Stocks of undistributed donated goods are not valued for balance sheet purposes.

1 Accounting policies **(Continued)**

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Leasehold land and buildings	Over term of the lease
Fixtures and fittings	25% reducing balance basis

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Taxation

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

1.10 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2024 £	2024 £	2024 £	2023 £	2023 £	2023 £
Donations and gifts	932	2,633	3,565	1,854	23,752	25,606
Grants	18,329	14,325	32,654	106,652	18,238	124,890
	19,261	16,958	36,219	108,506	41,990	150,496

Included in gifts and donations are amounts from The Joicey Trust (£3,000 for social groups); Spectrum Enterprises CIC (£11,500 for employment costs); The Joseph Strong Frazer Trust (£1,000); The Leslie & Lilian Manning Charitable Trust (£1,000) and The Hospital of God (£1,000).

Grants receivable for core activities						
The Sir James Knott Trust	-	-	-	-	5,000	5,000
Newcastle City Council	10,936	-	10,936	32,550	1,515	34,065
The Joicey Trust	-	3,000	3,000	-	-	-
Contact a family	6,175	11,325	17,500	-	-	-
NHS County Durham CCG	-	-	-	50,000	-	50,000
Bentley Motor Group	500	-	500	-	-	-
National Lottery Awards for All	-	-	-	8,490	-	8,490
Other	718	-	718	15,612	11,723	27,335
	18,329	14,325	32,654	106,652	18,238	124,890

3 Other trading activities

	Unrestricted funds	Restricted funds	Total	Unrestricted funds
	2024 £	2024 £	2024 £	2023 £
Rents receivable	7,996	-	7,996	12,267
Better days recharge	35,765	135	35,900	52,808
Room hire	6,330	-	6,330	6,532
Other trading income	32	60	92	143
Other trading activities	50,123	195	50,318	71,750

4 Expenditure on charitable activities

	Charitable activities 2024 £	Charitable activities 2023 £
Direct costs		
Staff costs	1,025,450	889,653
Depreciation and impairment	16,499	18,872
Consultancy fees	16,866	24,336
Other staff costs	47,940	37,966
Project costs	86,512	67,220
IT costs	28,239	31,871
Rent & rates	4,758	4,714
Insurance	7,042	5,861
Light & heat	10,312	11,100
Premises repairs	16,682	15,937
Telephone	12,427	13,997
Postage and stationery	28,257	20,579
Health & safety	4,976	3,066
Sundry expenses	2,200	2,112
Bad debts	8,005	-
	1,316,165	1,147,284
Share of support and governance costs (see note 5)		
Support	2,613	2,992
Governance	9,208	18,038
	1,327,986	1,168,314
Analysis by fund		
Unrestricted funds	1,270,328	949,053
Restricted funds	57,658	219,261
	1,327,986	1,168,314

5 Support costs allocated to activities

	2024 £	2023 £
Bank interest	321	294
Cleaning	2,292	2,698
Legal and professional fees	9,208	18,038
	11,821	21,030
Analysed between:		
Charitable activities	11,821	21,030

6 Net movement in funds

	2024	2023
	£	£
The net movement in funds is stated after charging/(crediting):		
Fees payable for the audit of the charity's financial statements	5,029	2,934
Depreciation of owned tangible fixed assets	16,499	18,872

7 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

8 Employees

The average monthly number of employees during the year was:

	2024 Number	2023 Number
Employees	55	46

Employment costs	2024 £	2023 £
Wages and salaries	937,281	815,267
Social security costs	65,014	54,743
Other pension costs	23,155	19,643
	1,025,450	889,653

The total employee benefits of the key management personnel of the charity were £62,704 (2023: £82,090).

There were no employees whose annual remuneration was more than £60,000.

9 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

10 Tangible fixed assets

	Leasehold land and buildings	Fixtures and fittings	Total
	£	£	£
Cost			
At 1 April 2023	468,511	94,976	563,487
At 31 March 2024	468,511	94,976	563,487
Depreciation and impairment			
At 1 April 2023	18,659	66,471	85,130
Depreciation charged in the year	9,371	7,128	16,499
At 31 March 2024	28,030	73,599	101,629
Carrying amount			
At 31 March 2024	440,481	21,377	461,858
At 31 March 2023	449,852	28,505	478,357

11 Debtors

	2024	2023
Amounts falling due within one year:	£	£
Trade debtors	28,204	665,212
Other debtors	13,251	11,754
	41,455	676,966

12 Creditors: amounts falling due within one year

	2024	2023
	£	£
Other taxation and social security	18,342	16,492
Deferred income	115,038	828,980
Trade creditors	2,123	11,225
Other creditors	1,231	1,232
Accruals	3,690	4,049
	140,424	861,978

Deferred income represents contract income received in advance of the related service being provided.

13 Retirement benefit schemes

Defined contribution schemes	2024 £	2023 £
Charge to profit or loss in respect of defined contribution schemes	23,155	19,643

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

14 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	At 1 April 2023 £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2024 £
Geordie Mums	40	1,778	(3,508)	1,690	-
Speaking Up Groups	29,582	4,195	(36,926)	3,149	-
Pottery	977	-	-	(977)	-
Parents Forum	-	11,325	(14,724)	3,399	-
Spectrum Enterprises CIC	-	2,500	(2,500)	-	-
	30,599	19,798	(57,658)	7,261	-

Previous year:	At 1 April 2022 £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2023 £
Geordie Mums	-	435	(395)	-	40
Speaking Up Groups	-	41,990	(12,408)	-	29,582
Pottery	977	-	-	-	977
Charities Aid Foundation	206,458	-	(206,458)	-	-
	207,435	42,425	(219,261)	-	30,599

Purpose of restricted funds

Geordie Mums: Fundraising to support the activities of the group of mothers who have a learning disability

Speaking up groups: Funding was received from the Sir James Knott Trust and an anonymous donation to support speaking up groups for people with a learning disability.

Charities Aid Foundation: Funding was received from the Charities Aid Foundation Resilience Fund, which aims to help the people and causes hardest hit by Covid-19. It supported the delivery of wellbeing and community connecting services, and a development programme to improve the resilience of the organisation.

Spectrum Enterprises: Funding was received from Spectrum Enterprises CIC, which aims to create or sustain paid employment opportunities for neuro-divergent people, in line with current employment legislation.

15 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 April 2023	Incoming resources	Resources expended	Transfers	At 31 March 2024
	£	£	£	£	£
General funds	844,038	1,336,919	(1,270,328)	(7,261)	903,368

Previous year:	At 1 April 2022	Incoming resources	Resources expended	Transfers	At 31 March 2023
	£	£	£	£	£
General funds	777,229	1,015,862	(949,053)	-	844,038

16 Analysis of net assets between funds

	Unrestricted funds 2024	Restricted funds 2024	Total 2024
	£	£	£
At 31 March 2024:			
Tangible assets	461,858	-	461,858
Current assets/(liabilities)	441,510	-	441,510
	903,368	-	903,368

	Unrestricted funds 2023	Restricted funds 2023	Total 2023
	£	£	£
At 31 March 2023:			
Tangible assets	478,357	-	478,357
Current assets/(liabilities)	365,681	30,599	396,280
	844,038	30,599	874,637

17 Related party transactions

There were no disclosable related party transactions during the year (2023 - none).

18	**Cash generated from operations**	**2024**	**2023**
		£	**£**
	Surplus/(deficit) for the year	28,731	(110,027)
	Adjustments for:		
	Investment income recognised in statement of financial activities	-	(1,919)
	Depreciation and impairment of tangible fixed assets	16,499	18,872
	Movements in working capital:		
	(Increase)/decrease in stocks	-	131
	Decrease/(increase) in debtors	635,511	(504,915)
	(Decrease)/increase in creditors	(7,612)	1,547
	(Decrease)/increase in deferred income	(713,942)	230,060
	Cash absorbed by operations	(40,813)	(366,251)

19 Analysis of changes in net funds

The charity had no material debt during the year.

SKILLS FOR PEOPLE

England & Wales - Charity number 1069993

Accounts

Charity registration number 1069993

Company registration number 03487635 (England and Wales)

SKILLS FOR PEOPLE

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

SKILLS FOR PEOPLE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	J Whaley G Atwal-Churchley S Woosey A Dagg S Halpin
Secretary	E Wright
Charity number	1069993
Company number	03487635
Principal address	4 Glendale Terrace Byker Newcastle upon Tyne Tyne and Wear NE6 1PB
Key management personnel	E Wright - Chief Executive N Ball - Deputy Chief Executive K Chaplin - Deputy Chief Executive L Cottrell - Office Manager
Auditor	Robson Laidler Accountants Limited Fernwood House Fernwood Road Jesmond Newcastle upon Tyne Tyne and Wear England NE2 1TJ
Bankers	Unity Trust Bank 4 Brindley Place Birmingham B1 2JB

SKILLS FOR PEOPLE

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SKILLS FOR PEOPLE

TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT)

FOR THE YEAR ENDED 31 MARCH 2023

The trustees present their annual report and financial statements for the year ended 31 March 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Companies Act 2006 and "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

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Our purpose is to enable disabled people and their families to lead fulfilling and independent lives, to be healthy and safe, to exercise choice and control over the services which affect their lives, to be strong, confident and able to speak up for themselves and to overcome the daily challenges they face.

In pursuit of our purpose, we offer a range of services and activities that help disabled people to develop greater resilience, independence, confidence and well-being. These include:

- Information, advice, guidance and advocacy to ensure the rights of disabled people and their families are protected, and that they get the help they need to lead fulfilled, healthy lives.

- Wellbeing: We offer a comprehensive health and wellbeing education programme for people with a learning disability, offering education and support to help people live a healthy life. A range of groups offering healthy activity and friendship are provided each week. Our Learning Disability Community Link Workers work with local GPs to help their patients who have a learning disability make the connections they need to maintain good health.

- Social and Friendship Groups: We run a range of social and friendship groups for people with a learning disability and autistic people, which aim to reduce social isolation and loneliness.

- Social inclusion: Information, advice and support to help people to connect with people, places, and activities within their communities in order to reduce social isolation.

- Self Advocacy: We support people with learning disabilities to build their self-advocacy skills by involving them in 'Speaking Up Groups'.

- Support for family carers: our Families Advice and Support team (Newcastle upon Tyne) provides advice and information, training for families of disabled children, and supports the Pass it on Parents online peer support group which has over 4000 members. Across the North East and Cumbria, we provide support for family carers to learn about Positive Behaviour Support, and provide Keyworkers for young people facing admission to hospital due to their mental health, and their families.

- Easy Information Service: The Accessible information Standard (AIS) says that everyone should be given information in a way they can understand. We translate documents into 'easyread' format, and make short films, on behalf of a range of organisations, including councils, colleges, health services and others. This helps people with a learning disability understand information, benefiting thousands of people each year.

- Changing services: We support disabled people to influence policy and local health and care services, providing support for engagement of local people, and workforce training.

- Quality Checkers: our team of people with learning disabilities created this project which checks that health and social care services offer good support. The idea has spread across the country and is now used across many health and social care services. Our team train Quality Checkers across the country.

Public benefit
The trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.
The outcomes of our work includes:
- Improvements in health and wellbeing through programmes of health education, healthy activities and one-to-one support.
- A reduction in social isolation: beneficiaries are supported to gain friends, enjoy social activities and to play an active role in their communities.
- The active engagement of disabled people and their families in shaping and improving local services.
- An increased understanding among people who support disabled people and their families, and the public.
- Quality of life is improved by supporting people to understand their rights, to access services, and to feel more confident in voicing their needs.

Achievements and performance
The organisation worked across the North East and Cumbria. Our work benefited around 5000 people: both disabled people and family carers.

The ***Families Advice and Support Team*** benefited around 1500 parents and family carers and their children directly, with advice information about support services, help to secure small grants for equipment, short breaks etc, with around £100,000 secured in small grants. Our online coffee mornings at schools and community settings provide these services and encourage peer support. The Pass it on Parents facebook peer support group is supported and reaches over 4000 people. Workshops were created and delivered to help parents support their children with their mental health and wellbeing. Toys and gifts were distributed to families in need at Christmas. **The Keyworker project**, working in partnership with the Children and Young People's Provider Collaborative for the North East and North Cumbria. Keyworkers support children, young people who have a learning disability or are autistic, when they are at risk of admission to hospital due to their mental health. Each Keyworker works alongside young people and their family to help ensure they get the right support, and are at the heart of decision making.

Information guidance and support: around 250 people who have a learning disability, received individual advice, guidance, advocacy and help to connect with their community.

Health and wellbeing for adults who have a learning disability
Around 400 people benefited from projects aimed at improving the health and wellbeing of people who have a learning disability. We offered a range of activities, online and face to face to help people be connected to others, and supported to have a happy and healthy life. Activities included walking groups, cooking groups, gardening and outdoor activities, with workshops about cancer and screening, delivered by and for people with a learning disability. The ***Mindfulness for Life*** programme continues to offer a range of groups, and courses, virtually and face-to-face. ***The Love Life*** programme educates and supports people with a learning disability in relation to sexual health and relationships. ***Learning Disability Community Link Workers*** supported people with a learning disability, who are patients of seven GPs in Newcastle upon Tyne. They worked with over 100 people to improve their mental health, social inclusion, healthy eating, fitness, and to help them attend for vaccination and screening.

Connecting people in their communities
In Redcar and Cleveland, and Newcastle upon Tyne, our work continues help individual people who have a learning disability get connected with people, activities and places in their neighbourhoods. This improves their health and wellbeing and reduces isolation.

Speaking out
Speaking up (or 'self advocacy') groups help people to learn about their rights, and become more confident about speaking up. Many go on to influence health and care services providing a forum for consultation and co-production. This year we engaged with over 100 people.

Quality Checkers are people with personal experience of receiving services: our team came up with the idea many years ago. How they check the quality of health and social care services across the North East, and train new Quality Checkers around the country.

Our ***Easy Information Service*** continued to create accessible information ('easyread' documents and short films) to help councils , health professionals, colleges and other organisations to communicate their message, particularly to people with a learning disability, in line with the Accessible Information Standard.

Financial review

There has been a small increase in income from £1,051,498 to £1,058,287 although there has been a move from grant income in 2022 to income from charitable activities in 2023. Grant income has reduced this year however this is mainly due to the large one-off grant received in the previous year. Contract income has increased due to the increased activity of the charity, in particular in the delivery of the Keyworker project described above.

Expenditure increased from £756,103 to £1,168,314, with direct costs (wages and service delivery costs) increasing by 57% due to the increase in delivery of services/projects. IT costs increased with some additional equipment being purchased for new staff employed. Other costs remain consistent to previous years and expectation.

Overall the surplus has decreased from £295,395 in 2022 to a deficit of £110,027 in 2023. This is largely due to the way that grant income is recognised in charity accounts. In 2022, a large charitable grant was fully recognised as income (in restricted funds) however much of the associated expenditure was not incurred until the 2023 financial year. Outside the restricted funds, there is a surplus of £66,809 in the unrestricted funds.
The balance sheet remains healthy, with significant income held to be deferred into 2023/2024, much of it relating to contracts which started at the end of March 2023. Since these contracts were invoiced for in March, the debtors figure is much higher than the previous year.

Reserves

Unrestricted reserves stand at £844,038 of which £365,681 (2022: £293,228) is classed as free reserves. Restricted funds have fallen significantly mainly because the charitable funding received in 2022 have been fully spent in the 2022/2023 financial year.

Reserves policy

The calculation of reserves is based on the definition included in the charity statement for recommended practice (SORP) which provides recommendations for accounting and reporting for charities. The trustees have examined the requirements of the charitable company to hold free reserves - those reserves not invested in tangible fixed assets, excluding long term liabilities, or designated for a particular purpose. This exercise considered

- Identification and planning for the maintenance of essential services for beneficiaries;
- The risks of unplanned closure, spending commitments, potential liabilities and financial forecasts; and
- The risks of unplanned closure on their beneficiaries (in particular, vulnerable beneficiaries), staff and volunteers.
- The challenges faced by the charity sector in the current financial climate, and the impact of the Covid pandemic.

The board have formally agreed to aspire holding the equivalent of six months operating costs in reserve, which allows for potential closure/redundancy costs, in order to provide short term financial resilience. This is to cover unexpected events, reductions in funding or to seize on new opportunities that may present themselves.

Going concern

The trustees have prepared a budget and cashflow forecast and have concluded that the charity continues to be a going concern for the foreseeable future. On that basis they have continued to adopt the going concern basis when preparing the financial statements.

Plans for future periods

The Board has taken precautions to ensure that the organisation is sustainable. The Board and the staff team manage budgets closely. The Board plans to secure the future of the organisation through careful financial management, and raising income through a diverse range of contracts, grants and sales. We will continue to provide and build on the successful programmes described earlier in this report, which will enable access to new sources of income.

Structure, governance and management

Skills for People is a company limited by guarantee, not having share capital, and is therefore governed by a memorandum and articles of association. Every member of the company undertakes to contribute to the assets if the company is wound up while he/she is a member or within one year of ceasing to be a member, such amount as may be required not exceeding £1. The company is a registered charity number 1069993.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

J Whaley
K Johnston (Resigned 27 September 2022)
G Atwal-Churchley
S Woosey
A Dagg
S Halpin

Recruitment and appointment of new trustees

The directors of the company are also charity trustees for the purposes of charity law and under the company's articles are known as directors. Under the requirements of the Memorandum and Articles of Association one third of directors retire by rotation every year and can offer themselves for re-election. The Board can also co-opt directors to join them until the next AGM. The charity ensures that a range of skills are represented on the Board (business, financial, educational and management). Efforts are made to recruit Board Members who possess the skills which the organisation requires and membership is kept under review by the Board.

Organisational structure

Skills for People has a Board which meets at least 4 times a year. The Board members are trustees of the charity, and directors of the company. They are legally responsible for the organisation. The Board is responsible for the strategic direction of the organisation. A scheme of delegation is in place and day to day. Responsibility for the running of the organisation rests with the Chief Executive (CEO). She is responsible for ensuring the charity delivers the services specified and for meeting key performance targets. She also has responsibility for making sure that staff and volunteers are well supported.

Members of the Board, the CEO and the Senior Management Team meet at other times during the year, in smaller strategic groups, in order to guide and oversee the business management of the organisation.

Advisory Board

The organisation and its board are supported by an advisory group made up of local disabled people, ('Self Advocate Board') who advise on matters of importance for disabled people.

Induction and training of new trustees

New board members are made aware of:
- the obligations of the directors/trustees
- the main documents which set out the operational framework for the charity
- resourcing and the current financial position
- future plans and objectives

A handbook is provided to Board members and training provided as required.

Key management remuneration

The board members give their time freely. No trustees received remuneration in the year. The board has considered who the key management personnel of the charitable company. Together with the board, these staff are those in charge of directing and controlling, running and operating the activities of the charity on a day to day basis.

The pay of the key management personnel is reviewed annually. The trustees benchmark against pay levels of other charities and similar organisations within the sector and the region. Pay levels are set using this information together with budget and forecast information, ensuring that the charitable company can afford any proposed increases.

Risk management
The Board has conducted a review of the major risks to which the organisation is exposed. This assessment of risk is reviewed and updated at least annually. Where appropriate, systems and procedures have been established to mitigate risks. Internal control risks are minimised by the implementation of robust policies and procedures which safeguard the resources and reputation of the organisation. A key element in the management of financial risk is the setting of a Reserves Policy and its regular review by directors/trustees. Aside from building a prudent level of reserves and maintaining the level of working capital, there are limited funds for long term investment.

Statement of trustees' responsibilities
The trustees, who are also the directors of Skills For People for the purpose of company law, are responsible for preparing the Trustees' 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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

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 judgements and estimates that are reasonable and prudent;

- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and

- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Auditor
In accordance with the company's articles, a resolution proposing that Robson Laidler Accountants Limited be reappointed as auditor of the company will be put at a General Meeting.

Disclosure of information to auditor
Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

The trustees' report was approved by the Board of Trustees.

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J Whaley
Trustee

Date: 24-11-23

SKILLS FOR PEOPLE

INDEPENDENT AUDITOR'S REPORT

TO THE MEMBERS OF SKILLS FOR PEOPLE

Opinion

We have audited the financial statements of Skills For People (the 'charity') for the year ended 31 March 2023 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 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 2023 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 charity 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 charity'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 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.

Opinions on other matters prescribed by the Companies Act 2006

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

- the information given in the trustees' report for the financial year for which the financial statements are prepared, which includes the directors' report prepared for the purposes of company law, is consistent with the financial statements; and
- the directors' report included within the trustees' report has 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 charity and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

We have nothing to report in respect of the following matters in relation to which 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; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the charity for the purpose 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 charity'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.

The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

The risk of material misstatement due to error or fraud is deemed to be low within the entity as the charity operate strong internal controls to mitigate any such risk. These controls are reviewed as part of the audit by performing systems walkthroughs to ensure they are operating effectively. Other substantive testing is also performed on all material balances and therefore any instances of non-compliance should be identified or considered as insignificant. Manual journal entries are scrutinised by data analytics software used as part of the audit.

The laws and regulations which are considered to be significant to the entity relate to health and safety. Discussions are held with management to determine whether any breaches have occurred as well as legal expenditure being scrutinised for any evidence on non-compliance.

A further description of our responsibilities is available on the Financial Reporting Council's website at: https://www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

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.

M Moran

Michael T Moran BA FCA (Senior Statutory Auditor)
for and on behalf of Robson Laidler Accountants Limited

29 november 2023

Statutory Auditor

Fernwood House
Fernwood Road
Jesmond
Newcastle upon Tyne
Tyne and Wear
England
NE2 1TJ

SKILLS FOR PEOPLE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

Current financial year

	Notes	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Total 2022 £
Income and endowments from:					
Donations and legacies	2	108,506	41,990	150,496	448,115
Charitable activities		833,687	435	834,122	539,131
Other trading activities	3	71,750	-	71,750	48,920
Investments		1,919	-	1,919	296
Other income	4	-	-	-	15,036
Total income		1,015,862	42,425	1,058,287	1,051,498
Expenditure on:					
Charitable activities	5	949,053	219,261	1,168,314	756,103
Net income/(expenditure) for the year/ Net movement in funds		66,809	(176,836)	(110,027)	295,395
Fund balances at 1 April 2022		777,229	207,435	984,664	689,269
Fund balances at 31 March 2023		844,038	30,599	874,637	984,664

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

Prior financial year

	Notes	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Income and endowments from:				
Donations and legacies	2	194,594	253,521	448,115
Charitable activities		535,986	3,145	539,131
Other trading activities	3	48,920	-	48,920
Investments		296	-	296
Other income	4	15,036	-	15,036
Total income		794,832	256,666	1,051,498
Expenditure on:				
Charitable activities	5	702,895	53,208	756,103
Net income/(expenditure) for the year/ Net movement in funds		91,937	203,458	295,395
Fund balances at 1 April 2021		685,292	3,977	689,269
Fund balances at 31 March 2022		777,229	207,435	984,664

SKILLS FOR PEOPLE

BALANCE SHEET

AS AT 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
Fixed assets					
Tangible assets	10		478,357		484,001
Current assets					
Stocks	11	-		131	
Debtors	12	676,966		172,051	
Cash at bank and in hand		581,292		958,852	
		1,258,258		1,131,034	
Creditors: amounts falling due within one year	13	(861,978)		(630,371)	
Net current assets			396,280		500,663
Total assets less current liabilities			874,637		984,664
Income funds					
Restricted funds	14		30,599		207,435
Unrestricted funds			844,038		777,229
			874,637		984,664

The financial statements were approved by the Trustees on 19-9-23

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J Whaley
Trustee

Company registration number 03487635

SKILLS FOR PEOPLE

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2023

	Notes	2023 £	2023 £	2022 £	2022 £
Cash flows from operating activities					
Cash (absorbed by)/generated from operations	17		(366,251)		554,365
Investing activities					
Purchase of tangible fixed assets		(13,228)		(9,156)	
Investment income received		1,919		296	
Net cash used in investing activities			(11,309)		(8,860)
Net cash used in financing activities			-		-
Net (decrease)/increase in cash and cash equivalents			(377,560)		545,505
Cash and cash equivalents at beginning of year			958,852		413,347
Cash and cash equivalents at end of year			581,292		958,852

1 Accounting policies

Charity information

Skills For People is a private company limited by guarantee incorporated in England and Wales. The registered office is 4 Glendale Terrace, Byker, Newcastle upon Tyne, Tyne and Wear, NE6 1PB.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Assets for distribution are recognised only when distributed. Assets given for use by the charity are recognised when receivable. Stocks of undistributed donated goods are not valued for balance sheet purposes.

1 Accounting policies **(Continued)**

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Leasehold land and buildings	Over term of the lease
Fixtures and fittings	25% reducing balance basis

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.10 Taxation

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

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2023 £	2023 £	2023 £	2022 £	2022 £	2022 £
Donations and gifts	1,854	23,752	25,606	2,081	11,050	13,131
Grants	106,652	18,238	124,890	192,513	242,471	434,984
	108,506	41,990	150,496	194,594	253,521	448,115

Included in gifts and donations are amounts from Joseph Strong Frazer Trust and The Bernicia Foundation.

Grants receivable for core activities						
The Sir James Knott Trust	-	5,000	5,000	6,000	-	6,000
Newcastle City Council	32,550	1,515	34,065	37,550	-	37,550
Charities Aid Foundation	-	-	-	-	239,471	239,471
NHS Sunderland CCG	-	-	-	24,270	-	24,270
NHS County Durham CCG	50,000	-	50,000	46,940	-	46,940
Postcode Neighbourhood Trust	-	-	-	9,000	-	9,000
NHS Tees Valley CCG	-	-	-	17,499	-	17,499
Your Voice Counts	-	-	-	15,063	-	15,063
Garfield Weston	-	-	-	25,000	-	25,000
National Lottery Awards for All	8,490	-	8,490	7,290	-	7,290
Other	15,612	11,723	27,335	3,901	3,000	6,901
	106,652	18,238	124,890	192,513	242,471	434,984

Other grants includes £6,723 from Community Foundation Ringtons Fund, £5,000 from the Bailey Thomas Charitable Fund and £15,063 from NHS Charities Together.

3 Other trading activities

	Unrestricted funds	Restricted funds	Total	Unrestricted funds
	2023	2023	2023	2022
	£	£	£	£
Rents receivable	12,267	-	12,267	11,696
Better days recharge	52,808	-	52,808	34,140
Room hire	6,532	-	6,532	3,028
Other trading income	143	-	143	56
Other trading activities	71,750	-	71,750	48,920

4 Other income

	Total	Unrestricted funds
	2023	2022
	£	£
Job Retention Scheme funding	-	15,036

5 Charitable activities

	Charitable activities 2023 £	Charitable activities 2022 £
Staff costs	889,653	566,195
Depreciation and impairment	18,872	16,863
Consultancy fees	24,336	14,860
Other staff costs	37,966	17,875
Project costs	67,220	34,789
IT costs	31,871	22,638
Rent & rates	4,714	5,747
Insurance	5,861	4,981
Light & heat	11,100	6,871
Premises repairs	15,937	20,981
Telephone	13,997	8,380
Postage and stationery	20,579	13,206
Health & safety	3,066	5,495
Sundry expenses	2,112	1,906
	1,147,284	740,787
Share of support costs (see note 6)	2,992	3,144
Share of governance costs (see note 6)	18,038	12,172
	1,168,314	756,103
Analysis by fund		
Unrestricted funds	949,053	702,895
Restricted funds	219,261	53,208
	1,168,314	756,103

6 Support costs

	Support costs	Governance costs	2023	Support costs	Governance costs	2022
	£	£	£	£	£	£
Bank interest	294	-	294	262	-	262
Cleaning	2,698	-	2,698	2,882	-	2,882
Audit fees	-	2,934	2,934	-	2,600	2,600
Legal and professional	-	15,104	15,104	-	9,572	9,572
	2,992	18,038	21,030	3,144	12,172	15,316
Analysed between						
Charitable activities	2,992	18,038	21,030	3,144	12,172	15,316

7 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

8 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
Employees	46	31

Employment costs	2023 £	2022 £
Wages and salaries	815,267	513,464
Social security costs	54,743	35,521
Other pension costs	19,643	17,210
	889,653	566,195

The total employee benefits of the key management personnel of the charity were £82,090 (2022: £84,142).

There were no employees whose annual remuneration was more than £60,000.

9 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxationof Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

10 Tangible fixed assets

	Leasehold land and buildings	Fixtures and fittings	Total
	£	£	£
Cost			
At 1 April 2022	464,439	85,820	550,259
Additions	4,072	9,156	13,228
At 31 March 2023	468,511	94,976	563,487
Depreciation and impairment			
At 1 April 2022	9,289	56,969	66,258
Depreciation charged in the year	9,370	9,502	18,872
At 31 March 2023	18,659	66,471	85,130
Carrying amount			
At 31 March 2023	449,852	28,505	478,357
At 31 March 2022	455,150	28,851	484,001

11 Stocks

	2023	2022
	£	£
Raw materials and consumables	-	131

12 Debtors

	2023	2022
Amounts falling due within one year:	£	£
Trade debtors	665,212	103,763
Other debtors	11,754	68,288
	676,966	172,051

13 Creditors: amounts falling due within one year

	Notes	2023 £	2022 £
Other taxation and social security		16,492	11,788
Deferred income		828,980	598,920
Trade creditors		11,225	14,877
Other creditors		1,232	1,462
Accruals		4,049	3,324
		861,978	630,371

Deferred income represents contract income received in advance of the related service being provided.

14 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds				Movement in funds		
	Balance at 1 April 2021 £	Incoming resources £	Resources expended £	Balance at 1 April 2022 £	Incoming resources £	Resources expended £	Balance at 31 March 2023 £
Geordie Mums	-	145	(145)	-	435	(395)	40
Speaking Up Groups	3,000	17,050	(20,050)	-	41,990	(12,408)	29,582
Pottery	977	-	-	977	-	-	977
Charities Aid Foundation	-	239,471	(33,013)	206,458	-	(206,458)	-
	3,977	256,666	(53,208)	207,435	42,425	(219,261)	30,599

Purpose of restricted funds

Geordie Mums: Fundraising to support the activities of the group of mothers who have a learning disability

Speaking up groups: Funding was received from the Sir James Knott Trust and an anonymous donation to support speaking up groups for people with a learning disability.

Charities Aid Foundation: Funding was received from the Charities Aid Foundation Resilience Fund, which aims to help the people and causes hardest hit by Covid-19. It supported the delivery of wellbeing and community connecting services, and a development programme to improve the resilience of the organisation.

15 Analysis of net assets between funds

	Unrestricted funds 2023	Restricted funds 2023	Total 2023	Unrestricted funds 2022	Restricted funds 2022	Total 2022
	£	£	£	£	£	£
Fund balances at 31 March 2023 are represented by:						
Tangible assets	478,357	-	478,357	484,001	-	484,001
Current assets/(liabilities)	365,681	30,599	396,280	293,228	207,435	500,663
	844,038	30,599	874,637	777,229	207,435	984,664

16 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).

17 Cash generated from operations

	2023	2022
	£	£
(Deficit)/surpus for the year	(110,027)	295,395
Adjustments for:		
Investment income recognised in statement of financial activities	(1,919)	(296)
Depreciation and impairment of tangible fixed assets	18,872	16,863
Movements in working capital:		
Decrease in stocks	131	-
(Increase) in debtors	(504,915)	(81,599)
Increase in creditors	1,547	14,576
Increase in deferred income	230,060	309,426
Cash (absorbed by)/generated from operations	(366,251)	554,365

18 Analysis of changes in net funds

The charity had no debt during the year.

SKILLS FOR PEOPLE

England & Wales - Charity number 1069993

Accounts

Charity registration number 1069993

Company registration number 03487635 (England and Wales)

SKILLS FOR PEOPLE

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022

SKILLS FOR PEOPLE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	J Whaley	
	K Johnston	
	G Atwal-Churchley	
	S Woosey	
	A Dagg	(Appointed 24 November 2021)
	Ms S Halpin	(Appointed 24 November 2021)
Secretary	E Wright	
Charity number	1069993	
Company number	03487635	
Principal address	4 Glendale Terrace Byker Newcastle upon Tyne Tyne and Wear NE6 1PB	
Key management personnel	E Wright - Chief Executive N Ball - Deputy Chief Executive K Chaplin - Deputy Chief Executive L Cottrell - Office Manager	
Auditor	Robson Laidler Accountants Limited Fernwood House Fernwood Road Jesmond Newcastle Upon Tyne Tyne and Wear England NE2 1TJ	
Bankers	Unity Trust Bank 4 Brindley Place Birmingham B1 2JB	

SKILLS FOR PEOPLE

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SKILLS FOR PEOPLE

TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT)

FOR THE YEAR ENDED 31 MARCH 2022

The trustees present their annual report and financial statements for the year ended 31 March 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Companies Act 2006 and "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

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Our purpose is to enable disabled people and their families to lead fulfilling and independent lives, to be healthy and safe, to exercise choice and control over the services which affect their lives, to be strong, confident and able to speak up for themselves and to overcome the daily challenges they face.

In pursuit of our purpose, we offer a range of services and activities that help disabled people (especially those with a learning disability and autistic people) to develop greater resilience, independence, confidence and well-being. These include:

- Information, advice, guidance and advocacy to ensure the rights of disabled people and their families are protected, and that they get the help they need to lead fulfilled, healthy lives.

- Wellbeing: We offer a comprehensive health and wellbeing education programme for people with a learning disability, offering education and support to help people live a healthy life. A range of groups offering healthy activity and friendship are provided each week. Our Learning Disability Community Link Workers work with local GPs to help their patients who have a learning disability make the connections they need to maintain good health.

- Social and Friendship Groups: We run a range of social and friendship groups for people with a learning disability and autistic people, which aim to reduce social isolation and loneliness.

- Social inclusion: Information, advice and support to help people to connect with people, places, and activities within their communities in order to reduce social isolation.

- Self Advocacy: We support people with learning disabilities to build their self-advocacy skills by involving them in 'Speaking Up Groups'.

- Support for family carers: our Families Advice and Support team (Newcastle upon Tyne) provides advice and information, training for families of disabled children, and supports the Pass it on Parents online peer support group which has over 4000 members. Across the North East and Cumbria, we provide support for family carers to learn about Positive Behaviour Support, and provide Keyworkers for young people facing admission to hospital due to their mental health, and their families.

- Easy Information Service: The Accessible information Standard (AIS) says that everyone should be given information in a way they can understand. We translate documents into 'easyread' format, and make short films, on behalf of a range of organisations, including councils, colleges, health services and others. This helps people with a learning disability understand information, benefiting thousands of people each year.

- Changing services: We support disabled people to influence policy and local health and care services, providing support for engagement of local people, and workforce training.

- Quality Checkers: our team of people with learning disabilities created this project which checks that health and social care services offer good support. The idea has spread across the country and is now used across many health and social care services. Our team train Quality Checkers across the country.

Public benefit
The trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

The outcomes of our work includes:

- Improvements in health and wellbeing through programmes of health education, healthy activities and one-to-one support.
- A reduction in social isolation: beneficiaries are supported to gain friends, enjoy social activities and to play an active role in their communities.
- The active engagement of disabled people and their families in shaping and improving local services.
- An increased understanding among people who support disabled people and their families, and the public.
- Quality of life is improved by supporting people to understand their rights, to access services, and to feel more confident in voicing their needs.

Achievements and performance
The organisation worked across the North East and Cumbria, primarily in Tyneside and Teesside. Our work benefited around 5000 people: both disabled people and family carers.

A grant from the Charities Aid Foundation enabled us to progress several strategic objectives, in order to improve the resilience of the organisation. A programme of training and development has been created to improve our organisational culture and capacity for reflection, reporting impact and development. We were able to improve our staff training and support. The grant enabled plans for extending our health and wellbeing work and reaching new communities. This work will continue throughout the following year.

The organisation continued its work aimed at improving the health and wellbeing for people with a learning disability. Funding from NHS Charities Together enabled the organisation to work with three other charities, across Tyneside to share ideas and promote the role of the charitable and community sector in delivering health and wellbeing outcomes.

We were able to make good use of our fully refurbished and accessible building in Newcastle upon Tyne, as Covid restrictions allowed.

The organisation continued to support its beneficiaries in response to the Covid-19 pandemic, offering support online and, as restrictions permitted, resuming face-to-face contact. Members of the team supported the Covid Vaccination bus in Newcastle upon Tyne to help ensure that people with a learning disability were able to be vaccinated. Charitable funding and support in kind enabled the organisation to provide free IT equipment, wifi, and guidance to beneficiaries who would otherwise have been extremely isolated. A huge range of short films had been created and remain accessible to all, providing guidance on a range of issues.

Support for families of disabled children and young people
The **Families Advice and Support Team** of 7 staff includes 6 family carers of disabled children/adults. The team continued to support parents and family carers with advice information about support services, support at online meetings, grant applications and funding opportunities ranging from activities for the summer holidays, household items to short breaks away. Our online coffee mornings have been popular with family carers. The Pass it on Parents facebook peer support group is supported and reaches over 4000 people. Workshops were created and delivered to help parents support their children with their mental health and wellbeing. Toys and gifts were distributed to 30 families in need at Christmas.

This year we were funded to set up a new **Keyworker project**, working in partnership with the *Children and Young People's Provider Collaborative for the North East and North Cumbria*. This is one of a number of projects around the country testing new ways of supporting families of children/young people who have a learning disability, autism or both, and who are at risk of admission to inpatient care relating to their mental health needs. Each Keyworker works alongside young people and their family to help ensure they get the right support, and are at the heart of decision making.

Health and wellbeing
This year, we were able to expand our work to improve the health and wellbeing of people who have a learning disability. We offered a range of activities, online and face to face to help people be connected to others, and supported to have a happy and healthy life. Activities included new walking groups, cooking groups (on line), workshops about cancer and the importance of screening, delivered by and for people with a learning disability.

We continued to develop our programme to improve mental health, of people with a learning disability, based on the success of our innovative ***Mindfulness for Life*** programme, offering a range of groups, and courses, virtually and face-to-face.

Our ***Love Life programme*** to educate and support people with a learning disability in relation to sexual health and relationships was affected by Covid restrictions which did not allow for face-to-face contact. A series of short films were created and shared via a closed online group, and the project was able to resume education courses and one-to-one support later in the year.

Our ***Learning Disability Community Link Workers*** worked with GP practices in Newcastle upon Tyne and their patients who have a learning disability to improve their health and wellbeing. They supported people with mental health, loneliness, healthy eating, improving fitness. They were able to help ensure that people received the Covid-19 vaccine, and attended important screening appointments.

Connecting people in their communities
The easing of lockdown restrictions has provided more opportunities to introduce people to new activities, volunteering, and support services. In Redcar and Cleveland, and Newcastle upon Tyne, our work continues help individual people who have a learning disability get connected with people, activities and places in their neighbourhoods. This has led to improvements in mental health, physical health and fitness, and reduced isolation.

Social and speaking up groups
Covid-19 has meant that many of our beneficiaries felt especially isolated. Our social groups have been vital for keeping people connected on line. Once able to meet up, group members have enjoyed a range of outings and activities across Teesside and Tyneside.

Speaking up (or 'self advocacy') groups help people to become more confident about their rights, and about speaking up. Many go on to influence health and care services providing a forum for consultation and co-production. This year members of the Geordie Mums group sat on an Advisory group helping a Bristol University research team working on the meaning of 'Substituted Parenting'.

Improving health and care services
We continued to work with local NHS and social care providers to ensure the views of people who use these services shape their improvement.

Quality Checkers continued to develop its model, of people with lived experience checking the quality of health and social care services. The team was able to carry out some Quality Checks online. Online training courses were created and used to train new Quality Checkers around the country. The team were able to test the new 'toolkits' they had created in partnership with the North East & Cumbria Learning Disability Network. A comprehensive programme of checks was started in Durham and Teesside, checking GP and social care services.

Our ***Easy Information Service*** continued to create accessible information ('easyread' documents and short films) to help councils , health professionals, colleges and other organisations to communicate their message, particularly to people with a learning disability, in line with the Accessible Information Standard.

Financial review

The Statement of Financial Activities shows a surplus for the year of £295,395 (£21,535 in 2021). The majority of the surplus relates to restricted grant funding, which will be spent in the following year. The surplus in unrestricted funds is £91,937, an increase from £30,385 in the previous year.

The unrestricted reserves stand at £777,229 (2021: £685,292) of which £293,228 (2021 £193,584) are classed as free reserves of the charity (see reserves policy below).

The trustees have looked at restricted fund balances during the year and ensured that these balances have been spent in accordance with the donors' requirements. At 31 March 2022, these restricted reserves stood at £207,435 (2021: £3,977). These restricted funds are expected to be fully spent in the 2022-2023 year.

Reserves policy

The calculation of reserves is based on the definition included in the Charity Statement for Recommended Practice (SORP) which provides recommendations for accounting and reporting for charities. The trustees have examined the requirements of the charitable company to hold free reserves - unrestricted reserves not invested in tangible fixed assets, excluding long term liabilities, or designated for a particular purpose. This exercise considered:

- Identification and planning for the maintenance of essential services for beneficiaries;
- The risks of unplanned closure, spending commitments, potential liabilities and financial forecasts; and
- The risks of unplanned closure on their beneficiaries (in particular, vulnerable beneficiaries), staff and volunteers.
- The challenges faced by the charity sector in the current financial climate, and the impact of the Covid pandemic.

The board have formally agreed to aspire to holding the equivalent of six months operating costs in reserve, which allows for potential closure/redundancy costs, in order to provide short term financial resilience. This is to cover unexpected events, reductions in funding or to seize on new opportunities that may present themselves.

At 31 March 2022 free reserve levels were £293,228. Based on the 2022 accounts and estimated costs for 2023, this levels of reserves represents in the region of 5 months general running costs and is therefore in line with the stated reserves policy. The trustees and Chief Executive will continue to work with funders to budget for future surpluses in order to provide improved organisational sustainability.

Principal funding sources

The organisation has been successful in securing the majority of its income from earned income, mainly as a result of agreements with local authorities and NHS organisations. The organisation has had significant funding from charitable sources in this year.

Going concern

The trustees have prepared a budget and cashflow forecast and have concluded that the charity continues to be a going concern for the foreseeable future. On that basis they have continued to adopt the going concern basis when preparing the financial statements.

Plans for future periods

The Board has taken precautions to ensure that the organisation is sustainable. The Board and the staff team manage budgets closely. The Board plans to secure the future of the organisation through careful financial management, and raising income through a diverse range of contracts, grants and sales. We will continue to provide and build on the successful programmes described earlier in this report, which will enable access to new sources of income.

Structure, governance and management

Governing document

Skills for People is a company limited by guarantee, not having share capital, and is therefore governed by a memorandum and articles of association. Every member of the company undertakes to contribute to the assets if the company is wound up while he/she is a member or within one year of ceasing to be a member, such amount as may be required not exceeding £1. The company is a registered charity number 1069993.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

A Schofield	(Retired 15 May 2021)
J Whaley	
K Johnston	
G Atwal-Churchley	
S Woosey	
A Dagg	(Appointed 24 November 2021)
Ms S Halpin	(Appointed 24 November 2021)

Recruitment and appointment of new trustees
The directors of the company are also charity trustees for the purposes of charity law and under the company's articles are known as directors. Under the requirements of the Memorandum and Articles of Association one third of directors retire by rotation every year and can offer themselves for re-election. The Board can also co-opt directors to join them until the next AGM. The charity ensures that a range of skills are represented on the Board (business, financial, educational and management). Efforts are made to recruit Board Members who possess the skills which the organisation requires and membership is kept under review by the Board.

Organisational structure
Skills for People has a Board which meets at least 4 times a year. The Board members are trustees of the charity, and directors of the company. They are legally responsible for the organisation. The Board is responsible for the strategic direction of the organisation. A scheme of delegation is in place and day to day. Responsibility for the running of the organisation rests with the Chief Executive (CEO). She is responsible for ensuring the charity delivers the services specified and for meeting key performance targets. She also has responsibility for making sure that staff and volunteers are well supported.

Members of the Board, the CEO and the Deputy CEO meet at other times during the year, in smaller strategic groups, in order to guide and oversee the business management of the organisation.

Advisory Board
During this year, the organisation created an advisory group made up of local disabled people, ('Self Advocate Board') who advise the Board on matters of importance for disabled people.

Induction and training of new trustees
New board members are made aware of:
- the obligations of the directors/trustees
- the main documents which set out the operational framework for the charity
- resourcing and the current financial position
- future plans and objectives

A handbook is provided to Board members and training provided as required.

Key management remuneration
The board members give their time freely. No trustees received remuneration in the year. The board has considered who the key management personnel of the charitable company. Together with the board, these staff are those in charge of directing and controlling, running and operating the activities of the charity on a day to day basis.

The pay of the key management personnel is reviewed annually. The trustees benchmark against pay levels of other charities and similar organisations within the sector and the region. Pay levels are set using this information together with budget and forecast information, ensuring that the charitable company can afford any proposed increases.

Risk management
The Board has conducted a review of the major risks to which the organisation is exposed. This assessment of risk is reviewed and updated at least annually. Where appropriate, systems and procedures have been established to mitigate risks. Internal control risks are minimised by the implementation of robust policies and procedures which safeguard the resources and reputation of the organisation. A key element in the management of financial risk is the setting of a Reserves Policy and its regular review by directors/trustees. Aside from building a prudent level of reserves and maintaining the level of working capital, there are limited funds for long term investment.

Statement of trustees' responsibilities
The trustees, who are also the directors of Skills For People for the purpose of company law, are responsible for preparing the Trustees' 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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

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 judgements and estimates that are reasonable and prudent;

- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and

- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Auditor
In accordance with the company's articles, a resolution proposing that Robson Laidler Accountants Limited be reappointed as auditor of the company will be put at a General Meeting.

Disclosure of information to auditor
Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

The trustees' report was approved by the Board of Trustees.



S Woosey
Trustee

27 September 2022

SKILLS FOR PEOPLE

INDEPENDENT AUDITOR'S REPORT

TO THE MEMBERS OF SKILLS FOR PEOPLE

Opinion

We have audited the financial statements of Skills For People (the 'charity') for the year ended 31 March 2022 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 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 charity 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 charity'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 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.

Opinions on other matters prescribed by the Companies Act 2006

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

- the information given in the trustees' report for the financial year for which the financial statements are prepared, which includes the directors' report prepared for the purposes of company law, is consistent with the financial statements; and
- the directors' report included within the trustees' report has 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 charity and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

We have nothing to report in respect of the following matters in relation to which 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; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the charity for the purpose 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 charity'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.

The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

The risk of material misstatement due to error or fraud is deemed to be low within the entity as the charity operate strong internal controls to mitigate any such risk. These controls are reviewed as part of the audit by performing systems walkthroughs to ensure they are operating effectively. Other substantive testing is also performed on all material balances and therefore any instances of non-compliance should be identified or considered as insignificant. Manual journal entries are scrutinised by data analytics software used as part of the audit.

The laws and regulations which are considered to be significant to the entity relate to health and safety. Discussions are held with management to determine whether any breaches have occurred as well as legal expenditure being scrutinised for any evidence on non-compliance.

A further description of our responsibilities is available on the Financial Reporting Council's website at: https://www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

INDEPENDENT AUDITOR'S REPORT (CONTINUED)
TO THE MEMBERS OF SKILLS FOR PEOPLE

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.

MM

Michael T Moran BA FCA (Senior Statutory Auditor)
for and on behalf of Robson Laidler Accountants Limited

17 October 2022

Statutory Auditor

Fernwood House
Fernwood Road
Jesmond
Newcastle Upon Tyne
Tyne and Wear
England
NE2 1TJ

SKILLS FOR PEOPLE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2022

Current financial year

	Notes	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Total 2021 £
Income and endowments from:					
Donations and legacies	2	194,594	253,521	448,115	164,262
Charitable activities		535,986	3,145	539,131	428,275
Other trading activities	3	48,920	-	48,920	41,988
Investments		296	-	296	-
Other income	4	15,036	-	15,036	55,694
Total income		794,832	256,666	1,051,498	690,219
Expenditure on:					
Charitable activities	5	702,895	53,208	756,103	668,694
Net income for the year/ Net movement in funds		91,937	203,458	295,395	21,525
Fund balances at 1 April 2021		685,292	3,977	689,269	667,744
Fund balances at 31 March 2022		777,229	207,435	984,664	689,269

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

SKILLS FOR PEOPLE

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2022

Prior financial year

	Notes	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
Income and endowments from:				
Donations and legacies	2	109,730	54,532	164,262
Charitable activities		425,650	2,625	428,275
Other trading activities	3	39,951	2,037	41,988
Other income	4	55,694	-	55,694
Total income		631,025	59,194	690,219
Expenditure on:				
Charitable activities	5	570,502	98,192	668,694
Gross transfers between funds		(30,138)	30,138	-
Net income for the year/ Net movement in funds		30,385	(8,860)	21,525
Fund balances at 1 April 2020		654,907	12,837	667,744
Fund balances at 31 March 2021		685,292	3,977	689,269

SKILLS FOR PEOPLE

BALANCE SHEET

AS AT 31 MARCH 2022

	Notes	2022 £	£	2021 £	£
Fixed assets					
Tangible assets	9		484,001		491,708
Current assets					
Stocks	10	131		131	
Debtors	11	172,051		90,452	
Cash at bank and in hand		958,852		413,347	
		1,131,034		503,930	
Creditors: amounts falling due within one year	12	(630,371)		(306,369)	
Net current assets			500,663		197,561
Total assets less current liabilities			984,664		689,269
Income funds					
Restricted funds	13		207,435		3,977
Unrestricted funds			777,229		685,292
			984,664		689,269

The financial statements were approved by the Trustees on 28 September 2022

S Woosey
Trustee

Company registration number 03487635

SKILLS FOR PEOPLE

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2022

	Notes	2022 £	£	2021 £	£
Cash flows from operating activities					
Cash generated from operations	**16**		554,365		112,897
Investing activities					
Purchase of tangible fixed assets		(9,156)		(50,895)	
Investment income received		296		-	
Net cash used in investing activities			(8,860)		(50,895)
Net cash used in financing activities			-		-
Net increase in cash and cash equivalents			545,505		62,002
Cash and cash equivalents at beginning of year			413,347		351,345
Cash and cash equivalents at end of year			958,852		413,347

1 Accounting policies

Charity information

Skills For People is a private company limited by guarantee incorporated in England and Wales. The registered office is 4 Glendale Terrace, Byker, Newcastle upon Tyne, Tyne and Wear, NE6 1PB.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Assets for distribution are recognised only when distributed. Assets given for use by the charity are recognised when receivable. Stocks of undistributed donated goods are not valued for balance sheet purposes.

1 Accounting policies **(Continued)**

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Leasehold land and buildings	Over term of the lease
Fixtures and fittings	25% reducing balance basis

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.10 Taxation

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

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2022	**2022**	**2022**	2021	2021	2021
	£	**£**	**£**	£	£	£
Donations and gifts	2,081	11,050	13,131	14,507	-	14,507
Grants	192,513	242,471	434,984	95,223	54,532	149,755
	194,594	253,521	448,115	109,730	54,532	164,262

Included in gifts and donations are amounts from Joseph Strong Frazer Trust and The Bernicia Foundation.

Grants receivable for core activities						
Sir James Knott	6,000	-	6,000	6,000	-	6,000
Newcastle City Council	37,550	-	37,550	818	54,532	55,350
Charities Aid Foundation	-	239,471	239,471	-	-	-
NHS Sunderland CCG	24,270	-	24,270	13,700	-	13,700
NHS County Durham CCG	46,940	-	46,940	-	-	-
Postcode Neighbourhood Trust	9,000	-	9,000	-	-	-
NHS Tees Valley CCG	17,499	-	17,499	-	-	-
Your Voice Counts	15,063	-	15,063	-	-	-
Garfield Weston	25,000	-	25,000	-	-	-
National Lottery Awards for All	7,290	-	7,290	32,990	-	32,990
Other	3,901	3,000	6,901	41,715	-	41,715
	192,513	242,471	434,984	95,223	54,532	149,755

Included in other grants are £2,500 from the Catherine Cookson Charitable Trust and £499 from Waitrose.

3 Other trading activities

	Unrestricted funds	**Restricted funds**	**Total**	Unrestricted funds	Restricted funds	Total
	2022	**2022**	**2022**	2021	2021	2021
	£	**£**	**£**	£	£	£
Rents receivable	11,696	-	11,696	9,247	-	9,247
Better days recharge	34,140	-	34,140	28,153	2,037	30,190
Room hire	3,028	-	3,028	484	-	484
Other trading income	56	-	56	2,067	-	2,067
Other trading activities	48,920	-	48,920	39,951	2,037	41,988

4 Other income

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Job Retention Scheme funding	15,036	55,694

5 Charitable activities

	Charitable activities 2022 £	Charitable activities 2021 £
Staff costs	566,195	512,001
Depreciation and impairment	16,863	15,943
Consultancy fees	14,860	10,400
Other staff costs	17,875	12,076
Project costs	34,789	32,207
IT costs	22,638	6,602
Rent & rates	5,747	7,161
Insurance	4,981	4,127
Light & heat	6,871	5,395
Premises repairs	20,981	21,326
Telephone	8,380	9,301
Postage and stationery	13,206	7,107
Health & safety	5,495	3,077
Sundry expenses	1,906	2,274
	740,787	648,997
Share of support costs (see note 6)	3,144	1,707
Share of governance costs (see note 6)	12,172	17,990
	756,103	668,694
Analysis by fund		
Unrestricted funds	702,895	570,502
Restricted funds	53,208	98,192
	756,103	668,694

6 Support costs

	Support costs	Governance costs	2022	Support costs	Governance costs	2021
	£	£	£	£	£	£
Bank interest	262	-	262	255	-	255
Cleaning	2,882	-	2,882	1,452	-	1,452
Audit fees	-	2,600	2,600	-	2,400	2,400
Legal and professional	-	9,572	9,572	-	15,590	15,590
	3,144	12,172	15,316	1,707	17,990	19,697
Analysed between						
Charitable activities	3,144	12,172	15,316	1,707	17,990	19,697

7 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

8 Employees

The average monthly number of employees during the year was:

	2022 Number	2021 Number
Employees	31	32

Employment costs	2022 £	2021 £
Wages and salaries	513,464	467,590
Social security costs	35,521	29,115
Other pension costs	17,210	15,296
	566,195	512,001

The total employee benefits of the key management personnel of the charity were £84,142 (2021: £66,924).

There were no employees whose annual remuneration was more than £60,000.

9 Tangible fixed assets

	Leasehold land and buildings	Fixtures and fittings	Total
	£	£	£
Cost			
At 1 April 2021	464,439	76,664	541,103
Additions	-	9,156	9,156
At 31 March 2022	464,439	85,820	550,259
Depreciation and impairment			
At 1 April 2021	-	49,395	49,395
Depreciation charged in the year	9,289	7,574	16,863
At 31 March 2022	9,289	56,969	66,258
Carrying amount			
At 31 March 2022	455,150	28,851	484,001
At 31 March 2021	464,439	27,269	491,708

10 Stocks

	2022	2021
	£	£
Raw materials and consumables	131	131

11 Debtors

	2022	2021
Amounts falling due within one year:	£	£
Trade debtors	103,763	62,943
Other debtors	68,288	26,379
Prepayments and accrued income	-	1,130
	172,051	90,452

12 Creditors: amounts falling due within one year

	Notes	2022 £	2021 £
Other taxation and social security		11,788	8,269
Deferred income		598,920	289,494
Trade creditors		14,877	2,415
Other creditors		1,462	3,191
Accruals		3,324	3,000
		630,371	306,369

Deferred income represents contract income received in advance of the related service being provided.

13 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 April 2021 £	Movement in funds: Incoming resources £	Movement in funds: Resources expended £	Balance at 31 March 2022 £
Geordie Mums	-	145	(145)	-
Speaking Up Groups	3,000	17,050	(20,050)	-
Pottery	977	-	-	977
Charities Aid Foundation	-	239,471	(33,013)	206,458
	3,977	256,666	(53,208)	207,435

Purpose of restricted funds

Geordie Mums: Fundraising to support the activities of the group of mothers who have a learning disability

Speaking up groups: Funding was received from the Sir James Knott Trust and an anonymous donation to support speaking up groups for people with a learning disability.

Charities Aid Foundation: Funding was received from the Charities Aid Foundation Resilience Fund, which aims to help the people and causes hardest hit by Covid-19. It supported the delivery of wellbeing and community connecting services, and a development programme to improve the resilience of the organisation.

14 Analysis of net assets between funds

	Unrestricted funds 2022	**Restricted funds 2022**	**Total 2022**	Unrestricted funds 2021	Restricted funds 2021	Total 2021
	£	**£**	**£**	£	£	£
Fund balances at 31 March 2022 are represented by:						
Tangible assets	484,001	-	484,001	491,708	-	491,708
Current assets/(liabilities)	293,228	207,435	500,663	193,584	3,977	197,561
	777,229	207,435	984,664	685,292	3,977	689,269

15 Related party transactions

There were no disclosable related party transactions during the year (2021 - none).

16 Cash generated from operations

	2022	**2021**
	£	**£**
Surplus for the year	295,395	21,525
Adjustments for:		
Investment income recognised in statement of financial activities	(296)	-
Depreciation and impairment of tangible fixed assets	16,863	15,943
Movements in working capital:		
(Increase)/decrease in debtors	(81,599)	60,899
Increase/(decrease) in creditors	14,576	(101,678)
Increase in deferred income	309,426	116,208
Cash generated from operations	554,365	112,897

17 Analysis of changes in net funds

The charity had no debt during the year.

SKILLS FOR PEOPLE

England & Wales - Charity number 1069993

Accounts

REGISTERED COMPANY NUMBER: 03487635 (England and Wales)
REGISTERED CHARITY NUMBER: 1069993

TRUSTEES' REPORT AND

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

FOR

SKILLS FOR PEOPLE

Robson Laidler Accountants Limited
Statutory Auditor
Fernwood House
Fernwood Road
Jesmond
Newcastle upon Tyne
Tyne and Wear
NE2 1TJ

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FOR THE YEAR ENDED 31 MARCH 2021

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SKILLS FOR PEOPLE

REFERENCE AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31 MARCH 2021

Registered Company number
03487635 (England and Wales)

Registered Charity number
1069993

Principal office
4 Glendale Terrace
Newcastle-upon-Tyne
NE6 5NS

Trustees
G K Atwal-Churchley
D K J Barnes (retired 15/12/20)
A V Schofield
S A Woosey
J M Whaley
K Johnston (appointed 15/12/20)

Secretary
E Wright

Key management personnel
E Wright - Chief Executive
N Ball - Deputy Chief Executive
L Cottrell - Office Manager

Auditors
Robson Laidler Accountants Limited
Fernwood House
Fernwood Road
Jesmond
Newcastle upon Tyne
NE2 1TJ

Bankers
Unity Trust Bank
4 Brindley Place
Birmingham
B1 2JB

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2021

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 aims

Our purpose is to enable disabled people and their families to lead rich and independent lives, to be healthy and safe, to exercise choice and control over the services which affect their lives, to be strong, confident and able to speak up for themselves and to overcome the daily challenges they face.

In pursuit of our purpose, we offer a range of services and activities that help learning disabled and physically disabled people to develop greater resilience, independence, confidence and well-being. These include:

- Information, advice, guidance and advocacy to ensure the rights of disabled people and their families are protected, and that they get the help they need to lead fulfilled, healthy lives.

- Social and Friendship Groups: We run a range of social and friendship groups for people with learning disabilities which aim to reduce social isolation and loneliness.

- Social Connecting: Information, advice and support to link people to social and other opportunities within their communities.

- Self Advocacy: We support people with learning disabilities to build their self-advocacy skills by involving them in 'Speaking Up Groups'.

- Wellbeing: We offer a comprehensive health and wellbeing education programme for people with learning disabilities, offering education and support to help people live a healthy life; including our innovative Mindfulness for Life programme.

- Support for family carers: our Families Advice and Support team provides advice and information, training for families of disabled children, and supports the Pass it on Parents online peer support group which has over 3000 members.

- Easy Information Service: The Accessible information Standard (AIS) says that people with a disability or sensory loss should be given information in a way they can understand. We translate documents and make films, to help people with a learning disability understand information and complex policy documents, benefiting thousands of people each year.

- Changing services: We support disabled people (employees and volunteers) to train workers/students, and to influence local and national policy and services.

- Quality Checkers: our team of people with learning disabilities created this project which checks that health and social care services offer good support. The idea has spread across the country and is now adopted by the NHS.

Public benefit

The trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales. Around 4000 beneficiaries have benefited in the year as a result of our work described above. These are disabled people, including people with a learning disability, autistic people; and family carers of disabled people, particularly families who have disabled children/young people, where both children and the wider family benefit from our support.

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2021

OBJECTIVES AND ACTIVITIES
Public benefit
The outcomes of our work includes:

- Improvements in health and wellbeing through programmes of health education, mindfulness, and self advocacy groups.
- A reduction in social isolation: beneficiaries are supported to gain friends, enjoy social activities and to play an active role in their communities through one to one advice, guidance and support and through social groups, peer support groups and networks; and gaining small grants to aid inclusion.
- Improvements in engagement of beneficiaries in shaping and improving local services, through a range of engagement forums, Quality Checkers, leadership training, and involvement in strategic bodies.
- An increased understanding among people who support disabled people and their families, and the public, through awareness raising led by disabled people and their families.
- Quality of life is improved by supporting people to understand their rights, to access services, and to feel more confident in voicing their needs, and the provision of information, advice and advocacy.

STRATEGIC REPORT
Achievement and performance
Charitable activities
This year the charity supported its beneficiaries in response to the Covid-19 pandemic, initially joining other organisations across the North East and Cumbria in the creation of **Keeping People Connected** to stay in touch with people with a learning disability and provide information, guidance and practical help. Charitable funding and some repurposing of other funds enabled Skills for People to deliver **Stay Connected**, a seven day a week online support system, offering online support groups, information, healthy activities and awareness raising, aimed at helping people to stay safe and healthy during the pandemic, and to reduce isolation and improve wellbeing.

Members of our social groups and speaking up groups played an active role in its delivery, although not all beneficiaries were able to access online support. 79% of beneficiaries surveyed reported improved wellbeing, and 79% felt less isolated and 100% felt it had improved their ability to cope with life. We went on to co-ordinate an online health awareness raising programme across the region, targeting people with a learning disability: **Get well for winter**. These online programmes had a reach of over 100,000, with over 300 short films created most viewed several thousand times each. **Rights Round Table** was a new project teaching people about their rights and collating and sharing their experiences.

Digital inclusion: We were able to provide some people with equipment and skills to be able to access the internet to connect with others, with support from several charitable funders. Our commitment to digital inclusion will continue going forward.

Individual disabled people and families of disabled children continued to receive practical advice and support in Newcastle upon Tyne and Redcar and Cleveland. Our **Mindfulness** programme was adapted and delivered online. The **Families Advice and Support Team** continued to support parent / carers with advice information about support services, support at online meetings, grant applications and funding opportunities ranging from activities for the summer holidays, household items to short breaks away. Our online coffee mornings have been popular with family carers.

We were pleased to create new roles of **Learning Disability Community Link Workers**, working with GP practices and their patients who have a learning disability to improve their heal th and wellbeing.

Our **Easy Info service** continued to see increased demand from a range of public and other organisations for the creation of 'easy read' versions of documents and films for people with a learning disability.

Quality Checkers continued to develop its model, of people with lived experience checking the quality of health and social care services, trialling for the first time, quality checks carried out on line, due to the Covid-19 restric tions.

This year the charity moved to a new head office in Byker, Newcastle upon Tyne, which had been purchased and renovated. The new location offers improved access, parking and has created significant savings on outgoings. Our team worked predominantly from home, throughout the year.

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2021

STRATEGIC REPORT

Financial review

Financial position

The Statement of Financial Activities shows a surplus for the year of £21,525.

Although this is a reduction from the 2020 position of £93,548: the reason is that much of the surplus in 2020 was in the restricted funds, whereas in this year, 2021, the unrestricted funds have seen a surplus of £60,523 compared to a deficit of £37,775 in 2020. The surplus was achieved with the support of Covid-19 support grants, and payment through the Coronavirus Job Retention Scheme.

The trustees have looked at restricted fund balances during the year and ensured that these balances have ben spent in accordance with he donors' requirements. At 31 March 2021, these restricted reserves stood at £3,977 (2020: £12,837). These restricted funds are expected to be spent in the 2021-2022 year.

At 31 March 2021, the free reserves of the charity (unrestricted general reserves not tied up in capital assets stood at £193,584 (2020: £198,151). This represents 4 months general running costs.

The refurbishment of the organisation's new building in Byker, Newcastle upon Tyne was completed and organisation moved in. The new building will improve access, parking and make significant savings on outgoings.

Principal funding sources

The organisation has been successful in securing the majority of its income from earned income, mainly as a result of agreements with local authorities and NHS Trusts. The organisation has some Trust funding.

Reserves policy

The calculation of reserves is based on the definition included in the charity statement fo recommended practice (SORP) which provides recommendations for accounting and reporting for charities. The trustees have examined the requirements of the charitable company to hold free reserves - those reserves not invested in tangible fixed assets, excluding long term liabilities, or designated for a particular purpose. This exercise considered

- Identification and planning for the maintenance of essential services for beneficiaries;
- The risks of unplanned closure, spending commitments, potential liabilities and financial forecasts; and
- The risks of unplanned closure on their beneficiaries (in particular, vulnerable beneficiaries), staff and volunteers.
- The challenges faced by the charity sector in the current financial climate, and the impact of the Covid pandemic.

The board have formally agreed to aspire holding the equivalent of six months operating costs in reserve, which allows for potential closure/redundancy costs, in order to provide shortterm financial resilience. This is to cover unexpected events, reductions in funding or to seize on new opportunities that may present themselves.

The charity's monthly operating costs are approximately £66,000 which equates to a target reserve level of £396,000. At 31 March 2021 free reserve levels were £193,584 meaning a shortfall against target of £202,416.To address the difference the trustees and Chief Executive will continue to work with funders to budget for future surpluses in order to provide improved organisational sustainability.

Going concern

The trustees have prepared a budget and cashflow forecast and have concluded that the charity continues to be a going concern for the foreseeable future. On that basis they have continued to adopt the going concern basis when preparing the financial statements.

STRATEGIC REPORT

Future plans

The Board has taken precautions to ensure that the organisation is sustainable. The Board and the staff team manage budgets closely. A strategic business plan is to be reviewed given the changes brought about by the Covid-19 pandemic. The Board plans to secure the future of the organisation through careful financial management, and raising income through a diverse range of contracts, grants and sales. We will continue to provide and build on the successful programmes described earlier in this report, which will enable access to new sources of funding.

Impact on the current and future activities and operation of the charity

During the Covid-19 crisis, the charity has continued to provide services to support our beneficiaries, whilst following government guidance to ensure the safety of our staff and beneficiaries. We have been able to provide one-to-one support to individuals and families; and to bring people together for mutual support and activities to promote health, wellbeing and resilience: these activities have been taking place virtually, using the Internet, or by phone. We have been able to fund these activities through the repurposing of income with permission, and some additional funding aimed at supporting people during the Covid-19 crisis. Some staff have been furloughed under the Job Retention Scheme, in order to reduce the outgoings of the organisation.

Implication for the charity's finances and fundraising

The vast majority of the organisation's income is from contracts with health organisations and councils. The charity maintains close contact with its commissioners and funders to ensure the organisation can maximise funding, make best use of it, and be well informed about risks.

While the organisation has experienced some immediate reduction or delay in income streams due to the postponement of some services and projects, which require face to face contact, it is expected that most of the income will be received as expected, after a delay. We were able to mitigate the immediate loss of income through furloughing some staff and securing additional funds for our Covid-19 response.

In relation to fundraising, the charity has contracted with a bid writing consultant to help making applications to charitable funders, and to advise about fundraising.

Effect on financial sustainability and going concern

The trustees have considered a range of scenarios regarding its financial situation over the coming years and is confident that the organisation will remain sustainable over the coming year and beyond. The trustees will continue to review the situation frequently in order to manage risks.

How future aims and activities may be affected

Our business plan includes an increase in the number of beneficiaries reached, and an improvement in the financial stability and long term sustainability of Skills for People. We continue to expect to achieve these ambitions, although it is recognised that the targets should be reviewed regularly in light of uncertainty caused by the Covid-19 pandemic.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Skills for People is a company limited by guarantee, not having share capital, and is therefore governed by a memorandum and articles of association. Every member of the company undertakes to contribute to the assets if the company is wound up while he/she is a member or within one year of ceasing to be a member, such amount as may be required not exceeding £1. The company is a registered charity number 1069993.

Recruitment and appointment of new trustees

The directors of the company are also charity trustees for the purposes of charity law and under the company's articles are known as directors. Under the requirements of the Memorandum and Articles of Association one third of directors retire by rotation every year and can offer themselves for re-election. The Board can also co-opt directors to join them until the next AGM. The charity ensures that a range of skills are represented on the Board (business, financial, educational and management). Efforts are made to recruit Board Members who possess the skills which the organisation requires and membership is kept under review by the Board.

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure

Skills for People has a Board which meets at least 4 times a year. The Board members are trustees of the charity, and directors of the company. They are legally responsible for the organisation. The Board is responsible for the strategic direction of the organisation. A scheme of delegation is in place and day to day. Responsibility for the running of the organisation rests with the Chief Executive (CEO). She is responsible for ensuring the charity delivers the services specified and for meeting key performance targets. She also has responsibility for making sure that staff and volunteers are well supported.

Members of the Board, the CEO and the Deputy CEO meet at other times during the year, in smaller strategy groups, in order to guide and oversee the business management of the organisation.

Induction and training of new trustees

New board members are made aware of:
- the obligations of the directors/trustees
- the main documents which set out the operational framework for the charity
- resourcing and the current financial position
- future plans and objectives

A handbook is provided to Board members and training provided as required.

Key management remuneration

The board members give their time freely. No trustees received remuneration in the year. The board has considered who the key management personnel of the charitable company. Together with the board, these staff are those in charge of directing and controlling, running and operating the activities of the charity on a day to day basis.

The pay of the key management personnel is reviewed annually. The trustees benchmark against pay levels of other charities and similar organisations within the sector and the region. Pay levels are set using this information together with budget and forecast information, ensuring that the charitable company can afford any proposed increases.

Risk management

The Board has conducted a review of the major risks to which the organisation is exposed. This assessment of risk is reviewed and updated at least annually. Where appropriate, systems and procedures have been established to mitigate risks. Internal control risks are minimised by the implementation of robust policies and procedures which safeguard the resources and reputation of the organisation. A key element in the management of financial risk is the setting of a Reserves Policy and its regular review by directors/trustees. Aside from building a prudent level of reserves and maintaining the level of working capital, there are limited funds for long term investment.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Skills For People for the purposes of company law) are responsible for preparing the Trustees' 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 those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

STATEMENT OF TRUSTEES' RESPONSIBILITIES - continued

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to 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.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are 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 auditors are aware of that information.

AUDITORS

The auditors, Robson Laidler Accountants Limited, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Trustees' report, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on 12 October 2021 and signed on the board's behalf by:

.....
Ms S A Woosey - Trustee

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF SKILLS FOR PEOPLE

Opinion

We have audited the financial statements of Skills For People (the 'charitable company') for the year ended 31 March 2021 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (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 2021 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 Auditors' 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 trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

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.

In connection with our audit of the financial statements, 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 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.

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 for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Trustees' Report has 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.

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, 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.

Our 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 a Report of the Independent Auditors 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.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

The risk of material misstatement due to error or fraud is deemed to be low within the entity as the charity operates strong internal controls to mitigate any such risk. These controls are reviewed as part of the audit by performing systems walkthroughs to ensure they are operating effectively. Other substantive testing is also performed on all material balances and therefore any instances of non-compliance should be identified or considered as insignificant. Manual journal entries are scrutinised by data analytics software used as part of the audit.

The audit was considered capable of identifying irregularities only to the extent of the substantive testing performed and from discussions with management.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF SKILLS FOR PEOPLE

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 auditors' 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.

Michael Moran

M T Moran (Senior Statutory Auditor)
for and on behalf of Robson Laidler Accountants Limited
Statutory Auditor
Fernwood House
Fernwood Road
Jesmond
Newcastle upon Tyne
Tyne and Wear
NE2 1TJ

Date: 12/10/2021

SKILLS FOR PEOPLE

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted funds £	Restricted funds £	**2021 Total funds £**	2020 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	**165,424**	**54,532**	**219,956**	239,287
Charitable activities	5				
Charitable activities		**425,650**	**2,625**	**428,275**	515,298
Other trading activities	3	**39,951**	**2,037**	**41,988**	76,689
Investment income	4	**-**	**-**	**-**	740
Total		**631,025**	**59,194**	**690,219**	832,014
EXPENDITURE ON					
Charitable activities	6				
Charitable activities		**570,502**	**98,192**	**668,694**	738,466
NET INCOME/(EXPENDITURE)		**60,523**	**(38,998)**	**21,525**	93,548
Transfers between funds	17	**(30,138)**	**30,138**	**-**	-
Net movement in funds		**30,385**	**(8,860)**	**21,525**	93,548
RECONCILIATION OF FUNDS					
Total funds brought forward		**654,907**	**12,837**	**667,744**	574,196
TOTAL FUNDS CARRIED FORWARD		**685,292**	**3,977**	**689,269**	667,744

The notes form part of these financial statements

SKILLS FOR PEOPLE (REGISTERED NUMBER: 03487635)

BALANCE SHEET
31 MARCH 2021

	Notes	2021 £	2020 £
FIXED ASSETS			
Tangible assets	12	**491,708**	456,756
CURRENT ASSETS			
Stocks	13	**131**	131
Debtors	14	**90,452**	151,351
Cash at bank		**413,347**	351,345
		503,930	502,827
CREDITORS			
Amounts falling due within one year	15	**(306,369)**	(291,839)
NET CURRENT ASSETS		**197,561**	210,988
TOTAL ASSETS LESS CURRENT LIABILITIES		**689,269**	667,744
NET ASSETS		**689,269**	667,744
FUNDS	17		
Unrestricted funds		**685,292**	654,907
Restricted funds		**3,977**	12,837
TOTAL FUNDS		**689,269**	667,744

The financial statements were approved by the Board of Trustees and authorised for issue on 12 October 2021 and were signed on its behalf by:

.....
S A Woosey - Trustee

The notes form part of these financial statements

SKILLS FOR PEOPLE

CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2021

	Notes	2021 £	2020 £
Cash flows from operating activities			
Cash generated from operations	1	**113,152**	201,601
Interest paid		**(255)**	(354)
Net cash provided by operating activities		**112,897**	201,247
Cash flows from investing activities			
Purchase of tangible fixed assets		**(50,895)**	(271,147)
Interest received		**-**	740
Net cash used in investing activities		**(50,895)**	(270,407)
Change in cash and cash equivalents in the reporting period		**62,002**	(69,160)
Cash and cash equivalents at the beginning of the reporting period		**351,345**	420,505
Cash and cash equivalents at the end of the reporting period		**413,347**	351,345

The notes form part of these financial statements

NOTES TO THE CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2021

1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2021	2020
	£	£
Net income for the reporting period (as per the Statement of Financial Activities)	**21,525**	93,548
Adjustments for:		
Depreciation charges	**15,943**	13,825
Interest received	**-**	(740)
Interest paid	**255**	354
Decrease/(increase) in debtors	**60,899**	(64,095)
Increase in creditors	**14,530**	158,709
Net cash provided by operations	**113,152**	201,601

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.20	Cash flow	At 31.3.21
	£	£	£
Net cash			
Cash at bank	**351,345**	**62,002**	**413,347**
	351,345	**62,002**	**413,347**
Total	**351,345**	**62,002**	**413,347**

The notes form part of these financial statements

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

1. ACCOUNTING POLICIES

Basis of preparing the financial statements
The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Statement of compliance:
Skills for People is an Incorporated charity (charity number: 1069993). The registered office is detailed on the main contents page.

The financial statements have been prepared on a going concern basis on the grounds that current and future sources of funding or support will be more than adequate for the charity's needs. The Trustees have considered a period of 12 months from the balance sheet date and consider no further disclosures relating to the charity's ability to continue as a going concern need to be made.

Skills for People meets the definition of a public benefit entity entry under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The financial accounts are prepared in Sterling (£).

The financial accounts are rounded to the nearest £1.

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.

Donations and legacies
Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either the conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that the conditions will be fulfilled in the reporting period.

Legacy gifts are recognised on a case by case basis following the grant of probate when the administrator / executor for the estate has communicated in writing both the amount and settlement date.

Grants receivable
Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the grant is recognised as a liability and included in the balance sheet as deferred income.

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.

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

continued...

1. ACCOUNTING POLICIES - continued

Tangible fixed assets

Long leasehold	- not provided
Fixtures and fittings	- 25% straight line basis

Stocks
Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

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.

Hire purchase and leasing commitments
Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

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.

Cash and cash equivalents
Cash and cash equivalents comprise cash in hand and call deposits, other short-term highly liquid investments that are readily convertable to a known amount of cash and are subject to insignificant risk of change in value.

Trade debtors
Trade and other debtors are recognised at the settlement amount due after any trade discounts offered. Prepayments are valued at the amount prepaid net of trade discounts due.

Trade creditors
Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in a transfer of funds to third parties and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

continued...

2. DONATIONS AND LEGACIES

	2021	2020
	£	£
Donations	**14,507**	92,723
Grants	**205,449**	146,564
	219,956	239,287

Included in the above are a donation from M&P Ball; and anonymous donations.

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

	2021	2020
	£	£
Other grants	**15,300**	662
NHS England	**-**	2,500
Department of Education	**-**	7,402
Sir James Knott	**6,000**	6,000
Lloyds Foundation for England and Wales	**9,865**	15,000
The Clothworkers' Foundation	**-**	25,000
The Wolfson Foundation	**-**	50,000
The Garfield Weston Foundation	**-**	40,000
Newcastle City Council	**55,350**	-
Rothley trust	**1,000**	-
Community Foundation	**8,650**	-
Connected Voice	**1,000**	-
Evan Cornish Foundation	**3,000**	-
Hadrian Trust	**1,000**	-
NHS County Durham CCG	**13,700**	-
National Lottery Community Fund (Coronavirus Community Support Fund)	**32,990**	-
Joicey Trust	**1,900**	-
Covid-19 support grants	**55,694**	-
	205,449	146,564

Included in other grants are: £2,000 from William Webster Charitable Trust, £1,000 from Joseph Strong Frazer Trust, £2,000 from RMS Southern, £1,000 from RW Mann Trust, £4,000 from Screwfix Foundation, £4,200 from The Barbour Foundation, £500 from Percy Hedley 1990 Charitable Trust, £500 from Hedley Denton Trust and £100 from Greggs Foundation.

3. OTHER TRADING ACTIVITIES

	2021	2020
	£	£
Rent receivable	**9,247**	15,041
Better days recharge	**30,190**	47,169
Room hire	**484**	8,550
Cafe sales	**-**	383
Other trading income	**2,067**	5,546
	41,988	76,689

continued...

4. INVESTMENT INCOME

	2021	2020
	£	£
Bank interest	-	740

5. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2021	2020
		£	£
Contract Income	Charitable activities	**428,275**	515,298

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 7)	Support costs (see note 8)	Totals
	£	£	£
Charitable activities	**578,408**	**90,286**	**668,694**

7. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2021	2020
	£	£
Staff costs	**512,001**	485,824
Equipment rental	**1,074**	3,940
Consultancy fees	**10,400**	15,385
Other staff costs	**12,076**	20,394
Publications and marketing	**971**	2,865
IT costs	**6,602**	11,956
Project costs	**32,207**	50,957
Health and safety	**3,077**	2,886
	578,408	594,207

8. SUPPORT COSTS

	Other	Governance costs	Totals
	£	£	£
Charitable activities	**72,296**	**17,990**	**90,286**

continued...

8. SUPPORT COSTS - continued

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

Other

	2021 Charitable activities £	2020 Total activities £
Rent and rates	**7,161**	**49,899**
Insurance	**4,127**	**8,612**
Light and heat	**5,395**	**11,088**
Telephone	**9,301**	**7,814**
Postage and stationery	**6,136**	**13,061**
Sundries	**1,200**	**1,764**
Premises repairs	**21,326**	**8,792**
Cleaning and waste disposal	**1,452**	**6,203**
Depreciation of tangible fixed assets	**15,943**	**13,825**
Bank interest	**255**	**354**
	72,296	**121,412**

Governance costs

	2021 Charitable activities £	2020 Total activities £
Auditors' remuneration	**2,400**	**2,400**
Legal and professional fees	**15,590**	**20,447**
	17,990	**22,847**

9. NET INCOME/(EXPENDITURE)

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

	2021 £	2020 £
Auditors remuneration	**2,400**	2,400
Depreciation - owned assets	**15,943**	13,825
Hire of plant and machinery	**1,074**	3,940

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.

continued...

11. STAFF COSTS

	2021	2020
	£	£
Wages and salaries	**467,590**	442,118
Social security costs	**29,115**	28,605
Other pension costs	**15,296**	15,101
	512,001	485,824

The total employee benefits of the key management personnel of the charity were £66,924 (2020: £66,286).

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

	2021	2020
Employees	**32**	32

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

12. TANGIBLE FIXED ASSETS

	Long leasehold	Fixtures and fittings	Totals
	£	£	£
COST			
At 1 April 2020	**424,752**	**113,244**	**537,996**
Additions	**39,687**	**11,208**	**50,895**
Disposals	**-**	**(47,788)**	**(47,788)**
At 31 March 2021	**464,439**	**76,664**	**541,103**
DEPRECIATION			
At 1 April 2020	**-**	**81,240**	**81,240**
Charge for year	**-**	**15,943**	**15,943**
Eliminated on disposal	**-**	**(47,788)**	**(47,788)**
At 31 March 2021	**-**	**49,395**	**49,395**
NET BOOK VALUE			
At 31 March 2021	**464,439**	**27,269**	**491,708**
At 31 March 2020	424,752	32,004	456,756

No depreciation has been charged against the leasehold property in the current or previous year as the property is not yet in a condition to allow it to be used by the charity.

Included within the net book value of land and buildings is £nil (2020: £nil) in respect of freehold land and buildings and £464,639 (2020: £424,752) in respect of leaseholds.

continued...

13. STOCKS

	2021	2020
	£	£
Stock	**131**	131

14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Trade debtors	**62,943**	128,875
Prepayments	**1,130**	4,506
Accrued income	**26,379**	17,970
	90,452	151,351

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Trade creditors	**2,415**	105,310
Social security and other taxes	**8,269**	7,500
Other creditors	**3,191**	3,343
Deferred income	**289,494**	173,286
Accruals	**3,000**	2,400
	306,369	291,839

16. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds	Restricted funds	2021 Total funds	2020 Total funds
	£	£	£	£
Fixed assets	**491,708**	**-**	**491,708**	456,756
Current assets	**499,953**	**3,977**	**503,930**	502,827
Current liabilities	**(306,369)**	**-**	**(306,369)**	(291,839)
	685,292	**3,977**	**689,269**	667,744

continued...

17. MOVEMENT IN FUNDS

	At 1.4.20 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
Unrestricted funds				
General fund	**230,155**	**60,523**	**(69,825)**	**220,853**
Property fund - Glendale Terrace	**424,752**	**-**	**39,687**	**464,439**
	654,907	**60,523**	**(30,138)**	**685,292**
Restricted funds				
Transforming Care	**7,099**	**(7,099)**	**-**	**-**
Newcastle Parents Forum	**241**	**(1,124)**	**883**	**-**
Geordie Mums	**-**	**(2,395)**	**2,395**	**-**
Speaking Up Groups	**4,520**	**(1,520)**	**-**	**3,000**
Pottery	**977**	**-**	**-**	**977**
Social Groups	**-**	**(4,683)**	**4,683**	**-**
Glendale Terrace capital fund	**-**	**(22,177)**	**22,177**	**-**
	12,837	**(38,998)**	**30,138**	**3,977**
TOTAL FUNDS	**667,744**	**21,525**	**-**	**689,269**

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	**631,025**	**(570,502)**	**60,523**
Restricted funds			
Transforming Care	**4,625**	**(11,724)**	**(7,099)**
Newcastle Parents Forum	**-**	**(1,124)**	**(1,124)**
Geordie Mums	**500**	**(2,895)**	**(2,395)**
Speaking Up Groups	**6,000**	**(7,520)**	**(1,520)**
Social Groups	**37**	**(4,720)**	**(4,683)**
Glendale Terrace capital fund	**15,042**	**(37,219)**	**(22,177)**
Coronavirus Community Support Fund	**32,990**	**(32,990)**	**-**
	59,194	**(98,192)**	**(38,998)**
TOTAL FUNDS	**690,219**	**(668,694)**	**21,525**

continued...

17. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.20 £
Unrestricted funds				
General fund	211,746	(37,755)	56,164	230,155
Property fund - Glendale Terrace	285,000	-	139,752	424,752
	496,746	(37,755)	195,916	654,907
Restricted funds				
Transforming Care	8,000	(901)	-	7,099
Newcastle Parents Forum	1,973	(1,732)	-	241
Geordie Mums	2,521	(3,427)	906	-
Speaking Up Groups	-	4,520	-	4,520
Pottery	-	977	-	977
Social Groups	-	(818)	818	-
National Lottery Awards for All	3,010	-	(3,010)	-
Positive Behavioural Support	10,966	(10,966)	-	-
Health Quality Checkers	37,150	(37,150)	-	-
Mindfulness Hub	13,830	(13,830)	-	-
Glendale Terrace capital fund	-	194,630	(194,630)	-
	77,450	131,303	(195,916)	12,837
TOTAL FUNDS	574,196	93,548	-	667,744

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	606,842	(644,597)	(37,755)
Restricted funds			
Transforming Care	-	(901)	(901)
Newcastle Parents Forum	7,402	(9,134)	(1,732)
Geordie Mums	510	(3,937)	(3,427)
Speaking Up Groups	6,000	(1,480)	4,520
Pottery	1,177	(200)	977
Social Groups	511	(1,329)	(818)
Positive Behavioural Support	-	(10,966)	(10,966)
Health Quality Checkers	-	(37,150)	(37,150)
Mindfulness Hub	-	(13,830)	(13,830)
Glendale Terrace capital fund	209,572	(14,942)	194,630
	225,172	(93,869)	131,303
TOTAL FUNDS	832,014	(738,466)	93,548

continued...

17. MOVEMENT IN FUNDS - continued

Purpose of restricted funds

Transforming Care - funding to engage in this programme of transformation.

Geordie Mums - fundraising to support the activities of the group of mothers who have a learning disability.

Newcastle Parents Forum - The Forum received a Participation Grant of up to £15,000 from the Department of Education each year. Skills for People held the grant on their behalf.

Pottery - Grants were received from the Community Foundation for Tyne and Wear and Northumberland and Morrisons for a pottery group for people with a learning disability, delayed due to Covid restrictions.

Speaking up groups - funding was received from the Sir James Knott Trust and an anonymous donation to support speaking up groups for people with a learning disability

National Lottery Community Fund (Coronavirus Community Support Fund) - to create a online Covid support system for people with a learning disability.

Transfers between funds
A transfer was made between the restricted capital fund and general reserves at the year end as the funding had been correctly spent on the new property such that the restriction had been satisfied.

18. RELATED PARTY DISCLOSURES

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

SKILLS FOR PEOPLE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021

	2021 £	2020 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	**14,507**	92,723
Grants	**205,449**	146,564
	219,956	239,287
Other trading activities		
Rent receivable	**9,247**	15,041
Better days recharge	**30,190**	47,169
Room hire	**484**	8,550
Cafe sales	**-**	383
Other trading income	**2,067**	5,546
	41,988	76,689
Investment income		
Bank interest	**-**	740
Charitable activities		
Contract income	**428,275**	515,298
Total incoming resources	**690,219**	832,014
EXPENDITURE		
Charitable activities		
Wages	**467,590**	442,118
Social security	**29,115**	28,605
Pensions	**15,296**	15,101
Equipment rental	**1,074**	3,940
Consultancy fees	**10,400**	15,385
Other staff costs	**12,076**	20,394
Publications and marketing	**971**	2,865
IT costs	**6,602**	11,956
Project costs	**32,207**	50,957
Health and safety	**3,077**	2,886
	578,408	594,207
Support costs		
Other		
Rent and rates	**7,161**	49,899
Insurance	**4,127**	8,612
Light and heat	**5,395**	11,088
Telephone	**9,301**	7,814
Postage and stationery	**6,136**	13,061
Carried forward	**32,120**	90,474

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021

	2021 £	2020 £
Other		
Brought forward	**32,120**	90,474
Sundries	**1,200**	1,764
Premises repairs	**21,326**	8,792
Cleaning and waste disposal	**1,452**	6,203
Fixtures and fittings	**15,943**	13,825
Bank interest	**255**	354
	72,296	121,412
Governance costs		
Auditors' remuneration	**2,400**	2,400
Legal and professional fees	**15,590**	20,447
	17,990	22,847
Total resources expended	**668,694**	738,466
Net Income	**21,525**	93,548