

COMPANY REGISTRATION NUMBER: 03483852
CHARITY REGISTRATION NUMBER: 1087444

OSBORNE PARTNERSHIP
Company Limited by Guarantee
Financial Statements
31 March 2022

BRINDLEY GOLDSTEIN LIMITED
Chartered accountants & statutory auditor
103 High Street
Waltham Cross
Herts
EN8 7AN

OSBORNE PARTNERSHIP
Company Limited by Guarantee
Financial Statements
Year ended 31 March 2022

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OSBORNE PARTNERSHIP

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Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31 March 2022

The trustees, who are also the directors for the purposes of company law, present their report and the financial statements of the charity for the year ended 31 March 2022.

Reference and administrative details

Registered charity name OSBORNE PARTNERSHIP

Charity registration number 1087444

Company registration number 03483852

Principal office and registered office The Osborne Centre
Osborne Square
Dagenham
Essex
RM9 5BE

The trustees

Mrs. S. Apps
Mrs. J. A. Downs
Mr. J. Heley
Mr. T. Wade
Mrs. J. Handley
Mrs. K. Day
Mrs. S. Wade

Company secretary J.E. Handley

Auditor Brindley Goldstein Limited
Chartered accountants & statutory auditor
103 High Street
Waltham Cross
Herts
EN8 7AN

Bankers Lloyds TSB
The Green
Stanford-Le-Hope
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Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2022

Structure, governance and management

Introduction

The Osborne Partnership is a charity located in the London Borough of Barking & Dagenham. The charity's original aims were to improve educational and employment opportunities for its beneficiaries (adults with learning disabilities and/or complex needs known as 'Partners') who lived in the borough. However, more recently the charity has started to draw beneficiaries from neighbouring boroughs and has developed additional programmes to provide meaningful activities which address identified needs and empower beneficiaries to develop new skills, encourage independence, build the self-confidence and the self-esteem necessary to make the most of life opportunities.

Local Community - The charity has strong links with the local community, liaising with residents, local groups and working in partnership with the local authority, Trident, Trinity School, voluntary sector organisations and other agencies.

Legal Structure - The Osborne Partnership is a Charitable Company having gained registered charity status on 10th July 2001 [Charity Number 1087444] developing from being a company limited by guarantee [Company Number 3483852] incorporated on 19th December 1997.

The information listed below outlines the Osborne Partnership's objects, vision, core values and main activities. In planning its activities on behalf of and in support of its beneficiaries the Osborne Partnership trustees have given due regard to the guidance on public benefit published by the Charity Commission.

Objects – the charity's objects are:

- (i) Relief of hardship for people in the local community who have a learning disability, physical disability, mental health problem or other related disadvantaged groups.
- (ii) The advancement of education for the same groups of people detailed in "object (i)" above.
- (iii) The development of the capacity and skills of socially and/or economically disadvantaged members of the local community in Barking & Dagenham and neighboring boroughs in such a way that they are better able to identify, and help meet, their needs and to participate more fully in society.

Mission Statement – the Osborne Partnership aims to provide meaningful activities which develop sustainable skills, encourage independence, build self-confidence and self-esteem thereby empowering its 'Partners' to lead fulfilled lives.

Strap Line - "Making a positive difference to people's lives"

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Main Aims – the main aims of the Osborne Partnership are to support people with learning disabilities/complex needs to:

- gain accredited qualifications, non-accredited in-house certificates, and work experience
- gain new social and life skills to fulfil their personal development
- encourage progress along a pathway which fulfils each 'Partner's' potential
- raise the profile of and highlight the contribution that people with learning disabilities and complex needs make to their local community
- engender community cohesion in an area of high deprivation

Objectives – the aims will be achieved by:

- delivering a range of accredited and non-accredited programmes
- delivering a range of programmes which facilitate independence and skills development
- agreeing and monitoring individual beneficiary targets
- providing a range of community and in-house services delivered by supported 'Partners'
- developing a community hub offering affordable goods and accessible services and facilities to customers and residents.

Core Values - of the Osborne Partnership break down as follows:

- **Equal Opportunities** – all people should have equal access to services which develop skills and assist in progressing their lives towards full independence and social integration
- **Diversity** – whilst we accept that we cannot cater for every community, we endeavour to provide a broad range of services that reflect the local demographic profile
- **Respect** - everybody should be treated with respect.
- **Quality** – all our services are delivered to high standards
- **Partnership** – we believe that community development is best addressed as part of a strategic response bringing together agencies which provide similar services and linked services.
- **Consultation** – we believe that a strong 'user led' organisation can only be achieved by maintaining an ongoing dialogue with our 'Partners.'

Vision - Backed up by its professional approach, the dedication of its staff, its strong working relationships and respect for all, the charity's vision is to:

- Become recognised as one of the leading providers of; accredited/non-accredited vocational training and support for local people with learning disabilities and/or complex needs or other related disadvantaged groups.
- Develop, in consultation with its 'Partners,' a comprehensive and varied range of sustainable programmes which provide meaningful activities.

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Year ended 31 March 2022

Awards and Achievements

The Osborne Partnership has achieved the following awards in recognition of the valuable services that the charity provides:

- (1) Winner of the LETEC Blue Ribbon Award for 'Equality in Disability,'
- (3) Barking & Dagenham Agenda 21 Environment Awards,
- (6) Borough Recognition Awards
- (1) London in Bloom Award,
- (1) Winner Nationwide Regional Award for Voluntary Endeavour
- (1) Runner Up Nationwide National Award for Voluntary Endeavour
- Job Centre Plus Employer of the Year Award 2006
- Winner of the Barking & Dagenham Business Award (Innovation) 2008
- Winner of the Archant Environmental Award (Best Recycling Project) 2008
- Finalist in the Archant Business Award (Innovation) 2008
- Finalist in the Archant – London Thames Gateway Business Awards 2009
- Finalist in the Barking & Dagenham Business Award (Community) 2009
- Runner Up in The Barking & Dagenham Business Awards 2010 – 'Community Involvement including Social Enterprise'
- Certificate of Achievement Adult Learners' Week 2010
- Winner of the Barking & Dagenham Business Awards 2013 – 'Community Involvement including Social Enterprise'
- Peninsular Business Services Ltd – Certificate of Achievement 'Gold Award' - 'For Commitment to Workplace Health, Safety and Welfare'

The charity has also gained:

- **Matrix Accreditation:** The charity attained the 'Matrix' quality mark (information, advice and guidance delivered to beneficiaries) in 2014, the charity was successfully reaccredited in 2017 and in November 2020. Quality assurance and continuous improvement are regularly reviewed and monitored.
- **Provider Assessment and Market Management Solution (PAMMS)** intelligent care - is an online assessment tool used by local authorities to assess the quality of care delivered by providers of adult social care services. During 2020 the London borough of Barking & Dagenham local authority awarded Osborne Partnership an overall rating of "excellent"

Board of Trustees - The charity's trustees are drawn from the local community and as part of the charity's recruitment procedure are subject to reference checks before being inducted to the board. Trustees are selected by the existing board members in conjunction with senior management based on possessing relevant professional experience, experience in other areas of public duty or of having personalised knowledge of the issues faced by the charity's beneficiaries. The board of trustees also benefits from the fact that representatives from the charity's 'Partnership Council' contribute to trustee meetings.

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Year ended 31 March 2022

Partnership Council - The Partnership Council comprises of members 'Partners' who are elected by their peers. Two members of the Partnership Council regularly attend trustee board meetings to ensure that 'Partner' views and ideas are considered when decisions are made regarding the charity. The Partnership Council is also the primary vehicle by which the trustees and senior managers consult with 'Partners.' During the Covid19 pandemic the Partner Council meetings were suspended due to the risks of transmission and the board relied upon information from the Partner customer satisfaction forms and feed-back from staff members when coming to decisions. The board are pleased to announce that Partner council elections have taken place during March 2022, and it is envisaged that Partner council meetings will resume from May 2022.

Volunteers – The Osborne Partnership recognises the hard work that its volunteers contribute to ensure the success of the charity. On 31st March 2022, the Osborne Partnership had (5) volunteers.

Patrons - Patrons of the charity include:

- Jon Cruddas (MP) for Dagenham
- Dame Margaret Hodge (MP) for Barking
- Joanna Lumley (Actress)

Staff - Staff are mainly drawn from the local community and are subject to reference and DBS checks. The Osborne Partnership recognises the need to ensure that staff feel confident and are competent in their role. New staff are either qualified to Health and Social Care (HSC) level 2 or have relevant experience and must undertake HSC level 2 training. All staff are inducted into the charity and support staff undertake various online, refresher and accredited training to further their personal development as is identified through the appraisal system. On 31st March 2022, the Osborne Partnership employed (18) staff members (4) full time and (14) part time less than 35 hours per week).

Staff Training

During the period staff undertook the following training:

Staff Training Outcomes for the Period 01/04/2021 – 31/03/2022

	Completed
Health & Social Care (HSC) level 3 diploma	01
(HSC) Leadership level 5 diploma	01
Awareness of Mental Health level 2	01
Mental Capacity Act	03
Deprivation of Liberty	04
Challenging Behaviour	10
Safeguarding Adults	10
Equality and Diversity	03
Person Centred Care	02
Nutrition and Diet	02

Staff Training continued:

Communication	04
Recording & Reporting	02
HACCP	03
Infection Protection & Control	15
Administering Medication	00

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Assessing Needs	03
Care Planning	02
Supervision & Appraisal	00
Confidentiality	01
Principles of Care and Confidentiality	02
Consent	01
Epilepsy	02
Role of the Care Worker	04
Develop as a Care Worker	06
Moving & Handling People	08
Moving & Handling People Theory	09
Dementia Care	06
COSHH	01
Asbestos Awareness	14
DSE	14
Driving for Business	08
Fire Safety & Warden Duties	16
Food Awareness Part 1 & 2	07
COSHH - Hazardous Substances	16
Health & Safety Responsibilities	12
Health & Safety Awareness	13
Lone Working	11
Manual Handling	13
Risk Assessment	14
Working at Height	09
Legionella Awareness	11
Noise Awareness	14
First Aid Awareness	14
Covid19 Vaccination Awareness	06
Covid19 awareness for employees	13
Work Equipment Awareness	07
Preparing a Method Statement	10
<u>Short term homeworking</u>	<u>01</u>
Total	329

Activities and Outcomes During the Period 01/04/2021 – 31/03/2022

In terms of Covid19 most regulations/restrictions/guidance imposed by central government continued into the 2021 - 2022 year. Over the past few months although Covid19 restrictions have been relaxed in general, for organisations such as Osborne Partnership who provide health & social care services to vulnerable adults, guidance remains in place with staff undertaking daily lateral flow device (LFD) tests daily before attending work and Partners recommended to undertake LFD tests up to twice weekly. Staff are also continuing to work within 'infection protection and control' measures to ensure the safety of Partners by reducing transmission risks.

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Throughout the pandemic Osborne Partnership has endeavoured to provide Partners, carers, volunteers, and staff with support to enable them to continue to progress in a difficult and challenging period.

Activities and Outcomes During the Period 01/04/2021 – 31/03/2022

In terms of Covid19 most regulations/restrictions/guidance imposed by central government continued into the 2021 - 2022 year. Over the past few months although Covid19 restrictions have been relaxed in general, for organisations such as Osborne Partnership who provide health & social care services to vulnerable adults, guidance remains in place with staff undertaking daily lateral flow device (LFD) tests daily before attending work and Partners recommended to undertake LFD tests up to twice weekly. Staff are also continuing to work within 'infection protection and control' measures to ensure the safety of Partners by reducing transmission risks. Throughout the pandemic Osborne Partnership has endeavoured to provide Partners, carers, volunteers, and staff with support to enable them to continue to progress in a difficult and challenging period.

Partner Customer Care Survey 01/04/2020 – 31/03/2021

The board of trustees have reviewed the Partner Customer Care results and are pleased to report that Beneficiary ('Partners') results (shown in % in each column) indicate that most of our beneficiaries think that the services they receive are good/very good.

Partner Customer Care Outcomes

Description:	Very Good	Good	OK	Poor
What do you think about the activities you do at the Osborne Partnership?	63%	25%	11%	1%
What do you think about the staff who support you at the Osborne Partnership?	72%	23%	5%	0%
What do you think about comfort and cleanliness at the Osborne Partnership?	64%	27%	8%	1%
What do you think about information, advice and guidance given at the Osborne Partnership?	61%	27%	11%	1%
How safe do you feel at the Osborne Partnership?	75%	18%	7%	0%
What do you think about the Osborne Partnership overall?	70%	27%	3%	0%
What do you think about the shop and café at the Osborne Partnership?	59%	27%	14%	0%

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Referrals and Daily Placements: At 01/04/2021 the Osborne Partnership was providing 172.5 placements per week at 31/03/2022 the charity was providing 170.75 placements per week a loss of 1.75 weekly placements. As can be seen below placement numbers have been fluctuating but it is envisaged that as confidence grows and Covid19 restrictions continue to ease the charity will return to placement numbers at pre pandemic levels.

Placement Numbers per week B/F 01/04/2021		172.50
New Partner referral placement days during period	10.00	
Placement leavers (Partner leaving service during period)	-10.00	
Partner placement days increased during period	06.50	
Partner placement days reduced during period	-08.25	-1.75
Placement Numbers per week C/F at 31/03/2022		170.75

Facebook Partner Private Chat Page

During the Covid19 pandemic a private chat page was set up on the Osborne Partnership face-book account to enable Partners, carers, and staff to communicate with each other when Partners could not attend the centre. This proved to be a valuable communication tool and even though the centre has re-opened the board decided to keep the face-book private chat page open. Below is the statistical information depicting monthly use of the chat page.

Face-book Private Chat Page Information

Month	Posts	Comments	Reactions	Active members	Total Members
Apr-21	35	112	373	705	59
May-21	35	125	411	669	59
Jun-21	34	119	610	771	59
Jul-21	28	55	347	636	59
Aug-21	12	30	158	306	59
Sep-21	9	31	141	296	61
Oct-21	12	41	182	387	61
Nov-21	10	26	176	330	62
Dec-21	25	95	285	543	62

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Jan-22	9	24	109	324	63
Feb-22	7	21	82	211	63
Mar-22	12	18	110	314	63
Total	228	697	2984	5492	

Services Provided For the period 01/03/2020 - 31/03/2021

Accredited Training Provision - The Osborne Partnership is currently a registered Gateway training centre. Since 2004 the charity has delivered accredited training programmes which have included:

- NPTC 'Skills for Working Life' (Horticulture) entry level 2/3
- NPTC 'Skills for Working Life' (Conservation) entry level 2/3
- NPTC 'Skills for Working life' (Land-based) entry level 2/3
- NPTC 'Skills for Working Life' (Recycling) entry level 2
- OCR 'Manufacturing' entry level 3
- NOCN 'Introduction to ICT'
- EAL 'Performing Manufacturing Operations' NVQ level 1 and 2
- Gateway Level 1 Certificate Retail Skills

Annual Accredited Training Results 2008 - 2016

Year	Training Board	Qualification	Partners
2016	Gateway	Certificate In Retail Skills'	20
2015	EAL	NVQ Diploma 'Performing Manufacturing Operations Level 2	14
2015	C&G	Skills for Working Lives' (Land-based) entry level 3	6
2014	EAL	NVQ Diploma 'Performing Manufacturing Operations Level 2	14
	EAL	NVQ Diploma 'Performing Manufacturing Operations Level 1	14
	C&G	Skills for Working Lives' (Land-based) entry level 3	8
2013	EAL	NVQ Diploma 'Performing Manufacturing Operations Level 2	21
	EAL	NVQ Diploma 'Performing Manufacturing Operations Level 1	11
	C&G	Skills for Working Lives' (Land-based) entry level 3	8
2012	EAL	NVQ Diploma 'Performing Manufacturing Operations Level 2	20
	EAL	NVQ Diploma 'Performing Manufacturing Operations Level 1	19

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	C&G	Skills for Working Lives' (Land-based) entry level 3	11
2011	EAL	NVQ Diploma 'Performing Manufacturing Operations Level 2	19
	EAL	NVQ Diploma 'Performing Manufacturing Operations Level 1	15
	C&G	Skills for Working Lives' (Land-based) entry level 3	10
2010	EAL	NVQ Diploma 'Performing Manufacturing Operations Level 2	20
	EAL	NVQ Diploma 'Performing Manufacturing Operations Level 1	20
	C&G	Skills for Working Lives' (Land-based) entry level 3	12
2009	EAL	NVQ Diploma 'Performing Manufacturing Operations Level 2	16
	EAL	NVQ Diploma 'Performing Manufacturing Operations Level 1	16
	C&G	Skills for Working Lives' (Land-based) entry level 3	7
	C&G	Skills for Working Lives' (Recycling) entry level 3	14
2008	EAL	NVQ Diploma 'Performing Manufacturing Operations Level 2	21
	EAL	NVQ Diploma 'Performing Manufacturing Operations Level 1	8
	OCR	Manufacturing' entry level 3	8
	NOCN	Introduction to ICT' training programme	8
	C&G	Skills for Working Lives' (Land-based) entry level 3	21
	C&G	Skills for Working Lives' (Recycling) entry level	11
2007	EAL	NVQ Diploma 'Performing Manufacturing Operations Level 1	29
	OCR	Manufacturing' entry level 3	10
	NOCN	Introduction to ICT' training programme	10
	NPTC	Conservation & Preparing for Work'	13
	NPTC	Horticulture & Preparing for Work'	12
2006	EAL	NVQ Diploma 'Performing Manufacturing Operations Level 1	13
	OCR	Manufacturing' entry level 3	11
	NOCN	Introduction to ICT' training programme	11
	NPTC	Conservation & Preparing for Work' (2-year programme) entry level	0
	NPTC	Horticulture & Preparing for Work' (2-year programme) entry level	0
	EAL	NVQ Diploma 'Performing Manufacturing Operations Level 1	16

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2005	NPTC	Horticulture & Preparing for Work' (2-year programme) entry level	12
Total Partner Training Outcomes			529

During 2019 and 2021 the Osborne Partnership enrolled 11 Partners onto the accredited Gateway 'Entry level 3 Certificate in Skills for Retail' and 11 Partners onto the accredited Gateway 'Entry level 3 Certificate in Skills for the Land-based Sector'. The Covid19 pandemic lockdowns and isolation restrictions have delayed progress, but the board are delighted to include progress reports for both courses at 31/03/2022 see below.

Gateway Qualifications Entry Level 3 certificate in Skills for Retail - Progress Report at 31/03/2022

No	R/504/7617 Working in Retail	D/504/7619 Working with Customers in a Retail Environment	Y/504/7618 Working Safely in a Retail Environment	F/615/8819 Keeping the Work Area Clean and Tidy in a Retail Environment	D/503/5656 Move Goods and materials Manually in a Retail Environment	M/504/7611 Labelling Goods	Y/504/7604 Displaying Merchandise
1	Completed	Completed	Started				
2							
3	Started	Completed	Started				
4	Completed	Completed	Started				
5	Completed	Completed	Started				
6	Completed	Started					
7	Started	Completed					
8	Completed	Completed	Started				
9	Completed	Completed	Started				
10	Completed	Completed	Started				
11	Completed	Completed	Started				

Gateway Qualifications Entry level 3 Certificate in Skills for the Land Based Sector - Progress Report at 31/01/2022

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No	L/615/8290 H&S in the Land-Based Workplace	R/615/8355 Working in the Land Based Sector	H/507/1338 Positive Attitudes and Behaviours at Work	F/615/8819 Propagation of Plants	L/615/8807 Planting in a Container	Y/616/8289 Garden Maintenance
1	Completed	Completed	Completed	Completed		Started
2	Completed	Completed	Completed	Completed		
3	Completed	Completed	Completed	Completed		Completed
4	Completed	Completed	Completed	Completed		Completed
5	Completed	Completed	Completed	Completed		Started
6	Completed	Completed	Completed	Completed		Completed
7	Completed	Completed	Completed	Completed		Completed
8	Completed	Completed	Completed	Completed		Completed
9	Completed	Completed	Completed	Completed		Started
10	Completed	Completed	Completed			Completed
11	Completed	Completed	Completed	Completed		Started

Work Experience - Meaningful Activity Programmes

During the latter part of 2021 early part of 2022, the Osborne Partnership gradually started to revert from the 'bubbles' established to protect Partners from Covid 19 transmission risks back to its original programmes enabling 'Partners' to partake once again in a variety of the following programmes:

'TOP's Textile Recycling Programme': - At 31/03/2022 Tops Textile recycling was supporting 26 Placements per week.

'TOP's Textiles Recycling' Service core functions are:

- to provide a borough wide textile recycling service to the local community to reduce waste material going into landfill.
- to teach 'Partners' the skills necessary to enable them to provide the textile recycling service (with staff support)
- to teach the skills necessary to enable 'Partners' to sort, hang, size, tag clothing/materials and bric-a-brac ready for resale in the TOP's charity shop.
- to offer work experience and training in a real-life working environment to 'Partners.'
- to build transferable skills, community safety awareness, independence, confidence, self-esteem, and communication skills to Partners.

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Outcomes	Complete task Independently	Complete task with minimal amount of Support	Needs further training
<u>Tops Textiles Retail Training Programme</u>	%	%	%
Sort and identify male/female adult/children clothing	90	10	0
Hang clothes onto an appropriate hanger	90	10	0
Identify and attach correct sizing cube	90	10	0
Hang clothing according to size on clothes rail	50	50	0
Safely use a blue tagging gun to price in correct place	70	30	0
Initial Pricing	80	10	10
Reduce prices from being the same price	80	10	10
Reduce price if items require different prices	20	70	10
Safely and correctly security tag clothing	46	16	38
Safely and correctly use a date gun and position sticker	60	40	0
Remove clothing from several types of hangers	100	0	0
Safely remove price tag from clothing using scissors	90	10	0
Mentoring other 'Partners'	10	60	30

The programme also enables the charity to raise the profile of its beneficiaries by visibly and clearly demonstrating the useful and valuable service that the service provides for the local community which is delivered by an often marginalised and under used group of people. Collections were suspended during 2021 due to Covid19 risks of transmission and although the Osborne Partnership has not restarted the collection service due partly to covid19 risks and the collection vehicle needing to be replaced customers during recent months have been dropping off their unwanted textiles to the centre. It is envisaged that the collection service will restart when it is safe to do so, and a new vehicle is purchased in 2022.

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Textile Recycling statistics 01/04/2021 – 31/03/2022

Year	Service	Tonnes
2022	Kerbside Collection Service including bric-a-brac	4
2021	Kerbside Collection Services Suspended Due to Covid19 Pandemic	0
2020	Kerbside Collection Service including Bric-a-brac	37
2019	Kerbside Collection Service including Bric-a-brac	42
2018	Kerbside Collection Service including Bric-a-brac	37
2017	Kerbside Collection Service including Bric-a-brac	41
2016	Kerbside Collection Service including Bric-a-brac	44
2015	Kerbside Collection Service including Bric-a-brac	44
2014	Kerbside Collection Service including Bric-a-brac	67
2013	Kerbside Collection Service including Bric-a-brac	75
2012	Kerbside Collection Service including Bric-a-brac and ragging	98
2011	Kerbside Collection Service including Bric-a-brac and ragging	110
2010	Kerbside Collection Service including Bric-a-brac and ragging	119
2009	Kerbside Collection Service including Bric-a-brac and ragging	137
2008	Kerbside Collection Service including Bric-a-brac	86
Total Textile Recycling 2008 - 2022		941

The TOP's Shop – The Osborne Partnership is situated in London borough of Barking & Dagenham an area of high deprivation. On 5th November 2008, The Osborne Partnership launched the 'TOP's Shop' a charity shop selling **affordable** recycled clothing, textiles and bric-a-brac which is open to the public. The Top's Shop was opened not just to address local needs but to enhance and promote the TOP's Textiles recycling service, to generate income from the textiles and bric-a-brac collected from the TOP's textiles kerbside collection service and to provide retail training and work experience in a 'real life' environment to its 'Partners.' The shop is open from Monday – Friday 10am-2pm and has built a good customer base with many local customers (residents) regularly choosing to use the facility. The shop has become a 'community hub' promoting community cohesion/integration and helps to break down the barriers often faced by 'Partners' The TOP's shop core function is:

- to provide a charity shop selling affordable recycled clothing and bric-a-brac to the public
- work experience opportunities to 'Partners'
- to teach 'Partners' retail and customer care skills in a 'real' life environment.

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- to build transferable skills, confidence, independence, self-esteem, and communication skills to 'Partners.'

Money raised from the sale of recycled goods is used to support the charity's activities. The trustees would like to extend their thanks to 'Partners,' staff, volunteers, customers and community-based partners LM Barry, Shanks (East) London and the local authority for promoting and supporting the recycling programme.

TOP's Community Cafe: - Launched in January 2012 the community café is normally open to the public Monday – Friday, and has become a popular community hub with residents, schools, businesses, and users/visitors of the charity.

During the Covid19 pandemic the café was closed to the public to protect vulnerable partners and staff from the risk of covid19 transmission. In January 2022, the 'Cooking made Easy' programme was amalgamated with the café and the café then re-opened to the Partners, volunteers and staff attending the charity. It is hoped that later in 2022 the Community Café will re-open to the public.

At 31/03/2022 The community café was supporting 14.5 placements per week with catering work experience and learning a variety of catering and cookery skills its core functions are:

- to provide work experience opportunities to 'Partners'
- to offer a community café open to the public
- to teach Partners transferrable health & hygiene skills associated with the catering environment.
- to teach Partners customer care, communication and money skills, meal preparation, safe use tools and equipment.
- to develop and teach cookery skills to 'Partners'
- to prepare and cook nutritious, simple basic meals.
- to learn transferable hygiene skills in a real-life kitchen,
- to learn portion size
- to use tools and equipment safely
- to build 'Partners' confidence, self-esteem, independence, and communication skills.
- To offer work experience opportunities in the community café

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Year ended 31 March 2022

Outcomes	Complete task Independently	Complete task with minimal amount of Support	Needs further training
<u>Community Café & Cooking Made Easy Programme</u>	%	%	%
Safely peel a variety of vegetables	62	38	
Safely chop vegetables	62	38	
Safely Use an oven correctly	50	50	
Safely use utensils correctly	100	100	
Undertake work experience in the Community Café	55	45	
safely wash and wipe up crockery and utensils in the correct order	44	56	
Make a sandwich	89	11	
Make an apple crumble using fresh ingredients	77	33	
Make a hot drink for a customer	78	22	

The board are delighted to announce that the community café has retained it five* food hygiene rating after inspection by the local authority public health team in March 2022.

Meaningful Activity Programmes:

GO ('Get Out, Get Active,' Useful Skills and Out 'N' About) programme:

At 31/03/2022 the 'GO' programme supported forty placements per week. The 'Go' programmes core function is to:

- teach and enable a group of 'Partners' to partake in meaningful sports activity
- to promote health, fitness, wellbeing stamina and endurance.
- to build 'Partners' confidence and self-esteem, independence, and communication skills
- teach community safety awareness to 'Partners'
- to encourage team building
- to encourage 'Partners to eat healthily - including fruit and vegetables in their diet.
- To encourage independence skills
- to enable 'Partners' to explore/access community activities that are of interest to them
- to teach transferable skills necessary for accessing the community e.g., money/cost, time management, social etiquette, safety in the community, appropriate clothing and footwear, safe travel awareness, planning skills, team building skills
- to build 'Partners' confidence, self-esteem, independence, and communication skills.
- to promote community integration – by helping to break down barriers.

OSBORNE PARTNERSHIP

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2022

activities include:

- cycling
- swimming
- archery
- keep fit
- crazy golf
- Tennis
- Public transport safety awareness
- Money Skills
- Bowling
- Day trips e.g.: visiting museums and well-known places/venues, using the underground and buses, going to events.
- Crazy golf
- Cinema
- Useful Skills including Completing forms, sewing

Programme Outcomes	Complete task Independently	Complete task with minimal amount of Support	Needs further training
GO Programme	%	%	%
Unit 1: Useful Skills - sewing	57	14	29
Unit 2: Useful Skills - completing a form independently	50	20	30
Unit 3: Out 'N' About - travel training	65	35	
Unit 4: GOGA - Cycling (reaching their target circuit laps)	88		12
Unit 5: GOGA - Fitness Skills	50	40	10
Unit 6: GOGA - Step class (1-3 miles)	100		
Unit 7: GOGA - Warm up and stretch correctly	100		

C.I.P. ('Craft' 'ICT' and Performing Arts) programmes:

At 31/03/2022 the CIP programme supported 36.75 placements per week. The C.I.P programme core functions are:

- to enable 'Partners' to be creative using the mediums of craft, ICT, Music, and Dance.
- to develop manual dexterity, hand to eye coordination, social and transferable skills
- to build 'Partners' confidence, self-esteem, independence, and communication skills.
- to produce craft items including cards, book-marks, memory boxes, jewellery, coasters
- to use tools and equipment safely
- to be involved in theatrical singing/dancing shows

OSBORNE PARTNERSHIP

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2022

- to use role, play to tackle issues such as bullying, equality that may impact on them and address how they may get help/tackle issues.
- Making book-marks, cards, coasters, memory boxes, seasonal craft items
- to safely use ICT equipment
- Designing posters and banners
- to help produce quarterly newsletters, calendar, and various publicity materials for the Osborne Partnership.
- to use a camera safely
- to print, save and use Microsoft word programmes
- Making props and musical instruments for the performing arts show
- decorating display boards

Programme Outcomes	Complete task Independently	Complete task with minimal amount of Support	Needs further training
<u>C.I.P. Programme</u>	%	%	%
I.C.T: Print independently	50	50	
I.C.T: Safely turn a computer on/off	100		
I.C.T: Knowledge of H&S (regular breaks, DSE check)	100		
I.C.T: Open Microsoft Word programme	50	50	
I.C.T: Identify parts of a computer	100		
I.C.T: Save work		100	
Performing Arts: Understood Health & Safety	80	15	5
Performing Arts: Participate in the 'Singing and Dancing' activities	80	15	5
Performing Arts: Created posters for productions	100		
Performing Arts: Gained knowledge in subjects of emotions/bullying different job roles	80	10	10
Performing Arts: Participated in build/memory games	100		
Performing Arts: Recognise Health & Safety in Performing Arts	85		15

OSBORNE PARTNERSHIP

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2022

Achievements and performance *(continued)*

'Grow': - ('Horticulture and Woodcraft' programme)

At 31/03/2022 The Grow programme supported forty-nine placements per week. The Grow programme core functions are:

- to develop and maintain a market garden and tend the grounds of the Osborne Partnership
- to enable Partners to learn horticultural and woodworking skills, growing fruit, vegetables, herbs, salad, landscaping, building raised beds, creating individual allotments, fencing and path maintenance
- to teach transferable skills such as safe handling of tools/equipment.
- to build 'Partners' confidence, self-esteem, independence, and communication skills.

Grow - the Osborne Partnership Horticulture Programme is a rolling project in which the participants will learn new and valuable skills, try new things while becoming fitter and healthier in the process. The tasks are varied and wide ranging and as there is no time limit or schedule on the programme. Staff ensure that individual needs and learning styles of participants are met so that the programme enables them all to participate. They develop their skills in their own time. In addition to this the participants have a wide choice of activities ranging from construction to flower arranging, to painting flowerpot designs to using power tools.

Personal Development. During the programme, staff support and encourage participants to work as a team and interact with the rest of the group. Working through tasks together, making decisions together and problem solving improves their communication and social skills. As well as team working, staff support and encourage the participants to work independently and make their own decisions and produce solutions for tasks by themselves. This improves the participant's cognitive skills, promotes independence, builds confidence, and empowers the participants, which in turn will reflect in a positive way on other aspects of their lives. Each task will have a result such as a grown and nurtured crop, a constructed planter, a planted flowerpot, or a painted fence. Evidence of learning is recorded in the individual participants portfolios so that they feel a sense of satisfaction and achievement in their activity whatever it may be. A significant percentage of the learners will be kinaesthetic learners and they will improve their hand to eye coordination and practical skills as in regard of using a wide variety of tools ranging from dibbers to saws to lawnmowers to wheelbarrows. The participants will also be able to correctly identify and select the correct tools for the completion of a task by themselves. This will promote and develop the individual's independence. The written work in the portfolios will be at a minimum, although the participants will have the choice on how much they would like to write on their worksheets. Participants receive guidance and advice from staff on where to look for opportunities in their chosen fields or interests looking for volunteering, employment and/or further training and education. Support is available where participants want to fill out an application form or prepare for an interview.

Personal Hygiene and Care. The participants will have guidance and support on how to dress appropriately for work, the tasks at hand and how to dress correctly for the changing weather conditions. The students will also learn about protective clothing, why we wear it and when to where it, such as sun hats, steel cap boots, goggles, and gloves. They will learn the importance of hand washing after working and before they eat.

OSBORNE PARTNERSHIP

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2022

Achievements and performance *(continued)*

Keeping Healthy and Active. As a large part of the activities will be practical based and involve lots of movement the participants will be physical active and become fitter and stronger. This again will be at the individual's own pace and all levels of fitness are accommodated upon starting the programme.

The participants will learn how to grow their own fruit and vegetables from seed and will be able to care for them until the time of harvest. The participants will have the opportunity to take their crop home as well as provide saleable stock for the onsite cafe. This part of the Programme the participants will learn about healthy diets and are encouraged to try all types of fruit and vegetables that they would not normally try. The participants will learn how fruit and vegetables play an important part in a healthy eating diet. The participants will also have guidance and support in eating suitable meals and snacks when they are attending the programme in relation to eating correctly to fuel their bodies when doing physical activities and keeping suitably hydrated. Support and guidance are provided by staff in terms of being protected from the sun and hot conditions via sun creams and sun hats for example. This is a transferable skill which has a positive impact on participants lives outside of the programme.

Health and Safety. In addition to learning about the safe use of tools and correct PPE, participants will also learn about keeping themselves and others safe. The participants will be able to identify dangers such as fire hazards and tripping hazards, and recognise an array of safety signs and symbols, such as fire exit Signs and wet floor signs (amongst others). This will help the participant keep safe and have a greater awareness of these issues in their personal lives. They also will learn how to lift and manage heavy objects correctly and safely, so reducing the risk if injury. This will help the participant keep safe and have a greater awareness of these issues in their personal lives.

Making use of Community Facilities. Day trips are included into the programme where the participants make use of public transport and recreational facilities. For example, we may plan a day trip to garden centres and attractions linked to horticulture (Kew Gardens or other projects etc.) The adults will go out into the community where they will buy goods and materials that we need for the project. Programme staff support and encouraged participants to interact with shop staff to ask for goods and pay for them at staffed tills and self-service tills (with Osborne monies). These are skills which would positively impact on their lives for shopping, communicating with shop staff and others and handling money.

Examples of the Horticulture Programme Activities:

Growing fruit and vegetables from seed to harvest
Planting and maintaining flower beds
Conservation of small habitats
Using and maintaining a wide range of tools safely and correctly
Tool selection for a task
Constructing items such as wooden planters/ fencing / bird boxes/ benches
Maintaining fences and garden furniture
Painting skills
Health and safety at work and home
Designing and painting personalised flowerpots
Shopping skills

Trident Work Experience Programme: During the period 1st April 2021 to 31st March 2022, The Osborne Partnership did not receive referrals for work experience placements though Trident due to ongoing Covid19 restrictions. It is hoped that trident work experience placements will resume in 2022.

OSBORNE PARTNERSHIP

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2022

Achievements and performance *(continued)*

Risk Management Review

The Osborne Partnership board of trustees have a 'Trustee Risk Management Policy' During the pandemic the board was kept updated by members of the senior management team and met, when possible, to monitor and review progress and risks this included governance, operations, finances, environmental and compliance.

Safeguarding – The board recognises its responsibility in safeguarding vulnerable adult beneficiaries. There is a safeguarding and whistle-blowing policy in place which is reviewed annually. Safeguarding updates are an agenda item for trustee meetings. The Osborne Partnership has strong links with the local authority 'Community Learning Disability and Safeguarding Team for advice and guidance. All staff receive safeguarding training and are subject to regular Disclosure and Barring (DBS) checks.

Health & Safety – The board have ensured that the charity has access to an external health & safety consultancy organisation who provide health and safety advice, training updates and reviews the charity's health & safety policies and procedures to ensure it is compliant. Reviews are monitored by the board. Health & Safety updates are an agenda item for trustee meetings

Personnel – The board have ensured that the charity has access to a professional personnel advisory service who provide up to date human resource information to ensure the charity is compliant with legislation. All staff have access to handbooks and there is a recruitment policy which is reviewed annually. The service also provides an 'Employment Assistance Programme' (EAP) to support the staff. Personnel updates including items such as equality and diversity are an agenda item for trustee meetings

Information and Computer Technology The board have outsourced ICT to a support service to an ICT consultancy company to ensure that the ICT systems are secure. Reports and recommendations from the ICT service provider are reviewed by the board

Building and Resources - The building, vehicles and resources are regularly reviewed and an agenda item for trustee meetings.

Customer Care and Complaints are reviewed at trustee meetings.

Service Provision - is reviewed at each trustee meeting.

Financial Review – Income and expenditure is reviewed at each trustee meeting. Service increases and staff salary increases are discussed annually. To keep up with inflationary costs the Board made the decision to increase service costs by between 3 & 5%. Accordingly with the aid of sound monetary management, fundraising, donations, staff, and volunteers helping to keep overheads to a minimum the charity has achieved a positive financial outcome for the period 01/04/21 – 31/03/22 with a net increase in funds of £123,052.

Investment Policy

The Osborne Partnership retains a prudent amount in reserves each year and the majority of the charity's funds are spent in the short term. The board of trustees have reviewed investment options available to them and have decided that short, fixed term investments of 6-12months in duration is the best option in the current economic climate. In terms of longer-term investment, the board are concerned with the aftermath of the Covid19 pandemic and rising inflation and the impact on the charity and have made the decision not to make any long-term investments in this period. The investment policy will be reviewed in the next financial year.

OSBORNE PARTNERSHIP

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2022

Achievements and performance *(continued)*

Reserve's Policy - The Trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets ('the free reserves') held by the charity should be between 6-9 months of the resources expended. This will enable the charity to continue to operate for a brief period to consider how the funding would be replaced or activities changed should funding be lost. Also included are

- the charity's liabilities in terms of staff redundancy which is based on statutory redundancy recommendations.
- the building and grounds from which the charity delivers its services is leased from a local church on a 15-year term on a fully insuring and repairing basis. The building was built during the late sixty's early seventies as a day centre facility by the local authority. It has a large footprint with extensive areas of flat felted roof and drainage systems. The felt on the roof has been repaired on several occasions and the board envisage that the felt will need to be completely replaced soon. The board of trustees have therefore set aside a nominal amount of £100,000 in respect of major repairs (roof, drainage system).

As can be seen within the 'Statement of Financial Activities' The free reserves remain within the agreed target level.

'Special Thank You' - The Trustees would like to extend their thanks and appreciation to Partners, carers' volunteers, supporters, and the staff team who have continued to change the way they work to support the charity's Partners and their carers during the Pandemic. The board would also like to extend a 'special' thank you to Kathy Jones who has managed the charity for the past 25 years and wish her all the best in her retirement.

Osborne Partnership Board of Trustees.

OSBORNE PARTNERSHIP

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2022

Trustees' responsibilities statement

The trustees, who are also 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 charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and the incoming resources and application of resources, including the 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 in the applicable Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- 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.

Auditor

Each of the persons who is a trustee at the date of approval of this report confirms that:

- so far as they are aware, there is no relevant audit information of which the charity's auditor is unaware; and
- they have taken all steps that they ought to have taken as a trustee to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

The auditor is deemed to have been re-appointed in accordance with section 487 of the Companies Act 2006.

OSBORNE PARTNERSHIP

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2022

Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on 12 December 2022 and signed on behalf of the board of trustees by:

A handwritten signature in black ink, appearing to read 'T. Wade', with a long horizontal stroke extending to the right.

Mr. T. Wade
Trustee

OSBORNE PARTNERSHIP

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2022

Opinion

We have audited the financial statements of OSBORNE PARTNERSHIP (the 'charity') for the year ended 31 March 2022 which comprise the statement of financial activities (including income and expenditure account), statement of financial position, statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

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

Basis for opinion

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

Conclusions relating to going concern

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

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

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

OSBORNE PARTNERSHIP

Company Limited by Guarantee

Independent Auditor's Report to the Members of OSBORNE PARTNERSHIP (continued)

Year ended 31 March 2022

Other information

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

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

- the information given in the trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

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

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.

OSBORNE PARTNERSHIP

Company Limited by Guarantee

Independent Auditor's Report to the Members of OSBORNE PARTNERSHIP

(continued)

Year ended 31 March 2022

Responsibilities of trustees

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

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

Auditor's responsibilities for the audit of the financial statements

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

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

Identifying and testing journal entries and the overall accounting records, particularly those that were significant and unusual.

Reviewing the financial statement disclosures and determining whether accounting policies have been appropriately applied.

Assessing the extent of compliance, or lack of, with relevant laws and regulations. Testing key revenue lines, for evidence of management bias.

Verification of key assets.

Obtaining third-party confirmation of material balances.

Documenting and verifying all significant related party balances and transactions. Reviewing documentation such as the company board minutes, correspondence with solicitors, for discussions of irregularities including fraud

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

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

OSBORNE PARTNERSHIP

Company Limited by Guarantee

Independent Auditor's Report to the Members of OSBORNE PARTNERSHIP (continued)

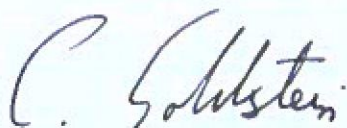
Year ended 31 March 2022

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

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

Use of our report

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



CHARLES GOLDSTEIN FCA (Senior Statutory Auditor)

For and on behalf of
Brindley Goldstein Limited
Chartered accountants & statutory auditor

103 High Street
Waltham Cross
Herts
EN8 7AN

12 December 2022

OSBORNE PARTNERSHIP

Company Limited by Guarantee

Statement of Financial Activities (including income and expenditure account)

Year ended 31 March 2022

		Unrestricted funds £	2022 Restricted funds £	Total funds £	2021 Total funds £
	Note				
Income and endowments					
Donations and legacies	5	6,971	—	6,971	4,577
Other trading activities	6	675,092	—	675,092	641,049
Investment income	7	155	—	155	2,043
Other income	8	16,700	—	16,700	7,705
Total income		<u>698,918</u>	<u>—</u>	<u>698,918</u>	<u>655,374</u>
Expenditure					
Expenditure on charitable activities	9,10	575,866	—	575,866	563,901
Total expenditure		<u>575,866</u>	<u>—</u>	<u>575,866</u>	<u>563,901</u>
Net income and net movement in funds		<u>123,052</u>	<u>—</u>	<u>123,052</u>	<u>91,473</u>
Reconciliation of funds					
Total funds brought forward		842,265	(28,842)	813,423	721,950
Total funds carried forward		<u>965,317</u>	<u>(28,842)</u>	<u>936,475</u>	<u>813,423</u>

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

The notes on pages 32 to 39 form part of these financial statements.

OSBORNE PARTNERSHIP

Company Limited by Guarantee

Statement of Financial Position

31 March 2022

	Note	2022 £	2021 £
Fixed assets			
Tangible fixed assets	17	16,146	12,641
Current assets			
Debtors	18	52,621	38,803
Cash at bank and in hand		920,579	785,085
		<u>973,200</u>	<u>823,888</u>
Creditors: amounts falling due within one year	19	<u>52,871</u>	<u>23,106</u>
Net current assets		<u>920,329</u>	<u>800,782</u>
Total assets less current liabilities		<u>936,475</u>	<u>813,423</u>
Net assets		<u>936,475</u>	<u>813,423</u>
Funds of the charity			
Restricted funds		(28,842)	(28,842)
Unrestricted funds		<u>965,317</u>	<u>842,265</u>
Total charity funds	21	<u>936,475</u>	<u>813,423</u>

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

These financial statements were approved by the board of trustees and authorised for issue on 12 December 2022, and are signed on behalf of the board by:



Mr. T. Wade
Trustee

The notes on pages 32 to 39 form part of these financial statements.

OSBORNE PARTNERSHIP

Company Limited by Guarantee

Statement of Cash Flows

Year ended 31 March 2022

	2022 £	2021 £
Cash flows from operating activities		
Net income	123,052	91,473
<i>Adjustments for:</i>		
Depreciation of tangible fixed assets	6,272	4,352
Other interest receivable and similar income	(155)	(2,043)
Interest payable and similar charges	62	—
Accrued expenses/(income)	28,939	(33,861)
<i>Changes in:</i>		
Trade and other debtors	(13,818)	60,410
Trade and other creditors	826	(1,468)
Cash generated from operations	145,178	118,863
Interest paid	(62)	—
Interest received	155	2,043
Net cash from operating activities	145,271	120,906
Cash flows from investing activities		
Purchase of tangible assets	(9,777)	(7,988)
Net cash used in investing activities	(9,777)	(7,988)
Net increase in cash and cash equivalents	135,494	112,918
Cash and cash equivalents at beginning of year	785,085	672,167
Cash and cash equivalents at end of year	920,579	785,085

The notes on pages 32 to 39 form part of these financial statements.

OSBORNE PARTNERSHIP

Company Limited by Guarantee

Notes to the Financial Statements

Year ended 31 March 2022

1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is The Osborne Centre, Osborne Square, Dagenham, Essex, RM9 5BE.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

There are no material uncertainties about the charity's ability to continue.

Judgements and key sources of estimation uncertainty

There are no judgements and estimates.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

OSBORNE PARTNERSHIP

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

3. Accounting policies *(continued)*

Tangible assets *(continued)*

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

OSBORNE PARTNERSHIP

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

3. Accounting policies *(continued)*

Tangible assets *(continued)*

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures, Fittings & Equipment	-	25% reducing balance
Motor Vehicles	-	25% reducing balance
Computer Equipment	-	33% reducing balance

Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

4. Limited by guarantee

The company is limited by guarantee and has no share capital. Every member of the company undertakes to contribute to the assets of the company, in the event of a winding up, such an amount as may be required not exceeding £1.

OSBORNE PARTNERSHIP

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

5. Donations and legacies

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Donations				
General Donations & Fundraising Receipts	<u>6,971</u>	<u>6,971</u>	<u>4,577</u>	<u>4,577</u>

6. Other trading activities

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Trading income	<u>675,092</u>	<u>675,092</u>	<u>641,049</u>	<u>641,049</u>

7. Investment income

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Bank interest receivable	<u>155</u>	<u>155</u>	<u>2,043</u>	<u>2,043</u>

8. Other income

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Insurance claims	—	—	245	245
HMRC CJRS Grant	<u>16,700</u>	<u>16,700</u>	<u>7,460</u>	<u>7,460</u>
	<u>16,700</u>	<u>16,700</u>	<u>7,705</u>	<u>7,705</u>

9. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Support costs	<u>575,866</u>	<u>575,866</u>	<u>563,901</u>	<u>563,901</u>

10. Expenditure on charitable activities by activity type

	Support costs £	Total funds 2022 £	Total fund 2021 £
Support costs	407,836	<u>407,836</u>	405,595
Governance costs	168,030	<u>168,030</u>	158,306
	<u>575,866</u>	<u>575,866</u>	<u>563,901</u>

OSBORNE PARTNERSHIP

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

11. Analysis of support costs

	Analysis of support costs activity 1	Total 2022	Total 2021
	£	£	£
Staff costs	<u>407,836</u>	<u>407,836</u>	<u>405,595</u>

12. Taxation

As a charity Osborne Partnership is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 to the extent that these are applied to its charitable objectives. No tax charges have arisen in the year.

13. Net income

Net income is stated after charging/(crediting):

	2022	2021
	£	£
Depreciation of tangible fixed assets	<u>6,272</u>	<u>4,352</u>

14. Auditors remuneration

	2022	2021
	£	£
Fees payable for the audit of the financial statements	<u>6,090</u>	<u>5,970</u>

15. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2022	2021
	£	£
Wages and salaries	369,472	369,268
Social security costs	24,851	23,569
Employer contributions to pension plans	<u>13,513</u>	<u>12,758</u>
	<u>407,836</u>	<u>405,595</u>

The average head count of employees during the year was 18 (2021: 21).

No employee received employee benefits of more than £60,000 during the year (2021: Nil).

16. Trustee remuneration and expenses

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2021: £nil)

OSBORNE PARTNERSHIP

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

17. Tangible fixed assets

	Fixtures and fittings £	Motor vehicles £	Equipment £	Total £
Cost				
At 1 April 2021	42,080	34,586	3,982	80,648
Additions	2,274	—	7,503	9,777
At 31 March 2022	44,354	34,586	11,485	90,425
Depreciation				
At 1 April 2021	33,478	31,381	3,148	68,007
Charge for the year	2,719	802	2,751	6,272
At 31 March 2022	36,197	32,183	5,899	74,279
Carrying amount				
At 31 March 2022	8,157	2,403	5,586	16,146
At 31 March 2021	8,602	3,205	834	12,641

18. Debtors

	2022 £	2021 £
Trade debtors	40,228	26,869
Prepayments and accrued income	12,393	11,934
	52,621	38,803

19. Creditors: amounts falling due within one year

	2022 £	2021 £
Trade creditors	2,382	1,556
Accruals and deferred income	50,489	21,550
	52,871	23,106

20. Pensions and other post retirement benefits

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £13,513 (2021: £12,758).

OSBORNE PARTNERSHIP

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

21. Analysis of charitable funds

Unrestricted funds

	At 1 April 2021 £	Income £	Expenditure £	At 31 March 20 22 £
Unrestricted Funds	<u>842,265</u>	<u>698,918</u>	<u>(575,866)</u>	<u>965,317</u>

	At 1 April 2020 £	Income £	Expenditure £	At 31 March 20 21 £
Unrestricted Funds	<u>750,792</u>	<u>655,374</u>	<u>(563,901)</u>	<u>842,265</u>

Restricted funds

	At 1 April 2021 £	Income £	Expenditure £	At 31 March 20 22 £
Restricted Funds	<u>(28,842)</u>	<u>—</u>	<u>—</u>	<u>(28,842)</u>

	At 1 April 2020 £	Income £	Expenditure £	At 31 March 20 21 £
Restricted Funds	<u>(28,842)</u>	<u>—</u>	<u>—</u>	<u>(28,842)</u>

22. Analysis of net assets between funds

	Unrestricted Funds £	Total Funds 2022 £
Tangible fixed assets	16,146	16,146
Current assets	<u>920,329</u>	<u>920,329</u>
Net assets	<u>936,475</u>	<u>936,475</u>

	Unrestricted Funds £	Total Funds 2021 £
Tangible fixed assets	12,641	12,641
Current assets	<u>800,782</u>	<u>800,782</u>
Net assets	<u>813,423</u>	<u>813,423</u>

OSBORNE PARTNERSHIP

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

23. Analysis of changes in net debt

	At 1 Apr 2021	Cash flows	At 31 Mar 2022
	£	£	£
Cash at bank and in hand	<u>785,085</u>	<u>135,494</u>	<u>920,579</u>

