



Charity Registration Number 1120342

Company Registration Number 6239170 (England and Wales)

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Reference and administrative details of the charitable company, its trustees and advisers
Year to 31 March 2025

Patron	Bishop Terence Brain
Trustees	Mr David Darlington Ms Vanessa Hamnett Ms Mary Mc Donagh Sister Kathleen Page DC Sister Mary Catherine Mc Erlean DC Mr Peter Howarth Mr Justin Brett Ms Cate Wong Mr Martin Sexton
Registered office	2a Powell Street Old Trafford Manchester M16 7QQ
Telephone	0161 232 8986
Company registration number	6239170 (England and Wales)
Charity registration number	1120342
Chief Executive	Mark Turnbull
Independent auditor	Buzzacott Audit LLP 130 Wood Street London EC2V 6DL
Bankers	Co-operative Bank plc PO Box 250 Delf House Southway Skelmersdale WN8 6WT

Chairs' foreword Year to 31 March 2025

Chairs Foreword

I am pleased to share Out There's annual report for 2024-2025. The year has seen the team solidify their support for families. 1-1 support continues to be crucial for families but the team have further developed our group support through Family Activity Days and Family Fridays, a monthly opportunity for families to get together with others in a similar situation.

Demand for our service supporting Children and Young people has continued to grow and we have been pleased that we have been able to take part in a number of discussions this year with colleagues working in other organisations and government about our work to support this group.

Our Hub is now a well-established space for our work with other organisations and we are pleased that these partnerships continue to offer support to people in the criminal justice system.

Chair of Board of Trustees

Trustees' report Year to 31 March 2025

The trustees present their statutory report together with the financial statements of Out There Supporting Families of Prisoners Limited ("Out There") for the year ended 31 March 2025.

The financial statements have been prepared in accordance with the accounting policies set out on pages 25 to and comply with the charitable company's memorandum and articles of association, applicable laws and 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 United Kingdom and Republic of Ireland (FRS 102).

Principal aims and activities

Out There exists to support the wellbeing and mental health of families and children impacted by the imprisonment of a loved one.

Particular issues for the families are:

- ◆ Visiting prison and maintaining contact;
- ◆ Concerns for the prisoner whilst serving their sentence;
- ◆ Emotional wellbeing and mental health issues;
- ◆ Concerns for children and the impact of imprisonment on them; and
- ◆ Practical issues such as housing and financial difficulties.

Out There's support is available to families across Greater Manchester. The support Out There offers includes:

Family support

Every family we work with has a named family support worker who will work with them through any difficulties they encounter. There may be practical issues, such as challenges with finances or housing, emotional and mental health difficulties, through to concern for children within the family. The role of the family support worker is to work with a family to offer personalised support where it will be most helpful to the family. Help could include practical arrangements for visiting and maintaining contact with a prisoner. It could include support with dealing with broader problems, for example liaising with a landlord about a housing issue or helping a family access financial support. Emotional support is crucial and again family support workers will offer direct support or help families to access additional wellbeing or mental health support where necessary. Crucially this help is not time limited and covers the different stages a family may go through before and after a family member is imprisoned. The support is offered to them in their own communities, so that we can work with other support a family may be receiving.



Principal aims and activities (continued)

Family days and Family Friday's

We support families and children to come together throughout the year. This might include full day activities for the whole family such as indoor trampolining, visits to the cinema or a summer trip to the beach. Often 'family time' can get lost when supporting a family member in prison, family days aim to encourage strengthening family relationships. In addition we hold Family Friday's on a monthly basis, which enables adult family members primarily to come together in a local location and meet with our family team and other family members for mutual support.



Children and young people support

Our dedicated team support children and young people experiencing the impact of having a loved one in prison. This support includes

- ♦ **1-1 support** - we offer 1-1 support to primary school age children. We do this through a programme called 'Drawing and Talking' or a bespoke programme of support agreed with the parent or caregiver. With older children we have great links across Greater Manchester to link young people to organisations in their local community.
- ♦ **Communication** – we give support to families to find the right words to use when explaining to children where their loved one is, and why, in an age-appropriate way.
- ♦ **Prison Visits** - visiting a loved one in prison can be a daunting experience. We have a booklet that can help children and their families before a prison visit. We also will support families with their first visits if needed.

Alongside the above, children and young people have access to the family days we organise, and we encourage and support children and young people to access activities in their local area.

Trustees' report Year to 31 March 2025

Prison liaison and family forums

The Family support team have good connections within prisons across the North West and will regularly support families with enquiries through prison chaplains and other prison based staff. We actively encourage the families we work with to attend Family Forums at the prisons they have a family member in. They then have the opportunity to ask any questions, raise any concerns and understand better how the prison and visiting actually works.

Post release support

Our work does not stop when a family member is released from prison. Support continues to be offered as needed, particularly as individuals and families adjust to life after they are released.

Achievements and Performance

Family Support and Case Studies

In the last year, we have supported **209 Families/394** family members across Greater Manchester.

Families have continued to make contact with us directly and have raised the following main issues when making contact:

- ◆ Emotional wellbeing of partner/ family members.
- ◆ Concern for prisoners.
- ◆ Children & young person support.
- ◆ Visiting prisoner, staying in touch.
- ◆ Financial Support

In addition, we have continued to receive referrals from a wide range of organisations including prison chaplaincy, other statutory services, health providers, and schools.

Once connected to us we offer 1-1 support where appropriate in the home and over the phone and this has continued this year to offer both emotional support and practical support to families. We have continued to access grant schemes for individuals and used our own funds to support families experiencing financial hardship, and in particular, supporting families with children through local support schemes.

Achievements and Performance (continued)

Family Support (continued)

Our core aims are to reduce the isolation that often comes from familial imprisonment or to ensure this does not deteriorate and also to improve emotional wellbeing or prevent it from diminishing.

Across the year last year **84%** of the adults we directly support completing an outcome wheel reported positively in relation to reducing their isolation or maintaining social connections and **90%** stated that their emotional wellbeing had been maintained through the period or had improved.

This has been achieved not only by our one to one work but also through the range of community activities we have held throughout the year.

We have continued to offer practical help to families, particularly who have financial difficulties by offering direct support ourselves or help to access local support.

This year has seen us change the way we offer wellbeing and peer support to adult family members. Feedback from family members was that whilst they enjoyed the wellbeing sessions at our Hub in Trafford some of them found travelling from across Greater Manchester to Trafford difficult, even though we offered financial support.

The general consensus was they wanted more regular meet ups somewhere central in Manchester that allowed for more relaxed informal peer support. We now hold **Family Friday's once** a month, and whilst they are specifically designed to only involve a small number of family members to keep the sessions relaxed and to allow those attending to gain benefit from conversations, they have proved popular. They have also reminded family members of the fantastic assets we have across Greater Manchester.

Family Days and Children and Young people

In addition to adult support through Family Fridays we have continued to support the whole Family through our family events. Over the last year this has included:

- Activities in the half terms holidays through the year. This has included days at the Children's Adventure Farm Trust and Kick Air indoor trampolining.
- Family Trip to Blackpool for families in the summer.
- A Trip to Skipton for families organised jointly with the Theatre Company 'All Things Considered' and the Liverpool organisation 'Time Matters'. This was a follow up trip to our hosting of the play '8 Hours There and Back' in Sale last year. This play was produced by 'All Things Considered' Theatre and used the experiences of children, including children and young people supported by Out There, visiting a parent in prison. 8 Hours There and Back refers to the lengthy journeys some children have to take to visit prisons and broadly tells the experience of these children. We are immensely proud to have facilitated children and young people's involvement in this and the impact it has had nationally (see the paragraph below).

Trustees' report Year to 31 March 2025

As well as our child friendly family days our Children and Young Peoples Team have continued to offer 1-1 support to children impacted by the imprisonment of a family member. We have received **70 referrals** for support in schools and the support has either been supporting and signposting to access community assets or 1-1 support. This 8-12 week support programme is beneficial for both the child and the wider family and links up our holistic support:

A Family's story

Below is a case study of a family that we have worked with and finished working with over the last year. It demonstrates how we work with families at all stages of imprisonment and after release if necessary.

L self-referred to Out There in March 2023 and the charity has worked with her since. L was very emotional; her son had received a 5 year prison sentence for his first offence. This had been a shock to L and she was seeking support for navigating through this time. She disclosed feeling very isolated and overwhelmed.

L was assigned a support worker and kept in regular contact with Out There. In addition to the emotional support provided, we arranged access to counselling support for L. She regularly attended Family Fridays and benefitted from meeting other individuals in similar circumstances; she has shared her stories with others in this setting and has commented that she has found the peer support very beneficial.

L made the most of Out There's wider Family Support offer. L attended a trip to the zoo with her grandchild in the summer holidays as part of our Family Days.

Practical help was also given to L as she struggled with the cost of living. Out There provided a Christmas hamper and other welfare support including access to a local foodbank.

In relation to her son's imprisonment, Out There has liaised with Assisted Prison Visit scheme on L's behalf. Her son was originally sentenced in Guernsey and L was overwhelmed by the prospect of travel there. Her son was moved and transferred on three further occasions which L felt she needed support with as each prison came with adjustment and change and Out There supported in liaison with the prisons regarding property and contact. Out There also supported in liaison with the different prisons regarding her son's medication whenever he was transferred as the processes between medical teams came with complications each time which was adding to the feeling of stress and overwhelm for L.

L's son was released from prison in August 2024 and is doing well. As part of Out There's case closure, signposting following consent from L consisted of further wellbeing support from local organisations to her in Salford

L has been extremely complimentary regarding the support from Out There; "words will never be enough, thank you millions"

Feedback- What our families have said

We use Outcome Wheels to both plan the support we offer to families and to measure the impact in terms of isolation and wellbeing. We undertake a family survey annually to help us understand what families feel about our work. Below are some of the quotes and comments from the most recent family survey:

- *The team have made such a difference for me in a most difficult year. I don't know how I would have found my way through the machinations of being a mother on the outside. It's a lonely and scary place to find myself but the Out There Team have given me regular calls and been a source of strength and valuable information.*
- *I feel that my daughter has benefited from this already (1-1 school support) and I have received insightful and helpful feedback also. And I also received financial help with vouchers for food etc. just before Christmas which was a lifesaver at the time*
- *Always feel supported when I need it the most, through the ups and downs, also support for my children has been great for them, much needed.*
- *Always listened thoroughly. Advice or acted for me*
- *Absolutely highly recommended as it was a lifeline to have Fiona at the end of a phone*
- *Absolute life line and gem of Fiona a lovely lady who I couldn't of got on without the excellent support she gave me and my family*
- *The lady who works with me (Fiona) is amazing. She goes out of her way to support myself and my children in any way she can. She listens and has real empathy for what she hears which isn't something you come across very often*

Partnership and influencing

We have continued to develop and strengthen our partnership work in the criminal justice system. Our Hub space is now a centre for our own partnership work with the Big Life Group to support men on probation and over the last year Out There has further developed the support offer available.

Recognising the mental health challenges men on probation sometimes face, Out There has delivered a joint project with the Counselling and Family Centre Altrincham to offer counselling support to men on probation. We now have a counsellor based with us 1 day a week to offer this help.

The centre is also used by the organisation Women Matta to deliver the Trafford Women's Hub as part of the Greater Manchester Women's Support Alliance.

In our wider family work we have continued to play our part in national networks looking at support for families and have taken part in work that supports ensuring that family voices are heard. As an example family members have been engaged in research to understand the impact on families of prisoners serving longer sentences.

Trustees' report Year to 31 March 2025

Financial review

Results for the period

A summary of the charity's income and expenditure can be found on page 23 of the attached financial statements.

The total income for the year amounted to £256,244 (2024 - £244,917). Of this, £ 218,263 (2024 - £207,094) was received from grants and a further £ 19,553 (2024 - £16,805) from donations.

During the year total expenditure amounted to £256,633 (2024 - £271,225) including £173,337 (2024 - £179,141) in relation to staff costs.

The trustees have examined the requirement for free reserves i.e. those unrestricted funds not invested in tangible fixed assets, or otherwise committed. The trustees consider that, given the nature of the work undertaken by Out There Supporting Families of Prisoners Limited, the level of free reserves should be approximately equal to between three and six months' recurring expenditure.

The trustees are of the opinion that this level of reserves should provide sufficient flexibility to cover temporary shortfalls in income due, for example, to falls in voluntary income or delays in getting grant funding approved.

Total funds at 31 March 2025 amounted to £ 77,991 (2024 - £78,380).

Restricted funds comprise monies given for specific purposes and amounted to £ 72,070 at 31 March 2025 (2024 - £75,633).

Reserves and financial position

General funds, or free reserves, at 31 March 2025 were £ 5,921 (2024 – £2,747). This is less than the current policy stipulates and does not cover a month of operating expenditure. However, it is to be noted that a lot of work has been done to generate free reserves for example through rental of hub space and our work on support for men on probation. Our reserve position this year has improved and we have plans to improve the position further, primarily through developing non grant income

Governance, structure and management

Out There Supporting Families of Prisoners Limited is a company limited by guarantee (Company Registration Number 6239170 (England and Wales)) and a registered charity (Charity Registration Number 1120342). The charitable company is governed by its memorandum and articles of association.

The sole member of the company, and thus its parent entity, is DCSVP Services, a registered charity (Charity Registration Number 1149326) and a company limited by guarantee (Company Registration Number 07638065 (England and Wales)), set up by the Daughters of Charity of St Vincent de Paul, to safeguard the Vincentian ethos in various projects including Out There Supporting Families of Prisoners.

Trustees' report Year to 31 March 2025

The trustees constitute directors of the charitable company for the purposes of company legislation.

Trustees are recruited through advertising. The trustees review the skills needed by the Board and aim to ensure a broad range of skills are represented. Potential trustees are invited to visit the organisation and to attend one or two meetings as an observer prior to formal appointment, which is through our parent charity, DCSVP Services. Our constitution states that at least two trustees and not more than half, must be members of the Congregation of the Daughters of Charity of St Vincent de Paul.

The following trustees served throughout the period unless otherwise indicated.

Trustee

Mr David Darlington	Chair
Ms Vanessa Hamnett	
Ms Mary McDonagh	
Sister Kathleen Page DC	
Sister Mary Catherine Mc Erlean DC	Appointed 20/06/2024
Ms Cate Wong	Appointed 20/03/2025
Mr Justin Brett	Appointed 16/12/2024
Mr Peter Howarth	Appointed 16/12/2024
Mr Martin Sexton	Appointed 16/12/2024
Ms Emma Russ	Resigned 20/11/2024

In the event of the charitable company being wound up, the member is required to contribute an amount not exceeding £1.

Governance, structure and management (continued)

No trustee received any remuneration from the charitable company during the period. Expenses of £18 (2024 - £ nil) were reimbursed to trustees during the period. No trustee had any beneficial interest in any contract with the charitable company during the period.

Brief biographical details on each of the trustees are given below.

Mr David Darlington

David Darlington is a local solicitor with experience of criminal, property and employment law and of managing and funding of not for profit community groups.

Ms Vanessa Hamnett

Vanessa currently works for a local housing association as a community centre manager. She has worked across Greater Manchester in a variety of roles.

Ms Mary McDonagh

Mary has worked for Greater Manchester Probation Service for 26 years in a variety of roles. She is currently working in the national learning and development team with a focus on the delivery of pqip training (trainee probation officers) and wider staff learning and development initiatives.

Trustees' report Year to 31 March 2025

Mr Justin Brett

Justin is an EDI leader with a background across multiple sectors, strong relationship and community engagement expertise, excellent understanding on global EDI context

Mr Martin Sexton

Martin has been a registered social worker since 2010, working in adults' services in London and Greater Manchester. At present he is the Principal Social Worker for a Local Authority in Greater Manchester

Ms Cate Wong

Cate currently works for the Ministry of Justice as a Senior Project Manager. Her role involves particular oversight on governance and finance.

Mr Peter Howarth

Peter's background in the construction industry has focused on strategy development and income growth. He has been a keen fundraiser for charities for 20 years.

Sister Kathleen Page DC

Sister Kathleen is a Daughter of Charity. Her work has included leading a number of charitable organisations and she has extensive experience in social care, project management and pastoral care.

Sister Catherine Mc Erlean DC

Sister Catherine is a Daughter of Charity. Her work has included significant roles in charitable organisations related to social and youth work

Key management personnel

The trustees consider that they together with the Chief Executive comprise the key management of the charity in charge of directing and controlling, running and operating the charity on a day to day basis.

The pay of the Chief Executive is reviewed annually by the trustees.

Organisation

The Chief Executive, who is responsible for the day-to-day management of the Service, its service users and its staff, is accountable to the trustees of the charity.

Statement of trustees' responsibilities

The charity's trustees are responsible for preparing the trustees' report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Trustees' report Year to 31 March 2025

Company law requires the trustees (who are directors of the company for the purposes of company law) to prepare financial statements for each financial period which give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity 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 Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable to the United Kingdom and Republic of Ireland (FRS 102);
- ◆ make judgements and estimates that are reasonable and prudent
- ◆ state whether applicable United Kingdom 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 charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that 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. The trustees 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.

Each of the trustees confirms that:

- ◆ so far as the trustee is aware, there is no relevant audit information of which the charitable company's auditor is unaware; and
- ◆ the trustee has taken all the steps that he/she ought to have taken as a trustee in order to make himself/herself aware of any relevant audit information and to establish that the charitable company's auditor is aware of that information.

This confirmation is given and should be interpreted in accordance with the provisions of s418 of the Companies Act 2006.

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

Public benefit

All of Out There's activities are focused on supporting the families of prisoners and are carried out to further the charity's purposes for the public benefit. We deliver our services across Greater Manchester, and all support is provided free of charge.

In addition to direct services, we work in partnership with other organisations and agencies where collaboration enables us to better meet the needs of families, strengthen our

Trustees' report Year to 31 March 2025

effectiveness, and extend the reach of our support. These partnerships are pursued solely to further our charitable purposes and ensure that our work continues to provide clear public benefit.

Risk management

In line with the requirement for the trustees to undertake a risk assessment exercise and report on the same in their annual report, the Chief Executive with the trustees has looked at the risks the charity currently faces and has reviewed the measures already in place, or needing to be put in place, to deal with them.

Five main areas have been identified where risk may occur:

- ◆ Governance and management
- ◆ Operational
- ◆ Financial
- ◆ Reputation
- ◆ Laws, regulations, external and environment

Governance and management looks at the risk of the charity suffering from a lack of direction, at the skills and training of its personnel and the good use of its resources.

Operational looks at the risk inherent in the charity's activities including engaging in inappropriate activities and shortcomings in the service provided, difficulties with staff, and health and safety.

Financial risks include those arising as a result of poor budgetary control, inappropriate spending, or investment policies or poor accounting.

Reputation looks at possible damage to the charity's reputation.

Laws, regulations, external and environment looks at the effect of government policies and the consequences of non-compliance with laws and regulations.

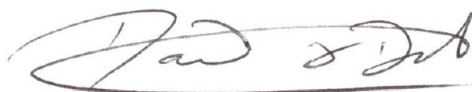
Having assessed the major risks to which the charity is exposed, the trustees believe that by monitoring reserve levels, by ensuring controls exist over key financial systems, and by examining the operational and business risks faced by the charity, they have established effective systems to manage those risks including those presented by the broader macroeconomic environment.

Trustees' report Year to 31 March 2025

Fundraising policy

The charity aims to achieve best practice in the way in which it communicates with donors and other supporters. It takes care with both the tone of its communications and the accuracy of its data to minimise the pressures on supporters. It applies best practice to protect supporters' data and never sells data, it never swaps data and ensures that communication preferences can be changed at any time. The charity manages its own fundraising activities and does not employ the services of Professional Fundraisers. The charity undertakes to react to and investigate any complaints regarding its fundraising activities and to learn from them and improve its service. During the year ended 31 March 2025, the charity received no complaints about its fundraising activities.

Approved by the trustees and signed on their behalf by:



Trustee

Approved by the trustees on:

11/11/2025

Independent auditor's report to the members of Out There Supporting Families of Prisoners Limited

Opinion

We have audited the financial statements of Out There Supporting Families of Prisoners Limited (the 'charitable company') for the year ended 31 March 2025 which comprise the statement of financial activities, the balance sheet, the principal accounting policies and the notes to the financial statements. 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 2025 and of its income and expenditure for the year then ended;
- ◆ have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- ◆ have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

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

Conclusions relating to going concern

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

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the 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 Year to 31 March 2025

Other information

The other information comprises the information included in the annual report, including the trustees' report and chair's foreword, 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.

Opinions on other matters prescribed by the Companies Act 2006

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

- ◆ the information given in the trustees' report, which is also the directors' report for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- ◆ the trustees' report, which is also the directors' report for the purposes of company law, has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the 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 the Companies Act 2006 requires us to report to you if, in our opinion:

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

Independent auditor's report Year to 31 March 2025

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 14/15 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.

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:

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- ◆ we identified the laws and regulations applicable to the charitable company through discussions with management, and from our knowledge and experience of the sector;
- ◆ we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the charitable company, including the Companies Act 2006, the Charities Act 2011, 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 United Kingdom and Republic of Ireland (Charities SORP FRS 102), and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102);
- ◆ we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting correspondence;
- ◆ identified laws and regulations were communicated within the audit team and the team remained alert to instances of non-compliance throughout the audit;

Independent auditor's report Year to 31 March 2025

Auditor's responsibilities for the audit of the financial statements (continued)

- ◆ making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- ◆ considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- ◆ performed analytical procedures to identify any unusual or unexpected relationships;
- ◆ tested journal entries to identify unusual transactions;
- ◆ assessed whether judgements and assumptions made in determining the accounting estimates set out in the accounting policies were indicative of potential bias; and
- ◆ investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- ◆ agreeing financial statement disclosures to underlying supporting documentation;
- ◆ reading minutes of meetings of those charged with governance; and
- ◆ enquiring of management as to actual and potential litigation and claims.

We assessed the susceptibility of the charitable company's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- ◆ Making enquiries of representatives from the trustees as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- ◆ Considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the trustees and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities is available on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Independent auditor's report Year to 31 March 2025

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 the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Peter Mackereth, Senior Statutory Auditor
for and on behalf of Buzzacott Audit LLP, Statutory Auditor
130 Wood Street
London
EC2V 6DL

Date: 14 November 2025

Statement of financial activities Year to 31 March 2025
(including an income and expenditure account)

	Notes	Unrestricted funds £	Restricted funds £	2025 Total funds £	Unrestricted funds £	Restricted funds £	2024 Total funds £
Income:							
Donations		19,553	—	19,553	16,805	—	16,805
Grants	1	49,000	169,263	218,263	45,500	161,594	207,094
Room hire		17,209	—	17,209	21,018	—	21,018
Miscellaneous		1,219	—	1,219	—	—	—
Total income		86,981	169,263	256,244	83,323	161,594	244,917
Expenditure:							
Expenditure on charitable activities: supporting families of prisoners							
. Staff costs – wages and salaries	2	58,613	114,724	173,337	30,994	148,147	179,141
. Staff training and supervision		—	5,442	5,442	1,801	1,878	3,679
. Premises costs		13	22,958	22,971	20,349	26,121	46,470
. Travel expenses		1,274	3,360	4,634	3,340	1,540	4,880
. Volunteers' expenses		1,638	—	1,638	1,972	—	1,972
. Printing, postage and stationery		1,728	—	1,728	1,160	320	1,480
. Advertising and marketing		162	—	162	245	—	245
. Telephone and IT costs		1,810	7,100	8,910	7,644	—	7,644
. Insurance		1,206	—	1,206	1,145	—	1,145
. Welfare donations and family support		8,428	18,911	27,339	5,516	16,030	21,546
. Audit fee		5,058	—	5,058	1,650	—	1,650
. Other professional fees		1,723	—	1,723	—	—	—
. Bank charges		593	—	593	634	—	634
. Other expenses		1,561	331	1,892	459	280	739
Total expenditure		83,807	172,826	256,633	76,909	194,316	271,225
Net movement in funds							
i.e. net (expenditure) income	3	3,174	(3,563)	(389)	6,414	(32,722)	(26,308)
Reconciliation of funds:							
Fund balances brought forward at 1 April 2024		2,747	75,633	78,380	(3,667)	108,355	104,688
Fund balances carried forward at 31 March 2025		5,921	72,070	77,991	2,747	75,633	78,380

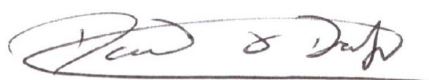
All of the charity's activities derived from continuing operations during the above two financial periods.

All recognised gains and losses are included in the above statement of financial activities.

Balance sheet 31 March 2025

	Notes	2025 £	2024 £
Fixed Assets			
Tangible assets	6	38,657	47,092
Current assets			
Debtors	7	12,355	1,793
Cash at bank and in hand		77,837	32,444
		90,192	34,237
Creditors: Amounts falling due within one year	8	(50,858)	(2,949)
		39,334	31,288
Total net assets		77,991	78,380
The funds of the charity			
Income funds:			
Restricted funds	9	72,070	75,633
Unrestricted funds			
. General funds		5,921	2,747
		77,991	78,380

Approved by the trustees and signed on their behalf by:



Trustee

Approved on:

11/11/2025

Out There Supporting Families of Prisoners Limited
Registered Company Number: 6239170 (England and Wales)

Principal accounting policies 31 March 2025

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are laid out below.

Basis of preparation

These financial statements have been prepared for the year to 31 March 2025 with comparative information given in respect to the year to 31 March 2024.

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 accounting policies below or the notes to these financial statements.

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (Charities SORP FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The accounts are presented in sterling and are rounded to the nearest pound.

Assessment of going concern

The trustees have assessed whether the use of the going concern assumption is appropriate in preparing these financial statements. The trustees have made this assessment in respect to a period of at least one year from the date of approval of these financial statements.

The trustees acknowledge the impact of the current macroeconomic and geopolitical climate. They have concluded that there may be some negative consequences such as a greater challenges in acquiring grant income at a time when there are increased needs from beneficiaries and increased pressure on costs due to inflation. However, the trustees will continue to monitor income, expenditure and cash flows closely and they are of the opinion that the charity will have sufficient resources to meet its liabilities as they fall due.

Critical accounting estimates and areas of judgement

The trustees have estimated future income and expenditure flows for the purposes of assessing going concern (see assessment of going concern above). There are no other critical accounting estimates or areas of judgement.

Income recognition

Income comprises donations and grants, income from room hire and miscellaneous income.

Income is recognised in the period in which the charity has entitlement to the income, the amount of income can be measured reliably and it is probable that the income will be received.

Income recognition (continued)

Donations and grants are recognised when the charity has confirmation of both the amount and settlement date. In the event of donations or grants pledged but not received, the amount is accrued for where the receipt is considered probable. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

In accordance with the Charities SORP FRS 102 volunteer time is not recognised.

Expenditure recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to make a payment 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.

All expenditure is accounted for on an accruals basis.

Expenditure on charitable activities includes all costs associated with furthering the charitable purposes of the charity through the provision of its charitable activities.

All expenditure is stated inclusive of irrecoverable VAT.

Tangible fixed assets

Leasehold Improvements are capitalised and written off over their expected useful life which equates to the remaining length of the lease.

Debtors

Debtors are recognised at their settlement amount, less any provision for non-recoverability. Prepayments are valued at the amount prepaid. They have been discounted to the present value of the future cash receipt where such discounting is material.

Cash at bank and in hand

Cash at bank and in hand represents such accounts and instruments that are available on demand or have a maturity of less than three months from the date of acquisition. Deposits for more than three months but less than one year have been disclosed as short term deposits. Cash placed on deposit for more than one year is disclosed as a fixed asset investment.

Creditors and provisions

Creditors and provisions 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. Creditors and provisions are recognised at the amount the charity anticipates it will pay to settle the debt. They have been discounted to the present value of the future cash payment where such discounting is material.

Fund structure

Restricted funds comprise monies raised for, or their use restricted to, a specific purpose, or contributions subject to donor imposed conditions.

General funds represent those monies which are freely available for application towards achieving any charitable purpose that falls within the charitable company's charitable objects.

1. Grants

	Unrestricted funds £	Restricted funds £	2025 Total funds £	Unrestricted fund	Restricted funds £	2024 Total funds £
Liverpool Diocesan Council for Social Aid	—	7,500	7,500	—	10,500	10,500
Trafford Housing Trust	—	—	—	—	28,500	28,500
Trafford MBC	—	5,500	5,500	—	—	—
Caritas Salford Bishop Fund	—	—	—	—	812	812
HM Prison and Probation Service	—	9,999	9,999	—	—	—
Duchy of Lancaster Benevolent Fund	—	2,000	2,000	—	—	—
SVP – Coronation Day	—	—	—	—	400	400
Acts 435	—	—	—	—	300	300
Five Fund, The Talent Fund	10,000	—	10,000	7,500	—	7,500
The LD Rope Trust	3,000	—	3,000	—	—	—
Sisters of St Joseph of Peace	—	—	—	5,000	—	5,000
The Albert Hall Trust	3,000	—	3,000	—	—	—
The Albert Gubay Foundation	—	46,628	46,628	—	35,500	35,500
Bolton at Home	8,000	—	8,000	8,000	—	8,000
The Big Life Group GM IRS	—	52,124	52,124	—	39,386	39,386
Cash 4 Kids	—	400	400	—	1,750	1,750
The National Lottery Community Fund	—	45,112	45,112	—	44,446	44,446
The Tudor Trust	25,000	—	25,000	25,000	—	25,000
Total funds	49,000	169,263	218,263	45,500	161,594	207,094

2. Staff costs and remuneration of key management personnel

	2025 £	2024 £
Staff costs during the year were as follows:		
Wages and salaries	161,456	167,058
Social security costs	9,472	9,250
Pension costs	2,409	2,833
	173,337	179,141

The average number of employees during the year was 7 (2024 - 8). The full-time equivalent number of employees was 5 (2024 - 6).

The key management personnel of the charity in charge of directing and controlling, running and operating the charity on a day-to-day basis comprise the trustees and the Chief Executive. The total remuneration (including taxable benefits and employer's pension contributions) of the key management personnel for the year was £47,734 (2024 - £46,445).

There are no employees who received remuneration (including employee benefits but excluding employer pension costs) of more than £60,000.

3. Net movement in funds i.e. net income (expenditure)

This is stated after charging

	2025 Total funds £	2024 Total funds £
Staff costs (note 2)	173,337	179,141
Audit fee - Current year	3,000	2,730
Previous years	2,058	

As the charity is part of a large group, it is required to have its accounts audited rather than have an independent examination. The difference between the independent examination fee and audit fee is £2,750 plus VAT (2024 £2,500 plus VAT), which has been paid by the parent charity, DCSVP Services.

4. Trustees' remuneration

None of the trustees received any remuneration in respect of their services during the year (2024 - £nil) £18 expenses (2024 - £nil) were reimbursed to trustees.

5. Taxation

Out There Supporting Families of Prisoners Limited is a registered charitable company and, therefore, is not liable to income tax or corporation tax on income derived from its charitable activities, as it falls within the various exemptions available to registered charities.

6. Tangible fixed assets

	Leasehold Improvements £
Cost	
At 1 April 2024	59,041
Additions	—
at 31 March 2025	59,041
Depreciation	
At 1 April 2024	11,949
Charge for year	8,435
At 31 March 2025	20,384
Net book values	
At 31 March 2025	38,657
At 31 March 2024	47,092

7. Debtors

	2025 £	2024 £
Prepayments and accrued income	2,218	1,793
Other debtors	10,137	—
	12,355	1,793

8. Creditors

	2025 £	2024 £
Sundry creditors and accruals	5,858	2,949
Deferred grants	45,000	—
	50,858	2,949

Deferred grants relates to funding received which is to be spent in future periods for restricted purposes, principally staff costs.

9. Restricted funds

	At 1 April 2024 £	Income £	Expenditure £	At 31 March 2025 £
Staff costs fund	16,428	121,710	(114,723)	23,415
Travel, training and supervision fund	2,650	6,483	(9,133)	—
Building and hub fund	—	21,624	(21,624)	—
Leasehold improvement fund	47,091	—	(8,435)	38,656
Family activities and welfare fund	9,464	19,446	(18,911)	9,999
	75,633	169,263	(172,826)	72,070

	At 1 April 2023 £	Income £	Expenditure £	At 31 March 2024 £
Staff costs fund	10,843	153,732	(148,147)	16,428
Travel, training and supervision fund	2,067	4,600	(4,018)	2,649
Building refurbishment fund	17,687	—	(17,687)	—
Leasehold improvement fund	55,526	—	(8,434)	47,092
Family activities and welfare fund	22,232	3,262	(16,030)	9,464
	108,355	161,594	(194,316)	75,633

Staff costs fund

The staff costs fund comprises monies given toward various salaries.

Travel, Training and supervision fund

The travel, training and supervision fund comprises monies given specifically for staff travel, training and supervision.

Building and Hub fund

The building and hub fund represents monies given for the external refurbishment of the buildings and the running costs of the hub.

Family Activities and Wellbeing fund

The family activities and welfare fund represented funding received to cover the costs of family activities and welfare.

Leasehold Improvement Fund

The leasehold improvement fund represents monies give specifically to upgrade the existing leasehold building.

10. Analysis of net assets between funds

	General fund £	Restricted funds £	2025 Total funds £
Fund balances at 31 March 2025 are represented by:			
Fixed Assets	—	38,657	38,657
Current assets	11,779	78,413	90,192
Current liabilities	(5,858)	(45,000)	(50,858)
Total net (liabilities) assets	5,921	72,070	77,991
	General fund £	Restricted funds £	2024 Total funds £
<i>Fund balances at 31 March 2024 are represented by:</i>			
<i>Fixed Assets</i>	<i>—</i>	<i>47,092</i>	<i>47,092</i>
<i>Current assets</i>	<i>5,696</i>	<i>28,541</i>	<i>34,237</i>
<i>Current liabilities</i>	<i>(2,949)</i>	<i>—</i>	<i>(2,949)</i>
<i>Total net (liabilities) assets</i>	<i>2,747</i>	<i>75,633</i>	<i>78,380</i>

11. Controlling party and ultimate parent

The sole member of the charitable company, and thus its parent entity, is DCSVP Services, a registered charity (Charity Registration Number 114926) and a company limited by guarantee (Company Registration Number 07638065 (England and Wales)). The charitable company was established by the Daughters of Charity of St Vincent de Paul, a Roman Catholic religious congregation, in order to safeguard its Vincentian ethos.

12. Member's liability

The charitable company is limited by guarantee. In the event of the charitable company being wound up, the member is required to contribute an amount not exceeding £1.

13. Related party transactions

During the year one donation (2024 – two donation) totalling £376 (2024 - £658) was received from trustees and other entities they are connected to.

14. Post balance sheet events

Subsequent to the year end, the charity was notified that it was not eligible for certain employment tax reliefs which had been claimed. Whilst the charity intends to appeal against this outcome, in the event that such an appeal is unsuccessful the charity may need to repay reliefs claimed for the past five tax years. The Daughters of Charity of St Vincent De Paul Services Limited has committed to provide the charity with funding to cover this liability. Therefore, no provisions have been included within these financial statements for any potential liability due