



# **Kaleidoscope Plus Group**

## **Trustees' Report and Financial Statements**

### **For the Year Ended 31 March 2022**

**Company Number 04660523**  
**Registered Charity Number: 1096473**

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## **REFERENCE & ADMINISTRATION INFORMATION**

### **Charity Name:**

Kaleidoscope Plus Group

### **Registered Charity No**

1096473

### **Registered Company No**

04660523

### **Registered Office**

321 High Street  
West Bromwich  
West Midlands  
B70 8LU

### **Auditor**

Mazars  
2 Chamberlain Square  
Birmingham  
B3 3AX

### **Main Bankers**

Unity Trust Bank plc  
Nine Brindley Place  
Birmingham  
B1 2HB

### **Investment Managers**

Quilter Cheviot  
Two Snow hill  
Birmingham  
B4 6GA

### **Chief Executive and Company Secretary**

Monica Shafaq

### **Executive Officers**

Cashain David – Director of Operations (left 13 April 2022)  
Alison Francis – Director of Finance & Resources  
Gary Wheway- Head of Fundraising and Business Development  
Veronica Leigh-Hanson-Head of People and Culture

## TRUSTEES' ANNUAL REPORT for the year ended 31 March 2022

The Trustees present their report and accounts for the year ended 31 March 2022.

### 1. Structure Governance and Management

#### Board of Trustees

The Trustees of the charitable company, who are directors for the purpose of company law, who served during the year and up to the date of this report are set out as follows:

Monica Shafaq	Trustee
Christopher Mills (Chair)	Trustee
Faye Hingley (Vice Chair)	Trustee
Surrinder Bains	Trustee
David Saunders (resigned 28 June 2022)	Trustee
Neil Male	Trustee
Michael Mclean	Trustee
Fergal Dowling (resigned 28 July 2021)	Trustee
Matthew Flint (resigned 8 November 2021)	Trustee
Douglas Brown (appointed 5 May 2021)	Trustee
Duncan Jones (appointed 5 May 2021)	Trustee
Anupama Gibson (appointed 5 May 2021)	Trustee
David Rogers (appointed 30 September 2021) (Chair Finance Audit and Risk Committee)	Trustee
James McKeever (appointed 10 November 2021)	Trustee

The Kaleidoscope Plus Group (KPG) is a voluntary organisation constituted as a registered charity (charity registration number 1096473) and a company limited by guarantee (company registration number 04660523), registered, and incorporated in England and Wales. It is governed by its Articles of Association. The principal office of the charity is 321 High Street, West Bromwich, B70 8LU.

### OBJECTIVES AND ACTIVITIES

The objects of The Kaleidoscope Plus Group are:

*.... To promote and support better health and wellbeing across our area of operation...*

#### Our Aims:

<b>Recovery</b>	To deliver high quality and appropriate services for people who experience ill health, promoting recovery, independence, and integration at all times.
<b>Inclusion</b>	To facilitate and support community integration and participation for people with health problems.
<b>Awareness</b>	To raise awareness of health issues across the communities we serve; to challenge stigma associated with mental illness; to promote and support positive health and wellbeing across communities.

The Kaleidoscope Plus Group's Core Values are as follows:

<b>Quality</b>	We are committed to achieving and maintaining appropriate standards for the organisation and its services, and to building, supporting, and maintaining a skilled, high-quality workforce to ensure excellent service delivery and governance.
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## TRUSTEES' ANNUAL REPORT (continued)

### Access and Equality

Our commitment to equality is reflected in our policies, practices, and services. This commitment goes beyond our ethos to promote equality and challenge discrimination. It involves an active commitment to identifying areas where inequality of access to health services and support exists for diverse communities and to develop structures to address them wherever possible.

### Continuous Improvement and Development

We will carry out structured and regular review of the organisation and its services, their quality, and their impact in order to inform and influence development. We will build skills and seek resources to implement new services and/or facilities in response to identified need.

### Partnership

We are accountable to all our stakeholders and are committed to making sure the views and needs of our service users, funders and other partners are listened to. We will work with service providers and policy makers to have influence into the development of services and strategies which impact the communities we exist to serve.

### Sustainability

We have a responsibility to our service users and the communities in which they live to ensure that the services we develop, and deliver are sustainable, and to ensure that resources are responsibly managed and allocated.

## Trustee and Directors Induction and Training

The Kaleidoscope Plus Group Non-Executive Directors come from varied backgrounds and expertise, ranging from clinical, marketing, business, customer satisfaction, finance and risk. Five new members were recruited to the board during the period following a review of the skills needed to support the business plan. Each Non-Executive Director is required to undertake a structured induction program which consists of providing information on their responsibilities as a Trustee together with the history and intended direction of the charity. All are provided with a copy of the constitution, current business plan and policies relating to confidentiality, safeguarding, terms of reference and our code of conduct amongst other overarching governance related information. Throughout the year, all Trustees are given regular training in key issues arising which are pertinent to the charity and their duties and responsibilities as trustees. This has also now been supplemented with an online portal for them to access in their own time. As with members of staff, board members are required to undertake mandatory training elements and completion rates are recorded and monitored. They also receive training in Mental Health First Aid for which we have accredited trainers.

The pandemic has had an impact on the Charity's existing Business Plan which runs until the end of March 2023 and so, at the annual away day during the year, the board have considered what has worked well, what might need to be revised going forwards and also reassessed key risks. This has resulted in a new way of identifying, scoring and monitoring risk which includes the introduction of an online portal. The Leadership Team are working towards implementing the portal so that it is fully functional and utilized by the end of the financial year.

All Trustees are encouraged to involve themselves in areas of particular interest to them through close involvement with the management, staff, and users of the charity's services. This helps Trustees to develop the overall strategic direction and does not detract from the Trustee's primary responsibilities to the charity.

All Trustees give their time freely and no trustee except for the Chief Executive Monica Shafaq received remuneration in the year.

## **TRUSTEES' ANNUAL REPORT (continued)**

### **Organisational Structure**

The Kaleidoscope Plus Group is a voluntary organisation constituted as a registered charity (charity registration number 1096473 and a company limited by guarantee (company registration number 04660523) governed by adopted Articles of Association. It is governed by a committee of voluntary Trustees (the Board) who are also directors of the company.

The Trustees elect officers at the Annual General Meeting including a Chair from amongst their number. The Trustees set 'role descriptions' and 'person specifications' in respect of the officer roles (Chair) and the general Trustee role.

The Trustees have overall responsibility for ensuring that the charity has appropriate systems of control, financial and otherwise. The systems of internal control are designed to provide reasonable, although not absolute assurance against material misstatement or loss. They include:

- an annual budget approved by Trustees.
- regular consideration by the Trustees of financial results, variance from budgets, non-financial performance indicators and bench-marking reviews.
- delegation of authority and segregation of duties.
- identification and management of risks.

In addition to the AGM, the Board meets a minimum of four times a year. There is also a Finance & General Purposes Committee which meets 'virtually' ensuring all board members can participate. 2022/2023 will see a change in the committee structure as we will introduce a Finance, Audit and Risk Committee as well as a Remuneration Committee.

Responsibility for strategy, planning and the day-to-day management of operations is delegated to the Leadership Team led by the Chief Executive, who also acts as Company Secretary. Formal reporting by the Chief Executive to the Trustees takes place regularly throughout the year as well as through regular one to one meetings between the Chair and Chief Executive. The committee meeting protocol continues to be updated to ensure that there is a regular review of key issues, such as investment, risk management, performance data and regulatory monitoring.

The charity currently employs 72 Staff

### **Pay Policy**

The charity removed its pay structures in 2015 and for many years did not review this due to financial constraints. A comprehensive review of the salary structure took place in 2019/2020 and the board made a commitment to bringing all members of staff to market rate over the next three years. 2022 sees the final phase of this being implemented. Work has also been undertaken to review how the charity can review its pay structure to make it more competitive and avoid falling behind in the future.

## TRUSTEES' ANNUAL REPORT (continued)

### Risk Management

A further review of risk was undertaken and the trustees have changed the way in which these are structured and monitored introducing 8 overarching strategic risks which include:

- 1) The Charity's financial sustainability is threatened
- 2) Ability to adapt in response to changes in the external environment
- 3) Failure to effectively respond to an incident / disruption
- 4) Inability to recruit and retain staff
- 5) Ineffective information governance framework (data breach / cyber)
- 6) Failure of KPG's safety arrangements
- 7) Failure to adhere to regulatory and legislative requirements (CQC / Health & Safety)
- 8) Safeguarding

A new system to rate and monitor risks is being implemented with the view of being fully functional by March 2023. The existing system is being used until this time which highlights 32 risks in total.

A traffic light system is used to rate them. Risks scoring between 15 – 24 (based on likelihood and impact) are rated as red. Those scoring between 8 –14 are rated amber and risks scoring below 7 are rated as Green.

The charity's highest risk factor is the possibility that commissioned contracts could end without replacement, however we recognise that this is a risk which is unlikely to change in the foreseeable future due to the economic climate the third sector is currently working in.

See below the risk register where the key risks have been identified

Risk Description	Trigger	Vulnerability	Mitigation	Systems/Control
Government Policy changes reduce the level of funding available for non-registered health care and service delivery by Third Sector organisations.	Changes in government policy for non-registered care are announced	The majority of KPG service delivery is public service contract delivery for non- registered care.	<ul style="list-style-type: none"> <li>• Ensure KPG keeps up to date with government policy,</li> <li>• Fundraising Strategy</li> </ul>	<ul style="list-style-type: none"> <li>• Develop partnerships and consortiums with other similar organisations,</li> <li>• Review possibilities of economies of scale</li> <li>• Review expenditure streams to ensure VFM is still achieved,</li> <li>• Increase revenue through alternative income streams</li> </ul>
Government Policy changes reduce the level of funding available for registered residential mental health service delivery by Third Sector organisations.	Changes in government policy for registered residential care are announced	KPG operates one Registered Care Home which makes a healthy contribution to income	<ul style="list-style-type: none"> <li>• Ensure KPG keep up to date with government policy,</li> <li>• Ensure KPG keeps up to date with CQC requirements and standards</li> </ul>	<ul style="list-style-type: none"> <li>• Review whether this area of service is something KPG wishes to remain delivering</li> <li>• Review possibilities of economies of scale</li> <li>• Review expenditure streams to ensure VFM is still achieved</li> </ul>
Adverse publicity appears in the media.	Adverse publicity appears regarding an KPG client or service	The reputation of KPG could be damaged	<ul style="list-style-type: none"> <li>• Social Media Policy</li> <li>• Crisis Media Process</li> <li>• Understand contractual requirements and targets of all commissioned services</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure quality services at all times,</li> <li>• Ensure adequately experienced and trained staff are employed to deliver service contracts</li> <li>• Crisis Media outsourced to specialist</li> </ul>
The charity's sustainability is threatened	Contracts end and not replaced	With the exception of the Registered Care Home, the contract services are relatively short term.	<ul style="list-style-type: none"> <li>• Fundraising Strategy</li> <li>• Investment Policy</li> <li>• Franchise Model</li> <li>• Bid and tender submissions</li> </ul>	<ul style="list-style-type: none"> <li>• Continually monitor expenditure and project forecasts</li> <li>• Develop a diverse portfolio of services</li> </ul>

Risk Description	Trigger	Vulnerability	Mitigation	Systems/Control
				<ul style="list-style-type: none"> <li>Use high profile media channels to help raise the profile of KPG</li> <li>Ensure the relevant bid writing skills are deployed to put together the bids to retain services</li> <li>Ensure adequate time to develop bids is allocated</li> </ul>
Advice on Treasury exposes the charity to unnecessary risk	Treasury Investments are over exposed to risk of either under-performing or loss of principle investment		<ul style="list-style-type: none"> <li>Investment Strategy</li> </ul>	<ul style="list-style-type: none"> <li>Maintain regular contact with investment advisors</li> <li>Board receive 6 monthly reviews</li> <li>Regularly review other possible investment opportunities to ensure the most appropriate ways are being maximised</li> <li>Review the Investment Management team to ensure they are implementing appropriate investments</li> </ul>
Project Funding streams cease and not replaced	Funding cessation notifications are served by Commissioner	KPG activity is heavily reliant upon contract funding from Commissioners to deliver projects	<ul style="list-style-type: none"> <li>Fundraising strategy</li> <li>Regular dialogue with commissioners</li> <li>Submission of bids and tenders</li> </ul>	<ul style="list-style-type: none"> <li>Diversify service delivery</li> <li>Ensure Service User involvement in developing new projects</li> <li>Widen the geographical area of service availability and delivery from locality areas to national areas</li> </ul>
Unauthorised or illegal activity / expenditure occurs	There is fraud and / or misappropriation of funds.	Funds are lost	<ul style="list-style-type: none"> <li>Robust finance reporting and monitoring systems</li> <li>Independent audit of controls</li> </ul>	<ul style="list-style-type: none"> <li>Ensure no officer is exposed to the risk of fraud</li> <li>Ensure adequate procedures and processes are in place</li> <li>Carryout regular checks on processes</li> <li>Carryout regular checks on high risk areas such as cash</li> <li>Reduce the levels of cash handling to a minimum. Introduce non-cash methods of payment</li> </ul>
Current Investment Portfolio is not utilised in investments effectively	Inadequate Investment Strategy	Investment Portfolio does not generate adequate funding	<ul style="list-style-type: none"> <li>Investment strategy</li> </ul>	<ul style="list-style-type: none"> <li>Review and revise Investment Portfolio Strategy</li> <li>Ensure Investment Mandate remains current and reflects current registered Trustees</li> <li>Regular reviews carried out with Investment Portfolio Manager</li> <li>Ensure the investment portfolio manager does not become complacent by regularly reviewing with other charity portfolio managers</li> </ul>



Risk Description	Trigger	Vulnerability	Mitigation	Systems/Control
There is little or no diversification in terms of business development and / or diversification of service delivery	New and diverse business areas are not sought	Kaleidoscope Plus Group is not at the forefront of key partner business development and diversification	<ul style="list-style-type: none"> <li>Business Plan</li> </ul>	<ul style="list-style-type: none"> <li>12 month action plan appended to the Business Plan to maintain focus and enable effective monitoring</li> <li>Submission of suitable tenders and bids nationally</li> <li>Ensure KPG are at the forefront of "alternative" service delivery</li> </ul>
KPG premises are subject to unauthorised access resulting in property theft	A break in occurs at one of the offices	Loss of office space, insecure premises and insecurity of staff to wish to work from there	<ul style="list-style-type: none"> <li>Adequate security systems and monitoring on place that is reviewed on a regular basis by a specialist provider</li> </ul>	Ensure there is a "locking up" procedure in place and adhered to at all times <ul style="list-style-type: none"> <li>Ensure adequate insurance against the risk is in place at all times</li> <li>Implement a general Business Continuity Plan</li> <li>Enlist support of a key-holding company</li> <li>Have suitable security systems in place (alarm/CCTV) etc</li> <li>Ensure a cyclical maintenance programme is in place which keeps up with the repairs and maintenance</li> </ul>
KPG premises are subject to a major incident such as fire, flood, bomb threat, etc	A major incident occurs at an KPG property	Unable to deliver contracted and self-funded services	<ul style="list-style-type: none"> <li>Adequate Business Continuity plan.</li> </ul>	<ul style="list-style-type: none"> <li>Ensure adequate insurance against the risk is in place at all times</li> </ul>

### How Our Activities Deliver Public Benefit

The Trustees have referred to the Charity Commission's general guidance on public benefit and feel that the existing aims and values meet the requirement set out for small charities. A review of the mission aims, and core values has been undertaken and it is felt that they remain relevant to the charity's purposes.

Mental Health covers a wide spectrum of illnesses from psychotic disorders such as bipolar through to the more common conditions such as anxiety and depression. Around one in four people have suffered from a mental illness or are associated with someone who has and the annual cost of mental health problems in England is estimated at £77 billion. The charity, along with many other mental health service providers believe that there will be a mental health crisis when the aftermath of the pandemic is truly known.

Each day 15 people in the UK will take their own lives with someone dying by suicide every 2 hours. A total of 2,038 adults will be admitted to hospitals in England and there will be around five million inpatient days per year. There will be 912 detentions under the Mental Health Act 1983 of which around 385 will be voluntary admissions.

Every year, 33 million prescriptions for anti-depressants are written in England and 16 million for sleeping pills, anti-anxiety drugs or tranquillisers. Mental health illness does not discriminate; it impacts people of all ages and economic backgrounds. Some illnesses are clinically diagnosed whereas others are not which makes it difficult to determine the number of people requiring mental health service provision.

At The Kaleidoscope Plus Group, equal access to all our services is of paramount importance. We monitor our performance against both contractual and sector expectations across all service areas to ensure that effective services are implemented; any gaps are easily identified and work with a wide range of

Commissioners to develop appropriate interventions. During the year we have also introduced several digital activities through which the wider public can engage and receive support.

We believe that equal access to our services is vital to our success and that successful outcomes must be shared by all sections of the community.

Our main activities for the year continued to meet The Kaleidoscope Plus Group's Mission and Aims and were implemented through the provision of a number of services:

#### Residential Care

##### Nicholl Grange Care Home

Residential care for 14 people structured to comprise a 10-bed unit with 4 one-bedroom flats in West Bromwich. The staff team provide care and support 24 hours a day. The home caters both for people who have a long-term need for such a setting, as well as for some who wish to develop their independent living skills prior to moving on. In addition, there are four one-bedroom flats attached to this scheme where the residents receive support from the care home staff to facilitate a greater degree of long-term independent living. Without such a service, local people suffering from mental health illness would not be able to gain the support and confidence to live fulfilling and independent lives.

##### ILS

These are two individual shared properties accommodating 4 individuals who have been in long term institutionalised care. They are enabled to live independently in the community with 24/7 on site support.

##### SORT Scheme

A Floating Support scheme which supports 100 people. Those who receive support have mental health issues and challenges and the SORT scheme helps them maintain independent living in their own homes.

#### Sanctuary Hub

This is for people living in Sandwell who feel that they may be reaching crisis point and need immediate support. The purpose of the service is to prevent individuals from presenting at A&E which is both ineffective for the needs and causes delays. The service is open from 6pm – 11pm, Monday to Friday and 12 noon – 11pm at weekend. The service is available all year round.

#### Community Offer

A source of support for people in West Bromwich providing general advice, guidance and advocacy for people who may be suffering with their emotional health.

##### Counselling with Kaleidoscope

This service is funded through the charity's reserves and provides counselling in various modalities to anyone who may need it. The service is chargeable and operates on a means tested basis to ensure that it is affordable and provides equal access to those on low income. It is delivered face to face and online and is available to anyone in the country.

##### Suicide Bereavement Support (Black Country and Warwickshire)

This service offers support to those who have been bereaved by suicide in Warwickshire and The Black Country.

#### Primary Mental Health Workers

The PMHW team work with children and young people, families, carers, and professionals providing support where there are emotional or mental health concerns in relation to the young person.



## Suicide Prevention Text Line

In October 2019, the charity was finally able to launch its much-anticipated suicide prevention text line service in partnership with SHOUT. This national service is available to 24/7 to anyone in the UK and can be accessed free of charge. Trained crisis volunteers help those who contact the service to stay safe and provide guidance on services available to support them. During the last six months of the financial year, the service saw a 150% increase in the number of texters.

## Talk2Us

This service was set up in specific response to the pandemic and the growing need for people requiring advice and support regarding their emotional health or those around them. The service can be accessed by phone or via our website and is available to anyone in the country.  
Awareness Raising and Publicity

During the year, The Kaleidoscope Plus Group worked across the communities of the Black Country and beyond to raise awareness, challenge stigma, contribute to local policy and service development, and ensure that services are equally available and accessible to all members of the community.

The organisation worked in partnerships throughout the year to ensure that various campaigns such as 'Time to Change' and National Mental Health week are all promoted. The annual Charity Gala Ball did not take place however due to the pandemic.

## Training

The charity provides an internal training service to all staff, in particular those staff who are in the forefront of the organisation's work, particularly in Care, Support & Community Services. Internal training offers a service which ensures our staff are well versed in the full range of legislative and specialist knowledge relevant to their area of work to enable them to provide competent services of a high standard.

The charity also provides external training including Mental Health First Aid, Applied Suicide Intervention Skills Training and a bespoke mental health and wellbeing training packages to a range of businesses, partners and individuals. There are several staff who are now qualified trainers and carry out training in specific areas of mental health. Training for users of other services and the general public relating to mental health and the range of self-help issues is also provided.

## Fundraising

Fundraising has become an important focus for the charity over recent years and the charity is early on in its journey of devising a formal approach, however the organisation follows and adheres to the fundraising regulator standard. This includes detailing a clearly defined fundraising strategy which is included in the charity's three-year business plan 2020-2023. Last year the charity restructured its internal team to ensure fundraising is prioritised. The position of Head of Business Development and Fundraising was introduced in April 2021, and a Fundraising Officer Post will be introduced in 2022.

## FINANCIAL REVIEW

The Trustees note that overall, the financial performance for the year has been positive and this is demonstrated in the results. The Charity's operating income of £2,459,864 (2021: £2,142,910) exceeded its total operating expenditure before gains on investments by £63,923 (2021 £81,793 loss). Net income after gains from investments was £98,592 (2021 £26,151) The increase in income is mainly due to a new contract mobilised at the start of the financial year. In addition, the charity also won new business for smaller projects throughout the year. The business strategies for income diversification and revenue growth are included in the Charity's three- year business plan.

## Reserves and Investment

We hold unrestricted general reserves to provide cover for unexpected changes in income and expenditure, allowing us to continue key activities in the event of:

- A temporary loss of income, giving time to adjust the business model or source alternative income streams.

- Manage short term financial commitments the Charity is exposed to in the event of loss of income.

Unrestricted reserves are those funds which are not committed to specific projects or set aside for future use. The Trustees aim to ensure that unrestricted reserves are maintained at a minimum level of £1,100,00. This is based on a review in May 21 of the reliability of the charity's income streams, and the extent to which expenditure is committed, as well as the major risks to which the Charity is exposed. Trustees have set a target level of reserves at £1,500,000. At the end of the financial year the reserve level exceeds the target with the unrestricted reserves being £1,708,972 (2021: £1,426,047).

## Investments

Quilter Cheviot manage the portfolio of equity and fixed interest investments in accordance with their ethical investment and medium risk policy, they report on a regular basis to the Board of Trustees. The ethical restrictions apply, and we manage the portfolio within the agreed asset allocation bandings, and report on a regular basis to the Board of Trustees. The latest agreed bandings were:

- o Fixed Interest 20 to 40%
- o UK Equities 20 to 35%
- o Overseas Equities 25 to 35%
- o Alternatives 0 to 25%

## TRUSTEES' ANNUAL REPORT (continued)

KPG investments are benchmarked against the MSCI WMA Private Investor Income index. However, typically we also compare against our peer group composite as reported by ARC. The corresponding benchmark to the Kaleidoscope's QC portfolio is ARC Sterling Balanced Asset. To the end of March 2022, we've outperformed over 12 months despite a weaker 1st Quarter in 2021. Longer term also, we remain comfortably ahead of ARC over 5 years.

	31/12/21 – 31/03/22	30/09/21 – 31/03/22	31/03/21 – 31/03/22
Kaleidoscope QC portfolio	-3.31%	-0.11%	7.05%
ARC Sterling Balanced Asset	-3.36%	-1.16%	3.46%
MSCI WMA PI Income	-2.41%	1.10%	6.08%

## Future Operations

The Kaleidoscope Plus Group is continuing a process of an on-going service review to ensure that relevance of service and quality, remain a key focus. The charity is making excellent progress in developing its work in the wider Black Country region and beyond, including Staffordshire, Stoke on Trent, and Bedfordshire.

The current cost of living crisis is likely to have an impact, on the charity and its staff and as set out in the charities three-year strategic plan the trustees and leadership are seeking ways to ensure income generation and diversification remain a focus. Despite the upcoming challenges, throughout the year 2021-22 contractual targets and relationships with commissioners remained strong with commissioned income continuing and additional funding streams confirmed therefore not materially affecting the Kaleidoscope Plus Group which remains to be a going concern.



### **Disclosure of information to auditors**

In so far as the directors are aware:

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

### **Auditors**

Mazars, will be proposed for reappointment in accordance with section 485 of the Companies Act 2006.

### **Small Company Provisions**

The Trustees' report has been prepared in accordance with the provisions applicable to small companies under the Companies Act 2006.

This report was approved by the Executive Committee on 12.10.22 and signed on its behalf by;

**Christopher Mills**  
**Chairman**



## STATEMENT OF TRUSTEES' RESPONSIBILITIES

### Statement of trustees' responsibilities

The trustees (who are also directors of Kaleidoscope Plus Group for the purpose of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

- a) select suitable accounting policies and then apply them consistently.
- b) observe the methods and principles in the Charities SORP FRS 102).
- c) make judgments and estimates that are reasonable and prudent.
- d) state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements.
- e) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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

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

## **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF KALEIDOSCOPE PLUS GROUP**

### **Opinion**

We have audited the financial statements of The Kaleidoscope Plus Group (the 'charity') for the year ended 31st March 2022 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows, and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, 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 31st March 2022 and of its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the group and the parent 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 group's and the parent charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

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

### **Other information**

The other information comprises the information included in the Annual Report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. 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 course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether 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 which includes the Directors' Report prepared for the purposes of company law, 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 light of the knowledge and understanding of the group and the parent charity and their 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 and proper 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.
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemption in preparing the Trustees' Report and from the requirement to prepare a Strategic Report.

#### Responsibilities of Trustees

As explained more fully in the trustees' responsibilities statement set out on page 14, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the 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 the 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. Based on our understanding of the charity and its activities, we identified that the principal risks of non-compliance with laws and regulations related to employment regulation, fraud, and non-compliance with implementation of government support schemes relating to COVID-19, and we considered the extent to which non-compliance might have a material effect on the financial statements. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements, such as the Companies Act 2006.

We evaluated the trustees' and management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls) and determined that the principal risks were related to posting manual journal entries to manipulate financial performance, inappropriately shifting the timing and basis of revenue recognition, management bias through judgements and assumptions in significant accounting estimates, in particular in relation to fund accounting, and significant one-off or unusual transactions.

Our audit procedures were designed to respond to those identified risks, including non-compliance with laws and regulations (irregularities) and fraud that are material to the financial statements. Our audit procedures included but were not limited to:

- Discussing with the trustees and management their policies and procedures regarding compliance with laws and regulations;
- Communicating identified laws and regulations throughout our engagement team and remaining alert to any indications of non-compliance throughout our audit; and
- Considering the risk of acts by the charity which were contrary to applicable laws and regulations, including fraud.

Our audit procedures in relation to fraud included but were not limited to:

- Making enquiries of the trustees and management on whether they had knowledge of any actual, suspected, or alleged fraud.
- Gaining an understanding of the internal controls established to mitigate risks related to fraud.
- Discussing amongst the engagement team the risks of fraud; and
- Addressing the risks of fraud through management override of controls by performing journal entry testing.

There are inherent limitations in the audit procedures described above and the primary responsibility for the prevention and detection of irregularities including fraud rests with management. As with any audit,

there remained a risk of non-detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

#### Use of the audit 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.



David Hoose (Nov 2, 2022 12:42 GMT)

David Hoose (Senior Statutory Auditor)

for and on behalf of Mazars LLP

Chartered Accountants and Statutory Auditor

First Floor

Two Chamberlain Square

Birmingham B3 3AX

Nov 2, 2022

**STATEMENT OF FINANCIAL ACTIVITIES (Incorporating an Income and Expenditure Account) for the year ended 31 March 2022**

	<b>Notes</b>	<b>Unrestricted Funds 2022 £</b>	<b>Restricted Funds 2022 £</b>	<b>Total Funds 2022 £</b>	<b>Total Funds 2021 £</b>
<b>Income from Generated funds:</b>					
Voluntary income					
Donations		34,210	2,425	36,635	24,729
Activities for generating funds					
Fundraising		13,998	5,153	19,151	20,361
Investment income					
Bank interest	3	1,513	-	1,513	602
Dividend income	3	18,071	-	18,071	16,830
<b>Charitable activities</b>					
Contract and charges					
Residential		725,655	-	725,655	719,484
Support Services		304,354	-	304,354	340,601
Community services		1,050,595	30,185	1,080,780	901,123
Training and other Income		88,479	110,808	199,287	119,179
Profit on disposal of fixed assets		74,418	-	74,418	-
<b>Total income and endowments</b>	2	2,311,293	148,571	2,459,864	2,142,910
<b>Expenditure on:</b>					
<b>Charitable activities</b>	4	2,174,111	120,821	2,294,932	2,224,703
<b>Raising Funds</b>	5	101,009	-	101,009	
<b>Total expenditure</b>		2,275,120	120,821	2,395,941	2,224,703
<b>Net income for the year before other recognised gains and losses</b>		36,173	27,750	63,923	(81,793)
<b>Other recognised gains/(losses)/</b>					
Realised gains on investments	11	4,905	-	4,905	9,110
Unrealised gains on investments	11	29,764	-	29,764	98,833
<b>Net income for the year</b>		70,842	27,750	98,592	26,151
<b>Fund balances brought forward at 1 April</b>		2,632,873	46,264	2,679,137	2,625,986
<b>Fund balances carried forward at 31 March</b>		2,703,715	74,014	2,777,729	2,679,137

**BALANCE SHEET AS AT 31 MARCH 2022**

	Notes	2022	2021
		£	£
<b>Fixed assets</b>			
Intangible assets	10	23,853	8,164
Tangible assets	11	759,163	1,048,610
Listed investments	12	731,918	683,479
		<b>1,514,934</b>	<b>1,740,253</b>
<b>Current assets</b>			
Debtors: due within one year	13	157,009	333,473
Cash at bank and in hand		<u>1,363,500</u>	<u>1,000,281</u>
		<b>1,520,509</b>	<b>1,333,754</b>
<b>Creditors:</b> amounts falling due within one year	14	<u>(257,714)</u>	<u>(394,869)</u>
<b>Net current assets</b>		<b>1,262,795</b>	<b>938,884</b>
<b>Total assets less Current liabilities</b>		<u><b>2,777,729</b></u>	<u><b>2,679,137</b></u>
<b>Total Funds</b>	15		
Designated funds		994,743	1,207,185
Restricted funds		74,014	46,264
General funds		<u>1,708,972</u>	<u>1,426,047</u>
<b>Total funds</b>		<u><b>2,777,729</b></u>	<u><b>2,679,137</b></u>

The financial statements are prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved by the Trustees and authorised for issue on 12<sup>th</sup> October 2022 and signed on their behalf by:

C Mills



M Shafaq



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TRUSTEES



**STATEMENT OF CASHFLOWS FOR THE YEAR ENDED 31 MARCH 2022**

	Notes	2022 £	2021 £
<b>Cash flows from operating activities:</b>			
<b>Net cash provided by operating activities</b>	<b>A</b>	<b>49,964</b>	<b>(1,615)</b>
<b>Cash flows from investing activities:</b>			
Purchase of property, plant, and equipment		(57,567)	(443,771)
Proceeds from sale of property		365,000	-
Purchase of investments		(38,493)	(170,141)
Proceeds from sale of investments		58,860	152,797
Interest received		1,513	602
Dividend income		18,071	16,830
Increase in cash placed on deposit with managers		(34,129)	-
Increase in cash placed on deposit with bank		(1,071,436)	-
<b>Net cash from investing activities</b>		<b>(758,181)</b>	<b>(443,683)</b>
<b>Net decrease in cash and cash equivalents in the reporting period</b>		<b>(708,217)</b>	<b>(445,298)</b>
Cash and cash equivalents at the beginning of the year		1,000,281	1,464,369
<b>Cash and cash equivalents at the end of the year</b>		<b>292,064</b>	<b>1,019,071</b>

	2022 £	2021 £
<b>A) Reconciliation of net income to net cash flow from operating activities</b>		
Surplus for the financial year	98,592	28,651
Adjustments for:		
Depreciation	35,504	34,808
Amortisation	5,239	0
Profit/Loss on Sale of Property Plant and Equipment	(74,418)	0
Decrease/(increase) in trade and other receivables	176,464	(6,376)
(Decrease)/increase in trade payables	(137,155)	66,677
Interest received	(1,513)	(602)
Dividend Income	(18,071)	(16,830)
Realised gain on investments	(4,905)	(9,110)
Unrealised (gains)/losses on investments	(29,773)	(98,833)
	<b>49,964</b>	<b>(1,615)</b>
<b>Cash and Cash Equivalents</b>		
Cash, instant access and deposits less than 90day notice	292,064	1,000,281
Longer term deposits	1,071,436	-
Cash at bank and in hand	<b>1,363,500</b>	<b>1,000,281</b>

## NOTES TO THE FINANCIAL STATEMENTS

### 1. Accounting policies

The main accounting policies adopted in the preparation of these accounts are:

#### a) Basis of accounting

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS 102), the Financial Reporting Standard Applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted practice.

#### b) Going concern

Kaleidoscope plus Group business activities, its current financial position, and factors likely to affect its future operations are all set out in the Trustees report. The trustees consider that there are no material uncertainties about Kaleidoscope's ability to continue as a going concern and there are no unplanned material uncertainties affecting the current year's accounts. The entity has adequate resources to continue in operational existence for the foreseeable future

#### c) Key areas of management judgement and estimation uncertainty

When preparing the financial statements, management makes a number of judgements, estimates and assumptions about the recognition and measurement of assets, liabilities, income, and expenses. Management is of the opinion that there are no key areas of management judgement or estimation uncertainty adopted within the financial statements.

#### d) Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in the 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 that do not contain legally binding restrictions.

Restricted Funds are funds which are available for a specific use determined by the funder.

#### e) Income

Donations and are accounted for on a receivable basis.

Income from fees charged for services are recognized on completion of the services performed.

Income where payments are linked to restrictions i.e., performance related, time etc. are recognised when the conditions have been met, it is probable that the income will be received, and the income can be measured reliably

Income on bank deposits is accounted for on the accruals basis. Income from quoted investments is recognised at the date the dividend is declared.

#### f) Resources expended

Resources expended include all costs incurred and accrued as at the balance sheet date.

Support costs, which include the central office functions such as general management, payroll administration, budgeting and accounting, care and support services management, information technology and human resources are allocated across the categories of charitable expenditure, in proportion to total direct spend in each activity.

## NOTES TO THE FINANCIAL STATEMENTS (continued)

### Accounting policies (continued)

Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of the resources.

Costs of charitable activities comprise all costs identified as wholly or mainly attributable to achieving the charitable objects of the charity, including the costs of disseminating information in support of charitable activities. These costs include staff costs, wholly or mainly attributable support costs and an apportionment of general overheads.

Governance costs comprise all costs identified as wholly or mainly attributable to ensuring public accountability of the charity and its compliance with regulation. These costs include external audit and Trustee costs.

#### g) Fixed assets

Intangible fixed assets are stated at cost less amortization and consist entirely of software development costs.

Amortization is provided at 33.3% using the straight line method to write off the cost of the intangible assets over their estimated useful life.

Tangible fixed assets are stated at cost less accumulated depreciation. Assets costing less than £500 are fully expensed in the year of purchase. Assets costing above this amount are capitalised as tangible fixed assets. Land is not depreciated.

Depreciation is provided to write off the cost of tangible fixed assets over their estimated useful lives at the following annual rates using the straight-line method:

Buildings (excluding land)	Over 50 years
Property, Plant and Equipment	20.0%
IT Equipment	33.3%

#### h) Gifts in kind

The value of the work done by volunteers is of significant value to Kaleidoscope Plus Group and to the people who use its services. The work of volunteers is greatly appreciated, but in accordance with the SORP no monetary value has been placed on their contribution in the financial statements.

#### i) Taxation

No corporation tax has been provided in these accounts because the income of the Charity is within the exemptions granted by Sections 466 to 493 of the Corporation Taxes Act 2010.

#### j) Operating lease rentals

Operating lease rentals are charged to the income and expenditure account on a straight-line basis over the lease term.

#### k) Investments

Investments have been included at market value as at the balance sheet date. Gains and losses arising from the disposal of investments are calculated at net sales proceeds less carrying value. Unrealised gains and losses on the revaluation of investments are recognised in the statement of financial activities.



## NOTES TO THE FINANCIAL STATEMENTS (continued)

### Accounting policies (continued)

**l) Pensions**

The charity operates a defined contribution scheme. The annual employers' pension contributions payable are charged to the Statement of Financial Activities.

**m) 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.

The charity only has financial assets measured at undiscounted amount receivable which comprise of rents, charges and housing benefit receivable and other debtors.

The charity only has financial liabilities measured at undiscounted amount payable which comprise of rents, charges and housing benefit payable, other taxation and social security and other creditors.

**n) Provisions**

Provisions are recognised when the charity has an obligation at the balance sheet date as a result of a past event, it is probable that an outflow of economic benefits will be required in settlement and the amount can be reliably estimated.

**o) Impairments**

Assets measured at fair value are reviewed for any indication that the asset may be impaired at each balance sheet date. If such indication exists, the recoverable amount of an asset, or the asset's cash generating unit, is estimated, and compared to the carrying amount. Where the carrying amount exceeds its recoverable amount, an impairment loss is recognised in the Statement of Financial Activities unless the asset is carried at revalued amount where the impairment loss is a revaluation decrease.

## NOTES TO THE FINANCIAL STATEMENTS (continued)

### 2. Incoming resources by source

	2022	2021
	£	£
Government Grants	326,713	226,456
Other Grants	110,907	37,728
Residential and Intensive Support	725,655	719,484
Contract Income	1,058,421	1,015,268
Training Fees	22,182	40,547
Counselling Fees and Other Income	66,198	40,905
Investment Income	19,584	17,432
Charitable donations and Fundraising	55,786	24,729
Profit on Disposal of Land and Buildings	74,418	45,091
	<b>2,459,864</b>	<b>2,142,910</b>

### 3. Investment Income

	2022	2021
	£	£
Dividend Income	18,071	16,829
Interest on bank accounts and short-term deposits	1,513	602
	<b>19,584</b>	<b>17,431</b>

### 4. Resources expended Charitable Activities

	Staff Costs	Depreciation	Other Costs (Including Support costs)	Total Unrestricted	Total Restricted	Total 2022	Total 2021
	£	£	£	£	£	£	£
Residential & Intensive support	692,415	11,558	148,583	832,259	20,297	<b>852,556</b>	564,438
Community & Floating Support	551,336	16,292	81,755	617,118	32,265	<b>649,383</b>	626,054
Talking & Creative Therapies	484,344	7,044	72,876	513,093	51,171	<b>564,264</b>	888,034
Training	100,273	2,003	17,240	102,428	17,088	<b>119,516</b>	
Awareness raising & publicity	18,227	1,543	33,405	53,175	-	<b>53,175</b>	74,277
Governance (note 7)	9,113	643	46,282	56,038	-	<b>56,038</b>	71,901
	<b>1,855,708</b>	<b>39,083</b>	<b>400,141</b>	<b>2,174,111</b>	<b>120,821</b>	<b>2,294,932</b>	<b>2,224,703</b>

## NOTES TO THE FINANCIAL STATEMENTS (continued)

### 5. Resources expended Raising Funds

	Staff Costs	Depre- ciatio n	Other Costs (Including Support costs)	Total Unrestricted	Total Restricted	Total 2022	Total 2021
	£	£	£	£	£	£	£
Residential & Intensive support	72,948	1,660	26,401	101,009	-	101,009	-
	72,948	1,660	26,401	101,009	-	101,009	-

### 6. Support costs

	Finance/ admin & general manage- ment	IT	Volunteer s	Total 2022	Total 2021
	£	£	£	£	£
Residential & Intensive Support	181,260	14,384	7,376	203,020	126,662
Community & Floating Support	144,932	11,501	5,898	162,331	153,332
Talking & Creative Therapies	115,418	9,159	4,697	129,274	
Training	22,609	1,794	920	25,323	243,142
Awareness raising & publicity	22,609	1,794	920	25,323	12,471
Governance	11,304	897	460	12,662	
Raising Funds	16,957	1,346	690	18,992	12,471
	515,089	40,875	20,961	576,924	571,995

### 7. Governance costs comprise

	2022 £	2021 £
Apportionment of costs supporting governance activities	9756	9,432
Professional fees	12,573	21,619
Trustee's costs	0	0
Audit fees	21,300	24,635
Other	12,409	16,215
	56,038	71,901

## NOTES TO THE FINANCIAL STATEMENTS (continued)

### 8. Net Income

	2022	2021
	£	£
Net Income stated after charging/crediting:		
Gain/Loss on disposal of assets	74,418	-
Auditor's remuneration		
Audit	21,300	24,635
Other	4,920	9,600
Depreciation	11,021	34,808
Depreciation: Building	24,483	11,029
Amortisation	5,239	-
Operating Leases – Office Equipment	11,455	25,713

### 9. Staff costs

	2022		2021	
	£	£	£	£
Wages and Salaries	1,630,282		1,459,579	
Employer's Social security costs	142,738		122,471	
Employer's Pension costs	67,286		59,705	
		1,840,305		1,641,755
Agency costs		44,680		78,335
Recruitment costs		43,670		19,556
		1,928,656		1,739,645

Staff Costs per function as follows:

	2022	2021
	£	£
Costs of generating charitable activities	1,445,006	1,342,931
Management and administration	483,650	396,715
	1,928,656	1,739,645

## NOTES TO THE FINANCIAL STATEMENTS (continued)

### Trustees' and key management personnel remuneration

One employee had employee benefits excluding employer pension costs in excess of £60,000 (2021: Nil). During the year no termination payments were made (2021: Nil). During the year the organisation had five managers whose total key management personnel remuneration costs amounted to £210,560 (2021 £170,645). Pension contributions in respect of these individuals were £8,798 (2021 £6,724). One employee was a Trustee on the board. During their time on the board, their emoluments were as follows:

	2022 £	2022 £	2022 £	2021 £
	Basic	Pension	TOTAL	TOTAL
Trustee Remuneration	63,417	3163	66,580	63,397
Key Management Personnel	138,345	5,635	143,980	107,248
Total Key Management Personnel Remuneration	201,762	8,798	210,560	170,645

The average number of full-time equivalent employees excluding agency workers, analysed by function is:

	2022 Number	2021 Number
Direct charitable services	43	44
Management and administration	10	12
Raising Funds	2	
	55	56
Head Count	72	68



## NOTES TO THE FINANCIAL STATEMENTS (continued)

### 10. Intangible Assets

	Software Development	Total £
<b>Cost</b>		
At 1 April 2021	10,476	10,476
Additions	20,929	20,929
Disposals	-	-
<b>Cost at 31 March 2022</b>	<b>31,405</b>	<b>31,405</b>
<b>Amortisation</b>		
At 1 April 2021	(2,313)	(2,313)
Charge for year	(5,239)	(5,239)
Disposals	-	-
<b>Depreciation at 31 March 2022</b>	<b>(7,552)</b>	<b>(7,552)</b>
<b>Net book amount at 31 March 2022</b>	<b>23,853</b>	<b>23,853</b>
Net book amount at 1 April 2021	8,164	8,164

### 11. Tangible Assets

	Freehold Land & Buildings £	Fixtures & Fittings £	IT Equipment £	Total £
<b>Cost</b>				
At 1 April 2021	1,072,557	207,197	71,695	1,351,449
Additions	16,948	5,452	14,238	36,638
Disposals	(306,061)	(189,390)	(27,486)	(522,937)
<b>Cost at 31 March 2022</b>	<b>783,444</b>	<b>23,259</b>	<b>58,447</b>	<b>865,150</b>
<b>Depreciation</b>				
At 1 April 2021	36,417	199,221	67,200	302,838
Charge for year	24,483	4,129	6,891	35,504
Disposals	(16,091)	(188,778)	(27,485)	(232,355)
<b>Depreciation at 31 March 2022</b>	<b>44,809</b>	<b>14,572</b>	<b>46,606</b>	<b>105,987</b>
<b>Net book amount at 31 March 2022</b>	<b>738,635</b>	<b>8,687</b>	<b>11,841</b>	<b>759,163</b>
Net book amount at 1 April 2021	1,036,140	7,976	4,494	1,048,611

## NOTES TO THE FINANCIAL STATEMENTS (continued)

### 12. Investments

	2022 £	2021 £
Opening Balance at 1 April	664,696	539,399
Additions at cost	38,493	170,141
Realised gains on investments	4,905	9,110
Unrealised gains/ on investments	29,764	98,835
Disposals	(58,860)	(152,797)
Market value at 31 March	678,998	664,696
Cash Held on Deposit	52,920	18,791
<b>Total investments</b>	<b>731,918</b>	<b>683,487</b>

	2022 £	2021 £
Market value at 31 March comprises:		
Listed investments - UK	330,991	339,776
Overseas	348,007	324,912
Cash held on deposit	52,920	18,791
	<b>731,918</b>	<b>683,479</b>

Historic cost value 31 March 631,553      612,476

Included within the portfolio are the following investments which comprise more than 5% of the market value of the portfolio:

	Percentage of Portfolio	Market Value 2022 £
HSBC ETFS PLC S&P 500 UCITS ETF	5.81%	39,446
UK (GOVT OF) 0.125%I/L SNR 22/11/36 GBP	6.03%	40,959

### 13. Debtors

	2022 £	2021 £
<b>Amounts falling due within one year</b>		
Trade Receivables	86,200	253,497
Prepayments	38,983	38,540
Accrued Income	26,299	30,920
Other debtors	5,527	8,516
<b>Total debtors</b>	<b>157,009</b>	<b>333,473</b>

## NOTES TO THE FINANCIAL STATEMENTS (continued)

### 14. Creditors

	2022 £	2021 £
<b>Amounts falling due within one year</b>		
Trade Payables	35,159	41,031
Other taxation and social security	39,395	34,451
Accruals	43,107	138,349
Deferred income	113,031	154,229
Other creditors	27,022	26,810
	<u>257,714</u>	<u>394,869</u>

	2022 £	2021 £
<b>Deferred Income:</b>		
Brought forward	154,229	60,516
Released in year	(154,229)	(60,516)
Received	113,031	154,229
Carried forward	<u>113,031</u>	<u>154,229</u>

Deferred Income comprises amounts received in advance for contracted services which are due to be rendered in 2022/23.

**NOTES TO THE FINANCIAL STATEMENTS (continued)**

**15. Analysis of net assets between funds**

	General Fund £	Restricted fund £	Designated £	Total funds £
<b>Fund balances at 31 March 2022</b>				
<b>Are represented by:</b>				
Fixed assets		-	783,016	783,016
Investments	731,918	-	-	731,918
Current assets	1,234,769	74,014	211,727	1,520,510
Current Liabilities	(257,715)		-	(257,715)
	<b>1,708,972</b>	<b>74,014</b>	<b>994,743</b>	<b>2,777,729</b>

	General fund £	Restricted fund	Designated £	Total funds £
<b>Fund balances at 31 March 2021</b>				
<b>Are represented by:</b>				
Fixed assets	-		1,056,775	1,056,775
Investments	683,479	-	-	683,479
Current assets	(1,137,079)	46,264	150,410	1,333,753
Current Liabilities	(394,870)	-	-	(394,870)
	<b>1,425,688</b>	<b>46,264</b>	<b>1,207,185</b>	<b>2,679,137</b>

**17. Statement on movement of funds**

	Balance at start of year £	Incoming £	Outgoing £	Investment Gains £	Transfers £	Balance at end of year £
<b>Restricted funds</b>	<b>46,264</b>	<b>148,571</b>	<b>(120,821)</b>	<b>-</b>	<b>-</b>	<b>74,014</b>
<b>Unrestricted Funds</b>						
Designated fund	1,207,185	74,418	(16,948)	-	(269,912)	994,743
General funds	1,425,688	2,236,875	(2,258,172)	34,669	269,912	1,708,972
<b>Total Funds</b>	<b>2,679,137</b>	<b>2,459,864</b>	<b>(2,395,941)</b>	<b>34,669</b>	<b>0</b>	<b>2,777,729</b>

## NOTES TO THE FINANCIAL STATEMENTS (continued)

Designated funds represent the following:

- Following the sale of the land and building at 153 High Street Dartmouth Square, the Designated funds consist of £91,727 funds for refurbishment and major repairs at Hope Place which is the office where the organization carries out its principal business activities.
- Investment in affordable counselling. During 21/22 £nil investment was required (2021 £57,964) leaving £120,000 The service will be reviewed each year for financial sustainability.
- The remainder of the designated funds of £783,016 (2021: £647,812) represent the net book value of the tangible fixed assets at the year end. Future depreciation will be charged against the fund over the remainder of the useful life of the fixed assets held.

A transfer has been made between general funds and designated funds to ensure carried forward funds equate to the net book value of tangible fixed assets held at the year end and the amount designated for the purchase and refurbishment of the new office.

Restricted funds represent the following: -

- A specific campaign where funds were raised towards establishing a suicide helpline launched last year. Funds held at the end of the year £47,543
- Funds received towards suicide prevention work raised by Nick Mowl. Funds held at the end of the year £17,818
- Funds received towards suicide prevention work. Funds held at the end of the year £2,025
- Funds received for a Drama Therapy Group. Funds held at the end of the year £2,292
- Funds received to cover the purchase of IPADS for the SORT service £800
- Funds received for Be Creative project £3,536

General Funds are to be used for any of the charitable aims of the charity. The use of general funds is not restricted to any particular purpose of the charity.

### 18. Transactions with Trustees

There were twelve Trustees on the board during the year who received total expenses of £nil (2021: £nil) in the period as reimbursement of the costs of travelling to meetings. One Trustee in their capacity as CEO received nil expenses.

Trustee remuneration is disclosed in Note 8.

Insurance to indemnify the Trustees against default on their part is included as part of the overall insurance package purchased by the charity and the cost is not separately identifiable. Limits can be identified as follows: -Trustee Indemnity 1,000,000 Professional Risks £5,000,000.

### 19. Capital Commitments and Operating leases

There were no capital commitments contracted for as at the end of March 2022 (2021: £10,000)

At 31 March 2022, the charitable company had future minimum lease payments under non – cancelable operating leases as follows:

	2022 Office Equipment £	2021 Office Equipment £
Operating leases which expire:		
Within one year	3,237	9,336
Within two to five years	630	2,817
After more than five years	-	-
	<u>3,867</u>	<u>12,153</u>

## NOTES TO THE FINANCIAL STATEMENTS (continued)

### 20. Related Parties

Net Income and payments made to and from other Related Parties during 2022 amounted to £7,364 (2021: £58,311). Other related parties were specifically GMS Security Service net income received £5,207, (2021: £13,818), Yogurt Top Marketing net payment nil (2021: £43,227), and Kidderminster Harriers net income received £2,156 (2021 net payment: £13,749) of which the companies are owned by two of the Trustees appointed to the Board. Outstanding balances at the end of the year owed to GMS Nil (2021 £42), Yogurt Top Marketing Nil (2021 £2,367). Kidderminster Harriers Nil (2021: Nil)

### 21. Pensions and other post-retirement benefits

The charity operates a defined contribution plan for its employees. The amount recognised as an expense in the period was £67,286 (2021 £59,705). No pension contributions were outstanding at the year-end (2021 nil)