

REGISTERED COMPANY NUMBER: 05314401 (England and Wales)

REGISTERED CHARITY NUMBER: 1110916

**Report of the Trustees and
Unaudited Financial Statements for the Year ended 31 March 2023
for
Footprints Project**

Footprints Project

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Footprints Project

Report of the Trustees for the Year Ended 31 March 2023

Charity number	1110916
Company registration number	05314401
Business address	Oxford Point, 19, Oxford Road, Bournemouth Dorset BH8 8GS
Registered office	c/o Martin and Company, 25, St Thomas Street, Winchester, Hampshire, SO23 9HJ
Trustees	Jennie Paterson B.A., F.C.I.M.– Chair (resigned 12 th October 2022) Sarah Jane Radford FCA (appointed Chair 12 th October 2022) Bernadette Macdonald-Raggett (resigned 12 th October 2022) Mark Hudson MA (Oxon), MA (London) (resigned 18 th January 2023) John Harding CBE Sarah Peppiatt BA Heather Bland Michael Rowe BCL, PgDip, LLB (appointed 12 th October 2022) Lija Broka ACA CTA (appointed 13 th April 2023)
Chief Executive	Dr Caroline Stevens
Banking Services	Unity Trust Bank Four Brindley Place Birmingham B1 2JB Santander UK PLC 2 Triton Square Regents Park London NW1 3AN

Trustees' report

The Trustees present their report and the financial statements for the year ended 31 March 2023. The Trustees, who are also directors of Footprints Project for the purposes of company law, are set out on page 3.

Structure, governance and management

Footprints Project ("Footprints") is a registered charity and is thus exempt from taxation on any surpluses. The property of the charity is vested in the Trustees and management is through the Chief Executive, the managers and the Trustees.

The Trustees consider that sufficient resources exist for the continuance of the project. Risks are considered, at least quarterly, and taken into account in setting future levels of expense. New Trustees are recruited when necessary and are given appropriate training at the time of appointment.

Objectives and Public Benefit

The objectives of the charity are to benefit the local community by supporting the rehabilitation and relieving the needs of people who are, or have been, in prison, under supervision, on licence or under investigation by the police, those identified as at risk of offending, their families and also victims of crime. The Trustees have reviewed the objectives and are satisfied the charity meets them in full.

Footprints is actively involved in educating the public as to the difficulties that face people when re-integrating into society following their release from prison. To this end, members of our staff are available to give talks to community groups and are actively engaged in interacting with other agencies within the Criminal Justice system.

In deciding these objectives, the Trustees have paid due regard to the Charity Commission guidance on public benefit and have complied with their duty in section 17 of the Charities Act 2011.

Our Approach

Our approach is based on best practice and desistance theory, which states that people need to have a sense of belonging to their community, self-belief and the ability to develop a new self-identity through work, volunteering or contributing to the local community in order to stop committing crime.

Our support can be broken into three broad areas

- Crisis support including meeting the basic needs of people released from prison or in crisis in the community, such as accessing food, clothing, GP/health support, setting up bank account, benefits and small grants. For example, in the past year we have helped people with grants to assist with accommodation, white goods, and health/dentistry.

Report of the Trustees for the Year Ended 31 March 2023

- Helping people make informed choices and gaining support around the root causes of crime, such as drug, alcohol or gambling problems, coercive or abusive relationships and self-harming behaviours. Whilst we do not seek to replace the specialist agencies in the local area, mentors will signpost, refer and accompany people to their appointments, increasing motivation to attend and engagement. Mentors remind people of up-coming appointments by text and also offer a non-judgemental space to discuss problems with addiction without repercussions. Mentees feel more able to off-load to a mentor they trust and move to a place of accepting help and addressing addiction.
- Developing support networks. At the start of the relationship the mentor will often be the only person from the community that our mentee has contact with. Mentors will help the person engage in new activities in their local community, to develop a new sense of belonging and new positive social networks. This may be through taking part in new hobbies or sports, clubs or activities or work and volunteering which will help reduce social isolation, develop a new self-identity and self-esteem.

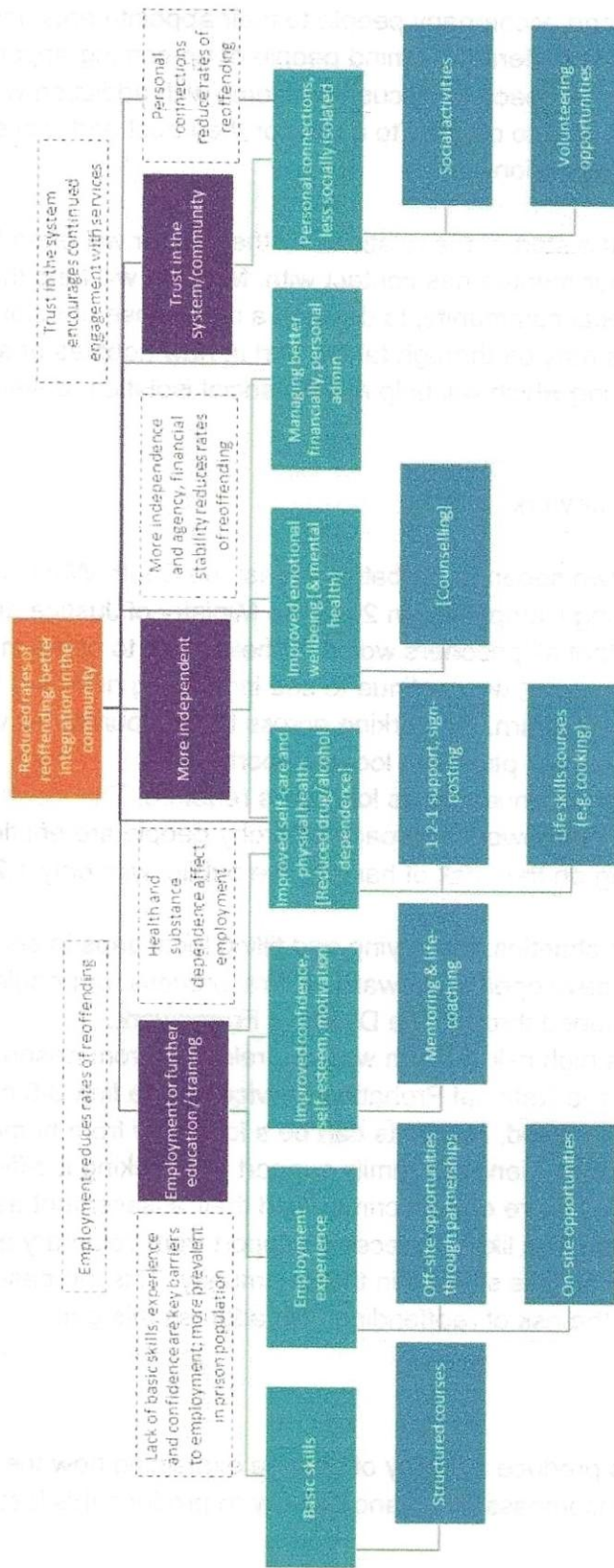
We have identified four unique areas of our work:

- We work across the boundary of two separate probation areas; the South West, including Dorset, and South Central, including Hampshire. In 2013 the Ministry of Justice developed resettlement prisons with an aim that all prisoners would be held close to home in their last three months of imprisonment. However, we continue to see increasing numbers held outside the probation area to which they will return. By working across these boundaries we have the local knowledge to successfully connect people to local support.
- Our support is not time limited and continues for as long as is required. This contrasts with the MOJ commissioned Dynamic Framework approach whereby people are entitled to 3, 6 or 12 contacts over a year depending on their risk of harm to the public, with only 1, 2 or 3 meetings before release.
- We work in partnership with other charities, identifying and filling local gaps in service provision. For example, we have developed an onward referral process for people who have completed their support commissioned through the Dynamic Framework.
- We work with people classified as high risk of harm who are released from prison to reside in Approved Premises (APs) run by the National Probation Service for the first 3-6 months after release from prison. As places are limited, residents can be a long way from home, isolating them from positive influences such as friends or family support and making it difficult for them to secure employment. Due to the nature of their crimes and their assessment as "high risk of harm to the public", they are also less likely to receive support from voluntary agencies at the premises and may struggle to access support in the community. This increases their social isolation and can increase the risk of reoffending. We address this gap.

Activities

In 2020, Footprints worked with UnLtd to produce a theory of change explaining how the activities we undertake meet our objectives and encompass desistance theory to produce this lasting change in the people we support.

Footprints Project: Theory of Change



Footprints Project

Report of the Trustees for the Year Ended 31 March 2023

In the year ending 31st March 2023 we provided:

- 'through the gate' and community mentoring of offenders who are, or will be, residing in Dorset or Hampshire, primarily led by trained local volunteer mentors;
- Specialist female-only support including our Out of Court Diversionary Scheme ("OOCd") in conjunction with Dorset Police and the Police Crime Commissioner and support at our Hub in Winton, Dorset;
- A focus on employment and training through our Solent Supporting Employment Programme;
- Support and training for offenders classified as high risk of harm to the public who are residing at Approved Premises in Hampshire;
- Mental Health support including coping strategies and complementary yoga, Indian head massage and art sessions for women at our community hub in Winton and drop-in sessions at approved premises in Hampshire.

Key Achievements and Performance for the year ending 31st March 2023

- We received 289 requests for support. This included 183 new referrals and 106 ongoing cases.
- 40% of people mentored were returning to, or living in, Hampshire and 60% in Dorset. 13% of referrals have been for cross border support.
- 52% of people referred self-identified as female, 41% as male and 7% as other genders.
- Less than 6% of women on our OOCd reoffended (proven 6 months reoffending evaluated by Dorset Police) and only 5% of people mentored were recalled during our support.
- 40% of people supported on our European Social Fund Employment Scheme in Hampshire moved from economic inactivity into training, volunteering, employment or actively seeking work, higher than our target and representing a fantastic achievement for this cohort who have often never held a job or had any qualifications.
- Only 4% of people mentored dropped out of support in the first six weeks after release, a crucial time of change, and 66% of people entered long-term mentoring staying with the project for over 12 weeks. We pride ourselves in providing ongoing support to people as long as they require help and are motivated to engage rather than support on a short term basis only. The majority of cases (61%) were completed within 6 months however 21% of people requested support for over a year.
- Our support is individualised and progress is measured on star outcomes charts utilising the Community Chaplaincy Association software. Stability is determined as a score of 6 or above (maximum score 7 or 8 depending on the area of support). Our mentoring and OOCd scheme supported the people to achieve stability in the following areas:
Housing/Accommodation (81 people), Finance/Benefit Debt (80 people), Mental Health (81 people), Physical Health (65 people), Substance Misuse (23 people), Education / Training (12 people), Employment / Volunteering (46 people), Children / Family (46 people), Domestic Violence / Abuse (12 people), Sex Abuse (3 people), Self-harm (23 people).
- 86% of people supported with mentoring or on our OOCd scheme achieved stability in at least one area of support. 19% achieved stability in one area of support, 22% in two areas of support, 15% in three areas of support, 12% in four areas of support, 9% in five areas of support and 9% in six or more areas of support.

Report of the Trustees for the Year Ended 31 March 2023

Prison, Through the Gate and Community Mentoring

Our support is based on a co-developed action plan and varies with the needs of each person in length, intensity and type of support offered. Some people will only require help during their prison sentences, whilst others require short- or long-term support in the community or practical support.

We offer mentoring and practical support for those who are living in or are returning to live in Dorset or Hampshire. Staff work with the person to assess their needs around housing, education training and employment, finance and debt, mental and physical health, substance misuse, families and children as well as attitudes, thinking and behaviour. They will then be matched to a volunteer mentor.

Mentors typically supported people with weekly face-to-face or phone support meetings, with additional phone and text support between meetings as required. Our support continues for as long as is required.

We can also link people to small crisis grants provided by partner charities including the MacDougal Trust, Vicars Fund, Smallwood Trust and Acts 435 to name a few.

Footprints takes referrals from any prison. Referrals are concentrated on our local prisons (HMP Portland, HMP The Verne, HMP Guys Marsh, HMP Channings Wood, HMP Exeter, (all in Dorset and Devon), HMP Winchester (Hampshire), and our local female prison HMP Bronzefield (Middlesex), and HMP Eastwood Park (Gloucestershire)). However, this year we have seen 6 additional prisons referring people to us.

We continue to offer collections on the day of release where this is not being provided by the statutory contract holder, there is evidence of need, for example due to physical or mental disability, and the person wants on-going support from Footprints.

*'I am really grateful for the work of Footprints; you guys have done more to help me than anyone else has. I sometimes feel like I am being set up to fail. You guys don't judge me and have done loads to help me, more than anyone else'.
Footprints Mentee June 2022*

In the year ended 31st March 2023, Footprints received 89 new requests for mentoring and supported 154 people in total. 40% of people were returning to or resident in Dorset and 60% Hampshire. 56% of referrals were for support of people already released in the community or on community sentences with 44% being for people still serving a sentence in prison. The continued increase in referrals for people already released is in part due to the success of our Approved Premises work with people residing in Approved Premises accounting for 31% of cases referred for mentoring, as well as our development of a referral system from commissioned services at the end of their short-term intervention.

13% of referrals were for cross border support i.e., people who were in prison in Hampshire returning to live in Dorset or vice versa.

Report of the Trustees for the Year Ended 31 March 2023

Only 5% (8) people were recalled during our support. This compares favourably with the national level which has seen the percentage of recalled prisoner increase by 23% on the previous year. A recent Inspectorate report focussing on 100 individuals showed 30% being recalled to prison within 9 months of release.

Most people engaged with the project for up to 6 months, but 6% of individual request support for over 2 years, showing the limits to the current short term commissioned MOJ Dynamic Framework interventions.

Support for women at risk of offending

1. Out of Court Diversionary scheme.

We deliver an adult Out of Court Diversionary scheme for women in partnership with Dorset Police.

Women who are classified as vulnerable under the Police and Criminal Evidence Act ("PACE") regulations and are either first time offenders or have not offended in the past two years receive a conditional caution and opportunity to work with us for 16 weeks rather than progressing to court.

We supported 154 women with less than 6% reoffending at 6 months (proven reoffending analysed by Dorset Police), reducing reoffending by over 60% compared to a control group in the year before launch (2018-2019).

*I think Footprints are great supporting me the way they have.
Nice to have someone non judgmental (to talk to) – SH OOOD
participant September 2022*

2. Community Hub and Art

In October 2021 we were offered the free use of the former Barclays Bank site at Winton until October 2022. Following our MOJ funded research in 2020 looking at the needs of vulnerable women in Dorset, we developed a female-only support centre in collaboration with Probation, Bournemouth University, local charities and consultants. The centre provided drop-in and one to one support provided by Footprints staff and volunteers, and complimentary sessions to improve health and wellbeing including yoga, Indian head massage and art. A counselling course for victims of domestic violence (The Phoenix Project) run in conjunction with Bournemouth University was also available. The hub also offered free office space to local agencies as well as housing a volunteer-run clothing bank and a stock of free toiletries.

"I have been a teacher/facilitator of some description for nearly 25 years and can honestly say spending time on a weekly basis, working with these women has been one of the most satisfying and humbling experiences of my career. It has been an absolute joy and delight to know how much having the opportunity to be creative means to them."
Samantha March, Art Teacher

Footprints Project

Report of the Trustees for the Year Ended 31 March 2023

27 women were referred to the hub to either utilise drop-in support from our female support workers, access the toiletries and clothing bank and a group of 11 women regularly attended our wellbeing and art sessions. Further women utilised the space to meet other agencies or participate in the Pheonix Project.



Clockwise from top left yoga, art, the clothing bank and wellbeing sessions at the hub

Solent Supporting Employment

Footprints was part of the Solent Supporting Employment partnership from December 2020 to December 2022. The partnership, part funded by the European Social Fund, was set up to reach economically inactive people in Hampshire and assist them into employment or actively seeking employment. Footprints provided a dedicated team of two part-time staff supported by our Hampshire Co-ordinator, helping people predominantly at APs by creating CVs, searching for job opportunities, accessing grants for work and interview clothing, writing job applications and giving advice on basic interview skills. Support was offered to 55 people, exceeding 100% of our target. 40% of those supported entered into employment or active job search.

"This was particularly challenging with their target group and the additional broad impact of the Covid pandemic during the project period. These results relate very highly in comparison to other ESF funded employability work.

The organisation and staff team were coordinated in their project delivery, and administratively sound with all reporting and financial requirements. They were responsive as required and I fully appreciated the open dialogue and support where required to successfully address any matters as they arose throughout the period of this complex project. I would recommend Footprints for any similar project funding application."

Rob Armstrong, ESF Contract Manager, HIWCF

Report of the Trustees for the Year Ended 31 March 2023

We are extremely pleased with our achievements, especially when set against the transient nature of the people in the APs and the difficulties faced by people with convictions entering the workforce, including disclosure of criminal records, a lack of employment record, qualifications or skills and lower than average reading and writing abilities.

Approved Premises

Since 2019 we have been working across the area, including 3 Aps in Hampshire and 2 in Dorset as well as one in Bridgwater, Somerset and The Elizabeth Fry AP in Berkshire to support men and women returning to our area.

We offer additional services at the Grange, Waterloooville and Dickson's House, Fareham including the development of skills training to enhance employability and mental health support to increase self-coping techniques. We deliver basic cookery, NVQ level 2 in Food Hygiene and received a grant to develop basic gardening in 2023.

Cookery takes place monthly, with funding for 2023-2024 to extend this to 2 sessions per month. Participants cook a meal from scratch which they then share, often producing enough food for other residents and staff. They are given recipe cards to take away and also learn about budgeting. All the meals produced cost under £1 per portion for a 2 course meal and can be frozen in portions, making the recipes suitable for residents to cook at home once they leave the AP. This increases their skills and knowledge of nutrition as well as reducing food poverty. Due to the limitations of the premises sessions are limited to 4 participants attending each session with people attending 3-6 sessions during their stay. 33 individuals attended sessions across the year.



Quiche Lorraine made at cookery session

We also offer mentoring support to residents at Landguard Road, Southampton; The Pines, Bournemouth; Weston; Weymouth and women at Elizabeth Fry House who are coming back to the area.

Mental Health Support

We secured a grant from Hampshire and Isle of Wight NHS No Wrong Door Community Mental Health Transformation Programme to develop mental health drop-ins at The Grange and Dickson's house APs to ensure residents had access to basic health and coping strategies to manage their mental health. The drop-ins are led by a former GP and Footprint mentor assisted by a team of Footprints volunteers and staff.

*"This support group helps me manage my anxiety"
"It was well delivered and I learnt a new technique"*

***Taken from Mental health group participant feedback
forms April 2022- December 2022***

At the halfway point in the project (reported in December 2022) we had supported a total of 44 people with a target of 50 for the year. 19 people had received one-to-one mentoring sessions, and 25 people attended group sessions and we had delivered 54 sessions at the approved premises in total.

Participants reported decreased anxiety following sessions and some reported feeling well enough to seek employment. After the intervention 100% of offenders were able to access basic health care i.e. were registered with a GP. We provided bespoke health advice including information on managing ADHD. At the time of the interim report, 100% of people rated the service as 8 or more out of 10.

Funders and Fundraising Events

It has been a busy and productive year with four main fundraising events. We were lucky enough to gain two places in the London Marathon with our development manager, Sara Armstrong and volunteer Matt Meech successfully completing the course. In September, Kate Adie, our Patron and Paula Harriott, Head of Prisoner Engagement at the Prison Reform Trust, discussed "Women's prisons: The damage done to families and children" at the Alton Maltings to a packed auditorium.



Matt and Sara finishing the London Marathon, Kate Adie and Paula Harriott at Alton Maltings Event

Footprints Project

Report of the Trustees for the Year Ended 31 March 2023

In December we were proud to be selected as a supported charity and attended Winchester Cathedral Christmas Market. We showcased art made by our women, and woodwork previously made at the Grange AP. We followed this up with a further exhibition of art in February at the Gallery Upstairs at Upton Country Park. The exhibition was attended by over 100 people including former staff, volunteers, colleagues from Probation, women involved in the project and the general public.



"Great Project and some Brilliant Work. The world is a better place for it"
"Beautiful display of creativity – so many inspiring pieces of work. Loved the variety of mediums used and the emotion conveyed in every piece!"
"Some of these are excellently created and would stand out in any exhibition"
"It has given me some ideas for my own art"
Taken from Exhibition comments book

Whilst we cannot list all our donors and volunteers individually, we would like to thank each and every one for their generosity and support. In addition to donations, Footprints relies upon securing contracts and grants from Trusts, Foundations and Corporations to deliver our support.

During the year we have received grant funding or donations from:

Dorset Police,
Dorset Community Foundation
Dorset Council,
European Union Social Fund and Solent Supporting Employment – HIOWCF and Solent LEP,
Hampshire Police and Crime Commissioner,
Hampshire and the Isle of Wight Community Foundation – Kenwood Community Fund
Lloyds Bank Foundation,
Sir Jerimiah Colman Gift Trust,
St Martin in the Fields, Frontline Network
The Big Give Women and Girls Campaign
The Henry Smith Charity
The Worshipful Company of Leathersellers
Winchester City Council.

Volunteer mentors

Our volunteer mentors range in age and gender and some mentors have past convictions. New volunteers apply with references, undergo a Disclosure and Barring Service check, and attend induction training prior to volunteering. We usually have around 10-20 trained mentors supporting people at any one time. Most mentors support one mentee at a time with a maximum of 2 mentees.

Report of the Trustees for the Year Ended 31 March 2023

Ongoing training is delivered on a quarterly basis with topics including: conditioning and manipulation, working with women, older offenders, drug and alcohol misuse, and working with those suffering with poor Mental Health.

Mentors are matched on a range of factors, including geographical base, risks highlighted by probation and needs of the person to be supported. Volunteer length of engagement is long-lasting compared to the national average, with many volunteers giving 3 or more hours a week for several years.

Affiliations

We are part of a local consortium, South West Mentoring Association and an affiliated partner of the National Community Chaplaincy Association. We are also a member of the National Criminal Justice Alliance, Clinks and Beyond the Streets and the Corbett Network.

Reserves Policy

The charity holds three to six months' expenditure in general reserves to maintain the day-to-day operations of the charity should there be a temporary fall in funding; this sum is calculated to be between £65,000 and £130,000. At the year-end the charity held free reserves of £99,000 highlighting the need to attract increased funding. The charity holds a Designated Fund which covers the estimated amount required as a contingency to wind up the charity should this need ever arise. The level of reserves is monitored and reviewed regularly.

Future Plans and Direction

We continue to follow our strategy to identify and fill gaps that are not addressed by contracted services. This includes our work with APs and Diversionary scheme. We will focus on gaps in provision of mentoring services, for example working with those who are at the end of their statutory support.

Opportunities that are being investigated include "Grow and Cook" groups at the Grange, utilising unused outside space to grow vegetables to use in our basic cookery. We would also like to expand this opportunity for those in the community.

We would also like to offer a diversionary scheme to vulnerable men and are part of a multi-agency bid to the government for this provision.

To increase sustainability, we are looking at development of micro enterprises such as developing sales from our art and grow and eat sessions. Whilst the turnover of items may be small, we also recognise the benefit in providing additional opportunities for participants.

Financial Results and Review of the year ended 31st March 2023

The financial results for the year are set out on pages 18-25 and show net deficit of £58,119 (2022: net deficit £42,258) with net assets of £153,310 (2022: £211,429). Income this year from all sources amounted to £199,383 (2022: £178,300) an increase of 12%. Total expenditure was £257,502 (2021: £220,558) an increase of 17%. The increase in income was unexpected but reflects the endeavours of the CEO to ensure that Footprints wins bids and continues to attract funding notwithstanding economic climate.

Footprints Project

Report of the Trustees for the Year Ended 31 March 2023

This has helped the charity to stay solvent through the pandemic. The increase in costs is due to staff cost-of-living pay awards and other salary increases. Footprints has also had to start paying rent on a small office whereas last year Footprints was able to operate from a premises free of charge. The overall loss for the year was budgeted. Attracting adequate funding in ensuing years will be vital to the future success of Footprints. Footprints has been awarded two 3-year funding bids recently.

Costs and staffing levels are kept constantly under review.

Risk Management

The Trustees have a duty to identify and review the risks to which the Charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. The Charity maintains a risk register. A risk assessment is continuously monitored and presented at Trustee meetings. As in previous years the highest risks identified relate to the uncertainty of future income.

Diversity and Inclusion

The Charity follows its Diversity and Inclusion policies. The CEO and Trustees continue to consider the representation of Footprint's stakeholders at all levels including clients, staff, volunteers, Trustees and advisors and to strive to have a diverse representation.

Climate Change

The Charity do not consider climate change to be a principal risk or uncertainty facing the company however it continues to have regard to the impact of its operations on the community and the environment.

Thanks

We would also like to thank Bo de Groot for taking all the minutes at our meetings and our Patrons for their ongoing support during the year:

Lord Phillips of Worth Matravers
Right Rev. Nicholas Holtam
Right Rev. Timothy Thornton
Mrs Minette Walters
Ms Kate Adie CBE DL
The Hon Mrs Sarah Chester
Mr Erwin James

Statement of Trustees' Responsibilities

The Trustees (who are also directors of Footprints Project for the purpose of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

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

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

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

Small company provisions

This report has been prepared in accordance with the special provisions for small companies subject to the small companies regime and in accordance with FRS 102 SORP.

Approved by order of the Trustees on 18/10/23 2023 and signed on their behalf by:

Sarah Jane Radford

SJ Radford, Chair

Independent Examiner's Report to the Trustees of Footprints Project

Responsibilities and basis of report

I report on my examination of the accounts of the company for the year ended 31 March 2023 set out on pages 18 to 25.

The charity's trustees of the Company (who are also the directors of the company for the purposes of company law), are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

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

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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

Vivien Bayne-Jardine

Vivien Bayne-Jardine ACA

Date: 18 October 2023

8 Turnpike
Aldbourn
Wiltshire SN8 2BZ

Footprints Project

Statement of Financial Activities for the Year Ended 31 March 2023

		Unrestricted Funds £	Restricted Funds £	31.3.23 Total Funds £	31.3.22 Total Funds £
INCOME FROM:	Notes				
Donations and grants	2	59,806	132,591	192,397	176,094
Other trading activities		330	-	330	223
Investment income	3	739	-	739	73
Profit on sale of Fixed Assets		-	-	-	1,594
Other – Fundraising Events		<u>5,917</u>	<u>-</u>	<u>5,917</u>	<u>316</u>
Total		66,792	132,591	199,383	178,300
EXPENDITURE ON:					
Generating Funds		5,192	-	5,192	5,382
Charitable activities		68,872	151,157	220,029	186,425
Other		<u>32,281</u>	<u>-</u>	<u>32,281</u>	<u>28,751</u>
Total		106,345	151,157	257,502	220,558
NET (EXPENDITURE) INCOME	4/5/6	(39,553)	(18,566)	(58,119)	(42,258)
NET MOVEMENT IN FUNDS		(39,553)	(18,566)	(58,119)	(42,258)
RECONCILIATION OF FUNDS					
Total funds brought forward		173,366	38,063	211,429	253,687
TOTAL FUNDS CARRIED FORWARD		<u><u>133,813</u></u>	<u><u>19,497</u></u>	<u><u>153,310</u></u>	<u><u>211,429</u></u>

The notes form part of these financial statements

Footprints Project

Balance Sheet At 31 March 2023

	Notes	Unrestricted Funds £	Restricted Funds £	31.3.23 Total Funds £	31.3.22 Total Funds £
FIXED ASSETS					
Vehicles and Fittings		-	-	-	-
CURRENT ASSETS					
Debtors		1,412		1,412	-
Cash at bank and in hand		138,669	19,497	158,166	222,991
CREDITORS					
Amounts falling due within one year	7	(6,268)	-	(6,268)	(11,562)
NET CURRENT ASSETS		<u>133,813</u>	<u>19,497</u>	<u>153,310</u>	<u>211,429</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>133,813</u>	<u>19,497</u>	<u>153,310</u>	<u>211,429</u>
NET ASSETS		<u>133,813</u>	<u>19,497</u>	<u>153,310</u>	<u>211,429</u>
FUNDS					
	8/9				
Restricted Funds				19,497	38,063
Unrestricted Funds:					
General fund				98,813	138,366
Designated fund				<u>35,000</u>	<u>35,000</u>
Total Unrestricted Funds				133,813	173,366
TOTAL FUNDS				<u>153,310</u>	<u>211,429</u>

The notes form part of these financial statements

Footprints Project

Balance Sheet - continued
At 31 March 2023

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies for the year ended 31 March 2023.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

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

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective January 2015) and in accordance with FRS102 SORP.

The financial statements were approved by the Board of Trustees on 18/10/23.....
and were signed on its behalf by:

Sarah Jane Radford
SJ Radford, Chair

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Notes to the Financial Statements for the Year Ended 31 March 2023

1. ACCOUNTING POLICIES

Accounting convention

The charity constitutes a public benefit entity as defined by FRS 102. The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued 16 July 2014, the Charities Act 2011, the Companies Act 2006 and the UK Generally Accepted Accounting Practice.

The charity has applied update bulletin 1 as published on 2 February 2016 and does not include a cash flow statement on the grounds it is applying FRS 102 Section 1A.

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

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The principal accounting policies adopted in the preparation of the financial statements are set out below.

Going Concern

At the time of approving the accounts, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The Trustees have considered the financial position, forecasts and cash flows of the organisation and are satisfied that it is acceptable to prepare the accounts on a going concern basis.

Income

All income is included on the Statement of Financial Activities when the charity becomes legally entitled to the income, it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Income from grants and donations subject to the specific wishes of the donor are credited to the relevant restricted funds.

Government Grants

The charity has received government grants in the reporting period via various City and Local Authority grants.

Donated Services

The value of services and help provided by volunteers is not included in the accounts but is described in the Trustees' Annual Report.

Expenditure

Expenditure is accounted for on an accruals basis and has been classified under headings

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Notes to the Financial Statements – continued for the Year Ended 31 March 2023

that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

The charity made redundancy payments during the year.

Taxation

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

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the Trustees.

Designated funds – these are funds set aside by the trustees out of unrestricted general funds specifically to cover the estimated costs of winding up the charity should this need ever arise.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

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

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Tangible Fixed Assets and Depreciation

Tangible Fixed Assets are included at cost less depreciation.

Assets costing less than £1,500 have been written off in the year of purchase.

2. DONATIONS AND GRANTS

	31.3.23	31.3.22
	£	£
Donations	21,186	21,102
Grants	74,701	62,619
Government Grants and Donations (city and county councils)	96,510	90,080
Government HMRC JRS Grant	-	2,293
	<u>192,397</u>	<u>176,094</u>

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Notes to the Financial Statements – continued for the Year Ended 31 March 2023

3. INVESTMENT INCOME

	31.3.23	31.3.22
	£	£
Deposit account interest	<u>739</u>	<u>73</u>

4. NET (EXPENDITURE) INCOME

This is stated after charging:

	31.3.23	31.3.22
	£	£
Governance Costs	6,320	5,162
Independent Examiner's Fee	1,000	1,000
	<u> </u>	<u> </u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no Trustees' remuneration or other benefits for the year ended 31 March 2023 or for the year ended 31 March 2022.

Trustees' expenses

	31.3.23	31.3.22
	£	£
Trustees' expenses	<u>50</u>	<u>-</u>

6. STAFF COSTS

	31.3.23	31.3.22
	£	£
Wages and salaries	176,525	158,774
Social security costs	12,077	12,031
Other pension costs	<u>4,054</u>	<u>2,890</u>
	<u>192,656</u>	<u>173,696</u>

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

	31.3.23	31.3.22
Operating staff	<u>7</u>	<u>8</u>

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

Footprints Project

Notes to the Financial Statements - continued for the Year Ended 31 March 2023

7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.23	31.3.22
	£	£
Taxation and social security	4,768	4,116
Other creditors	<u>1,500</u>	<u>7,446</u>
	<u>6,268</u>	<u>11,562</u>

8. MOVEMENT IN FUNDS

	At 1.4.22	Net movement in funds	At 31.3.23
	£	£	£
Restricted Funds	38,063	(18,566)	19,497
Unrestricted Funds			
General fund	138,366	(39,553)	98,813
Designated fund	35,000	-	35,000
	<u>211,429</u>	<u>(58,119)</u>	<u>153,310</u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Restricted funds	132,591	(151,157)	(18,566)
Unrestricted funds	66,792	(106,345)	(39,553)
Designated funds	-	-	-
	<u>199,383</u>	<u>(257,502)</u>	<u>(58,119)</u>

Designated funds are unrestricted funds earmarked by management/trustees for particular purposes.

9. RESERVES

The Trustees have reviewed the charity's needs for contingency reserves in line with the guidance issued by the Charity Commission. Over a period of years the Trustees have pursued a policy which would establish financial reserves that would be sufficient to cover foreseeable costs and contingencies. The Trustees aim to be able to retain sufficient reserves

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Notes to the Financial Statements - continued
for the Year Ended 31 March 2023

necessary to meet employment liabilities and expenses, should any of the funding sources become unreliable or be delayed. The charity aims to ringfence three to six months' employment and relevant running costs.

In 2018 the Trustees denoted a designated reserve of £35,000 to cover the costs of closing the operations of the charity should funding become so difficult to obtain that it would be necessary to suspend activities in the opinion of the Trustees.

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Detailed Statement of Financial Activities for the Year Ended 31 March 2023

	31.3.23 £	31.3.22 £
INCOME		
Voluntary income		
Donations	21,186	21,102
Grants	74,701	62,619
Government JRS Grants	-	2,293
Government Grants	96,510	90,080
Fundraising Events	5,917	316
Trading Activities	330	223
Sale of Fixed Assets	-	1,594
	<u>198,644</u>	<u>178,227</u>
Investment income		
Deposit account interest	<u>739</u>	<u>73</u>
Total income	<u>199,383</u>	<u>178,300</u>
EXPENDITURE		
Costs of generating voluntary income		
Fund raising	5,192	5,382
Charitable activities		
Wages	163,321	146,750
Social security	16,549	12,031
Pensions	3,936	6,580
Programme costs to support clients	30,474	17,974
Rent	<u>5,749</u>	<u>3,090</u>
	220,029	186,425
Governance costs		
Wages	4,140	2,920
Social security	528	349
Pensions	118	83
Rent	534	343
Independent Examination	<u>1,000</u>	<u>1,464</u>
	<u>6,320</u>	<u>5,159</u>

This page does not form part of the statutory financial statements

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Detailed Statement of Financial Activities
for the Year Ended 31 March 2023

	31.3.23 £	31.3.22 £
Management		
Book-keeping	1,840	
Insurance	2,343	2,396
Consultancy and professional fees	5,305	4,001
Light, heat and service charge	-	128
Postage and stationery	1,614	2,116
Sundries	<u>340</u>	<u>-</u>
	11,442	8,641
 Trustee Expenses		
Travel	50	-
 Finance		
Bank charges	122	44
 Information technology		
Communication and IT	<u>14,347</u>	<u>14,907</u>
 Total resources expended	257,502	220,558
	<hr/>	<hr/>
 Net (expenditure) income	<u>(58,119)</u>	<u>(42,258)</u>

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