



Registered Number | 05999166

Charity Number | 1119528

The Young Lives Foundation

A Company Limited by Guarantee

Financial Statements | Year Ended 31 March 2022

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Kreston Reeves
Chartered Accountants
Montague Place
Quayside
Chatham Maritime
Chatham
ME4 4QU

THE YOUNG LIVES FOUNDATION

INFORMATION | FOR THE YEAR ENDED 31 MARCH 2022

Trustees and Directors | The Directors and Trustees that served during the year were:

M Farmer, Trustee (Retired, December 2021)

AM Fisher (Appointed, April 2022)

A Godden (Appointed, June 2021)

M L Hodges, Trustee

L Hutchinson (*Chairman*)

I C Pearson, Trustee

P S Powell, Trustee,

R Smedy, Trustee (resigned, October 2022)

N S Smith, Trustee (resigned, August 2022)

S H Wallace, Trustee

J B Williams, Trustee (Retired, December 2021)

S J Williams (Appointed, December 2021)

Chief Executive Officer | S M Gray

Charity Number | 1119528

Company Number | 05999166

Registered Address | 71 College Road, Maidstone, Kent ME15 6SX

Business Address | 71 College Road, Maidstone, Kent ME15 6SX

Auditors | Kreston Reeves, Montague Place, Quayside, Chatham Maritime, Chatham, ME4 4QU

Bankers | HSBC Bank plc, Maidstone Commercial Centre, 1 - 5 Week Street, Maidstone, Kent ME14 1QW

Solicitors | Warner LLP, Bank House, Bank Street, Tonbridge, Kent TN9 1BL

The Young Lives Foundation | Objectives and Activities for Public Benefit

The objectives of the charity, as set out in the memorandum of association, are:

- (a) To meet the needs of young people and to promote their personal and social development and advancement in life by providing information, assistance and advice; and
- (b) To meet the needs of adults over the age of 25 who have formerly received support from the charity, or such adults who are in need or socially or economically disadvantaged, by providing information, assistance and advice.

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit reporting when reviewing the charity's aims and objectives and in planning future activities.

The Young Lives Foundation (YLF) has continued to provide a range of services and activities for the benefit of those in need across the South-East of England in line with the charity's mission, which is to be alongside children, young people and those deemed vulnerable in ways that:

- Affirm their identity and worth
- Champion their rights, needs and interests
- Promote their well-being and development

YLF does this by:

- Supporting them through times of difficulty and distress
- Enabling their voices to be heard
- Assisting them to achieve their potential

YLF's services are delivered through a set of unique programmes in the following areas:

- Mentoring & Befriending
- Advocacy & Children's Rights
- Positive Activities (Legends Programme)
- Apprenticeship Programmes

YLF | Activities and Achievements

The last 12 months have presented significant challenges to the charity due to ongoing issues that were caused by the Covid-19 global pandemic, which has impacted service delivery, working practices and has had significant impact on the lives of those benefitting from the support of YLF. Despite this, the charity was able to sustain usual levels of support to over 3,000 people. YLF also continued to see significant growth and development, delivering statutory services under contracts with local authorities, designing and launching innovative support programmes and maintained fundraising to resource much needed services where there was a lack of provision. This has allowed YLF to continue responding to demand with innovative service design and delivery, recruiting experienced staff and volunteers and more importantly, supporting more vulnerable people, children, young people and families.

YLF continues to work to a shared vision that every child and young person in need has access to resources and opportunities needed for them to lead fulfilled lives and reach their potential.

Feedback from young people and other stakeholders lets us know what a positive impact the support provided by YLF has had on their lives.

"In six years YLF are the best support service by far that we have engaged with. The support offered has been phenomenal and had had such an impact on our lives. I can't thank the team enough for the support we get and long may it continue.

So, thank you for your incredible charity and I believe your organisation would not be as amazing if weren't for the people you have working for you."

Parent

YLF | Response to Covid-19

The impact of the Covid-19 pandemic remained challenging during the 12-month period, with the impact of the pandemic on people's lives leading to an increase in demand for YLF services. YLF was able to utilise emergency funding from central government, local authorities and trusts to ensure that services could be upscaled to meet the changing needs and increased demands.

In this period YLF was able to

- maintain frontline work as key workers, ensuring essential statutory work and key services for vulnerable people was delivered in challenging circumstances
- sustain support for children and families who needed it and maintaining high standards of delivery
- adapt to a new way of working and delivering services, including new technologies and remote ways of delivering support safely
- Establish a new management structure to ensure teams were resources and supported effectively
- Recruit, induct, train and support more staff and volunteers to meet increasing demand

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- Ensure funding streams were in place to support the development of increased work and delivery of support services

Whilst there was inevitable disruption to the YLF's longer term strategy and plans that were in place, YLF demonstrated a high degree of resilience, the ability to mobilise rapidly, adapt to change, embrace it and ensure the charity and its people were able to maintain the charities mission and values:

- **Passion** – motivated to do something, desire to help, energy to offer support
- **Principles** - despite pressures on time and conditions, remaining focused and young person centered
- **Innovation** – delivering services differently, utilizing technologies, gaming groups, video tutorials, increased partnership working and so much more
- **Integrity** – safe in our practice, dependable, honest and accountable

During the year YLF experienced in excess of 60% increase in demand for support, particularly from schools and families. Much of this demand related to the emotional impact the pandemic had on young people and difficulties in adjusting from the isolation to a return to school and pre pandemic ways of life.

"I just wanted to say thank you so much for the sessions that you are doing with our students they are working so well and the feedback from the students is lovely to hear. James couldn't wait to tell me yesterday about his mentoring and Jack said the sessions are helping him so much!"

Head of Year

YLF | Mentoring and Befriending

Mentoring

YLF's mentoring programmes have been developed and expanded to meet the continued increase in demand, particularly for children and young people who have been identified as having increased needs due to the pandemic. YLF has established a successful model for delivering both group and one to one mentoring in schools and in the community. YLF continues to receive funding from the Big Lottery to provide mentoring under the HeadStart programme and in the last year received additional funds from Reconnect Programme to expand mentoring support for children impacted by the pandemic and meet the increased demand.

YLF's successful mentoring programmes in primary and secondary schools, complements the work of the school and offers additional guidance and support to young people who have additional needs or are experiencing difficulties.

"I just wanted to make contact to share how delighted we are with the service that Amber has provided for some of our students. My staff have told me that the students involved in the mentoring have found this very beneficial in a time which is proving very difficult for many of our community."

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Deputy Head Teacher

YLF recruits, trains, supports and retains volunteers to act as mentors, who, motivate, guide and assist young people and work with them in the achievement of positive goals.

Our mentors build young people's self-esteem and confidence, encourage and reward positive behaviours, divert away from risk taking, crime and exploitation. They do this by introducing positive activities and assisting with the achievement of positive goals. During the past year, these goals included: building resilience, addressing safeguarding concerns, improving relationships within the home, returning to school, improving schoolwork/attendance, gaining work experience or employment and taking part in activities within their communities and/or school.

"My son is an extremely anxious boy who does not do well with new people. Matthew took his time to get to know my son and to settle his nerves until he was confident with him. My son has been going to see Matthew and joining in the YLF clubs for just short of a year now. YLF have stepped in and supported my little boy when he was very lost in a very confusing world. The support he gets from YLF is astronomical and vital in his wellbeing! I cannot thank his mentor enough for all the extra hours he has been there to support my son in times of crisis and the confidence he has given him in such a troubling time in his life. I cannot count how many different clubs my son has joined but he has never managed to stay for more than a month or 2. He has been going to the clubs that YLF run and has been able to stay out for the whole time and thoroughly enjoys going. This is a massive achievement for him and this time last year I would of thought it was impossible! YLF has given him a sense of belonging in this crazy world. Whenever he is feeling low there is always someone at the end of the line ready and willing to support him. I owe YLF so much as a parent I cannot thank them enough for the support they give my son through his rough times and good times. I really don't know what my son would do without them now!"

Parent

In addition to the outcomes above, as an ASDAN Registered Centre and an Arts Award Centre, YLF can offer nationally recognised qualifications.

Over **350** young people received mentoring support from YLF last year.

85% of mentoring arrangements were successful in supporting the young person to achieve their agreed goals/objectives.

90% of young people receiving mentoring support show an increase in positive behaviour at home or school.

Referrals are received principally through the Early Help Teams, Social Workers and Schools.

"It has been an absolute pleasure working with your team, and getting a huge emotional wellbeing programme off the ground and delivered across Kent, which has been a huge undertaking, but working with organisations like yours has made it a joyful journey for us all."

Programme Manager, HeadStart kent

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Befriending

YLF also recruits, trains and supports volunteers to act as Independent Visitors (IV) or befrienders for young people in care. The statutory role of the IV, as defined in The Children Act, is "to visit, advise and befriend" and to take a long-term interest in the young person's well-being and development.

YLF's befriending programme is designed for children in the care of local authorities and the Independent Visitor is often the only consistent and stable adult in the young person's life. Independent visitors spend good quality time with young people and vary the time between informal support and activities.

The service is available to any eligible young person placed in Kent or Medway, with referrals being received from the young person's Social Worker. The service is funded through agreements with Kent County Council and Medway Council and through spot-purchase arrangements with other local authorities who place young people into our operating area. This support and having a consistent adult was even more valuable over the last 12 months given the isolation many children experienced due to the pandemic.

Over **124** looked after children benefit from having a YLF Befriender last year.

"This is an absolutely fantastic scheme; my foster son has an Independent Visitor, and it has been the best thing for him, I cannot speak highly enough about it. He loves his visitor and they have a great relationship. I would recommend it to all young people!"

Foster Carer

"I have seen on my visits when doing assessments that his visitor is the most important person in his life. That may sound extreme, but this service has been life changing for him in so many ways. His volunteer is a fantastic listening ear"

Social Worker

"I feel free to talk to her, our relationship is honest, and I tell her things, like how I feel, and she understands my perspective, I am happy that I can tell her how I feel, and she will understand me."

Young Person

Mentoring Care Leavers

YLF continues to deliver a Mentoring Programme for young adults leaving the care system. As part of both Kent and Medway Councils Care Leavers offer, the service:

- Supports care leavers practically in developing life skills
- Reduces care leavers who are at risk of being Not in Education, Employment or Training (NEET)

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- Sustains tenancies and placement stability
- Reduces loneliness and isolation by giving someone to talk to

The Leaving Care Mentoring also allows for the IV Service to be extended to post 18 and ensure that young people in transition to independence receive consistent support from a trusted adult. In the first 6 months over 52 care leavers have received support from a Mentor.

In the past 12 months, YLF has developed a positive network and partnerships with local businesses, trusts and community groups to ensure care leavers can access work experience, apprenticeships and training opportunities. YLF has also been able to distribute over £3,000 to care leavers in hardship grants, to support young people to buy clothing and equipment for work, pursue talents and interests and purchase resources for college/university.

This year we supported a care leaver to apply for hardship grant to support his interest and obvious talent for boxing. Through the grant he was able to pay for 6 months gym membership at the boxing club, buy clothing and gloves etc. He is now competing in national championships and has been awarded the National Amateur Champion under 60kg title.

"Mentoring has given me the freedom, fresh air and a purpose for getting out of the house. It was hard for me to meet someone new but I am pleased I did. I am building my confidence and feeling more settled. I am very grateful"

"Honestly, I feel upgraded and like I belong in the rest of the world and fit in with people. Its not just coffee and cakes but real opportunities"

Care Leavers

YLF | Advocacy and Children's Rights

YLF's Rights, Representation and Advocacy Services, have continued to support an increasing number of vulnerable people each year on a wide range of issues.

Enabling young people's voices to be heard in the decisions that affect their lives and ensuring they are safeguarded in these processes is central to our charity's mission and activity. Over **2,500** people were supported through our advocacy and children's rights services in 2021/22.

Accompanying Adult Service

When asylum seeking children arrive in the UK unaccompanied, there will sometimes be confusion over their age. YLF has been delivering The Accompanying Adult Service across Kent for over 5 years, assisting in an age assessment interview process. YLF's Accompanying Adult volunteers are there to ensure interviews are conducted properly and fairly and are compliant with the legal requirements.

YLF Accompanying Adults are volunteers who act independently from the Local Authority. They are fully trained to ensure they can give the best support to children seeking asylum. The role of the

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volunteer Accompanying Adult is to ensure that the child understands why the age assessment is taking place and has an interpreter present, and to facilitate communication between all parties.

YLF's experience in working with vulnerable young people in times of distress, particularly in an interview setting, means it can offer excellent support to the young person and equally provide the right training to the volunteers who are delivering this crucial frontline work.

In the last 12 months YLF supported people at **250** age assessment interviews.

"You listened to me and helped me through the hardest time in my life....Thank You"

Unaccompanied Asylum Seeker

Independent Person Service

An Independent Person (IP) is appointed to oversee the process of a Stage Two Complaint Investigation when a local authority receives a complaint about a child they have supported.

An IP is not an Advocate for the complainant. The role of the IP is to work alongside the Investigating Officer (IO) to provide an independent and objective view to the investigation of the complaint.

YLF's IPs are self-employed to avoid conflict of interest and comply with timescales for completion (up to a maximum 65 working days) in line with the requirements of The Children Act 1989 Representations Procedure Regulations and Guidance, 'Getting the Best from Complaints'. IPs provide a written report on the investigation written in plain language.

"I wish to express my profound gratitude for the sincere, thorough and unbiased work you carried out on the stage 2 complaint. I appreciate the painstaking efforts you made going through the numerous details and correspondences to establish the facts and the fair and uncompromising manner in which your findings were disclosed. This was very reassuring and thank you for your good work."

Complainant

Secure Panel Reviews

YLF can provide trained and experienced staff to support further statutory processes such as Return Interviews and Secure Panel Reviews. Our staff have expertise to ensure the young person has opportunities to express their views and opinions, feel listened to and, when appropriate, offer advice on further support or signpost them to other supportive services.

Although independent from local authorities, YLF staff have established excellent protocols for partnership working with social work teams and are key in the delivery of effective communications which help safeguard young people.

"Having the Independent Person on the Panel offers reassurances to both the young people we are reviewing and my staff. The perspective they can offer is helpful and we are very grateful for the high standard of support we receive from YLF Independent People."

Director, Kent County Council

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Appropriate Adult Service

YLF recruits, trains and supports volunteers to act as appropriate adults for young people aged 10-17 and vulnerable adults when they are in Kent Police custody. The presence of an appropriate adult is a legal requirement under the Police and Criminal Evidence Act 1984 (PACE). In most cases, this role is carried out by a parent, family member, or carer, but when one of these is not in attendance, Kent Police call for one of our volunteers to act as the appropriate adult.

The role of an appropriate adult is to monitor procedures in custody, facilitate communication between the detained person and the police and to ensure that the detained person is safeguarded whilst in custody. In addition to the above, our volunteers will raise any concerns they have about the safety or well-being of the detained person outside the police custody environment (eg home, school, or neighbourhood).

The Home Office declared the Appropriate Adult role 'key work' during the pandemic and in order to comply with PACE, YLF's Appropriate Adult volunteers and staff were required to attend custody suites in person throughout the pandemic.

In the year, YLF's appropriate adults attended custody suites on **2,863** occasions.

YLF is delighted and incredibly proud that the Appropriate Adult Service received The Queen's Award for Voluntary Service (QAVS).

The service is available to all custody suites in the Kent Police area and is funded through Kent County Council and Medway Council.

YLF's Appropriate Adult Service meets the national standards set by the National Appropriate Adult Network and Home Office.

"I am not sure how we recognise excellent work from the AA scheme. On Saturday I was covering Folkestone custody. On a very busy day, one of our Appropriate adults arrived at the station to deal with a Detainee as prearranged. In the suite we had one person in for murder who also required an AA. Due to the offence a lot of work was required around the suspect with samples etc. The suspect who was known for extreme violence was likely to be in for several days but the AA immediately volunteered to stay and was aware it may require several days of his commitment along with him hearing some gruesome details.

As well as taking on this job, he said as we were very busy in custody he would, in between dealing with the murder suspect, pick up any other AA jobs that came in. There were a further 2 which he kindly assisted with.

Without the volunteer that day with Canterbury custody full and Margate shut, Folkestone would have ground to a halt. I thanked him for all his hard work and commitment but feel that he should receive some formal recognition."

Custody Sgt, Kent Police

Advocacy Programmes

YLF provides the Rights and Advocacy service for young people receiving or eligible to receive support from both Kent and Medway Children's Services and children placed into Kent with neighbouring authorities. These services are commissioned by each local authority under their statutory obligations.

In 2021/22, YLF advocates supported **406** young people who presented with a wide range of issues.

Our advocates supported young people, aged 5-24, through direct advocacy support, or by empowering the young person to self-advocate. Young people present to YLF with a wide range of issues relating to their lives, which this year included: placement moves, leaving care, education, housing, legal or financial matters, appropriateness of treatment, standards of care, and family contact.

YLF's advocates also support and/or represent children and young people in meetings where decisions are being made about their lives. These meetings include Care Plan Reviews, care proceedings, Joint Housing Assessments and Family Group Conferences.

YLF delivers the service using a team of experienced and trained advocates combining an extensive range of skills and experience to support the individual needs of young people accessing the service.

"To the best of my knowledge, living in a different country is very difficult without your family, I came to the UK as an Asylum seeker in 2019 and I have been struggling with a lot of problems in the past two years, since I have arrived in the UK. I found the Young Lives Foundation very helpful; I was feeling that no one is here to listen to me. Finally, the refuge council referred me to this organisation and I had someone to stand up for me and fight for my rights, I would like to also mention about my advocate. She has supported me in the best way she could, I appreciate her presence and I wish her a peaceful life full of happiness. People like her are hard to find and I am telling this from the heart. I appreciate her support and all the work she has done for me."

"You were very helpful, and I can't thank you enough for your support over the last couple of years. You made such a difference to me, and my baby, and our life is better than I ever imagined due to you never giving up on us. Thank you"

Hi J, I just wanted to say thank you so much or all you have done in the few days since we met you. You are moving mountains!! L is very reassured by you being his voice. Thanks again."

Foster Carer

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Medway Children and Young People's Council (MCYPC)

YLF has also continued to facilitate and support young people speaking collectively about their experiences of being in care – principally through the Medway Children and Young People's Council (MCYPC).

YLF provides the MCYPC for Medway Council and facilitates young people's involvement and engagement with the local authority. The overall aim of the council is to be the effective and representative voice of all children and young people in and leaving Medway Council's care through the development and review of the local authority's policy, performance, practice and provision affecting life in care.

Members of the MCYPC have continued being the voice of Medway's 420 plus children in care by attending formal meetings with the Director of Children's and Adults' Services and by providing a proactive voice on the Corporate Parenting Group.

During the year, participation events have been delivered and achievements this year have included the ongoing campaign to tackle the stigma of being in care and the language used by professionals. The MCYPC has also successfully lobbied the Council to fund driving lessons, consider council tax exemption for care leavers and improve the standard of supported accommodation. These issues are instrumental in shaping Medway Council's offer to its children and young people.

"I am writing to you following our 3rd Monitoring Visit by Ofsted that focussed on Children in Care. Inspectors spoke to us about the positive work they have seen that you have been supporting to enable our children and young people to participate more actively in our corporate parenting board. I hope that you will be able to feed this back to the YLF Team and the children who participate and we enjoy working especially close with.

We are enjoying being on this journey with you!"

Assistant Director, Medway Council

YLF | Positive Activities Programmes & Hubs (LEGENDS)

Funding from TNL Reaching Communities, BBC Children in Need and the Masonic Charitable Foundation, have enabled YLF to expand the range of activities offered throughout the year and deliver new and increased opportunities for a wider range of young people.

The Legends Programme continues to provide a safe and secure setting for disadvantaged young people to come together and have the opportunity to try new things. The young people engaging in these programmes are children in care, those with learning or behavioural difficulties or having

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special educational needs or those from deprived backgrounds. Most would not otherwise have the opportunity to enjoy some of the activities YLF has been able to offer them.

In the last 12 months, the Legends Team have had to show high levels of innovation to ensure support could be maintained in line with Covid restrictions on social activities.

Over 170 young people were supported during the year the past year, with 88% of these young people attending activities rating the programme as 10 out of 10

Gaming groups were also created for young people to have a safe gaming zone to interact with peers, staff and volunteers, educating young people on how to game safely and the risks that the virtual gaming world can present.

Many young people lack opportunities, self-confidence, self-esteem and social skills. Many do not have appropriate role models and have limited relationships with peers.

100% of the activities offered are funded using YLF's fundraised income.

YLF is extremely grateful to its supporters and grant making trusts for the success of these programmes.

YLF believes that involving the young people in designing, planning and then participating in each activity gives them ownership of their programme and develops life skills including budgeting, confidence and social skills.

"My 2 kids love their Tuesday at the YLF youth group. It gives them the opportunity to try new things that they wouldn't be able too, and they are able to enjoy this is a supportive and safe environment."

The groups and activities and staff have helped my son who is autistic with support whilst being bullied and helped to learn social skills that he struggles with due to his autism.

Both my children have blossomed."

Parent

The club has really helped both of my children, for K it is a safe social setting that are accepting of his additional needs and encourage him and has really helped with his attachment issues from when he first joined. For E it is a place to build relationships and confidence and she has experienced so many new things since joining.

Both of my children love attending the club and they enjoy the activities weekly and the holiday activities that are varied to suit everyone.

The Staff are amazing and always available to children and parents."

Parent

"If I didn't start coming to the group two and half years ago, I don't know where I would be, you guys stopped me joining a gang and have helped me to get out of trouble and made me feel better about myself."

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Legends Member (Thanet)

Referrals to the programme are primarily from Specialist Children's Services, Foster Carers, Early Help Teams, Schools and other Voluntary Groups.

YLF | The Value and Benefits of Volunteering

Volunteers from YLF have once again shown how valuable the gift of time can be with over 3,500 people benefiting from that gift in 2021/22. We continue to recognise the importance of ensuring our team of 260 volunteers are trained and supported in delivering high quality frontline services and achieving the exemplary standards we set. Despite the challenges of the pandemic, YLF continued to recruit and train new volunteers to assist with the increased levels of demand. In the last 12 months YLF recruited and trained over 78 new volunteers.

"I really feel like part of the wider YLF Family since volunteering for YLF. Staff are always there with offers of support and guidance"

Volunteer Befriender

Over the year, YLF's volunteers gave over 30,000 hours of frontline support to vulnerable people. When calculated at the minimum wage this equates to a value of almost £280,000.

Volunteers tell us how they themselves also benefit from these volunteering activities. Their horizons are broadened; they are able to see beyond the stereotypes of 'young people today' and understand better the challenges and issues that some young people have to face. New skills are learned, and skills gained occupationally can be enhanced or continued in retirement.

"Young People can have a tough time and I wanted to be someone who is there to support them and try and make a positive difference in their lives. It has been incredibly rewarding and life changing for me too!! It has changed my whole perspective and I have learnt so much about issues young people grow up with in the modern world. I have learnt there is far more than meets the eye and I feel energised to help young people on their hard and diverse journeys."

HALEY'S VOLUNTEER STORY

YLF is delighted to have been awarded The National Appropriate Adult Network Standard and the NCVO Investing in Volunteers Award. This demonstrates that YLF is a supportive organisation to volunteer with and that there are effective systems in place for keeping volunteers and service users safe.

"Volunteers from YLF perform a vital role in supporting and mentoring young people across Kent. They make a massive contribution to helping young people across many areas of their lives, from HeadStart mentoring to helping through the challenges of the transition to adult life."

Roger Gough, Leader, Kent County Council

YLF | Apprenticeships and Students

Thanks to funding from The Cobtree Trust, YLF is now in its eighth year of offering apprenticeships to young people who were previously not in education or employment. This ambitious scheme provides opportunities for young people to learn and develop skills for the world of work in a safe and supportive environment. Apprentices are required to complete an NVQ Level 2 Qualification and when the time has come for them to move on they do so with a qualification, skills, experience and a new found confidence - along with a helping hand and practical help to find alternative employment.

YLF also offers placements for MA and BA Social Work Students from local universities. These placements offer invaluable learning experiences to students to support them in their studies and future career goals.

We have also offered young people unique work experience opportunities, learning about the world of work in a thriving charity environment.

"From talking to others on my course I know I have been very lucky to have a placement with YLF, the experiences it has afforded me are so helpful to my studies and my future career in social work. It has been a wonderful and challenging experience but I have learnt so much – thank you".

YLF | Financial Review

YLF | Principal Funding Sources

The charity's principal funding (61% of income) continues to come from local authority contracts for commissioned services and activities. Fundraising events, fundraised grants and voluntary donations (about 34% of income) have played an increasingly important part during the year. The remaining 5% of income is made up of investment and earned income.

For every £1 raised by YLF fundraising activity, at least 80 pence is allocated to front line services and support.

YLF | Reserves Policy

The policy in respect of reserve funds is to build and maintain reserves at a level sufficient to sustain and enhance existing work, where necessary and appropriate; enable the development of new areas of work and contribute towards the central costs of the charity. YLF Trustees aim to build free reserves to cover six months operational costs.

Currently free reserves stand at £337,270. 6 months expenditure equates to £464,247 which is higher than our current reserves, however part of this expenditure is on our mentoring projects for

which we hold £419,126 restricted reserves at year end. Therefore it is considered that we are within our reserves policy.

The Trustees have carefully considered the need to hold higher reserves in the short term to be appropriate given the uncertainty caused by the global pandemic and with the re commissioning of the local authority contracts in 2022. By increasing the reserves for the current period the charity can be confident of meeting its charitable objectives over the coming year regardless of these external factors.

YLF | Investment Policy

The Trustees have kept the charity's investment policy under review during the year balancing diversification, to ensure that funds placed on deposit are covered by compensation arrangements, with the need to obtain a reasonable return on investments.

YLF | Structure, Governance and Management

YLF | Governing Document

The Young Lives Foundation is a company limited by guarantee, incorporated on 15 November 2006 and registered as a charity on 6 June 2007. The company is governed by its Memorandum and Articles of Association. In the event of the company being wound up, the members may each be required to contribute an amount not exceeding £10.

YLF | Recruitment and Appointment of Trustees

The Directors of the company are also charity Trustees as defined by Section 97 of the Charities Act 1993.

All Trustees give their time voluntarily and receive no benefits from the charity.

The charity is fortunate in retaining Trustees who have a demonstrable commitment to its work and who collectively possess a range of business and professional skills including business management and development, charities finance and fundraising, education, marketing, HR, children's services and the law. YLF also have a Trustee who acts as a frontline volunteer with the charity and a Trustee with lived experience having previously been supported by the charity.

YLF | Trustee Induction and Training

Trustees receive regular written and oral briefings on the charity's services and activities. There are also opportunities during the year for Trustees to meet with staff, volunteers and young people with whom the charity works.

Those invited to become Trustees have opportunities to meet with the Chairman and existing Trustees and with the CEO and YLF staff team to discuss the role and to learn more about the charity's organisation, aims, objectives and operations. New Trustees also receive a comprehensive induction to the work and management of the charity from the CEO and an experienced Trustee and undertake training on Safeguarding, GDPR, Prevent and Equality and Diversity.

YLF | Organisation

The Board of Trustees meets at least six times a year.

The Board has overall responsibility for the effective governance of the charity and for setting the long-term strategy. Managerial responsibility is delegated to the Chief Executive Officer.

In addition, there are sub-committees of the Board where vital areas of the charities governance can be given more focused input. Sub Committees are Finance and Risk, Fundraising and Governance and Compliance.

Trustees undergo training relevant to their duties and responsibilities during their term. YLF adopts the Charity Commission Good Governance Code as a benchmark for the governance of the charity.

YLF | Risk Management

Risk management measures are in place covering both financial and non-financial risks. The latter category includes health and safety, lone working, business continuity and safeguarding the young people and vulnerable adults with whom the charity works. All activities involving young people are rigorously risk-assessed.

The financial risks to which the charity might be exposed are regularly reviewed and action taken, as required, to protect the charity's cash assets.

Particular attention has been paid during the year to the risks the charity might face from changes in the social care landscape, funding environment and commissioning regime. A business continuity strategy and risk register are in place to ensure that the charity can engage positively and creatively with the challenges and opportunities being presented and can also mitigate the impact of any reductions in local authority grant funding.

YLF | Plans for Future Period

The Young Lives Foundation is dedicated to maintaining the highest standards of practice throughout its work with vulnerable young people.

The input and feedback given by partners, professionals, staff, volunteers and most importantly, the young people supported is highly valued. YLF aims to develop and enhance its services to meet the needs and demands of beneficiaries each year whilst ensuring that positive outcomes are achieved.

Challenges that were caused by the pandemic over the last 24 months, as highlighted earlier in this report, have meant that some of the plans for the year were not progressed. The focus and priority for the period has been on delivering frontline key work and ensuring this continued, including redeployment of staff/volunteers from existing roles to key work. This prevented progress in developing some of the plans that YLF had hoped to implement. However, these plans, have been adapted and are included in YLF's planning for the coming year.

Plans for the coming year include, successful re tendering for statutory support programmes and further development of these programmes, developing and increasing earlier interventions and preventative support to a wider range of children, young people and families in response to growing demand and investment in robust fundraising strategies and increased resources to support these plans:

- **Develop and increase services that support young people in need with a focus on earlier intervention and prevention**
 - Launching new preventative programmes to address the risks to young people of in a post pandemic world, with focus on Reconnecting to education and employment opportunities, positive social and leisure pursuits, building emotional resilience and coping strategies and educating to avoid exploitation and damaging online behaviours (*Mentoring, Legends Programme, School Based Support*)
 - Partnering with more schools and colleges across Kent, supporting students who have additional support needs and those with emotional and mental health support needs. This includes a dedicated a Mentoring Coordinator to develop the mentoring support in schools. (*Mentoring*)
 - Increasing YLF's Apprenticeship and Employment Programme to build in more Apprenticeships, work experience placements and volunteering opportunities (*Learning & Development*)
 - Expanding the Legends Hub Based Model of service into new districts and increasing partnership working across districts (*Positive Activities and Local Presence*)
 - Resource, Implement and Develop effective support programmes for Care Leavers to include increased mentoring provision, peer support models, Hardship Bursaries and sustainable programmes supporting the transition to independence (Mentoring & Peer Support)
- **Retain and recommission statutory services with a wider YLF offer to complement existing services**
 - *Support local authority partners to review and Implement existing specifications and models of delivery which are sustainable for the coming 5 years*
 - *Explore the provision of supported accommodation for Care Leavers*
 - *Establish a mentoring offer as an alternative to Befriending for children in care to increase reach to more young people.*
 - *Provide 24 hr support for some statutory provisions*

- *Develop a specialist training package for YLF volunteers to upskill the workforce to support wider groups of children in need*
- **Maintain a focus on service delivery within Kent, Medway and neighbouring regions**
- **Investment in fundraising resources so that YLF can increase income to develop and expand services to support a wider range of young people**

YLF | Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

YLF | Post Balance Sheet Events

There have been no events since the Balance Sheet date that have materially altered the position of the charity as represented within these financial statements.

YLF | Trustees' Responsibilities

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

Company law requires the Trustees to prepare financial statements for each financial year. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its 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
- 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 that are sufficient to show and explain the charitable company's transactions and 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

YLF | Disclosure of Information to Auditors

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as Trustees are aware, there is no relevant audit information of which the charitable company's auditors are unaware, and;
- that Trustees have taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charitable company's auditors are aware of that information.

YLF | Auditors

The auditors, Kreston Reeves, have indicated their willingness to continue in office. The Designated Trustees will propose a motion re-appointing the auditors at a meeting of the Trustees.

In preparing this report, the Trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

Approved by the Board of Trustees on 20 October 2022 and signed on their behalf by:-



L HUTCHINSON | CHAIRMAN

Registered office 71 College Road, Maidstone Kent ME15 6SX

Independent auditor's report to the Members of The Young Lives Foundation

Opinion

We have audited the financial statements of The Young Lives Foundation (the 'charity') for the year ended 31 March 2022 which comprise the Statement of financial activities, the Balance sheet, the Statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 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 charitable company's affairs as at 31 March 2022 and of its incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; 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 charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council'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 charitable company'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.

Independent auditor's report to the Members of The Young Lives Foundation (continued)

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 contained within the Annual report. 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. 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 this gives rise to a material misstatement in the financial statements themselves. 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.

Opinion on other matters prescribed by the Companies Act 2006

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

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

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' report.

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

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

Responsibilities of trustees

As explained more fully in the Trustees' responsibilities statement, 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 charitable company'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 charitable company or to cease operations, or have no realistic alternative but to do so.

Independent auditor's report to the Members of The Young Lives Foundation (continued)

Auditor's responsibilities for the audit of the financial statements

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

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

Capability of the audit in detecting irregularities, including fraud

Based on our understanding of the Charity and the sector as a whole, and through discussion with the Trustees and other management (as required by auditing standards), we identified that the principal risks of non-compliance with laws and regulations related to safeguarding, health and safety, anti-bribery and employment law. 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 Charities SORP (FRS 102) Second Edition (released October 2019), the Companies Act 2006 and other relevant charity legislation. We communicated identified laws and regulations throughout our team and remained alert to any indications of non-compliance throughout the audit. We evaluated 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 related posting inappropriate journal entries to increase revenue or reduce expenditure, management bias in accounting estimates and judgemental areas of the financial. Audit procedures performed by the engagement team included:

- Discussions with management and assessment of known or suspected instances of non-compliance with laws and regulations (including health and safety) and fraud; and
- Assessment of identified fraud risk factors; and
Review of cash and credit card expenditure to confirm no evidence of personal benefit; and
- Challenging assumptions and judgements made by management in its significant accounting estimates; and
- Performing analytical procedures to identify any unusual or unexpected relationships, including related party transactions, that may indicate risks of material misstatement due to fraud; and
- Confirmation of related parties with management, and review of transactions throughout the period to identify any previously undisclosed transactions with related parties outside the normal course of business; and
- Reading minutes of meetings of those charged with governance; and
- Review of significant and unusual transactions; and
- Identifying and testing journal entries, in particular any manual entries made at the year end for financial statement preparation.

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

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

Independent auditor's report to the Members of The Young Lives Foundation (continued)

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

Independent auditor's report to the Members of The Young Lives Foundation (continued)

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

Use of our report

This report is made solely to the charitable company'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 charitable company'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 charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.



Susan Robinson BA FCA MCMI FCIE DChA (Senior statutory auditor)

for and on behalf of
Kreston Reeves LLP

Chartered Accountants
Statutory Auditor

Montague Place

Quayside

Chatham Maritime

Chatham

Kent

ME4 4QU

Date: 21 October 2022

The Young Lives Foundation
(A company limited by guarantee)

Statement of financial activities (incorporating income and expenditure account)
For the year ended 31 March 2022

	Note	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Income from:					
Donations and legacies	3	71,723	94,515	166,238	176,977
Charitable activities	4	927,909	63,819	991,728	817,966
Investments	5	-	11	11	91
Total income		999,632	158,345	1,157,977	995,034
Expenditure on:					
Raising funds		2,115	72	2,187	-
Charitable activities	6	817,314	108,981	926,295	746,880
Total expenditure		819,429	109,053	928,482	746,880
Net movement in funds		180,203	49,292	229,495	248,154
Reconciliation of funds:					
Total funds brought forward		310,930	287,978	598,908	350,754
Net movement in funds		180,203	49,292	229,495	248,154
Total funds carried forward		491,133	337,270	828,403	598,908

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 30 to 42 form part of these financial statements.

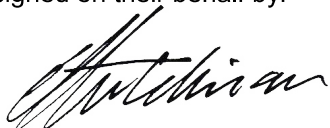
Balance sheet
As at 31 March 2022

	Note	2022 £	2021 £
Fixed assets		<u>-</u>	<u>-</u>
Current assets			
Debtors	12	154,480	83,467
Cash at bank and in hand		720,291	594,235
		<u>874,771</u>	<u>677,702</u>
Creditors: amounts falling due within one year	13	(46,368)	(78,794)
Net current assets		<u>828,403</u>	<u>598,908</u>
Total assets less current liabilities		<u>828,403</u>	<u>598,908</u>
Net assets excluding pension asset		<u>828,403</u>	<u>598,908</u>
Total net assets		<u><u>828,403</u></u>	<u><u>598,908</u></u>
Charity funds			
Restricted funds	14	491,133	310,930
Unrestricted funds	14	337,270	287,978
Total funds		<u><u>828,403</u></u>	<u><u>598,908</u></u>

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

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

The financial statements were approved and authorised for issue by the Trustees on 20 October 2022 and signed on their behalf by:



L Hutchinson Chair of Trustees

The notes on pages 30 to 42 form part of these financial statements.

The Young Lives Foundation
(A company limited by guarantee)

Statement of cash flows
For the year ended 31 March 2022

	Note	2022 £	2021 £
Cash flows from operating activities			
Net cash used in operating activities	17	126,045	316,323
Cash flows from investing activities			
Dividends, interests and rents from investments		11	91
Net cash provided by investing activities		11	91
Change in cash and cash equivalents in the year		126,056	316,414
Cash and cash equivalents at the beginning of the year		594,235	277,821
Cash and cash equivalents at the end of the year	18	720,291	594,235

The notes on pages 30 to 42 form part of these financial statements

Notes to the financial statements
For the year ended 31 March 2022

1. General information

The Young Lives Foundation is a company, limited by guarantee, incorporated in England and Wales. The company registration number is 05999166.

The registered office address is 71 College Road, Maidstone, Kent, ME15 6SX.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

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

2.2 Going concern

The financial statements have been prepared on a going concern basis. While the impact of the Covid-19 virus has been assessed by the Trustees, so far as reasonable possible, due to its unprecedented impact on the wider economy, it is difficult to evaluate with any certainty the potential outcomes on the charity's activities. However, taking into consideration the UK Government's response and the charity's planning, the Trustees have a reasonable expectation that the charity will continue in operational existences for the foreseeable future.

2.3 Income

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

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

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

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

Notes to the financial statements
For the year ended 31 March 2022

2. Accounting policies (continued)

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on raising funds includes all expenditure incurred by the Charity to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

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

All expenditure is inclusive of irrecoverable VAT.

2.5 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

2.6 Taxation

The Charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

2.7 Debtors

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

2.8 Cash at bank and in hand

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

Notes to the financial statements
For the year ended 31 March 2022

2. Accounting policies (continued)

2.9 Liabilities and provisions

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

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

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

2.10 Financial instruments

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

2.11 Operating leases

Rentals paid under operating leases are charged to the Statement of financial activities on a straight line basis over the lease term.

2.12 Pensions

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

2.13 Fund accounting

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

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

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

Notes to the financial statements
For the year ended 31 March 2022

3. Income from donations and legacies

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Donations	71,723	94,515	166,238	176,977
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total 2021	<u>54,949</u>	<u>122,028</u>	<u>176,977</u>	

4. Income from charitable activities

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Local Authority Service Agreements	708,900	-	708,900	572,844
Fundraised Income - Grants and Trusts	208,591	-	208,591	207,890
Fundraised income - Events	154	16,685	16,839	11,329
Earned income	10,264	47,134	57,398	25,903
	<u>927,909</u>	<u>63,819</u>	<u>991,728</u>	<u>817,966</u>
Total 2021	<u>746,063</u>	<u>71,903</u>	<u>817,966</u>	

5. Investment income

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Bank interest	11	11	91
	<u> </u>	<u> </u>	<u> </u>
Total 2021	<u>91</u>	<u>91</u>	

Notes to the financial statements
For the year ended 31 March 2022

6. Analysis of expenditure on charitable activities

Summary by fund type

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Charitable Activities	817,314	108,981	926,295	746,880
Total 2021	646,492	100,388	746,880	

7. Analysis of expenditure by activities

	Activities undertaken directly 2022 £	Support costs 2022 £	Total funds 2022 £	Total funds 2021 £
Charitable Activities	836,248	90,047	926,295	746,880
Total 2021	671,972	74,908	746,880	

. Direct costs

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Wages and Salaries	529,143	49,736	578,879	491,616
National Insurance	35,056	3,295	38,351	31,612
Pension	21,114	1,985	23,099	21,708
Project expenses	168,630	27,290	195,920	124,433
Depreciation	-	-	-	2,603
	753,943	82,306	836,249	671,972
Total 2021	599,005	72,967	671,972	

Notes to the financial statements
For the year ended 31 March 2022

. Support costs

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Repairs & Maintenance	2,700	677	3,377	1,177
Legal & Professional fees	5,905	3,324	9,229	6,699
Rent, Rates & Utilities	14,210	8,623	22,833	22,281
Printing, Postage & Stationery	5,732	2,522	8,254	7,384
IT costs	14,364	2,630	16,994	12,160
Telephone costs	9,704	5,549	15,253	12,966
Motor costs	6,869	2,683	9,552	6,658
Sundry expenditure	2,024	346	2,370	2,352
Fundraising costs	537	207	744	1,391
Interpreting costs	1,326	115	1,441	1,840
	<u>63,371</u>	<u>26,676</u>	<u>90,047</u>	<u>74,908</u>
Total 2021	<u>47,487</u>	<u>27,421</u>	<u>74,908</u>	

8. Auditor's remuneration

	2022 £	2021 £
Fees payable to the Charity's auditor for the audit of the Charity's annual accounts	5,728	4,320

9. Staff costs

	2022 £	2021 £
Wages and salaries	578,879	491,616
Social security costs	38,351	31,612
Contribution to defined contribution pension schemes	23,099	21,708
	<u>640,329</u>	<u>544,936</u>

During the year redundancy payments of £Nil (2021 - £Nil) were made.

Notes to the financial statements
For the year ended 31 March 2022

9. Staff costs (continued)

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

	2022 No.	2021 No.
Employees	33	31

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	2022 No.	2021 No.
In the band £60,001 - £70,000	1	1

The total employment benefits including employers' pension contributions and employers' national insurance of the key management personnel were £147,739 (2021 - £73,086)

10. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2021 - £NIL).

During the year ended 31 March 2022, no Trustee expenses have been incurred (2021 - £NIL).

11. Tangible fixed assets

	Motor vehicles £	Office equipment £	Total £
Cost or valuation			
At 1 April 2021	31,075	9,338	40,413
Disposals	(9,000)	-	(9,000)
At 31 March 2022	22,075	9,338	31,413
Depreciation			
At 1 April 2021	31,075	9,338	40,413
On disposals	(9,000)	-	(9,000)
At 31 March 2022	22,075	9,338	31,413
Net book value			
At 31 March 2022	-	-	-
At 31 March 2021	-	-	-

Notes to the financial statements
For the year ended 31 March 2022

12. Debtors

	2022	2021
	£	£
Due within one year		
Trade debtors	139,169	78,336
Other debtors	135	-
Prepayments and accrued income	15,176	5,131
	154,480	83,467
	<u><u>154,480</u></u>	<u><u>83,467</u></u>

13. Creditors: Amounts falling due within one year

	2022	2021
	£	£
Trade creditors	6,412	2,470
Other taxation and social security	12,520	8,427
Other creditors	3,247	4,047
Accruals and deferred income	24,189	63,850
	46,368	78,794
	<u><u>46,368</u></u>	<u><u>78,794</u></u>

Notes to the financial statements
For the year ended 31 March 2022

14. Statement of funds

Statement of funds - current year

	Balance at 1 April 2021 £	Income £	Expenditure £	Balance at 31 March 2022 £
Unrestricted funds				
General funds	287,978	158,345	(109,053)	337,270
Restricted funds				
Mentoring	222,575	362,625	(166,074)	419,126
Apprenticeships	19,352	12,500	(12,688)	19,164
Other	872	2,459	(2,018)	1,313
Positive activities	36,942	125,066	(158,919)	3,089
Rights, representation and advocacy services	31,189	466,078	(458,237)	39,030
Covid-19 campaign	-	117	(117)	-
Easter	-	1,128	(1,128)	-
Xmas appeal	-	29,659	(20,248)	9,411
	310,930	999,632	(819,429)	491,133
Total of funds	598,908	1,157,977	(928,482)	828,403

Notes to the financial statements
For the year ended 31 March 2022

14. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 April 2020 £	Income £	Expenditure £	Balance at 31 March 2021 £
Unrestricted funds				
	194,344	194,022	(100,388)	287,978
Restricted funds				
	68,575	284,998	(130,998)	222,575
	18,464	12,000	(11,112)	19,352
	-	17,000	(16,128)	872
	69,371	53,347	(85,776)	36,942
	-	417,223	(386,034)	31,189
	-	16,444	(16,444)	-
	156,410	801,012	(646,492)	310,930
Total of funds	350,754	995,034	(746,880)	598,908

15. Summary of funds

Summary of funds - current year

	Balance at 1 April 2021 £	Income £	Expenditure £	Balance at 31 March 2022 £
General funds	287,978	158,345	(109,053)	337,270
Restricted funds	310,930	999,632	(819,429)	491,133
	598,908	1,157,977	(928,482)	828,403

Notes to the financial statements
For the year ended 31 March 2022

15. Summary of funds (continued)

Summary of funds - prior year

	Balance at 1 April 2020 £	Income £	Expenditure £	Balance at 31 March 2021 £
General funds	194,344	194,022	(100,388)	287,978
Restricted funds	156,410	801,012	(646,492)	310,930
	<u>350,754</u>	<u>995,034</u>	<u>(746,880)</u>	<u>598,908</u>

16. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £
Current assets	491,133	383,638	874,771
Creditors due within one year	-	(46,368)	(46,368)
Total	<u>491,133</u>	<u>337,270</u>	<u>828,403</u>

Analysis of net assets between funds - prior year

	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £
Current assets	310,930	366,772	677,702
Creditors due within one year	-	(78,794)	(78,794)
Total	<u>310,930</u>	<u>287,978</u>	<u>598,908</u>

Notes to the financial statements
For the year ended 31 March 2022

17. Reconciliation of net movement in funds to net cash flow from operating activities

	2022 £	2021 £
Net income for the year (as per Statement of Financial Activities)	229,495	248,154
Adjustments for:		
Depreciation charges	-	2,603
Dividends, interests and rents from investments	(11)	(91)
Decrease/(increase) in debtors	(71,013)	25,228
Increase/(decrease) in creditors	(32,426)	40,429
Net cash provided by operating activities	126,045	316,323

18. Analysis of cash and cash equivalents

	2022 £	2021 £
Cash in hand	720,291	594,235
Total cash and cash equivalents	720,291	594,235

19. Analysis of changes in net debt

	At 1 April 2021 £	Cash flows £	At 31 March 2022 £
Cash at bank and in hand	594,235	126,056	720,291
	594,235	126,056	720,291

20. Pension commitments

The group operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the group in an independently administered fund. The pension cost charge represents contributions payable by the group to the fund and amounted to £23,099 (2021 - £21,708). Contributions totalling £3,247 (2021 - £2,730) were payable to the fund at the balance sheet date and are included in creditors.

Notes to the financial statements
For the year ended 31 March 2022

21. Operating lease commitments

At 31 March 2022 the Charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2022 £	2021 £
Not later than 1 year	9,239	21,830
Later than 1 year and not later than 5 years	-	9,239
	9,239	31,069

22. Members' liability

Each member of the charitable company undertakes to contribute to the assets of the company in the event of it being wound up while he/she is a member, or within one year after he/she ceases to be a member, such amount as may be required, not exceeding £NIL for the debts and liabilities contracted before he/she ceases to be a member.

23. Related party transactions

During the year income was received from the Masonic Charitable Trust of £29,994 (2021 - £Nil), of which Leslie Hutchinson (Trustee) is also a member of key management personnel. There was no balance outstanding as of year end (2021 -£Nil).