

Registered number: 03791535
Charity number: 1079046

**Unlock, for people with criminal records
formerly known as Unlock, National Association of Ex-Offenders
(A Company Limited by Guarantee)**

Unaudited

Trustees' Report and Financial Statements

For the Year Ended 31 March 2025

Unlock, for people with criminal records
(A Company Limited by Guarantee)

Contents

	Page
Reference and Administrative Details of the Charity, its Trustees and Advisers	1
Trustees' Report	2 - 19
Trustees' Responsibilities Statement	20
Independent Examiner's Report	21
Statement of Financial Activities	22
Balance Sheet	23
Notes to the Financial Statements	24 - 36

Unlock, for people with criminal records
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Reference and Administrative Details of the Charity, its Trustees and Advisers
For the Year Ended 31 March 2025

Trustees	Faye Goldman Trevor Dighton (appointed 17 July 2024) Carolyn Braby (appointed 17 July 2024) Thomas Wheatley Hamis MacLellan Steven Lorber Mandeep Mahil (resigned 16 October 2024) Leigh Hardy Mark Day (resigned 14 May 2024) Emma Wilson (resigned 17 June 2024) Tajah Stevens (appointed 16 October 2024) Peter Atherton (appointed 16 October 2024, resigned 24 September 2025) Belinda Winder (appointed 16 October 2024) Rich McStraw (appointed 16 October 2024) Harmohinder Sanghera (appointed 16 October 2024) Fionnuala Ratcliffe (appointed 16 October 2024)
Company registered number	03791535
Charity registered number	1079046
Registered office	Maidstone Community Support Centre 39-48 Marsham Street Maidstone Kent ME14 1HH
Accountants	Kreston Reeves LLP Chartered Accountants 37 St Margaret's Street Canterbury Kent CT1 2TU
Independent Examiner	Samantha Rouse FCCA DChA Kreston Reeves LLP 37 St Margarets Street Canterbury Kent CT1 2TU

Governance and management

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a company, limited by guarantee, as defined by the Companies Act 2006.

In July 2025, the Trustees approved a special resolution to adopt new Articles of Association and to change the charity's name from 'Unlock – National Association of Ex-offenders' to 'Unlock – for people with criminal records'. The change better reflects the people we support and our core mission. It acknowledges that a criminal record can affect anyone and reinforces our commitment to supporting all individuals with criminal records recognising that is not the only thing that defines them.

Recruitment and appointment of trustees

During the year, a new Treasurer and Deputy Treasurer were appointed. Further Trustee vacancies arose as two Trustees completed their terms, and another stepped down after becoming chair of the Board of Trustees at a different charity. We are grateful to Emma Wilson, Mark Day and Mandy Mahil for their valuable contributions and commitment to Unlock.

In response to the vacancies, a targeted recruitment programme was launched. Its aims were to fill the immediate vacancies, strengthen succession planning and broaden the Board's experience, expertise and representation. This proactive approach was designed to support continuity and stability as more trustees will complete their terms within the next two years.

All new appointments, including the Treasurer and Deputy Treasurer, followed an open recruitment process. The opportunities were advertised across relevant forums to attract a diverse and qualified pool of candidates. In total eight new Trustees were appointed during the year.

A second Vice-Chair, Peter Atherton, was elected to fill the vacancy created by Emma Wilson's departure.

Trustee induction and training

To ensure our new Trustees were well prepared for, and supported in, their roles we reviewed our trustee induction programme.

The updated programme included structured sessions with the senior leadership team and Chair. These sessions provided an overview of Unlock's work, strategic priorities, and operational approach. Opportunities to understand our risk management and charity governance processes were included and essential reading assigned. This included guidance from the Charity Commission and Companies House as well as key organisational documents.

Organisational structure

Unlock is a charitable company governed by a Board of Trustees with day-to-day operations delegated to the Chief Executive.

Risk management

The Trustee Board has carried out a review of the major risks facing the charity. A risk register is in place which prioritises these risks and identifies mitigating factors, controls and actions in relation to each. Trustees follow a comprehensive monitoring and review process to re-assess identified risks regularly, capture new risks that may arise and ensure that systems are in place to manage and mitigate these risks. The full risk register is reviewed by the Board of Trustees on an annual basis. During the year, the risk management process has also been reviewed and updated by the Trustees.

Governance

Trustees attend scheduled board meetings four times a year. In 2024-25 the Trustee attendance rate was 86%. One additional board meeting was held to discuss the annual plan and budget for 2024-25. Trustees are encouraged to attend training events and seminars to develop their roles and increase their contribution to the charity's governance. Trustees also undertake ad-hoc tasks as and when required and task-specific working groups are formed as needed and meet separately.

Unlock operates within an equal opportunities framework that is inclusive of people with criminal records and seeks to attract trustees with a wide range of backgrounds and experience. Fifty-six per cent of our Trustees and staff have a criminal record. A working group which involves staff and trustees oversees and drives forward Unlock's equity, equality, diversity and inclusion agenda in line with our strategic priorities.

To support organisational development and enhance strategic oversight, additional sub-committees were established during the year all with Terms of Reference approved by the Board of Trustees. These include the People Sub-Committee, the Development and Funding Sub-Committee, and the Policy, Advocacy and Research Sub-Committee. As with our established EEDI (Equity, Equality, Diversity and Inclusion) sub-committee, these do not hold decision-making powers. However, they offer valuable forums for trustees and the senior leadership team. They allow key issues to be explored in greater depth and provide space to share expertise and help shape the organisation's direction.

Safeguarding

Unlock has a robust safeguarding policy and other related policies including whistleblowing with named lead trustees for both. In this reporting period, no safeguarding incidents were identified as relevant for reporting to the Charity Commission via a serious incident report. No whistleblowing concerns were raised.

Management

Management of the charity is delegated to the Chief Executive who reports directly to the Chair of Trustees. A framework of financial delegation is set out in finance policies and procedures. Systems for line management, appraisal, staff development and supervision are in place, together with grievance and complaints procedures.

Remuneration policy

The Board of Trustees conduct an annual review of staff salaries. As part of this process, the Chief Executive submits recommendations for salary adjustments, supported by a clear rationale. The Board carefully considers these proposals in the context of the organisation's strategic priorities, financial position and benchmarking data from both the sector and the broader employment and economic landscape before approving any increases.

Public Benefit

Unlock assists people with criminal records to live positive lives, move on from their past and contribute fully to society. In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance '*Public benefit: running a charity*' (PB2). Our activities and beneficiaries are described below and in the 'About Us' section of our website: www.unlock.org.uk.

Compliance with prevailing laws and regulations

The Annual Report serves the purposes of both a Trustees' report and a Directors' report under company law. The Trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) 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 2019).

Objectives

As stated in our governing document, Unlock's charitable objectives are:

"To advance education and promote the rehabilitation and reintegration of people who have received a criminal record (including those who have suffered a legal restriction on their liberty at any penal establishment as a punishment imposed by a court of law, received a non-custodial sentence, fine or any other court or other recorded disposal, such as a police caution), in particular but not exclusively by the provision of information, advice, advocacy and training, and the undertaking of research and policy work, with the object of improving the conditions of life of the aforementioned persons."

Purpose

Unlock is a national independent advocacy charity that supports, speaks up and campaigns for people facing stigma, prejudice and discrimination because of their criminal record. We believe that everyone should be able to move on from their past and contribute fully to society. We provide information, give advice and take on cases to help people overcome the obstacles they are facing because of their criminal record. Many people feel like they are serving a second sentence of stigma and discrimination. To challenge this injustice we collect evidence, speak out and campaign for change so that policies, practices and attitudes allow people the opportunity to reach their full potential.

Vision

Our vision is of a fair and inclusive society where people with criminal records are free from stigma, prejudice and discrimination.

Mission

Our mission is to advocate for people with criminal records so they can move on positively in their lives. Specifically, we:

- Support people with criminal records to navigate their way through challenges.
- Campaign for changes to legislation, policies and practices of government, employers and others.
- Research, present evidence and raise awareness of the systemic issues faced by people with criminal records.

The issues faced by people with criminal records

Prevailing attitudes and language such as 'offenders', 'ex-offenders' and 'prisoners', fail to acknowledge the substantial number (over 12.5 million people) and wide diversity of people in this country, from all walks of life, who have a criminal record. Most people are convicted on only one occasion, 90% do not receive a prison sentence and, of those who do go to prison, 47% have sentences of less than six months and 71% have committed a non-violent offence.

The Long Shadow of a criminal record

The current criminal record system requires disclosure of cautions and convictions beyond the completion of any sentences – sometimes for the rest of someone's life. There is a popular emphasis on an individual's responsibility to rehabilitate themselves following a conviction but, regardless of how much effort a person makes, there are many significant barriers to getting jobs and promotions, accessing education, training, housing, financial services, travel abroad, volunteering and in many other areas of everyday life. The situation is further complicated by issues of intersectionality and the complex relationship between disadvantage, discrimination and criminal records that entrenches social and economic inequality.

Our approach

Independent

We believe that it is vital that we hold government, agencies and others to account. We also believe it is important that people with criminal records trust us and that we represent them with integrity and courage. While we always aim to work constructively with government and organisational partners wherever possible, we are clear that we may take a critical stance on any policies and practices that unfairly restrict opportunities for people with criminal records.

We are committed to speaking truth to power. As a result, the people for whom we exist, and our supporters and funders can be sure that our sole motivation is to improve the life chances of people with criminal records. Our power comes from our knowledge of what's happening to people with criminal records, publishing reports, persuading the unwilling, encouraging good practices and exposing those practices which are unacceptable. We are politically independent - but we are not neutral about our agenda of change to the criminal record system.

Involve and include people with criminal records

We believe that personal lived experience of having a criminal record is intrinsically valuable. Recruiting people with criminal records at all levels including within our Board means that people with lived experience make up over 56% of the team. This visibility of lived experience in Unlock creates trust with our beneficiaries and creates a diversity of thought and leadership in our broader work. In our direct advice work with beneficiaries, peer experience offers a bridge of understanding, awareness and empathy to people who sometimes find it hard to talk about the issues they face.

We have developed Unlock Insight panels made up of people with criminal records. These panels support our staff recruitment process and our Better Advice for All Network. Over the past year, we have also created several lived experience advisory and insight panels to help shape our policy and research projects.

We use our newsletter to share more opportunities to give our beneficiaries the opportunity to get involved in policy, campaigns, and research. Our goal is for Unlock to become a leading voice in the lived experience movement. We want to help people with criminal records access a wide range of opportunities to improve their experiences.

Ear to the ground, voice at the top

Every day we listen and engage with around 40 people who face difficulties because of their criminal record. They get in touch with us in numerous ways, from ringing our helpline to WhatsApp messaging us, to email and in person or virtual meetings. Through our direct engagement and our outreach as part of our Better Advice for All network, we listen to a steady flow of issues and ideas. Our team has a proven track record of identifying issues, finding solutions and planning work to create much needed change. We seek to influence policy and support systemic change, continually punching above our weight to achieve ambitious and significant outcomes with employers, service providers, advice agencies and government. Too often, policies and systems divide and disempower people, and politicians and organisations hoard rather than share power. Through our engagement activities and our lived experience leadership expertise, we build confidence and capacity for individuals to take more power and to influence.

Think big. Act big. Recognise our limitations.

We are a small charity with big ambitions. We constantly adapt and refine our work so that we better meet the needs of the people for whom we exist. To do this, we need to make tough choices and recognise that we cannot achieve everything. Longer term, it is important that we can ensure that the organisation's core work continues, which means working efficiently and effectively and focusing on our financial and organisational health to ensure our long-term strength.

Work in partnership

We believe in the power of collaboration and build strategic partnerships with like-minded organisations to maximise our impact. We create platforms and build partnerships in the sector, such as with our FairChecks campaign partnership with Transform Justice. We also recognise the importance of working with people and organisations that are different to Unlock to test and challenge our own assumptions and to create opportunities to influence the way in which they think and behave.

Activities and impact 2024-25

Organisational development

Strategy and planning

In April 2021 we launched our strategic plan '*Tackling Injustice, Changing Lives*'. An annual organisational workplan allows us to track progress towards the key priorities included in the strategic plan, ensuring implementation is in line with the strategy. The Board receives a quarterly update report. This shares activities, opportunities, challenges and outcomes against both the workplan and Unlock's strategic priorities.

Our three overarching priorities

1. People should have knowledge, skills, confidence and support to overcome the disadvantages related to their criminal record. We will reach more people by helping them to self-serve digitally, and we will strengthen our capacity to support people more. Together, this will enable people with criminal records to be aware of their rights, know where to turn for advice, and be able to challenge the stigma and discrimination they are facing.
2. People with criminal records should be free from stigma, prejudice and discrimination as a result of government, employers and others having policies, practices and attitudes that support their fair treatment. We will be a powerful voice in pushing for change to legislation, policies, and practices, using strategic litigation to bring about change, and increasing the research and evidence base to support us to achieve change at a policy and systemic level.

3. We will maintain good governance and develop Unlock's sustainability and resilience. We will translate our priorities into fully funded and resourced delivery, develop unrestricted funding streams including support from donors and philanthropists, and by growing earned income, continue to measure ourselves against the Charity Governance Code and ensure that we maintain a focus on increasing diversity and inclusion, with the aim of being representative of all sections of society.

The appointment of Paula Harriott as CEO in August 2024 created an opportunity to reflect on our current strategy and enhance it with an interim vision prior to the development of our new strategy in 2026. The vision introduces a theme: 'The Long Shadow of the Criminal Record'. Under this umbrella we bring together our focus on the full range of issues that affect the individual with a criminal record:

- access to employment
- access to housing,
- access to education
- financial well-being
- mental and physical wellbeing
- restoring family and interpersonal relationships

We do this with a coherent message that a criminal record has a long-lasting impact and stretches far into an individual's future. This new vision for the future commits Unlock to taking its place as a prominent lived experience led organisation. It also honours Unlock's roots as an organisation founded by people with lived experience. Finally, the theme, '*The Long Shadow of the Criminal Record*', enables us to reinforce initiatives in the sector that build the capacity of people with criminal records, helping them to engage in and lead debate, policy and practice to dismantle the challenges that lie in their path.

Employees and volunteers

The beginning of the year saw us continue with joint interim CEOs Justina Forristall and Jo Easton providing stability during a transitional period. We were delighted to later appoint Paula Harriott as our permanent CEO in August 2024. Paula brings a wealth of lived experience, strong sector connections, and is widely respected across the criminal justice landscape. These qualities that significantly strengthen Unlock's leadership and influence.

Alongside this long-term positive development, short-term funding challenges led to a restructure of our policy function. As a result, the Director of Policy and Advocacy role and one Policy Officer role were made redundant. Further changes followed, with the remaining Policy Officer and our Communications Manager both moving on to new opportunities. We are sincerely grateful to all of our former colleagues for their dedication and contributions to Unlock's mission.

In response, and with careful consideration of our financial position, we created a new combined Policy and Communications role to ensure continuity in key areas of work. Thanks to the strength, versatility and expertise of the remaining team, we were able to continue delivering core policy work while actively seeking funding to rebuild the policy function.

Volunteers with lived experience continue to be at the heart of our helpline, offering invaluable insight and support to those who reach out to us. We are truly grateful for the time, compassion and dedication they bring to Unlock and the people we serve.

This year we were pleased to welcome seven new volunteers, including three who joined us through Release on Temporary Licence from prison. Each has shared their unique perspective and added strength to our work.

While we said goodbye to six volunteers during the year, we also celebrated their next steps – four have moved into paid employment, and two are pursuing new paths in different sectors. Their contributions have left a lasting impact, and we thank them sincerely for all they have given to Unlock.

Advice, information and support

The Helpline

Unlock's helpline provides confidential, accurate, trustworthy and non-judgmental information, advice and support to anyone with a criminal record. We offer a range of communication channels that people can use to get advice and support including the telephone, WhatsApp, email, or through our online resources. The helpline is run by trained staff and volunteers who have lived experience of a criminal record. Their personal journeys mean they truly understand what those using the helpline are going through and can offer empathetic, meaningful support.

This year, we launched a new one-to-one support programme, Support Plus, designed to assist individuals facing challenges with disclosure while seeking employment. The structured, three-stage programme offers tailored guidance to help people navigate the disclosure process with confidence.

To ensure our helpline resources were used effectively and aligned with the needs of our service users, we conducted a comprehensive review of helpline demand. We also enhanced our data collection processes to gain deeper insights into the demographics of those accessing our services.

	2023-24	2024-25
Direct Support		
Helpline contacts	9,942	10,049
Casework (Completed)	4	3
Self-help Support		
Visits to information/advice pages of website	1,727,877	1,294,362
Disclosure calculator	49,594	49,285

Whilst visitor numbers to the website shows a fall of 25%, we believe this drop is primarily due to the significant advances in user tracking introduced through Google Analytics 4 (GA4). The introduction of GA4 was designed to provide a more accurate reflection of user engagement allowing organisations to better understand how visitors navigate our website. However, since its introduction many organisations have reported a reduction in the number of users being counted. This is due to several factors including changes in the way data is collected, stricter privacy controls and changes to Google's search algorithms.

Helpline impact

We empower everyone who reaches out to our helpline with clear, helpful information that can make a real difference in their lives. Whether it is finding a job, exploring education and training opportunities, or planning to travel abroad, we aim to help people better understand and improve their individual circumstances.

Many of those we support tell us they feel more confident facing the challenges of living with a criminal record. They feel less alone, knowing they are part of a community of people who share the same hope of moving forward. With our support, they often feel more ready to reconnect with society and take positive steps toward a brighter future.

To demonstrate the impact of our work we collect a mixture of quantitative and qualitative data. Identifying recurring and new issues helps us build an evidence base which underpins our work, advocating for changes to policy, practice and legislation.

Examples of helpline feedback

"Thank you for being there to listen to me when I needed you and thank you for going out of your way to provide such detailed advice and instructions for me to follow."

"Thank you to everybody I spoke to at Unlock. With the amazing advice and support you gave me, it enabled me to successfully apply to have my 17-year-old restraining order revoked, meaning my conviction is finally spent."

Volunteering at Unlock

Since 2009, Unlock's volunteering scheme has offered meaningful opportunities for people with criminal records. Volunteering provides people with the chance to support others, build self-confidence and develop valuable skills and experience that enhance employability. The programme is open to individuals living in the community as well as those on temporary day release from prison.

This year we spent time reviewing and updating our volunteer induction and training programme, incorporating valuable feedback from previous volunteers. All helpline volunteers undergo a comprehensive training programme, which includes our CIPD accredited 'Advising with Conviction' workshop, along with modules on safeguarding and confidentiality. Volunteers also have the opportunity to work toward a Level 2 NVQ in Information, Advice and Guidance.

Over the past year, our volunteer advisors have contributed an impressive 1,801 hours and handled 16% of all helpline enquiries. Our home-based volunteers have assisted with research, content writing and reviewing information before publication on our website. We are grateful for their dedication and recognise that without their support, we could not reach as many people as we do each year.

Individual case work

From time to time, our helpline team may take on a case directly to provide additional support to an individual. This typically happens when doing so could lead to a positive outcome for the person. It may also occur when the case aligns with our current policy work. In those instances, the case work helps to strengthen our evidence base and potentially benefit a wider group of people.

Examples of case work

- During the year, we worked with two people to challenge decisions made by the Criminal Injuries Compensation Authority (CICA). These were based on CICA's exclusionary rule preventing people with unspent convictions from accessing compensation if they are a victim of crime. Unlock has campaigned for many years to have this exclusionary rule removed and both cases demonstrated how disproportionate the rule is, failing to take account of whether the offence an individual committed is related to that which they are claiming compensation for.
- JS v local authority: Unlock assisted JS to appeal the decision made by a local authority not to be added to their housing list due to a refusal to disclose a spent conviction.

As of March 2025, the helpline team had 13 ongoing cases.

Support for people in prison

Our helpline frequently receives letters and calls from people in prison, often about a variety of issues, most commonly, resettlement. Unlock's helpline number is included on the prison's pre-approved contact list, allowing individuals in prison to call us directly for information and advice without needing prior permission.

Throughout the year, we have delivered our *'Moving on with Conviction'* workshops in prisons across England including at HMP Oakwood and HMP Featherstone (category C prisons in Staffordshire) and HMP Bronzefield (a women's prison in Surrey). We have attended job resettlement fairs at HMP Elmley (a category B/C prison in Kent) and HMP Lewes (a category B prison in East Sussex) preparing men for interview and disclosing their convictions to employers. We have continued to support the Connect Resettlement Team at HMP Rye Hill (a category B prison in Warwickshire exclusively housing individuals convicted of sexual offences) by developing resources for prison leavers.

Supporting people digitally

With around 12.5 million people in the UK having a criminal record, our website serves as a vital source of information and support. We offer guidance on a wide range of issues, including employment, insurance, travel, education, housing, relationships, finance and disclosure. Our online resources are designed to help individuals access the information they need, whenever and however it suits them.

Thanks to funding from the National Lottery, we launched our '*Better Advice for All*' project in October 2024. The project aims to make our online information and advice more accessible to individuals who have difficulty with literacy or for whom English is not their first language.

As part of this initiative, we began recruiting members for our Insight Panel. This panel will review how written information is presented on our website and provide suggestions to improve its accessibility and inclusivity.

Work started on a new 'DBS Checker' online tool which will help individuals, organisations and employers understand the correct level of Disclosure and Barring Service (DBS) check which can be applied for. The tool will go live in 2025/26.

Training – supporting organisations and practitioners

Unlock ran 17 training workshops/webinars with a total of 172 attendees. In-house training sessions were delivered to organisations such as London School of Economics, Lincolnshire Action Trust, Seven Trent, South London and Maudsley NHS Trust and Veolia. During the year, a new online self-directed training course was developed for organisations and practitioners who support people with criminal records into employment, volunteering or education. With this new resource added to our training offer, our aim is to increase Unlock's earned income in 2025/26.

Policy and advocacy

Parliamentary work

This year has seen a General Election and change of government which has impacted on our policy work. Some items on which we were working with parliamentarians and civil service officials were disrupted by the change of government. This change also meant that we were faced with the challenge of rapidly building new relationships with a fresh cohort of parliamentarians and advisors. Once the new members of parliament were in place and new ministers appointed, all current MPs were contacted with an introduction to Unlock. Particular efforts were made to contact relevant ministers, receiving replies from Lord James Timpson (Prisons and Probation Minister in the Ministry of Justice) and Jess Phillips (Safeguarding Minister at the Home Office). After this initial contact we were invited to introductory ministerial stakeholder roundtables with Minister Timpson.

We were invited to speak at the Modernising Employment APPG at a session on 'hiring people with convictions'. We submitted written evidence to a variety of open government consultations such as the Employment Rights Bill, the Crime and Policing Bill 2025 and the Independent Sentencing Review. We also submitted consultation responses to the Department for Work and Pensions (DWP) and NatCen research on 'What works' for people with criminal records seeking employment.

October 2024 marked the 50th anniversary of the Rehabilitation of Offenders Act 1974 (ROA). The digitisation of information and the explosion of the internet since then means individuals' criminal records can be accessed in ways the ROA never intended. Using the anniversary as a way of starting further discussion, Unlock published a briefing calling on the government to review and update the ROA to ensure it is still as fair and effective as it was 50 years ago.

We continued to hold regular meetings with the policy team at the Disclosure and Barring Service (DBS) to discuss demographic data collection, ineligible checks, barring and the DBS Review. These meetings provide us with the opportunity to share concerns raised by individuals contacting our helpline and to be part of any consultations.

Throughout the year, we focused on the FairChecks campaign in partnership with Transform Justice. A central aim of the campaign is to push for a new approach to childhood offences. To support this, we developed a dedicated briefing on childhood offences and disclosure.

Campaign activities included meetings with Home Office officials, proposing an amendment to the Police and Crime Bill, and hosting a parliamentary briefing event.

We also convened a policy roundtable with key stakeholders to raise awareness and drive action. Following the roundtable, we continued engagement with officials from the Office of the Children's Commissioner and the Home Office.

We continued to raise awareness of how employers use internet searches to find details of an applicant's criminal record which they would not be entitled to legally. Unlock's findings highlighted that individuals with non-anglicised names were likely to be most disproportionately affected.

During the year we have continued our work on pressing for improved access to banking and financial products for people with criminal records.

We strengthened our collaborative work across the sector this year. We joined the Homelessness Alliance, contributing to shared efforts and understanding around homelessness. We also worked with other charity CEOs on an open letter advocating for the establishment of a Women's Justice Board.

To further our commitment to evidence-based reform, we became a member of the Criminal Record Research and Reform Network. This network brings together academics and practitioners focused on improving understanding and policy around criminal records.

Fair Access to Employment

During the year, we supported the launch of the Fair Chance Business Alliance helping them to build their charter mark standards.

We continued to collaborate with the Responsible Business Initiative for Justice (RBIJ), attending their Workforce and Justice Summit and a Parliamentary Reception hosted by Lord Hastings of Scarisbrick. A consultancy service for employers was launched at a roundtable event in partnership with the RBIJ. In preparation for the start of the consultancy work, we reviewed and updated our Recruit website to align with the offer. We also co-produced a new resource with the Institute of Employability Professionals on best practice supporting people with criminal records into employment.

Fair Access to Study

We continued our work in supporting access to education for those with criminal records with bespoke advice and consultancy to multiple academic institutions. In collaboration with colleagues from Liverpool John Moores and Leeds Trinity Universities, we submitted a report to the Office for Students advocating for a change to their risk register (which identifies target groups for access to education) which made the case for including applicants with criminal records.

Unlock publications

We published nine comment, briefings and consultation responses (which can be found on our news page and/or our publications page).

- April 2024: Unlock evidence to UN Special Rapporteur on contemporary forms of slavery
- May 2024: Crossovers for people with criminal records who are also victims of crime
- May 2024: Young Adults Panel: What we learned
- May 2024: Unlock response to DfE call for evidence concerning safeguarding children in schools and colleges
- July 2024: Unlock submission to the Times Crime and Justice Commission
- September 2024: Short and suspended sentences: the criminal record implications
- October 2024: Employment Rights Bill briefing
- November 2024: Unlock briefing on the Employment Rights Bill – Committee Stage
- February 2025: Briefing on the complexity of the Rehabilitation of Offenders Act (1974)

Equality, equity, diversity and inclusion

In the past year Unlock has committed to a continued focus on our EEDI strategy, which runs from 2023-26 and guides all aspects of our work. Read the full strategy here: [Unlock's EEDI strategy 2023-26](#). Progress against the strategy and accompanying action plan are overseen by the EEDI sub-committee formed of Trustees and the CEO.

A key achievement this year was securing funding from the National Lottery Community Fund for our 'Better Advice for All' project. This initiative aims to build a network of equity-led community organisations, ensuring they have access to vital knowledge about criminal record disclosure and can actively contribute to our ongoing efforts to promote equitable access to support and advice.

Communication and engagement

Press and media

Unlock increased its media presence this year, using national and regional outlets to raise awareness of criminal records issues and advocate for reform. One of our focuses was to amplify lived experience, ensuring the voices of people affected by the criminal justice system were central to coverage. Our Chief Executive, Paula Harriott, has been frequently invited to speak on national radio and television about early release, criminal records and rehabilitation. This has further helped to position Unlock as a trusted, informed commentator on justice reform.

High-profile media opportunities (including BBC Radio 4 Woman's Hour, BBC 5 Live, and The Telegraph) were used strategically to reinforce campaign messaging and build long-term relationships with journalists.

Social media

LinkedIn remained our strongest platform, strengthening engagement with employers, job seekers, academics, allies and justice professionals. We surpassed 4,700 followers, with engagement rates consistently above 6%, peaking at over 8% in some quarters. High-performing posts included our Better Advice for All project and interviews with sector leaders. Twitter/X saw more modest engagement, while Facebook passed 1,000 followers but engagement was affected by algorithm changes. A renewed focus on personal stories and campaign-led content is planned for the coming year. Collaboration with allies such as Transform Justice helped amplify impact across channels.

Newsletters and stakeholder engagement

Our newsletter audience grew steadily to 8,162 subscribers by the end of March 2025, with average open rates, throughout the year, of 32.2%. Topic-specific mailings, such as our Rehabilitation of Offenders Act briefing, achieved significantly higher engagement than the general newsletter. A tailored welcome journey now connects new subscribers to our FairChecks campaign and 'Pay It Forward' donation ask.

Campaign communications and digital strategy

This year, we sought to take a coordinated approach to digital communications, ensuring that campaigns were supported by integrated activity across email, website content and social media. We used targeted e-bulletins, refreshed resources such as the “Is it spent?” tool.

Plans for 2025-26

Our priorities for the year ahead are as follows:

- Continue our focus on making impact in areas of concern for people with criminal records, under the umbrella of the Long Shadow of the Criminal Record.
- Continue Unlock’s advice and information service including our helpline.
- Expand our community of practice through extending membership of our Better Advice for All network.
- Press for reform of the Rehabilitation of Offenders Act, including maintaining pressure for reform of law and practice in the field of childhood records and protection from internet exposure.
- Work with employers and educational institutions to ensure access and fair treatment in work and education and travel opportunities, including a focus on vetting and exclusion barriers.
- Increase democratic participation of people in prison and in community.
- Focus on challenging discriminatory and stigmatising narratives about people with criminal records.
- Continue work on dismantling financial barriers such as access to bank accounts and the long-term consequences of the Proceeds of Crime Act.
- Continue our FairChecks campaign in partnership with Transform Justice.
- Curate and develop opportunities for people with criminal records to take part in research, policy and practice.
- Expand our newsletter reach to increase the number of subscribers.
- Ensure Unlock’s financial health through diversification of funding streams and increase the commercialisation of our funding offers, including through the launch of Unlock Talent and Unlock DBS.
- Ensure organisational wellbeing and resilience.

Financial review

2024–25 proved to be a challenging year due to difficulties raising funds to support our policy work after a period of organisational transition and wider economic challenges for all charities. This situation led to an organisational restructure and an even sharper focus on cost management. These measures were effective and helped to reduce the projected budget deficit considerably.

Towards the end of the year, new funding opportunities emerged through Paula Harriott's expertise in Public Participation and Involvement in Engagement (PPiE), creating a new and valuable income stream. The grant funding picture also improved in the latter part of the year, with several high-value opportunities becoming available, further strengthening our financial outlook.

The statement of Financial Activities is shown on page 22. The deficit for the year was £107,436 and net assets amounted to £224,152

Reserves policy

As a consequence of the financial challenges faced at the beginning of the year, the Board adopted a revised approach to the reserves policy. Recognising the need for greater flexibility, the previous approach to maintain six to nine months of unrestricted reserves was adjusted. This redefined the appropriate level of unrestricted as the amount required to cover closure liabilities plus two months of operating costs. This more pragmatic and risk-aware framework directly informed the decisions made during the organisational restructure, ensuring that financial sustainability remained a priority while adapting to a changing funding landscape.

At the end of the financial year, unrestricted funds stood at £182,237 (2023–24: £299,211), while restricted funds totalled £41,915 (2023–24: £32,377). This resulted in an unrestricted reserves position that was slightly above the minimum level of £178,757 required.

Designated funding

There was no designated funding in 2024-25.

Future funding

Despite these funding challenges, the emergence of new opportunities and the development of a strong funding pipeline laid the foundation for a more positive year-end and a return to financial stability.

Looking ahead, we are focused on increasing earned income through our Unlock Talent programme. This initiative brings together our existing training and consultancy services, creating a solid platform for future growth. As part of this expansion, we plan to enhance our training offer and launch Unlock DBS. With expert-led, reliable processing, Unlock DBS will ensure every disclosure and barring check is appropriate and fully compliant, providing certainty for organisations and individuals alike.

We are also excited to introduce Unlock Experts, a new initiative rooted in lived experience leadership. Building on our work in patient and public involvement and engagement, Unlock Experts will support other organisations in developing meaningful, authentic, and inclusive lived experience programmes. This marks a significant step in deepening our impact, driving sector-wide change and creating new income opportunities.

Options for people to donate to us increased during the year with the introduction of 'Pay it Forward', a prompt on our website inviting visitors to donate £1 after using our advice pages. We plan to add to the donate options by introducing text giving, making it even easier for people to support our work.

Alongside our efforts to diversify income and increase the options to donate, we are strengthening relationships with both existing and new funders to support long-term sustainability. To maximise every opportunity, we have increased our fundraising capacity and adopted a more collaborative approach to funding applications and research. This ensures each proposal is high-quality, mission-aligned and resonates with the values of our funders.

Fundraising report

Unlock is committed to responsible fundraising and follows all the relevant regulations. We are registered with the Fundraising Regulator and follow the Fundraising Promise and the Code of Fundraising Practice. This report meets the requirements set out in the Charities Act 2016. We do not use agencies although during the year, we contracted with two fundraising consultants for funder prospecting and research and to assist in the development of a small number of applications.

Our website clearly explains how to make a complaint. We received no complaints during the 2024–25 financial year.

Principal funding sources

Our total income for the year was £327,170, which was received from the following sources:

	2024-25	2023/24
Grants from trusts and foundations	242,129 (74%)	343,532 (82%)
Donations	23,415 (7%)	22,817 (5%)
Earned income	56,639 (17%)	43,773 (11%)
Investment	4,791 (1%)	5,181 (1%)
Legacies	0 (0%)	1,546 (0%)
Other	196 (0%)	0 (0%)

We are grateful to the following grant-giving funders for the generous support throughout the year. Their contributions have made a real difference to our work and the people we support.

1772 The Debtor's Relief Funds Charity, 29th May 1961 Charitable Trust, AB Charitable Trust, CB and HH Taylor Charitable Trust Chapman Charitable Trust, The Cobtree Charity Trust, Colyer Ferguson Charitable Trust, Garfield Weston, J Leon Philanthropy, JG Hogg Charitable Trust, Kent Community Foundation, Lord Barnby's Foundation Trust, The National Lottery Community Fund, The Noel Buxton Trust, The Oakdale Trust, Persula Foundation, The Society Foundation, The Lankelly Chase Foundation, The Law Society, The Lawson Trust, The Lennox Hannay Charitable Trust, WF Southall Trust.

Our thanks also to the many individual donors who kindly supported our work.

Approved by order of the Board of Trustees on [add date] and signed on its behalf by:

Faye Goldman, Chair of Trustees

Faye Goldman

15 October 2025

Unlock, for people with criminal records
(A Company Limited by Guarantee)

Statement of Trustees' responsibilities
For the Year Ended 31 March 2025

The Trustees (who are also the directors of the Charity 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 . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, 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 (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and 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.

Approved by order of the members of the board of Trustees and signed on its behalf by:



Faye Goldman
Chair of Trustees
Date: 15 October 2025

Unlock, for people with criminal records
(A Company Limited by Guarantee)

Independent Examiner's Report
For the Year Ended 31 March 2025

Independent Examiner's Report to the Trustees of Unlock, for people with criminal records ('the Charity')

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 31 March 2025.

Responsibilities and Basis of Report

As the Trustees of the Charity (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

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

Independent Examiner's Statement

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

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

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

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

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Signed: 
Samantha Rouse

Dated: 15 October 2025
FCCA DChA

Kreston Reeves LLP
Chartered Accountants
37 St Margaret's Street
Canterbury
Kent
CT1 2TU

Unlock, for people with criminal records
(A Company Limited by Guarantee)

Statement of financial activities (incorporating income and expenditure account)
For the Year Ended 31 March 2025

	Note	Restricted funds 2025 £	Unrestricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Income from:					
Donations and legacies	3	194,386	127,797	322,183	411,668
Investments	4	-	4,791	4,791	5,181
Other income	5	-	196	196	-
Total income		194,386	132,784	327,170	416,849
Expenditure on:					
Charitable activities	6	184,848	249,758	434,606	523,822
Total expenditure		184,848	249,758	434,606	523,822
Net movement in funds		9,538	(116,974)	(107,436)	(106,973)
Reconciliation of funds:					
Total funds brought forward		32,377	299,211	331,588	438,561
Net movement in funds		9,538	(116,974)	(107,436)	(106,973)
Total funds carried forward		41,915	182,237	224,152	331,588

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 24 to 36 form part of these financial statements.

Unlock, for people with criminal records
(A Company Limited by Guarantee)
Registered number: 03791535

Balance Sheet
As at 31 March 2025

	Note	2025 £	2024 £
Fixed assets			
Intangible assets	10	6,960	13,920
Tangible assets	11	2,843	5,001
		<u>9,803</u>	<u>18,921</u>
Current assets			
Debtors	12	5,705	3,764
Cash at bank and in hand		211,224	311,483
		<u>216,929</u>	<u>315,247</u>
Current liabilities			
Creditors: amounts falling due within one year	13	(2,580)	(2,580)
		<u>214,349</u>	<u>312,667</u>
Net current assets		<u>214,349</u>	<u>312,667</u>
Total net assets		<u><u>224,152</u></u>	<u><u>331,588</u></u>
Charity funds			
Restricted funds	14	41,915	32,377
Unrestricted funds	14	182,237	299,211
Total funds		<u><u>224,152</u></u>	<u><u>331,588</u></u>

The Charity 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 for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

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

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

Faye Goldman

Faye Goldman
Chair of Trustees
Date: 15 October 2025

The notes on pages 24 to 36 form part of these financial statements.

Unlock, for people with criminal records
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2025

1. General information

Unlock, for people with criminal records is a charitable company, limited by guarantee, registered in England and Wales with the company number 03791535 and the charity number 1079046. The Charity's registered office is Maidstone Community Support Centre, 39-48 Marsham Street, Maidstone, Kent, ME14 1HH.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements 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), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The financial statements are presented in British Sterling and rounded to the nearest Pound.

2.2 Going concern

The Trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the Charity to continue as a going concern. The Trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements and have concluded that the Charity has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the Charity's ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

2.3 Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the Charity has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the Charity, can be reliably measured.

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Notes to the Financial Statements
For the Year Ended 31 March 2025

2. Accounting policies (continued)

2.3 Income (continued)

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

2.4 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 allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2.5 Intangible assets and amortisation

Intangible assets are initially recognised at cost. After recognition, under the cost model, intangible assets are measured at cost less any accumulated amortisation and any accumulated impairment losses.

Amortisation is provided on intangible assets at rates calculated to write off the cost of each asset on a straight-line basis over its expected useful life.

Amortisation is provided on the following basis:

Development expenditure	-	20 % straight line
-------------------------	---	--------------------

2.6 Tangible fixed assets and depreciation

Tangible fixed assets costing £200 or more with an expected useful life of more than four years are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following basis:

Fixtures and fittings	-	25%
Computer equipment	-	25%

Notes to the Financial Statements
For the Year Ended 31 March 2025

2. Accounting policies (continued)

2.7 Debtors

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

2.8 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

2.9 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of Financial Activities as a finance cost.

2.10 Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.11 Pensions

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

2.12 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

Unlock, for people with criminal records
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2025

3. Income from donations and legacies

	Restricted funds 2025 £	Unrestricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Donations	6,454	16,961	23,415	22,817
Legacies	-	-	-	1,546
Grants	164,332	77,797	242,129	343,532
Earned income	23,600	33,039	56,639	43,773
	<u>194,386</u>	<u>127,797</u>	<u>322,183</u>	<u>411,668</u>
Total 2024	<u>202,199</u>	<u>209,469</u>	<u>411,668</u>	

4. Investment income

	Unrestricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Deposit account interest	4,791	4,791	5,181
	<u>5,181</u>	<u>5,181</u>	
Total 2024	<u>5,181</u>	<u>5,181</u>	

5. Other incoming resources

	Unrestricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Other income	196	196	-
	<u>196</u>	<u>196</u>	<u>-</u>

Unlock, for people with criminal records
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2025

6. Analysis of expenditure on charitable activities

Summary by fund type

	Restricted funds 2025 £	Unrestricted funds 2025 £	Total 2025 £	Total 2024 £
Charitable activities	184,848	249,758	434,606	523,822
Total 2024	192,071	331,751	523,822	

7. Charitable activities

	Advice & Support £	Policy & Advocacy £	Support costs £	Fundraising £	Governance £	2025 Total £	As restated 2024 Total £
Direct costs							
Wages	139,043	113,114	17,078	45,645	13,952	328,832	363,702
CEO Consultancy	5,342	5,342	5,342	5,342	5,342	26,712	26,149
Recruitment	247	247	-	247	-	740	26,864
Travel	2,176	1,567	2,924	563	86	7,317	6,230
Training	158	378	686	74	-	1,296	7,534
Office sundries	333	-	-	-	-	333	463
Volunteer costs	5,021	-	-	-	-	5,021	6,156
Income generation	2,250	-	-	810	-	3,060	-
Lived experience	8,568	-	-	-	-	8,568	-
	163,138	120,649	26,030	52,681	19,380	381,879	437,098

Unlock, for people with criminal records
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2025

Charitable activities (continued)

Support costs							
Amortisation	6,960	-	-	-	-	6,960	6,960
Depreciation	-	-	2,075	-	-	2,075	2,130
Accountancy	418	340	628	139	2,614	4,140	3,707
Trustees expenses	-	-	-	-	627	627	236
Training	-	-	-	-	-	-	2,100
Postage, stationery and conference fees	315	248	581	14	50	1,208	600
Telephone	1,012	310	270	90	-	1,682	1,776
Computer costs	5,232	2,137	3,106	889	-	11,364	12,939
Subscriptions	3,645	1,742	2,646	617	-	8,651	10,951
Communications	-	-	102	-	-	102	1,588
Repairs	54	135	144	-	-	333	543
Rent	13,701	-	10	-	-	13,711	13,166
Insurance	1,074	113	113	113	113	1,526	1,403
Consultancy	-	75	-	-	-	75	28,219
Bank charges	-	-	273	-	-	273	427
	32,412	5,101	9,948	1,862	3,404	52,727	86,725
Total 2025 costs	195,550	125,749	35,979	54,544	22,785	434,606	523,822
As restated							
Total 2024 costs	213,509	179,958	46,372	58,765	25,219	523,822	

8. Staff costs

	2025	As restated
	£	2024
		£
Wages and salaries	291,196	320,877
Social security costs	21,989	25,412
Contribution to defined contribution pension schemes	15,647	17,413
	328,832	363,702

During the year, a termination payment was made of £5,797 (2024: £11,646).

The average number of persons employed by the Charity during the year was as follows:

	2025	2024
	No.	No.
Employees	10	10

Notes to the Financial Statements
For the Year Ended 31 March 2025

8. Staff costs (continued)

No employee received remuneration amounting to more than £60,000 in either year.

During the year, the key management personnel of the Charity received remuneration of £156,269 (2024: £162,201). The key management personnel remuneration figure includes the CEO Consultancy figure disclosed at Note 7.

9. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2024 - £NIL).

During the year ended 31 March 2025, expenses totalling £627 were reimbursed or paid directly to 4 Trustees (2024 - £236 to 3 Trustees) for travel expenses.

10. Intangible assets

	Develop- ment £
Cost	
At 1 April 2024	34,800
At 31 March 2025	34,800
Amortisation	
At 1 April 2024	20,880
Charge for the year	6,960
At 31 March 2025	27,840
Net book value	
At 31 March 2025	6,960
At 31 March 2024	13,920

Unlock, for people with criminal records
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2025

11. Tangible fixed assets

	Fixtures and fittings £	Computer equipment £	Total £
Cost or valuation			
At 1 April 2024	19,128	27,136	46,264
Disposals	-	(900)	(900)
At 31 March 2025	<u>19,128</u>	<u>26,236</u>	<u>45,364</u>
Depreciation			
At 1 April 2024	19,128	22,135	41,263
Charge for the year	-	2,075	2,075
On disposals	-	(817)	(817)
At 31 March 2025	<u>19,128</u>	<u>23,393</u>	<u>42,521</u>
Net book value			
At 31 March 2025	<u>-</u>	<u>2,843</u>	<u>2,843</u>
At 31 March 2024	<u>-</u>	<u>5,001</u>	<u>5,001</u>

12. Debtors

	2025 £	2024 £
Due within one year		
Trade debtors	4,050	3,764
Prepayments and accrued income	1,655	-
	<u>5,705</u>	<u>3,764</u>

13. Creditors: Amounts falling due within one year

	2025 £	2024 £
Accruals and deferred income	2,580	2,580
	<u>2,580</u>	<u>2,580</u>

Unlock, for people with criminal records
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2025

14. Statement of funds

Statement of funds - current year

	Balance at 1 April 2024 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2025 £
Unrestricted funds					
Designated funds					
Organisation Development and Research Opportunity Fund	-	-	-	-	-
Fixed and Intangible Asset Fund	18,921	-	-	(9,118)	9,803
	<u>18,921</u>	<u>-</u>	<u>-</u>	<u>(9,118)</u>	<u>9,803</u>
General funds					
General Funds	280,290	132,784	(249,758)	9,118	172,434
Total Unrestricted funds	<u>299,211</u>	<u>132,784</u>	<u>(249,758)</u>	<u>-</u>	<u>182,237</u>
Restricted funds					
29th May 1961 Charitable Trust	-	10,000	(10,000)	-	-
AB Charitable	-	3,480	-	-	3,480
Big Give Christmas Challenge	5,417	-	(5,417)	-	-
Bruno Schroder Trust	3,585	-	(3,585)	-	-
CB & HH Taylor	-	1,000	(1,000)	-	-
Chapman Charitable Trust	-	2,000	(2,000)	-	-
Cobtree	-	5,000	(5,000)	-	-
Colyer Fergusson Charitable Trust	4,023	15,000	(19,023)	-	-
Drapers Charity	3,171	-	(3,171)	-	-
Hedley Foundation	3,000	-	(3,000)	-	-
Kent Community Foundation	-	15,000	(15,000)	-	-
Lankelly Chase Foundation	-	31,788	(24,357)	-	7,431
Lawson Trust	-	5,000	(5,000)	-	-
Midlands Partnership/Uni of Durham	-	7,301	(7,301)	-	-
National Lottery Community Fund	-	27,243	(22,787)	-	4,456
Nottingham Trent University	-	5,820	(5,820)	-	-
Oakdale Trust	-	1,000	(1,000)	-	-
Pursula Foundation	-	2,000	(2,000)	-	-
Society Foundation	-	2,500	(2,500)	-	-
The Big Give 24/25	-	8,454	(8,454)	-	-
The J G Hogg Charitable Trust	10,201	20,000	(21,532)	-	8,669
The Law Society	-	2,500	(2,500)	-	-
The Noel Buxton Trust	3,000	-	(3,000)	-	-
Uni of Chester	-	7,700	(7,700)	-	-
Uni of Manchester	-	23,800	(5,721)	-	17,879
	<u>32,377</u>	<u>194,386</u>	<u>(184,848)</u>	<u>-</u>	<u>41,915</u>
Total funds	<u>331,588</u>	<u>327,170</u>	<u>(434,606)</u>	<u>-</u>	<u>224,152</u>

Unlock, for people with criminal records
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2025

Statement of funds - prior year

	Balance at 1 April 2023 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2024 £
Unrestricted funds					
Designated funds					
Organisation Development and Research Opportunity Fund	80,000	-	-	(80,000)	-
Fixed and Intangible Asset Fund	-	-	-	18,921	18,921
	<u>80,000</u>	<u>-</u>	<u>-</u>	<u>(61,079)</u>	<u>18,921</u>
General funds					
General Funds	313,535	214,650	(331,751)	83,856	280,290
Total Unrestricted funds	<u>393,535</u>	<u>214,650</u>	<u>(331,751)</u>	<u>22,777</u>	<u>299,211</u>
Restricted funds					
The 1772 Charity	1,600	-	-	(1,600)	-
Barrow Cadbury Trust	1,127	550	(550)	(1,127)	-
Big Give Christmas Challenge	4,358	5,417	(4,358)	-	5,417
Bruno Schroder Trust	6,681	60,030	(61,935)	(1,211)	3,565
City & Metropolitan Welfare Charity	3,200	-	-	(3,200)	-
Cole Charitable Trust	918	-	-	(918)	-
Colyer Fergusson Charitable Trust	6,519	10,000	(12,496)	-	4,023
Drapers Charity	-	15,000	(11,829)	-	3,171
Esmee Fairburn Future Plus	-	7,980	(7,980)	-	-
Garfield Weston Foundation	8,052	-	-	(8,052)	-
Hedley Foundation	-	3,000	-	-	3,000
The J G Hogg Charitable Trust	2,902	20,000	(12,701)	-	10,201
National Lottery Community Fund	5,368	76,222	(76,222)	(5,368)	-
The Noel Buxton Trust	3,000	3,000	(3,000)	-	3,000
Porlicus UK	1,301	1,000	(1,000)	(1,301)	-
	<u>45,026</u>	<u>202,199</u>	<u>(192,071)</u>	<u>(22,777)</u>	<u>32,377</u>
Total of funds	<u>438,561</u>	<u>416,849</u>	<u>(523,822)</u>	<u>-</u>	<u>331,588</u>

**Unlock, for people with criminal records
(A Company Limited by Guarantee)**

**Notes to the Financial Statements
For the Year Ended 31 March 2025**

Nature and purpose of designated funds

Organisation development and research opportunity fund – this fund related to money set aside for the charity to undertake a training placement and develop their IT infrastructure. It also included money set aside for the charity to use for research opportunities. £40k of the fund was fully utilised for the training placement and IT infrastructure. However, it was agreed to un-designate the money set aside for research opportunities in the prior year and as such this fund has a £NIL balance at 31 March 2025.

Fixed and Intangible Asset Fund - this fund makes up the balance of the value of the fixed and intangible assets held by the Charity.

Nature and purpose of restricted funds

29th May 1961 Charitable Trust - A three-year grant contributing to core costs for our helpline.

AB Charitable - A one off grant to funding management development and training.

Big Give Christmas Challenge 23/24 - Various donations via the 2023 Big Give Christmas Challenge supporting our campaign work to advocate for reform of the criminal record system relating to childhood offences.

Bruno Schroder Trust - The final year of a three year grant supporting our policy work to increase access to higher education for people with criminal records. Part of the funds contributed to the development of Unlock's website. During the period, the Charity reviewed it's restricted funds and deemed the fund had been fully spent at point of development, and as such the amortisation has been transferred to the unrestricted fund as the restriction had been discharged.

CB & HH Taylor - A grant supporting the delivery of our Moving on With Convictions workshop in HMP Featherstone and HMP Oakwood.

Chapman Charitable Trust - A grant funding our peer led helpline providing advice to people with criminal records.

Cobtree Charitable Trust - A grant funding our peer led helpline providing advice to people with criminal records.

Colyer Fergusson Charitable Trust - A three-year grant to develop Unlock's volunteer program, enhance volunteers' digital skills, extend volunteer training, and involve volunteers in Unlock's policy work.

Colyer Ferguson 24/26 - Year one of a two year grant contributing to the cost of our information, advice and support helpline enabling people to receive expert advice via our helpline and website including the development of our support plus programme, mental health referral processes and audio/visual advice.

Drapers Charity - A one-year contribution to the advice and help salaries, premises, IT and other running costs.

Hedley Foundation - A one-year grant to cover the costs of our volunteer scheme.

Kent Community Foundation - Two grants funding our peer led helpline providing advice to people with criminal records.

Lawson Trust - A grant contributing to the running of our volunteer scheme.

Lankelly Chase Foundation - A grant supporting Paula Harriott to become involved in the Knowledge Network and specifically looking at how knowledge is produced and creation of new ways of knowledge production in social justice spaces.

Unlock, for people with criminal records
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2025

Midlands NHS Partnership/University of Durham - A grant supporting Unlock's contribution to research focusing on serious mental illness of women in prison and through the gate.

National Lottery Community Fund - A three year grant to deliver our Better Advice for All project to increase the reach of our help and advice.

Nottingham Trent University - A one-off grant supporting the analysis of our advice date.

Oakdale Trust - A one-off grant supporting our policy work to increase access to higher education and employment.

Pursula Foundation - A one-off grant funding our peer led helpline providing advice we give to people with criminal records.

Society Foundation - A one-off grant funding the development of a new online tool to allow people to check the relevant DBS check for individual job roles.

Big Give Christmas Challenge 24/25 - Various donations via the 2024 Big Give Christmas Challenge supporting our advice and support work.

The J G Hogg Charitable Trust - A three-year grant for our policy work to challenge the misuse of criminal record checks and raise the confidence of people to challenge ineligible checks.

The Law Society - A one-off grant to fund our peer led helpline providing advice we give to people with criminal records.

The Noel Buxton Trust - A three-year grant to fund our volunteer led helpline providing advice to people with criminal records.

University of Chester - A four year grant supporting Unlock's contribution to a UK Research and Innovation project mapping lived experienced leadership in the criminal justice system.

University of Manchester - A grant supporting lived experience input to research into the extent and quality of care in prison.

15. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Restricted funds 2025 £	Unrestricted funds 2025 £	Total funds 2025 £
Tangible fixed assets	-	2,843	2,843
Intangible fixed assets	-	6,960	6,960
Current assets	41,915	175,014	216,929
Creditors due within one year	-	(2,580)	(2,580)
Total	41,915	182,237	224,152

Unlock, for people with criminal records
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2025

15. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior year

	Restricted funds 2024 £	Unrestricted funds 2024 £	Total funds 2024 £
Tangible fixed assets	-	5,001	5,001
Intangible fixed assets	-	13,920	13,920
Current assets	32,377	282,870	315,247
Creditors due within one year	-	(2,580)	(2,580)
Total	32,377	299,211	331,588

16. Pension commitments

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge represents contributions payable by the charity to the fund and amounted to £15,647 (2024 - £17,413). A balance of £NIL (2024 - £NIL) was payable to the scheme at the balance sheet date and is included in creditors.

17. Related party transactions

The Charity has not entered into any related party transaction during the year, nor are there any outstanding balances owing between related parties and the Charity at 31 March 2025.