

**BRIGHTON & HOVE
SPEAK OUT
(A Company Limited by Guarantee)**

**Financial Statements
31 March 2021**

**Company Number: 03807112
Charity Number: 1076995**

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LEGAL AND ADMINISTRATIVE INFORMATION

Trustees (who are also directors)

Kate McLachlan
Rohan Lowe
Elizabeth Hall
Jo-Anne Carden (Chair) – appointed 15th July 2020
Phil Seddon – resigned 28th June 2021
Shelley Brown
Nick Handley

Company Secretary

Jo-Anne Carden

Registered Office and Operation Address

Brighton & Hove Speak Out
The Brighthelm Centre
40 North Road
Brighton
East Sussex
BN1 1YD

Independent Examiner

Clare Osbond
Voluntary Sector Services
12 Silverdale Road
Hove
East Sussex
BN3 6FE

Bankers

CafCash Limited
Kings Hill
West Malling
Kent ME19 4TA

**BRIGHTON & HOVE
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REPORT OF THE TRUSTEES

The Trustees of Brighton & Hove Speak Out are pleased to present their report and financial statements for the year ended 31st March 2021.

ORGANISATIONAL STRUCTURE AND MANAGEMENT

Governing document

The charity is constituted as a company limited by guarantee and is therefore governed by a memorandum and articles of association. The Directors of the company are also Trustees of the charity. In the event of the company being wound up, members are required to contribute an amount not exceeding £1.

Organisational structure

Brighton & Hove Speak Out is governed by a Board of 8 people who are voted in at the AGM, 7 of whom are Trustees. Of the wider board, two people have a learning disability and another trustee is also a current volunteer for Speak Out. The board has two subgroups, the Operations and the Strategic sub groups. The Operations Group focuses on project delivery, HR, policies, finances and health and safety. The Strategy Group focus on longer term organisational planning and strategy. The board is advised by people with learning disabilities and Speak Out volunteers via focus groups and workshops and their feedback is incorporated into planning direct project work and longer-term goals. New board members are provided with training to understand their governance role and can attend external training about this provided by a local organisation.

Speak Out employed 12 permanent staff during 2020-21. The posts comprised the Director, the Deputy, 9 project workers delivering front line advocacy, group work and outreach and a part time Administrator/ fundraising assistant. One member of staff has a learning disability and other people with learning disabilities were employed on an ad hoc basis to deliver Learning Disability Awareness Training across the city. Our work was supported by a team of 12 volunteers in 2020-21.

Decision making

The Charity produces an annually updated 3 year development plan which outlines the project work plans for the year ahead and potential developments for future years. All staff and Board members participate in deciding the priorities for future work and fundraising. User views are influential in this process, supplied by evaluation and individual feedback throughout the year and the views provided by the Advisors Group. Staff make regular work reports to the Governance Board who monitor progress and targets reached throughout the year.

OBJECTIVES AND ACTIVITIES

Speak Out's Objects

The Charitable objects are: 'the relief of people who have learning difficulties & who live in Brighton & Hove or the immediately surrounding area'.

Speak Out believes people with a learning difficulty/ disability should have the support they need to speak up and be heard, participate in decisions made about their lives and access the services they need.

Speak Out's Aims

- People with learning disabilities to claim their rights, and develop the skills, confidence and knowledge to make choices and take control of their lives.

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REPORT OF THE TRUSTEES - CONTINUED

- People with learning disabilities to get support to speak up and be listened to.
- Services to change in a way that people with learning disabilities want.
- The needs of people with learning disabilities to be included in local policies and public service plans.

Speak Out Activities

Brighton and Hove Speak Out is a dynamic, independent advocacy charity for people with learning disabilities to speak up and take action about the things that matter to them. Our work aims to give a voice to one of the most marginalised groups in society, enabling them to:

- Express their views, have control over their lives and find solutions to their problems
- Take action to challenge discrimination they face and uphold their rights
- Access the support and services they need
- Have a say about and influence positive change in the services they use
- Participate in and positively contribute to their community.

We do this by offering a unique range of advocacy services and community projects for adults and young pwld (17+yrs). A team of staff and volunteers supported 394 beneficiaries in 2020-21 with a wide range of issues including accessing health, social care or mental health support, addressing housing/ financial problems, bullying and isolation. Service users are supported to build their skills and confidence and develop community/peer networks that lead to resilience, reduced isolation and improved wellbeing. Our services include:

1-1 issue advocacy - People with learning disabilities are supported by a trained advocate to solve issues, express opinions and make choices about issues in their life. This work is part of a pan Sussex partnership led by Pohwer which delivers community and statutory Care Act advocacy and also advocacy support for learning disabled parents going through child protection proceedings.

Citizen advocacy – People with learning disabilities are partnered with volunteers who provide longer term individual advocacy support

Self-advocacy groups and user led campaigning - We support a number of self-advocacy groups which include an older people's group, a user led training group and a group supporting the work of the Learning Disability Partnership Board which we co run with the council. Group members can explore and problem solve themes and issues whilst developing the confidence to speak out, learn new skills have a voice in the provision of local health, social care and mainstream services. The Learning Disability Voices Network enables people to come together and campaign about the shared issues and positive changes for people with learning disabilities.

Weekly drop-in sessions – Drop ins offer a space for people to meet and support each other, access immediate short term advocacy, information and signposting whilst providing peer support to each other.

Consultation activities - We run a variety of focus groups and interviews around themed consultations in conjunction with the Council in order to design services to meet local needs better. Speak Out's engagement work and partnership with the Council and CCG enables people with learning disabilities to have a voice and positively influence service development.

Easy read and training - We support people with learning disabilities to become trainers and run learning disability awareness training for a variety services in order to improve the understanding and support of people locally. In conjunction with this, we also support local organisations to create accessible easy read information in order that their information can be understood by their learning disabled service users.

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REPORT OF THE TRUSTEES - CONTINUED

How Brighton & Hove Speak Out's activities deliver public benefit

Speak Out has many links with council, health, leisure and other services in the city and we use these links to positively influence how they work with the learning disabled community. Through our group work and awareness raising training, we ensure that local services understand the needs and priorities of learning disabled people and have tools to help them work more effectively. Additionally, we work more formally with the council in facilitating the Learning Disability Partnership Board and the CCG in order to make plans for people with learning disabilities locally.

ACHIEVEMENTS AND PERFORMANCE IN 2020-2021

Covid has dominated our work throughout 2020-21 and has necessitated a complete change of delivery model in order to meet the needs of people with learning disabilities through the various stages of restrictions and lockdowns. Early in the pandemic, Speak Out staff became homebased and successfully moved all services to phone support and online in order to reach and support as many people with learning disabilities as possible. Advocates carried out all one to one work over the phone and via zoom initially, introducing face to face work as restrictions eased. Groups and drop ins moved online and provided a key support network for many people with learning disabilities. They provided a place to meet and connect with peers whilst finding ways to support each other through covid lockdowns and restrictions.

Covid proved to be particularly difficult for many people with learning disabilities to navigate as guidance was often confusing and inaccessible with many people struggling to understand restrictions during the different lockdown phases. To meet this need, we set up a Coronavirus Helpline that enabled service users to call in for a chat, get support and guidance in dealing with covid issues, be signposted to other organisations as necessary and, for the most vulnerable, receive regular welfare calls to ensure that people were coping and getting the support they needed.

Moving our group work online highlighted digital access issues that many people with learning disabilities. In order to improve digital access for service users, Speak Out successfully supported 69 people with learning disabilities to learn new IT skills and in addition to that distributed 20 new devices to people, enabling them to get online.

In addition to covid focussed work, 2020 -21 saw our Speak Out East drop in and engagement project successfully refunded in partnership with Trust for Developing Communities and other local partners. We also were successful getting new funding from April 2021 for our Transitions Project which provides one to one advocacy, groups work and workshops to young people with learning disabilities who are transitioning between children's and adult services.

The pandemic has focussed our attention on how the needs of people with learning disabilities have changed and where we should focus our attention in the future. In order to understand this picture clearly, this year we carried out an advocacy needs assessment by speaking to 120 local stakeholders including 60 people with learning disabilities and asked what the main areas of need were and how Speak Out could support these. In addition to this, we have carried out a review of the structure of the charity in order to maximise our impact in the future.

FINANCIAL REVIEW

The financial statements are set out on pages 10 to 20. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

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REPORT OF THE TRUSTEES - CONTINUED

Overview

The year ended 31st March 2021 recorded net income over expenditure of £33,679, of which after transfers, £5,574 is in unrestricted funds and £28,105 is in restricted funds. Total reserves now stand at £116,622 of which £88,000 is unrestricted funds and £28,622 is restricted funds. By comparison, the year ended 31st March 2020 recorded net income over expenditure of £248 of which after transfers, £8,879 was in unrestricted funds and a negative amount of £8,631 was in restricted funds. Total reserves in 2020 stood at £82,943 of which £82,426 was unrestricted funds and £517 was restricted funds.

Speak Out has a historic outstanding debt of £5,129 from Croydon Council for work carried out between 2019 -20. A County Court Judgement has found in Speak Out's favour but to date this money remains unpaid. Speak Out also believes that the charity has overpaid HMRC by £3,145 but it has not been possible to resolve this due to the pandemic. Trustees have decided that it is prudent to write off both debts this year with the understanding that the charity will continue to pursue recovering of these debts.

Total income for the year ended 31st March 2021 amounted to £333,132 compared to £271,046 in the previous year, an increase of £62,086 from 2020. A breakdown of donations and grants received is shown in Note 2 and 3 of the accounts.

Total expenditure for the year ended 31st March 2021 amounted to £299,453 compared to £270,798 in the previous year, an increase of £28,655 from 2020.

In line with SORP FRS (102), expenditure is analysed into two main categories; charitable activities and raising funds for the charity. In the year ended 31st March 2021 there was £299,237 expenditure on charitable activities (2020: £270,254) and £216 (2020: £544) expenditure on fundraising.

Reserves Policy

Brighton & Hove Speak Out is committed to using its resources in pursuit of its charitable objectives. It is also committed however to maintaining a level of reserves that is prudent to meeting on-going liabilities.

In seeking to balance these priorities, the trustees have agreed that, it is prudent to hold a level of reserves that equates to 4 months of current expenditure of the charity.

As at 31st March 2021 there is £88,000 in general unrestricted reserves which equates to 3.5 months of expenditure at 2020/21 levels. As this is slightly below the level set by our policy, the future financial outlook is to pursue a policy of increasing reserves, both by diversifying income generation and by continuing to effectively manage resources, as identified in our Plans for the Future section below. However, the trustees are confident they have sufficient reserves for funding forthcoming commitments in the coming year. The Board of Trustees monitors the level of reserves and takes appropriate action if reserves fall outside the desired range.

RISK REVIEW

The Trustees have conducted their own review of the major risks to which the charity is exposed and systems have been established to mitigate those risks. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and events and by ensuring consistent quality of delivery for all operational aspects of the charity. These procedures are reviewed periodically to ensure that they still meet the needs of the charity.

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REPORT OF THE TRUSTEES – CONTINUED

PLANS FOR THE FUTURE

The Needs Assessment and internal review have highlighted common areas of advocacy need for people with learning disabilities and potential changes to the way we work that will increase our reach and impact. As a result of this work, we are currently in the process of updating our 4 Year Plan which will direct our work in the following areas.

- Maintain and create successful projects supporting people with learning disabilities to be more confident and able to self-advocate whilst learning transferable skills and knowledge for their future development.
- Refund the Learning Disability Voices Network, a campaigning self - advocacy project that brings together people with learning disabilities both locally and regionally.
- Ensure that more people with learning disabilities in the city and their carers/ families members know about our work and can access our support if needed. This relates particularly to those that are harder to reach such as people with complex needs and profound learning disabilities.
- Raise the profile of the issues facing people with learning disabilities and develop effective, impactful campaigning that brings about positive change for the learning disabled community locally, regionally and nationally.
- Further develop user led awareness and easy read training to improve services accessed by the learning disabled community and bring in unrestricted income.
- Diversify income generation and manage resources effectively in order to adapt to change.
- Develop Speak Out's core infrastructure to meet the demands of future work.
- Grow, develop and strengthen volunteering opportunities across Speak Out's projects and infrastructure.

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REPORT OF THE TRUSTEES – CONTINUED

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees (who are also the directors 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 of 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 appropriate to presume that the charitable company will continue in business.

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and enables 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.

This report has been prepared in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the Trustees on 30th Sept 21 and signed on their behalf by:



Jo-Anne Carden (Chair of Trustees)

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INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

I report on the accounts of the company for the year ended 31 March 2021, which are set out on pages 10 to 20.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 or are not consistent with the Charities SORP (FRS102)

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

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**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES FOR THE YEAR ENDED 31 MARCH
2021 - CONTINUED**

Clare Osbond, FCIE
Voluntary Sector Services
12 Silverdale Road
Hove
BN3 6FE

Signature..... *C Osbond*

Date..... *13/10/21*

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**STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31ST MARCH 2021**

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Unrestricted Funds £	Restricted Funds £	Total 2020 £
Income from:							
Donations and grants	2	6,209	10,000	16,209	23,708	-	23,708
Charitable activities:							
<i>Grants</i>	3	30,055	201,535	231,590	1,397	174,062	175,459
<i>Fees</i>	4	84,469	-	84,469	71,833	-	71,833
Other trading activities		850	-	850	-	-	-
Investments		14	-	14	46	-	46
Other		-	-	-	-	-	-
Total		<u>121,597</u>	<u>211,535</u>	<u>333,132</u>	<u>96,984</u>	<u>174,062</u>	<u>271,046</u>
Expenditure on:							
Raising funds		216	-	216	544	-	544
Charitable activities	6	115,807	183,430	299,237	87,448	182,806	270,254
Total		<u>116,023</u>	<u>183,430</u>	<u>299,453</u>	<u>87,992</u>	<u>182,806</u>	<u>270,798</u>
Net Income / (Expenditure)		5,574	28,105	33,679	8,992	(8,744)	248
Transfers between funds		-	-	-	(113)	113	-
Net movement in funds	5	5,574	28,105	33,679	8,879	(8,631)	248
Reconciliation of funds:							
Total funds brought forward		<u>82,426</u>	<u>517</u>	<u>82,943</u>	<u>73,547</u>	<u>9,148</u>	<u>82,695</u>
Total funds carried forward		<u>88,000</u>	<u>28,622</u>	<u>116,622</u>	<u>82,426</u>	<u>517</u>	<u>82,943</u>

All amounts relate to continuing activities.

There have been no recognised gains or losses other than the result for the financial year and all surpluses or deficits have been accounted for on an historical cost basis.

The notes on pages 12 to 20 form part of these financial statements

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**BALANCE SHEET
AS AT 31ST MARCH 2021**

	Note	2021		2020	
		£	£	£	£
Fixed Assets					
Tangible Assets	9		-		-
Current Assets					
Debtors	10	9,714		22,507	
Cash at Bank and in hand		<u>113,079</u>		<u>71,136</u>	
		122,793		93,643	
Creditors: Amounts falling due within 1 year	11	<u>6,171</u>		<u>10,700</u>	
Net Current Assets			<u>116,622</u>		<u>82,943</u>
Net Assets	13		<u>116,622</u>		<u>82,943</u>
Reserves					
Unrestricted Funds			88,000		82,426
Restricted Funds			<u>28,622</u>		<u>517</u>
Total Funds	14		<u>116,622</u>		<u>82,943</u>

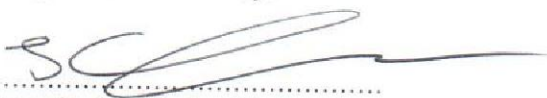
For the year ending 31 March 2021, the company was entitled to exemption from audit under Section 477 of the Companies Act 2006. The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 under Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006;
- preparing financial statements that give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit and loss for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance to the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

The financial statements on pages 10 to 20 were approved by the board of Directors on 30th Sept 21 and were signed on it's behalf by:


.....
Jo-Anne Carden (Chair of Trustees)

The notes on pages 12 to 20 form part of these financial statements

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

1 ACCOUNTING POLICIES

a) *Basis of Preparation*

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

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

The charity meets the definition of a public benefit entity under FRS 102.

These financial statements have been prepared on the going concern basis. The charity has sufficient reserves, and the trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

b) *Fund Accounting*

The accounts distinguish between restricted and unrestricted funds. The former have been raised by the charity for specific purposes or are received from donors and are subject to restrictions on the purposes for which they may be used. Unrestricted funds are those where there are no externally imposed restrictions and are available for use at the discretion of the Trustees for expenditure on its objects or appropriated to reserves for internally designated purposes.

c) *Income*

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

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Incoming resources from charitable activities are recognised on an earned basis in the year in which the conditions for receipt are met.

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

d) ***Expenditure***

Expenditure is recognised in the period in which it is incurred.

Expenditure on grants is recorded once the Charity has made an unconditional commitment to pay the grant and this has been communicated to the beneficiary or the grant has been paid, whichever is the earlier.

Expenditure is allocated to the particular activity where the cost relates directly to that activity. Support costs include central functions and have been allocated to activity cost categories on the basis consistent with the use of resources. Allocations are predominantly based on usage and staff time expended.

e) ***Depreciation and Fixed Assets***

Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life, or where specifically for a project, over the life of the project. The company has a minimum value of £750 for capitalisation of fixed assets.

Depreciation policy applied:

Equipment – over 2 years on a straight line basis

f) ***Operating leases***

Rentals payable under operating leases are charged on a straight line basis over the terms of the lease.

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

2 INCOME FROM GRANTS AND DONATIONS

	Unrestricted	Restricted	2021 Total	2020 Total
	£	£	£	£
Ernest Kleinwort Charitable Trust	-	5,000	5,000	4,000
The Edward Gostling Foundation	-	5,000	5,000	-
Brighton District Nursing Association Trust	3,000	-	3,000	-
Ian Askew Trust	1,000	-	1,000	-
Pebble Trust	-	-	-	2,500
Lynn Foundation	-	-	-	500
WHSmith Trust	-	-	-	100
Charities Aid Foundation	-	-	-	200
The JC Robinson Trust	-	-	-	1,000
Sir Jules Thorn Charitable Trust	-	-	-	750
Alchemy Foundation	-	-	-	500
The Chalk Cliff Trust	-	-	-	4,000
St Georges Church Brighton	-	-	-	220
The Grocers Charity	-	-	-	5,000
Other donations	<u>2,209</u>	<u>-</u>	<u>2,209</u>	<u>4,938</u>
	<u>6,209</u>	<u>10,000</u>	<u>16,209</u>	<u>23,708</u>

3 INCOME FROM CHARITABLE ACTIVITIES - GRANTS

	Unrestricted	Restricted	2021 Total	2020 Total
	£	£	£	£
The National Lottery Fund	-	107,023	107,023	70,183
Lloyds Bank Foundation	-	30,200	30,200	19,210
Brighton & Hove Council	15,055	52,767	67,822	-
CCG	-	4,973	4,973	66,851
Sussex Community Foundation	10,000	-	10,000	-
Learning Disability England	-	5,000	5,000	-
SeeAbility Royal School	-	1,572	1,572	-
Bailey Thomas	5,000	-	5,000	-
Comic Relief	-	-	-	3,864
People's Health Trust	-	-	-	13,954
DWP - Access to Work	-	-	-	897
Sussex Community Foundation	-	-	-	500
	<u>30,055</u>	<u>201,535</u>	<u>231,590</u>	<u>175,459</u>

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

4 INCOME FROM CHARITABLE ACTIVITIES - FEES

	Unrestricted	Restricted	2021 Total	2020 Total
	£	£	£	£
POhWER	72,353	-	72,353	54,265
Impetus	-	-	-	3,750
WSCC Capita AP	2,056	-	2,056	3,670
South Coast Ambulance Service	1,650	-	1,650	1,650
Croydon Council	1,977	-	1,978	2,966
MS Society	-	-	-	1,925
Brighton & Hove City Council	1,650	-	1,650	1,280
Learning Disability England	2,770	-	2,770	-
Other fees	<u>2,013</u>	<u>-</u>	<u>2,013</u>	<u>2,327</u>
	<u>84,469</u>	<u>-</u>	<u>84,469</u>	<u>71,833</u>

5 NET MOVEMENT IN FUNDS

	2021 £	2020 £
This is stating after charging :		
Depreciation	-	-
Independent examiner's fee	<u>650</u>	<u>650</u>

No Trustee received any emoluments (2020: £NIL).
Trustees meeting expenses amounted to £NIL (2020: £15).

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2021 – CONTINUED

6. EXPENDITURE ON CHARITABLE ACTIVITIES

	POhWER - Advocacy	Brighton & Hove City Council - Engagement	The National Lottery Community Fund	Brighton & Hove City Council - Speak Out East	Other projects	Core	Total 2021
Project costs	2,385	1,281	820	316	2,100	150	9,228
Staff costs	58,821	27,886	71,232	11,896	4,581	27,038	222,348
Premises and office costs	4,679	6,183	17,517	1,374	2,628	7,327	44,969
Professional costs	2,468	2,250	386	931	-	3,077	9,980
Governance costs	4,000	400	2,200	250	-	918	7,768
Bad debt						4,944	4,944
Total charitable activities	72,353	38,000	92,155	14,767	9,309	43,454	299,237

	POhWER - Advocacy	Brighton & Hove CCG - Engagement	Lloyds Bank Foundation	The National Lottery Community Fund	Peoples Health Trust	MIND in Brighton & Hove - Advocacy	Other projects	Core	Total 2020
Project costs	1,815	5,403	280	3,968	1,936	93	895	175	14,565
Staff costs	43,198	44,161	16,999	53,407	15,078	9,314	2,591	25,004	209,752
Premises and office costs	3,921	8,000	2,703	9,892	901	2,179	425	5,710	33,731
Professional costs	1,800	500	600	200	150	38	600	2,505	6,393
Governance costs	1,978	-	-	2,200	-	293	-	1,342	5,813
Total charitable activities	11,917	58,064	20,582	69,667	18,065	52,712	4,511	34,736	270,254

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FOR THE YEAR ENDED 31ST MARCH 2021 - CONTINUED

7 STAFF COSTS	2021	2020
	£	£
Staff costs were as follows:		
Salaries	204,300	191,760
Social security costs	14,18	13,960
Employer's pension	<u>3,860</u>	<u>3,840</u>
	<u>222,348</u>	<u>209,560</u>

Average number of employees	<u>9</u>	<u>9</u>
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No employee received emoluments in excess of £60,000

Brighton & Hove Speak Out considers that the key management personnel comprise the Board of Trustees and the Director. The total employee benefits of the key management personnel of the charity were £40,305 in the year (2020: £39,702)

8 TAXATION

The company is a Registered Charity and, under section 505(1) of the Income and Corporation Taxes Act 1988, is exempt from Corporation Tax on its charitable activities.

9 TANGIBLE FIXED ASSETS

	<u>Office Equipment</u>
	<u>£</u>
<u>COST</u>	
At 1 st April 2020	870
Additions	-
At 31 st March 2021	<u>870</u>
<u>DEPRECIATION</u>	
At 1 st April 2020	870
Depreciation on disposals	-
At 31 st March 2021	<u>870</u>
<u>NET BOOK VALUE</u>	
At 31 st March 2021	<u>-</u>
At 31 st March 2020	<u>-</u>

10 DEBTORS

	2021	2020
	£	£
Taxes and Social Security costs	1,832	-
Prepayments / Accrued income	622	3,044
Rent deposit	1,000	1,000
Staff loan	237	-
Cycle scheme	-	1,058
Other debtors	<u>6,023</u>	<u>17,405</u>
	<u>9,714</u>	<u>22,507</u>

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11 CREDITORS: Amounts falling due within one year

	2021	2020
	£	£
Taxes and Social Security costs	-	4,266
Pension control account	-	858
Accruals	2,203	1,621
Deferred income	1,650	1,650
Other creditors	<u>2,318</u>	<u>2,305</u>
	<u>6,171</u>	<u>10,700</u>

12 COMMITMENTS UNDER OPERATING LEASES

At 31st March 2021, the charity had the following commitments under non-cancellable operating leases, payable as follows:

Premises	2021	2020
	£	£
Payments due:		
Within one year	7,800	6,240
Between two and five years	<u>-</u>	<u>-</u>
	<u>7,800</u>	<u>7,500</u>

The lease for office premises at Brighthelm Church and Community Centre, North Road, Brighton BN1 1YD is with the Brighthelm Church and Community Centre Trust Limited. The current lease agreement is for a period of 12 months from 1st September 2019 to 31st August 2020. Discussions are currently underway between the landlord and the trustees for negotiating of a new lease agreement.

13 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds	Restricted Funds	Total 2021
	£	£	£
Tangible Fixed Assets	-	-	-
Net Current Assets	<u>88,000</u>	<u>28,622</u>	<u>116,622</u>
Net Assets	<u>88,000</u>	<u>28,622</u>	<u>116,622</u>

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14 MOVEMENT IN FUNDS

	Balance 1 April 2020	Income	Expenditure	Transfer	Balance 31 March 2021
	£	£	£	£	£
Restricted Funds					
The National Lottery Fund	517	107,023	92,155		15,385
Lloyds Bank Foundation	-	30,200	29,200		1,000
Brighton & Hove City Council					
- Speak Out East	-	14,767	14,767		-
Brighton & Hove Council -					
Engagement		38,000	38,000		-
CCG -					
Consultation & Engagement	-	4,973	2,036		2,937
Learning Disability England	-	5,000	700		4,300
SeeAbility	-	1,572	1,572	-	-
Ernest Kleinwort Charitable					
Trust		5,000	5,000		-
The Edward Gostling					
Foundation	-	5,000	-	-	5,000
	517	211,535	183,430	-	28,622
Unrestricted Funds					
General	82,426	121,597	(116,023)	-	88,000
Total Funds	<u>82,943</u>	<u>333,132</u>	<u>299,453</u>	<u>-</u>	<u>116,622</u>

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Purpose of Restricted Funds

The National Lottery

This funds the Learning Disability Voices Network, a user led project which brings together people with learning disabilities to have a strong collective voice in order to address issues they face and bring about positive change for themselves and the wider community. The project supports a range of activities including group work, drop ins and other events.

Lloyds Bank Foundation

This project provides a range of advocacy support, including groups and one to one advocacy for young people going through the transition from children to adults services and resulting in greater independence.

Brighton & Hove City Council (BHCC)

Speak Out East – The council fund Speak Out East, a drop in based in East Brighton which brings together people with learning disabilities and volunteers on a weekly basis and supports people with learning disabilities to link in with the local community.

Engagement - The council funds engagement work with people with learning disabilities in the City via a network of self-advocacy groups and regular external focus groups. This work is part of a citywide engagement and community development partnership which is led by another local charity, The Trust for Developing Communities.

CCG

Speak Out was funded by the CCG to provide consultation and engagement about the health needs of people with learning disabilities, especially in relation to the effects of covid.

The Edward Gostling Foundation

This provides additional funding towards our Transitions Project for young people with learning disabilities including advocacy and peer support for young people aged 17–26+ years.

Covid Emergency Response Funds

Speak Out received money from the following funders which contributed towards Speak Out's Covid-19 emergency response.

- **The National Lottery Fund (£30,778 of the income shown at Note 14)**
- **Lloyds Bank Foundation (£10,290 of the above income shown at Note 14)**
- **Learning Disability England**
- **SeeAbility**
- **Ernest Kleinwort Charitable Trust**

This work included quickly reconfiguring our advocacy services and establishing ways to continue supporting people remotely, over the phone and online so they had the support they needed to navigate the complexities of lockdowns, reduction in other support services and associated problems as they arose. Work included improving digital access, equipment and IT costs and the production of a film highlighting the experiences of people with learning disabilities during covid.

