

ENGLISH PEN

England & Wales · Charity number 1125610

Details

Status	Registered
Legal form	Charitable company
Company number	05747142
Registered	2008-08-26
Register	View on the Charity Commission register

Contact

Address	24 Bedford Row London WC1R 4EH
Phone	0207 250 8382
Email	enquiries@englishpen.org
Website	www.englishpen.org

Activities

Objects: 1 TO PROMOTE THE EDUCATION OF THE PUBLIC BY ENCOURAGING THE UNDERSTANDING, APPRECIATION AND DEVELOPMENT OF WRITING IN ANY STYLE OR FORM.2 TO PROMOTE THE HUMAN RIGHTS (AS SET OUT IN THE UNIVERSAL DECLARATION OF HUMAN RIGHTS AND SUBSEQUENT UNITED NATIONS CONVENTIONS AND DECLARATIONS) OF WRITERS, AUTHORS, EDITORS, PUBLISHERS AND OTHER PERSONS SIMILARLY ENGAGED ('THE BENEFICIARIES') THROUGHOUT THE WORLD BY ALL OR ANY OF THE FOLLOWING MEANS:A MONITORING AND SEEKING TO PREVENT ABUSES OF HUMAN RIGHTS OF BENEFICIARIES.B OBTAINING REDRESS FOR BENEFICIARIES WHO ARE THE VICTIMS OF HUMAN RIGHTS ABUSE.C RELIEVING NEED AMONG BENEFICIARIES WHO ARE THE VICTIMS OF HUMAN RIGHTS ABUSE.D RESEARCH INTO HUMAN RIGHTS ISSUES AFFECTING THE BENEFICIARIES.E EDUCATING THE PUBLIC ABOUT HUMAN RIGHTS.F PROVIDING TECHNICAL ADVICE TO GOVERNMENT AND OTHERS ON HUMAN RIGHTS MATTERS AFFECTING THE BENEFICIARIES.G CONTRIBUTING TO THE SOUND ADMINISTRATION OF HUMAN RIGHTS LAW.H COMMENTING ON PROPOSED HUMAN RIGHTS LEGISLATION.I RAISING AWARENESS OF HUMAN RIGHTS ISSUES.J PROMOTING PUBLIC SUPPORT FOR HUMAN RIGHTS.K PROMOTING RESPECT FOR HUMAN RIGHTS AMONG INDIVIDUALS AND INCORPORATIONS.L INTERNATIONAL ADVOCACY OF HUMAN RIGHTS.M ELIMINATING INFRINGEMENTS OF THE PROHIBITIONS ON TORTURE, SLAVERY, EXTRADITION KILLING, ARBITRARY DETENTION AND DISAPPEARANCE.3 TO RELIEVE POVERTY AND DISTRESS AMONG DEPENDANTS, FAMILY AND/OR HOUSEHOLD MEMBERS OF BENEFICIARIES.

Activities: Promotion of Literature;Promotion of human rights of Writers and Publishers throughout the World;Relief of Poverty and Distress among beneficiaries' dependants

Classification

- **How:** Makes Grants To Individuals, Makes Grants To Organisations, Provides Services, Provides Advocacy/advice/information, Sponsors Or Undertakes Research, Other Charitable Activities
- **What:** Education/training, Arts/culture/heritage/science, Other Charitable Purposes
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, NATIONAL AND OVERSEAS.
- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£662,635	£930,997	£1,343,650	10
2024-03-31	£972,880	£817,920	£1,594,367	10
2023-03-31	£1,477,101	£842,107	£1,434,964	9
2022-03-31	£636,236	£682,178	£810,801	11
2021-03-31	£718,111	£494,055	£852,308	10

Trustees

Name	Role	Appointed
Ruth Borthwick	Chair	2019-03-19
Akiho Schilz		2021-10-19
Claire Malcolm		2026-04-29
Dina Nayeri		2024-01-30
Dr Anthony Devine		2026-02-04
Georgina Godwin		2019-06-25
Hannah Nenna Chukwu		2026-04-29
Lucy Beresford-Knox		2023-01-25
Lucy Geraldine Allison Hannah		2026-04-29
Milena Buyum		2020-06-23
Nicola Jill Southcombe Parker		2024-01-30
Preti Madhuri Neel Taneja		2026-04-29
Rachael Elizabeth Davis-Featherstone		2024-01-30
Ted Hodgkinson		2020-06-23
Vedat Can Yeginsu		2021-01-26

ENGLISH PEN

England & Wales - Charity number 1125610

Accounts

Registered charity number 1125610
Company number 05747142

English PEN
Report and financial statements for the year ended 31 March 2025

English PEN
Report and financial statements for the year ended 31 March 2025

Contents

	Page(s)
Legal and administrative details	2
Trustees' annual report	3 - 16
Independent auditor's report	17 - 19
Statement of financial activities	20
Balance sheet	21
Statement of cash flows	22
Notes to the financial statements	23 - 35

English PEN
Report and financial statements for the year ended 31 March 2025

Legal and Administrative details

Registered office	24 Bedford Row London WC1R 4EH
Registered charity number	1125610
Company number	05747142 (England and Wales)

Trustees

The Trustees, who are also directors of the company under Company Law, in office during the year and up to the date of signing the financial statements were:

L Beresford-Knox	Appointed 25 January 2023
R Borthwick	Appointed 19 March 2019, elected Chair 7 December 2021 (reappointed 8 December 2022)
M Buyum	Appointed 23 June 2020 (reappointed 7 December 2023)
R Davis-Featherstone	Appointed 30 January 2024
G Godwin	Appointed 25 June 2019 (reappointed 8 December 2022)
T Hodgkinson	Appointed 23 June 2020 (reappointed 7 December 2023)
G Lindvall Gunaratne	Appointed 23 June 2020 (reappointed 7 December 2023)
D Miller	Appointed 1 October 2017 (reappointed 7 December 2021)
D Nayeri	Appointed 30 January 2024
N Parker	Appointed 30 January 2024
A Schilz	Appointed 19 October 2021
J Stocks	Appointed 22 June 2021
V Yeginsu	Appointed 26 January 2021 (reappointed 5 December 2024)

Honorary president M Busby (appointed 19 April 2023)

Director D Gorman

Independent auditors Knox Cropper LLP
65 – 68 Leadenhall Street
London EC3A 2AD

Bankers HSBC
76-78 Kings Road
London SW3 4TZ

Triodos Bank
Deanery Road
Bristol BS1 5AS

Chair's Report

It has been an honour to chair the Board of Trustees of English PEN through 2024/25. This has been a challenging year for freedom of expression and for human rights more broadly. The PEN movement is a global community united in its commitment to defend these rights for all – a mission that has never been more critical.

Across the world, a growing number of countries have abdicated their commitment to human rights principles and undermined the international order established under the United Nations system in response to the horrors of the Second World War. Authoritarianism is gaining ground, further undermining the right to freedom of expression. Writers are at mortal risk from the effects of conflict, autocracy and climate injustice. Human rights are under immense pressure, and lives and communities are being destroyed. Israel's genocidal campaign in Gaza intensified throughout the year. Russia's illegal attacks on Ukraine continued to devastate lives. Bloody conflict in Sudan has led to famine. Journalists remain deliberate targets across the globe. And here in the UK, human rights are being eroded, including the right to peaceful protest and intensifying attempts to strip away the rights of LGBTQ+ communities, and in particular trans and non-binary individuals.

English PEN has engaged across our programmes and in conversation with our communities to ensure we keep working towards our vision, one that celebrates the diversity of literature, and envisions a world with free expression and equity of opportunity for all readers and writers. This has taken different forms throughout the year, including through our campaigns, our work supporting and championing literature in translation, our various platforms including events, prizes, our online magazine and through our long-term work, often necessarily behind the scenes, with and for our colleagues in the UK and internationally.

Our Prizes in 2024/25 included the PEN Pinter Prize, which was shared between Arundhati Roy and Alaa Abd el-Fattah, and the PEN Hessel-Tiltman Prize won by Avi Shlaim for his memoir *Three Worlds*. We also were delighted to launch our newest prize, the PEN Heaney Prize in 2024. This was jointly launched by PEN na hÉireann/Irish PEN, the Seamus Heaney Estate and English PEN and won by Susannah Dickey at the inaugural ceremony in Belfast. Our events ranged from hosting Palestinian bookseller Mahmoud Muna at London's Union Chapel to poetry events at Oxford's Diverse Poetry Festival, reaching over 9,700 people through the year. Our online magazine *PEN Transmissions* grew as a democratic space for amplifying voices across borders and identities, and where emerging voices sit alongside major literary figures. *In 2024, we were delighted to launch our focus on Young Voices, an ongoing area of work and engagement for English PEN.*

Our campaigns included a focus on calling for a ceasefire in Gaza and developing support for writers undergoing harassment in the UK. Our campaigns for individual writers included a focus on Alaa Abd el-Fattah and Jimmy Lai – British journalists and authors imprisoned internationally. We welcomed the long overdue release of Julian Assange, for whose freedom English PEN had long campaigned.

Providing support to write is also of critical importance to English PEN, and we hosted residencies for international authors in 2024/25, including for Ukrainian journalist Anna Romandash and PEN Belarus Director Taciana Niadbaj, who described these residencies as '*not only acts of solidarity but also investments in the future of global culture and freedom of expression*'. Our translation work continued with PEN Translates and the more recently launched PEN Presents, which aims to address structural inequalities in the translation sector through funding the often-unpaid work of creating samples, giving UK publishers access to titles from underrepresented languages and regions, and helping diversify the translated literature landscape. We were delighted with the success of *Heart Lamp* by Banu Mushtaq, translated from the Kannada by Deepa Bhasthi, which was one such title supported by both PEN Presents and PEN Translates, and which went on to be the first work translated from Kannada to appear on the International Booker Prize shortlist (and subsequently win the award in 2025).

Chair's Report (continued)

English PEN was honoured to work closely with PEN International and the wider PEN family on hosting the PEN Congress in September 2024 in Oxford. English PEN developed several related public events to coincide with PEN Congress at the Ashmolean Museum on topics, including the right to protest and to demonstrate solidarity.

Throughout this period, our dynamic staff team continued to drive English PEN's work forward. I am deeply grateful to the entire team for their dedication, and to the Board of Trustees, whose unwavering commitment and guidance have been invaluable. And I also wish to express my profound gratitude to our distinguished President, Margaret Busby.

English PEN is a charity operating at the intersection of arts and human rights, and partnership is central to every piece of work that we undertake. We extend our sincere thanks to our members, our Patrons, our Silver PEN partners, our campaign collaborators, and our programme partners for their support for the organisation and our work.

Ruth Borthwick, Chair

Director's Report

It was once again my honour to lead English PEN as Director. This incredible organisation is very much the product of its parts, and I am privileged to witness on a daily basis the work of our deeply driven and highly effective team.

Against a backdrop of global conflict and the erosion of human rights, the need to defend the freedom of expression has never been more urgent. We are deeply grateful to our community of partners and funders who stand with us, supporting our mission to celebrate great literature and the transmission of ideas in myriad ways.

In particular, I would like to thank our core funders, Arts Council England, Hawthornden Foundation, and the T. S. Eliot Foundation. Thank you also to our Silver PEN partners, a community of corporate partners who share our core belief that everyone should have the freedom to read and the freedom to write.

We are also hugely thankful to the funders of specific strands of our work. This includes the Booker Prize Foundation; the British Council; the Authors' Licensing and Collecting Society; Bloomberg Philanthropies; and Fondation Jan Michalski. Along with core support, Arts Council England also awards us the funding to deliver PEN Translates.

There are many other funders and individual donors who have contributed to prizes, to our campaigning, and to our core costs. To each of you, we extend our sincere gratitude.

Members are the backbone of English PEN's work, and we benefit from a dedicated membership who believe strongly in English PEN's values. Members support our work in various ways, from lending their voices to provide us with gravitas to actively participating in our campaigns, events, and translation initiatives. We are honoured to have you with us. A special thank you to all of those who have become a part of our PEN Patrons programme. Your generosity is deeply appreciated, and it has been a pleasure working with you over the year.

English PEN's work remains crucial. None of it could happen without you all – supporting with, engaging in, carrying out our work. We all depend on each other, and this has felt more and more tangible over the past year. Thank you.

Daniel Gorman, Director

Trustees' annual report

Structure, governance and management

English PEN was incorporated on 17 March 2006 and registered as a charity on 26 August 2008. The company was established under a Memorandum of Association which established the objects and powers of the charitable company, and is governed by Articles of Association (as amended 27 June 2017) and a deed of trust. The company is limited by guarantee as defined by the Companies Act 2006 and in the event of the company being wound up, company directors are required to contribute an amount not exceeding £1.

Membership of English PEN is open to poets, playwrights, essayists, editors, journalists, novelists, translators, publishers and other persons who share the organisation's aims of promoting literature and human rights. Members have the right to stand and vote in elections to the Board, ensuring a high standard of internal transparency and accountability.

The board of trustees, led by the chair, is responsible for the organisation's governance. The board meets quarterly and at each meeting considers a full report from the director, including the latest management accounts.

Several subcommittees, each governed by their own terms of reference, exist to support board oversight and decision-making. This includes the finance and audit committee. Subcommittees regularly throughout the year to consider specific business.

Responsibility for the day-to-day management of the charity is delegated to the director, who oversees the work of staff and volunteers. The director attends all board meetings.

Trustee recruitment and induction

New trustees are selected having regard to the skills and competencies required by the charity in delivering its objects. Current trustees have experience and knowledge of the organisation's activities, as well as finance and development expertise.

New trustees receive background material to familiarise themselves with the history and activities of the charity as well as Charity Commission documentation to inform them of their responsibilities and obligations under charity law. In addition, they are briefed by the director on key policy and operational issues facing the organisation.

Board performance is reviewed annually at an away day, where annual progress is also reviewed and future strategy and targets agreed.

Public benefit

English PEN constitutes a public benefit entity as defined by FRS 102.

In shaping English PEN's objectives and planning the charity's activities, the trustees have considered the Charity Commission's guidance on public benefit.

English PEN's registration as a charity on 26 August 2008 marked the Charity Commission's acceptance of the organisation's public benefit throughout its activities. The Charity Commission agreed with the trustees that 'writers, authors, editors, publishers and other persons similarly engaged throughout the world' constitute a 'particularly vulnerable' class of beneficiaries. This ruling enables English PEN to concentrate its resources most effectively on this beneficiary class, while benefiting the public generally.

Trustees' annual report

Related parties

English PEN is the founding centre of PEN International, and has voting rights at the Assembly of Delegates, which constitutes PEN International's Annual General Meeting.

Strategic report

Aims and objectives

The objectives of the charity are:

- To promote the education of the public by encouraging the understanding, appreciation and development of writing in any style or form.
- To promote the human rights (as set out in the Universal Declaration of Human Rights and subsequent United Nations conventions and declarations) of writers, authors, editors, publishers and other persons similar engaged ("the Beneficiaries") throughout the world by all or any of the following means:
 - i. Monitoring and seeking to prevent abuses of human rights of Beneficiaries;
 - ii. Obtaining redress for Beneficiaries who are the victims of human rights abuse;
 - iii. Relieving need among Beneficiaries who are the victims of human rights abuse;
 - iv. Research into human rights issues affecting the Beneficiaries;
 - v. Educating the public about human rights and raising awareness of human rights issues;
 - vi. Providing technical advice to government and others on human rights matters affecting the Beneficiaries;
 - vii. Contributing to the sound administration of human rights law and commenting on proposed human rights legislation;
 - viii. Promoting public support for and international advocacy of human rights, and promoting respect for human rights among individuals and incorporations;
 - ix. Eliminating infringements of the prohibitions on torture, slavery, extradition killing, arbitrary detention and disappearance.
- To relieve poverty and distress among the dependents family and/or household members of Beneficiaries.

Trustees' annual report

Impact

Defending the freedom to write and the freedom to read

In 2024–25, English PEN campaigned to support individuals whose freedom of expression was curtailed, and addressed broader structural issues relating to freedom of expression in the UK.

Writers at Risk

We continued to support writers in prison and at risk around the world. While this work has traditionally focused on international writers, in recent years we have seen an increasing need for support from writers in the UK.

As ever, our support is tailored to the individuals we work with, subject to informed consent, and takes various forms:

- Solidarity, including through our ongoing PENWrites campaign
- Awareness raising, through social media and public campaigns.
- Practical support, including financial assistance and referrals for therapeutic support
- Platforming writers and their work
- Hosting and attending meetings with writers at risk and/or their representatives
- Providing behind-the-scenes support to writers at risk and those close to them

During this period, we supported tens of writers (including those in prison, in exile, and otherwise at risk). Key cases of concern include:

Alaa Abd el-Fattah

British-Egyptian writer and activist Alaa Abd El-Fattah, an Honorary Member of English PEN, remains imprisoned in Egypt in violation of his right to freedom of expression. On 29 September 2024, Alaa completed his current five-year sentence but was not released. English PEN increased our campaigning activities accordingly. Advocacy activities through 2024–25

included working on a joint submission (with PEN International and PEN America) to the Universal Periodic Review (UPR) of Egypt and supporting Alaa's family and international legal team with their submission to the UN Working Group on Arbitrary Detention (UNWGAD). The UNWGAD decision, announced in May 2025, found Alaa to indeed be arbitrarily detained.

In October 2024, Alaa was announced by Arundhati Roy as the winner of the 2024 PEN Pinter Prize for a Writer of Courage. We were honoured to be joined at the event by members of his family, including his sisters Mona and Sanaa and son Khaled, where his friend and colleague Lina Attalah accepted the award on his behalf.

Julian Assange

In June 2024, we welcomed Julian Assange's release following his unjust detention in the UK. Together with PEN International, we closely monitored and consistently called for the UK Government to halt the extradition proceedings and for the US Government to withdraw all charges against Assange.

Jimmy Lai

We have continued to support imprisoned publisher Jimmy Lai and to call for his release. Jimmy Lai is among the writers featured in PENWrites, our international letter-writing campaign, and has been a key focus of our communications with parliamentarians.

Trustees' annual report

We also supported a number of writers based in the UK who were undergoing harassment or challenges due to their work.

Thematic Campaigns

During the reporting period, we collaborated with writers and partner organisations in the UK and globally, including those affected by the wars in Gaza and Ukraine. We also continued to focus on specific legislation and policy efforts in England to support freedom of expression for all.

Responding to the Israeli assault on Gaza

Our work focused on supporting Palestinian writers, both those who remain under bombardment and those who have been displaced. We have amplified PEN International's calls for an immediate ceasefire. Other activities have included:

- English PEN, Reporters Without Borders (RSF), and the Council for Arab-British Understanding (Caabu) organised a roundtable in Parliament chaired by Jess Phillips MP to discuss the conditions of reporting on the Israel-Gaza conflict and the challenges faced by journalists in Gaza. The speakers at the roundtable included Sky News Special Correspondent Alex Crawford, multi-Emmy Award-winning journalist Hind Hassan, *Al Jazeera* journalist Youmna El Sayed, and *Al Jazeera* producer Safwat Kahlout.
- Palestinian journalist Youmna el-Sayed took part in a roundtable discussion organised by English PEN with UK-based human rights organisations to discuss their role in supporting Gazan journalists

Work with PEN Ukraine

Our work focusing on Ukraine was carried out in cooperation with PEN Ukraine and PEN International. In 2024-25 this included continuing our joint partnership with Book Aid International to support PEN Ukraine's Unbreakable Libraries project and supporting Ukrainian writers based in the UK. We also worked closely in partnership with PEN Ukraine on a residency for Ukrainian journalist Anna Romandash (see below)

SLAPPs (Strategic Lawsuits Against Public Participation)

During this period, English PEN continued to be involved in the UK Anti-SLAPP Coalition, advocating for robust measures to counter SLAPPs in the UK.

Art Not Evidence

During this period, English PEN continued to support the Art Not Evidence coalition with their campaign for judicial reform to limit the use of creative and artistic expression as evidence in criminal trials, specifically Rap and Drill music.

European Court of Human Rights

English PEN submitted a joint intervention to the European Court of Human Rights, together with PEN International and PEN Georgia. The case, *Tsaava vs Georgia*, concerns the alleged use of excessive force during the dispersal of a demonstration in 2019, resulting in injury to both demonstrators and journalists.

Residencies

We were delighted to continue hosting resident writers in 2024–25. Our residents included poet and President of PEN Belarus Taciana Niadbaj and Kurdish journalist and poet Nedim Türfent, who undertook a week-long poetry tour whilst in the UK. Nedim is an Honorary Member of English PEN and was a key case of concern throughout his six and a half years in prison in Türkiye.

Trustees' annual report

Writers in Exile

We continued our work with writers in exile or experiencing displacement in the UK, with a particular focus on supporting their creative practice. We remain grateful to key partners, including the London Library and the West Lodge Project, for their invaluable support for this area of our work.

Resources

We continue to work on the development of resources to best support the wider literary and arts sector. In 2024-25 we worked with cultural consultant Rana Yazaji on researching and writing 'Working with artist in times of risk - a framework of considerations'. This was produced for the British Council and launched in early 2025.

Championing the Freedom to Write and the Freedom to Read

Our work championing freedom of expression takes many forms, reflecting our comprehensive engagement with this fundamental right. This includes our work to foster bibliodiversity – through our translation grants and commissioning international voices for our literary magazine – to create platforms for pressing conversations through our nationwide events programme, and to celebrate exceptional and courageous writing through our literary prizes.

PEN Translates

PEN Translates has now supported over 390 books from more than 80 languages with over £1.2m of funding, developing literary diversity in the UK while ensuring translators are paid properly for their work. In 2024–25, PEN Translates:

- Supported 33 books from 26 publishers, 23 regions and 17 languages;
- Awarded 55% of grants to women and non-binary writers and 63% of grants to women and non-binary translators;
- gave awards for the first time to titles from Somaliland, Cameroon and Singapore , and books translated from Greenlandic and Kannada.

PEN Translates has particularly supported small publishers at the vanguard of literary translation, for whom 100% of translations costs are awardable. In 2024–25, we:

- awarded 85% of grants to small presses;
- awarded 39% of grants to publishers outside London.

PEN Translates-supported titles continue to be recognised by national and international prizes. In 2024–25, this included:

- *Heart Lamp* by Banu Mushtaq, translated from the Kannada by Deepa Bhashti (And Other Stories) won the 2025 International Booker Prize – the first work translated from Kannada to do so.
- *Kibogo* by Scholastique Mukasonga, translated from the French (Rwanda) by Mark Polizzotti (Daunt Books), won the 2024 Oxford-Weidenfeld Prize.
- *Of Cattle and Men* by Ana Paula Maia, translated from the Portuguese (Brazil) by Zoë Perry, won the 2024 Republic of Consciousness Prize.
- *End of August* by Yu Miri, translated from the Japanese by Morgan Giles (Tilted Axis Press) was longlisted for the 2024 US National Translation Award in Prose.
- *Small Boat* by Vincent Delecroix, translated from the French by Helen Stevenson (Small Axes) was shortlisted for the 2025 International Booker Prize

Trustees' annual report

In 2024–25, we implemented the first year of our partnership with the South Asian Literature in Translation (SALT) project at the University of Chicago, running grants for new South Asian translated literature through PEN Translates and PEN Presents.

PEN Presents

In 2024–25, we continued our new PEN Presents programme, supporting and showcasing sample translations, funding the often-unpaid work of creating samples, and helping diversify the translated literature landscape. In 2024 we announced a new partnership with the International Booker Prize, for a round of the programme focussing on translators from the Global Majority, and held our first PEN Presents x SALT round, focusing on languages and literatures from South Asia.

The selection panel for PEN Presents x International Booker Prize selected a shortlist of 12 titles (from 13 translators, representing 9 languages and 9 regions) in March 2025. The shortlist included, for the first time across our grants programme, work originally published in Malay, Filipino and Cebuano, and work from Martinique and the Philippines.

International Translation Day

Our fifteenth annual programme for ITD took place on 30 September 2024, in person at Senate House and online, in partnership with the School of Advanced Study and supported by the Authors' Licensing and Collecting Society. It featured a two-part "state of the translation world" conversation, chaired by editor of *Wasafiri* and 2025 International Booker Prize judge Sana Goyal, with Nichola Smalley, award-winning Swedish and Norwegian literary translator, English PEN Translation Advisory Co-chair, and Translators Association committee member; Ravi Mirchandani, publisher of Summit Books at Simon & Schuster, and formerly publisher of Picador; and Safae El-Ouahabi, agent at RCW; Tamara Zimet, Programme Director (Adults) at Edinburgh International Book Festival; Jasper Sutcliffe, Head of Business Development at Bookshop.org; and Nashwa Nasreldin, Editor at the Poetry Translation Centre. The day was attended by over 150 translators and literary professionals.

PEN Transmissions

PEN Transmissions is English PEN's online magazine for international and translated literature. In 2024–25, personal essays and interviews on *PEN Transmissions* reached 31,400 readers in 152 countries. Across the year:

- we commissioned essays and interviews by 26 writers and translators in 13 countries;
- 81% of writers commissioned identified as women or non-binary;
- 62% of commissioned voices were writers or translators from the Global Majority;
- we featured voices including Jacqueline Wilson, Tetyana Teren, Arundhati Roy, Naomi Klein, lisa luxx, Ahmed Bassiouny
- with the support of the Norman Trust, English PEN launched a dedicated "Young Voices" strand showcasing Gen Z writers.

Trustees' annual report

Events

English PEN delivers an annual programme of events to showcase and celebrate writers who engage with freedom of expression issues, or whose own freedoms have been challenged. We prioritise elevating voices that are underrepresented and aim to create engaging and accessible cultural opportunities for audiences. Our events also provide spaces for open dialogue. In 2024–25 we reached a total combined audience of over 9,700 people. Our events included:

London Book Fair

This year, the English PEN Literary Salon returned as a one-day intensive programme at the London Book Fair, with conversations that spanned the breadth of English PEN's work, including:

- Writing others' experiences: freedom and appropriation
- Publishing and environmental responsibility: why the climate crisis is a free expression issue
- The ethics of funding: the future of UK literary festivals and prizes
- Publishing responsibly in times of conflict (part 1): SWANA literature and non-instrumentalising practices
- Publishing responsibly in times of conflict (part 2): crises the industry ignores
- What do we do with contentious classics?

We also co-curated, with SALT and the British Council, an event in the Literary Translation Centre:

- Six Years to Change a Market: Joint Interventions to Grow Translation – A South Asia Case Study

Mahmoud Muna at Union Chapel

In the evening of 12 March, we held a public event with Palestinian bookseller Mahmoud Muna, in conversation with Olivia Snaije, at the Union Chapel. This event took place shortly after the Educational Bookshop had been raided by Israeli police, leading to an international outcry, and during his visit to English PEN Mahmoud took part in various media interviews.

Anna Romandash residency

In summer 2024, English PEN welcomed prize-winning Ukrainian writer and journalist Anna Romandash to London as part of *Stories of Resilience*, a research and writing project delivered in partnership with PEN Ukraine and with the financial support of the UK/UA Creative Partnerships programme, designed by the British Council and the Ukrainian Institute. Before coming to London, Anna spent three months interviewing writers, academics, archivists, culture workers and activists across Ukraine in-person and online. During her month-long residency, she developed the material compiled in Ukraine into a 10,000-word commission, featuring ten profiles of the creatives she interviewed.

Trustees' annual report

While in the UK, Anna had several editorial sessions with journalists at the *Guardian* and *Channel 4 News*, benefited from complimentary membership of the London Library, and took part in events with the Ukrainian Institute in London and Irish PEN/PEN na hÉireann in Armagh. As part of the project, Anna also co-facilitated a writing workshop with members of the Ukrainian diaspora living in the UK, in partnership with Dash Arts. Upon returning to Ukraine, Anna spent another three months writing and refining the commission. The printed pamphlet has now been distributed to libraries across Ukraine.

Other events

English PEN was a partner on many other events throughout the year, working with writers including Iman Aoun, Marina Barham, Hannah Khalil, Salman Rushdie, Hisham Matar, Elif Shafak, Adania Shibli, Philippe Sands. Partners for our events programme included Hay Festival, Southbank Centre, Bodleian Library, Ashmolean Museum, Oxford Di-verse Poetry Festival, New Writing North and the Royal Court Theatre, among many others.

Prizes

Our prizes recognise and award contributions to literature and freedom of expression, and bring attention to global cases of persecution and censorship. In the reporting period, this included:

2024 PEN Pinter Prize

The 2024 PEN Pinter Prize, judged by Chair of English PEN, Ruth Borthwick, actor and activist Khalid Abdalla, and writer and musician, Roger Robinson, was awarded to Arundhati Roy. and shared with Writer of Courage. At the award ceremony, held at the British Library on 10 October, Roy announced Alaa Abd el-Fattah as the 2024 Writer of Courage, with whom she had selected to share the Prize. We were also joined Naomi Klein, who delivered an encomium for Roy and Abd el-Fattah. The Prize was made possible by the generosity of Faber and Ruth Maxted.

2024 PEN Hessell-Tiltman Prize

The PEN Hessell-Tiltman Prize ceremony was held at the October Gallery, London, on 27 November 2024. Avi Shlaim was announced as the 2024 winner by judges Sharmilla Beezmohun (chair), Clare Anderson and Venetia Porter, after a conversation with the shortlisted writers.

PEN Heaney Prize

This year, we launched the PEN Heaney Prize with Irish PEN/PEN na hÉireann and the Estate of Seamus Heaney, recognising outstanding poetry with a focus on social engagement. The inaugural Prize ceremony was held at Queen's University Belfast on 2 December 2024, where Susannah Dickey was announced as the inaugural winner and accepted her award. The Prize was made possible by the generosity of the Hawthornden Foundation and the Estate of Seamus Heaney.

Trustees' annual report

PEN Congress

The PEN International Congress was held in Oxford from 24–27 September 2024, with 150 delegates from PEN Centres around the world joining. We held several public events alongside Congress:

- Adania Shibli's keynote opening at the Bodleian Library (in partnership with PEN International)
- *Power, privilege and equity of expression: ways of practising global solidarity* at the Ashmolean Museum with Gioconda Belli, Mahi Ramakrishnan and Nedum Türfent, chaired by Juliet Jacques
- *Why the right to protest is a free expression issue* at the Ashmolean Museum with Hanna Komar, Miyo Peck-Suzuki, David Mead and Sanaa Seif, chaired by Daniel Gorman.

Membership

Through 2024–25 we placed increased focus on membership engagement, through regular members emails and through enhanced use of our CRM.

We currently have 927 members (as of August 2025).

Communications

Website

In 2024–25 our website underwent comprehensive redevelopment, informed by the findings from our audiences research undertaken as part of our Bloomberg Philanthropies Digital Accelerator project. The aims of the website redevelopment were to improve user experience and integrate our new CRM (Beacon).

Press highlights

2024–25 media coverage highlights include: coverage of the PEN Pinter Prize winner in media outlets internationally, including the front page of the *Guardian* newspaper; coverage of the Writer of Courage in international media outlets; broadcast and press coverage of our programme for London Book Fair 2025, including exclusive interviews with featured speaker Mahmoud Muna; coverage of the announcement of the inaugural PEN Heaney Prize in trade and broadsheet publications. All our translation and prize announcements were featured in book industry publications including *The Bookseller*, *Publishing Perspectives* and *BookBrunch*.

Social media & email marketing

On 27 February 2025 we ceased posting on Twitter/X, due to the platforms increasing tolerance of hate speech. In 2024–25 we also launched new accounts on Threads, Bluesky, and TikTok. Our current number (August 2025) of followers on each platform is: 8,346 on Instagram, 12,406 on Facebook, 1,293 on BlueSky, 168 on TikTok and 27,198 on LinkedIn. We have not yet started promoting our TikTok page while we trial new forms of social media content.

Since integrating our CRM, our data – including all media contacts and mailing lists – has become significantly cleaner and healthier. We have continued regular emails to our three core audiences (members, bulletin subscribers, PENWrites subscribers)

Trustees' annual report

Financial review

The net result for the year, an overall deficit of £251k comprises a deficit of £202k on unrestricted and a deficit of £49k on restricted funds. The deficit for the year is due to expenditure made using funds received in previous years including the one-off unrestricted grant from the Hawthornden Foundation that was recognised in the 2024 accounts. The grant was set aside as a designated fund with the intention of being spent over 3 years hence the planned deficit for the year.

As explained above the expenditure for the year increased to £931k (2024: £818k).

At 31 March 2025, unrestricted free reserves – that is, unrestricted funds excluding those represented by fixed assets and designated funds – were £747k. This is greater than the reserve policy of holding the equivalent of a minimum of six months' operating costs. Designated funds were £313k. Restricted funds of £272k, were held at the year end.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The charity maintains and reviews a risk register, which focuses on the major strategic and operational risks the charity faces, including mitigating actions to reduce each risk to a level the trustees consider acceptable. The risk register is reviewed and maintained by the director and reviewed in detail by the trustees annually.

The major risks faced by the charity are:

- Financial sustainability
- Reputational risk
- Recruiting and retaining appropriate trustees and staff

Reserves policy

The trustees have adopted a risk-based approach to determine an appropriate level of reserves and it is the charity's policy to hold unrestricted free reserves to cover operating costs for six months. At 31 March 2025, unrestricted free reserves were £747k, of which £353k is equivalent to approximately six months running costs.

Going concern

The financial statements have been prepared on a going concern basis.

The trustees have given due consideration to the working capital and cash flow requirements and consider current and forecast cash resources to be sufficient to cover the working capital requirements of the charity for at least 12 months from the date of signing this report and the financial statements.

Trustees' annual report

Statement of trustees' responsibilities

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

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity 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 business.

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

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

Statement as to disclosure of information to auditors

So far as the trustees are aware, there is no relevant information (as defined by Section 418 of the Companies Act 2006) of which the charitable company's auditors are unaware, and each trustee has taken all the steps that they ought to have taken as a trustee in order to make them aware of audit information and to establish that the charitable company's auditors are aware of that information.

On behalf of the board:

Ruth Borthwick

**Ruth Borthwick, Chair
2025**

Independent Auditor's Report to the members of English PEN

Opinion

We have audited the financial statements of English Pen (the 'charitable company') for the year ended 31 March 2025 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including 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 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 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.

Other information

The other information comprises the information included in the Annual Report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

Independent Auditor's Report to the members of English PEN (continued)

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether 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' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the Trustees' Annual Report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

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

We have nothing to report in respect of the following matters where 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' Annual Report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, 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 English PEN (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:

- The charitable company is required to comply with both company law and charity law and, based on our knowledge of its activities, we identified that the legal requirement to accurately account for restricted funds was of key significance.
- We gained an understanding of how the charitable company complied with its legal and regulatory framework, including the requirement to properly account for restricted funds, through discussions with management and a review of the documented policies, procedures and controls.
- The audit team, which is experienced in the audit of charities, considered the charitable company's susceptibility to material misstatement and how fraud may occur. Our considerations included the risk of management override.
- Our approach was to check that all restricted income was properly identified and separately accounted for and to ensure that only valid and appropriate expenditure was charged to restricted funds. This included reviewing journal adjustments and unusual transactions.

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

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 auditors' 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.

Knox Cropper LLP

2025-11-14

Simon Goodridge

Senior Statutory Auditor

for and on behalf of Knox Cropper LLP

Statutory Auditor

65 Leadenhall Street

London

EC3A 2AD

Statement of financial activities for the year ended 31 March 2025

	Notes	Unrestricted funds £	Restricted funds £	Total 2025 £	Total 2024 £
Income and endowments from:					
Donations and legacies	2	201,743	32,666	234,409	188,754
Charitable activities:	3				
<i>Community Engagement</i>		-	-	-	19,640
<i>Writers in Translation</i>		-	146,130	146,130	130,497
<i>Campaigns & Writers at Risk</i>		-	56,772	56,772	95,767
<i>Prizes</i>		-	5,000	5,000	34,571
<i>Other charitable income</i>		152,264	5,000	157,264	416,067
Other trading activities	4	667	-	667	1,868
Investments	5	29,460	1,848	31,308	25,618
Other	6	31,085	-	31,085	60,098
Total income		415,219	247,416	662,635	972,880
Expenditure on:					
Raising funds	7	192,681	-	192,681	53,164
Charitable activities:	8,9				
<i>Community Engagement</i>		56,939	42,142	99,081	77,970
<i>Writers in Translation</i>		133,528	130,372	263,900	353,584
<i>Campaigns & Writers at Risk</i>		178,895	76,386	255,281	283,589
<i>Prizes</i>		46,048	44,089	90,137	34,058
<i>Other charitable expenditure</i>		24,917	5,000	29,917	15,555
Total expenditure		633,008	297,989	930,997	817,920
Net operating income/ (expenditure) before gains/ (losses) on investments		(217,789)	(50,573)	(268,362)	154,960
Net (losses)/ gains on investments	15	15,969	1,675	17,644	4,443
Net movement in funds		(201,820)	(48,898)	(250,718)	159,403
Funds brought forward		1,273,158	321,209	1,594,367	1,434,964
Funds carried forward		1,071,338	272,311	1,343,649	1,594,367

All of the above results are derived from continuing activities and there are no other gains or losses than those stated above.

A comparative statement of financial activities is presented on page 36

English PEN
Report and financial statements for the year ended 31 March 2025

Balance sheet as at 31 March 2025

	Notes	Unrestricted funds £	Restricted funds £	31 March 2025 £	31 March 2024 £
Fixed assets					
Tangible fixed assets	14	11,322	17,744	29,066	13,642
Investments	15	<u>185,677</u>	<u>66,219</u>	<u>251,896</u>	<u>234,252</u>
		196,999	83,963	280,962	247,894
Current assets					
Debtors	16	9,862	13,958	23,820	9,172
Cash at bank and in hand		<u>943,535</u>	<u>178,214</u>	<u>1,121,749</u>	<u>1,391,123</u>
		953,397	192,172	1,145,569	1,400,295
Creditors					
Amounts falling due within one year	17	<u>(79,058)</u>	<u>(3,823)</u>	<u>(82,881)</u>	<u>(53,822)</u>
Net current assets		<u>874,339</u>	<u>188,349</u>	<u>1,062,688</u>	<u>1,346,472</u>
Net assets		<u>1,071,338</u>	<u>272,312</u>	<u>1,343,650</u>	<u>1,594,367</u>
Funds					
Unrestricted - general	18	748,845	-	748,845	725,959
Unrestricted - designated		322,493	-	322,493	547,199
Restricted		<u>-</u>	<u>272,311</u>	<u>272,311</u>	<u>321,209</u>
Total funds		<u>1,071,338</u>	<u>272,311</u>	<u>1,343,649</u>	<u>1,594,367</u>

The financial statements were approved by the Board on 14th November 2025 and signed on its behalf by:

Ruth Borthwick

Joanna Stocks

Ruth Borthwick
Chair

2025-11-14
Joanna Stocks
Treasurer

Company number: 05747142

Statement of cash flows for the year ended 31 March 2025

	Note	Total 2025 £	Total 2024 £
Net cash provided by/ (used in) operating activities	A	(274,068)	160,737
Cash flows from investing activities:			
Interest on bank deposits		17,644	17,568
Dividends on investments		9,550	8,050
Net cash provided by investing activities		27,194	25,618
Cash flows from financing activities:			
Purchase of fixed assets		(22,501)	(8,334)
Net cash used in financing activities		(22,501)	-
Change in cash and cash equivalents in the year		(269,375)	178,020
Cash and cash equivalents brought forward		1,391,123	1,213,103
Cash and cash equivalents carried forward		1,121,748	1,391,123

Note A: Reconciliation of net expenditure to net cash flow from operating activities

Net income/ (expenditure) for the year (as per the statement of financial activities)		(250,718)	159,403
Depreciation charges		7,077	3,614
Interest on bank deposits		(17,644)	(17,568)
Dividends on investments		(9,550)	(8,050)
(Gains)/losses on revaluation of investments		(17,644)	(4,443)
Decrease/ (increase) in debtors		(14,648)	54,437
(Decrease)/ increase in creditors		29,059	(26,656)
Net cash provided by/ (used in) operating activities		(274,068)	160,737

1 Accounting policies

a) Basis of preparation

The financial statements of the charity, which is a public benefit entity under FRS 102, 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 financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) second edition', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and Companies Act 2006.

The financial statements have been prepared under the historical cost convention with the exception of investments which are included at market value.

b) Income

Income is recognised and included in the accounts when the following criteria are met: the charity is entitled to the funds; any performance criteria attached to the item(s) of income have been met; there is sufficient certainty that the receipt of the income is probable; and the amount can be measured reliably.

Income received in advance of an event or a provision of other specified service is deferred until the criteria for income recognition are met.

c) Expenditure

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Wherever possible, costs are directly attributed to these headings. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

- Support costs include all expenditure not directly related to charitable activities e.g. general office costs, administration, management and governance.

- Governance costs are those costs incurred in the governance of the charity and are primarily associated with the constitutional and statutory requirements.

- Support costs, including governance, are allocated to expenditure on raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in notes 9 and 10.

d) Fund accounting

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or the funds raised for particular restricted purposes.

Unrestricted funds are funds which are available for use at the discretion of the trustees in furtherance of the charitable objectives of the charity.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund, and the basis of transfers to or from them, are set out in Note 18.

Accounting policies

e) Tangible fixed assets

Items with a value greater than £250 are capitalised. Tangible fixed assets are stated at cost less accumulated depreciation. Provision is made for depreciation on all tangible assets at rates calculated to write off the cost of each asset over its expected useful life, as follows:

- Fixtures, fittings & computers – depreciated on a straight line basis over 60 months.
- Software - depreciated on a straight line basis over 120 months.

f) Investments

Investments are stated at market value as at the balance sheet date. Any gain or loss on revaluation is taken to the Statement of Financial Activities in the period to which they relate.

g) Pension costs

Pension contributions payable to employee defined contribution pension schemes are charged to the Statement of Financial Activities in the period to which they relate.

h) Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern. The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period. They have considered the impact of external influences such as the cost-of-living crisis on both its income and expenditure for at least a period of twelve months from the date of approval of these financial statements. Accordingly, they continue to adopt the going concern basis in preparing the financial statements.

Notes to the financial statements

2 Donations and legacies

	Unrestricted	Restricted	2025	2024
	£	£	£	£
Donations	# 44,081	32,666	76,747	53,558
Memberships	49,393	-	49,393	52,946
Silver PEN members	-	-	-	2,000
Silver PEN partners	52,019	-	52,019	70,000
PEN Patrons	56,250	-	56,250	10,250
	201,743	32,666	234,409	188,754

3 Income from Charitable activities

Income from charitable activities was lower in 2024/25 compared to the prior year. In 2023/24 English PEN received an unrestricted grant of £243,803 from the Hawthornden Foundation. This was set aside in a designated fund as the intention was for the funds to be spent over a three year period. This commenced in 2024/25 with an organisational restructure and increased investment in fundraising and development staff in order to strengthen English PEN's long-term resilience.

4 Other trading activities

	Unrestricted	Restricted	2025	2024
	£	£	£	£
Events - Ticket Sales	667	-	667	1,868
	667	-	667	1,868

5 Investment income

	Unrestricted	Restricted	2025	2024
	£	£	£	£
Dividends	7,703	1,848	9,551	8,051
Bank interest	21,757	-	21,757	17,567
	29,460	1,848	31,308	25,618

6 Other income

	Unrestricted	Restricted	2025	2024
	£	£	£	£
Royalty income	23,997	-	23,997	54,467
Other	7,088	-	7,088	5,631
	31,085	-	31,085	60,098

7 Analysis of expenditure on raising funds

	Unrestricted	Restricted	2025	2024
	£	£	£	£
Direct costs	95,244	-	95,244	33,838
Governance costs (note 9)	2,132	-	2,132	648
Support costs (note 9)	95,305	-	95,305	18,679
	192,681	-	192,681	53,165

Notes to the financial statements

8 Analysis of expenditure

	Direct staff costs 2025	Direct costs (non-staff) 2025	Support costs 2025 (note 9)	Total 2025	Direct staff costs 2024	Direct costs (non-staff) 2024	Support costs 2024 (note 8)	Total 2024
	£	£	£	£	£	£	£	£
<i>Raising funds</i>								
Direct costs of fundraising	<u>87,950</u>	<u>7,294</u>	<u>97,437</u>	<u>192,681</u>	<u>29,467</u>	<u>4,371</u>	<u>19,327</u>	<u>53,164</u>
<i>Charitable activities</i>								
Community Engagement	1,500	47,477	50,105	99,082	38,058	11,567	28,345	77,970
Writers in Translation	6,552	123,897	133,451	263,900	72,955	152,088	128,542	353,584
Campaigns & Writers at Risk	52,387	73,801	129,093	255,281	87,037	93,456	103,096	283,589
Prizes	4,954	39,601	45,581	90,136	6,500	15,177	12,381	34,058
Other charitable expenditure	-	14,788	15,129	29,917	-	9,899	5,655	15,555
	<u>65,393</u>	<u>299,564</u>	<u>373,359</u>	<u>738,316</u>	<u>204,549</u>	<u>282,187</u>	<u>278,020</u>	<u>764,756</u>
Total expenditure	<u>153,343</u>	<u>306,858</u>	<u>470,796</u>	<u>930,997</u>	<u>234,016</u>	<u>286,558</u>	<u>297,347</u>	<u>817,921</u>

English PEN
Report and financial statements for the year ended 31 March 2025

Notes to the financial statements

9 Allocation of support costs

The charity allocates its support costs (including Governance costs) as follows:

	Expenditure on raising funds 2025	Expenditure on charitable activities 2025	Total support costs 2025	Expenditure on raising funds 2024	Expenditure on charitable activities 2024	Total support costs 2024
Support costs			£			£
Staff costs	71,542	274,137	345,679	11,860	170,601	182,461
Printing, postage and stationery	296	1,135	1,431	321	4,624	4,945
Travel, accommodation & subsistence	834	3,195	4,029	195	2,810	3,005
IT & web costs	1,947	7,460	9,407	290	4,179	4,469
Insurance	1,104	4,229	5,333	213	3,059	3,272
Rent	9,681	37,094	46,775	2,645	38,047	40,692
Subscriptions	2,405	9,214	11,619	254	3,646	3,900
Bank charges & similar	187	718	905	83	1,189	1,272
Other costs	5,769	23,124	28,893	2,583	37,163	39,746
Depreciation	1,540	4,885	6,425	235	3,379	3,614
Governance costs (note 10)	2,132	8,168	10,300	648	9,323	9,971
	97,437	373,359	470,796	19,327	278,020	297,347

Support and Governance costs are allocated based on the direct spend on those activities.

10 Governance costs

Governance costs are broken down as follows:

	Expenditure on raising funds	Expenditure on charitable activities	Total governance costs 2025	Expenditure on raising funds 2024	Expenditure on charitable activities 2024	Total governance costs 2024
Legal fees	7	28	35	2	33	35
Audit fees	1,265	4,847	6,112	390	5,610	6,000
Board costs	557	2,133	2,690	70	1,005	1,075
Insurance	303	1,160	1,463	186	2,675	2,861
Other	-	-	-	-	-	-
	2,132	8,168	10,300	648	9,323	9,971

11 Net income/(expenditure) for the year

This is stated after charging:

	Total 2025	Total 2024
	£	£
Operating leases -equipment	-	-
Depreciation	7,077	3,614
Loss on disposal of fixed assets	-	-
Auditors' remuneration	6,112	6,000
	13,189	9,614

English PEN
Report and financial statements for the year ended 31 March 2025

Notes to the financial statements

12 Staff costs and trustees' remuneration and expenses

The aggregate payroll costs were:

	Total 2025	Total 2024
	£	£
Wages and salaries	435,868	357,354
Social security costs	41,551	31,658
Pension costs	21,203	17,119
Subtotal payroll costs	498,623	406,130
Other staff costs	18,096	4,707
Total staff costs	516,718	410,837

The charity considers its key management personnel comprise the trustees and the director.

The following number of employees received employee benefits (excluding employer pension costs and employer's national insurance) during the year between:

£60,000 - £69,999

	2025	2024
	£	£
£60,000-£69,999	<u>1</u>	<u>1</u>

During the year, two (2024: one) trustees received £850; £350 to one trustee, £500 to another trustee (2024: £400)

During the year, three trustees received reimbursed expenses in connection with Board meetings and other charitable activities amounting to £532 (2024: £542 to two trustees).

The average number of full-time equivalent employees (including casual and part-time staff) during the year were as follows:

	Total 2025	Total 2024
Writers in Translation	1.5	1.8
Campaigns & Writers at Risk	2.7	2.3
Community Engagement	0.6	1.0
Prizes	0.5	-
Development	0.4	1.6
Management, administration & governance	5.0	2.7
	<u>10.8</u>	<u>9.4</u>

The average head count number of staff during the year was 11 (2024: 10)

English PEN
Report and financial statements for the year ended 31 March 2025

Notes to the financial statements

13 Grants payable

The charity made the following grants during the year:

	Grants to institutions £	Grants to individuals £	Total 2025 £	Total 2024 £
Writers in Translation	97,486	-	97,486	85,259
Writers at Risk	54,733	6,409	61,142	56,469
	<u>152,219</u>	<u>6,409</u>	<u>158,628</u>	<u>141,728</u>

13 Grants payable continued

Recipients of institutional grants for PEN projects were as follows:

	Total 2025 £	Total 2024 £
ACA Publishing Ltd	1,654	3,079
Amaurea	1,875	-
And Other Stories Publishing	7,800	8,462
Bloodaxe Books	688	1,556
Cassava Republic Press	2,500	-
Charco Press	5,600	6,713
Cinder House Publishing	1,680	-
Comma Press	8,285	4,461
DAS Editions	-	1,000
Daunt Books	-	1,000
Dedalus Ltd	9,509	4,040
Duckworth Books	2,625	-
Fitzcarraldo Editions	1,750	-
Foundry Editions Ltd	4,649	-
Heloise Press	7,941	6,691
Honford Star	-	1,750
HopeRoad Publishing	5,292	-
Istros Books	-	2,500
Little Tiger Press	-	1,000
Latin America Bureau	3,729	-
Major Books LTD	3,060	-
Momentum Books	1,500	-
Norvik Press	1,500	-
Parthian	1,018	1,018
Peirene Press Ltd	2,700	1,700
A PEN Centre	-	23,689
PEN Emergency Fund	8,754	9,589
PEN Ukraine	45,980	-
Penguin Random House	1,080	-
Peninsula Press Ltd	1,437	-
Pluto Press	-	3,925
Praspar Press	-	2,070
Profile Books	3,483	5,758
Prototype Publishing	900	3,525
Pushkin Press	-	1,250
Scribe Publications	-	3,000
Selkies House Limited	3,467	-
Shearsman Books	-	500
The Emma Press	1,500	267
The Indigo Press	1,772	1,772
The Poetry Translation Centre	1,500	-
Tilted Axis Press CIC	6,294	8,242
University College London	-	3,484
Westbourne Publishers	700	-
	<u>152,219</u>	<u>112,038</u>

English PEN
Report and financial statements for the year ended 31 March 2025

Notes to the financial statements

14 Tangible fixed assets

	Fittings, computers & software	Total 2025	Total 2024
	£	£	£
Cost			
At 1 April 2024	26,594	26,594	18,260
Additions	22,501	22,501	8,334
Disposals	-	-	-
At 31 March 2025	49,095	49,095	26,594
Depreciation			
At 1 April 2024	12,952	12,952	9,338
Charge for the year	7,077	7,077	3,614
Disposals	-	-	-
At 31 March 2025	20,029	20,029	12,952
Net Book Value			
At 31 March 2025	29,066	29,066	13,642

15 Fixed asset investments

	Total 2025	Total 2024
	£	£
Market value as at 1 April	234,252	229,809
Unrealised gains/ (losses) on investments	17,644	4,443
Market Value as at 31 March	251,896	234,252
Historical Cost	170,551	170,551

	Market Value 2025	Cost 2025	Market Value 2024	Cost 2024
	£	£	£	£
City of London Investment Trust	70,902	31,397	60,264	31,397
M&G Investment (Charifund)	73,228	44,160	70,227	44,160
Halifax (Bankers Investment Trust)	18,684	9,334	17,867	9,334
Witan Investment	22,863	19,343	21,350	19,343
COIF Fixed Interest (CCLA)	66,219	66,317	64,544	66,317
	251,896	170,551	234,252	170,551

English PEN
Report and financial statements for the year ended 31 March 2025

Notes to the financial statements

16 Debtors

	Total 2025	Total 2024
	£	£
Trade debtors	10,153	455
Accrued income	3,958	-
Prepayments	9,709	8,717
	23,820	9,172

17 Creditors: amounts falling due in less than one year

	Total 2025	Total 2024
	£	£
Trade creditors	25,624	31,121
Social security and other taxes	14,881	148
Deferred income	18,181	204
Accruals and other creditors	24,195	22,409
	82,881	53,882

Deferred income relates to grant income received in advance, which is deferred to the accounting period to which it relates.

Movement in deferred income during the year was as follows:

	Total 2025	Total 2024
	£	£
Deferred income brought forward	204	10,204
Released in year	(246,240)	(244,216)
Deferred in year	264,217	234,216
Deferred income carried forward	18,181	204

English PEN

Report and financial statements for the year ended 31 March 2025

18 Movement in funds

	At 31 March 2024 £	Income and transfers £	Expenditure and transfers £	Gain/(loss) on investments £	At 31 March 2025 £
Restricted:					
Community Engagement					
Bloomberg	44,635	-	30,797	-	13,838
British Council	15,854	6,835	15,335	-	7,354
Prison Writing Competition Campaign	2,270	-	-	-	2,270
London Book Fair	-	5,000	3,835	-	1,165
Salisbury World	1,870	-	-	-	1,870
	<u>64,629</u>	<u>11,835</u>	<u>49,967</u>	<u>-</u>	<u>26,497</u>
Writers in Translation					
ALCS	(297)	5,077	4,780	-	0
Arts Council England	122,558	127,478	110,263	-	139,773
Booker Prize Foundation	-	8,000	77	-	7,923
British Council	33,449	988	7,255	-	27,182
Foundation Jan Michalski	500	-	-	-	500
Lulu Norman	1,000	-	-	-	1,000
Norman Trust	2,350	-	900	-	1,450
University of Chicago	-	19,104	15,625	-	3,479
University of Exeter	1,073	2,075	2,075	-	1,073
	<u>160,633</u>	<u>162,722</u>	<u>140,975</u>	<u>-</u>	<u>182,380</u>
Campaigns & Writers at Risk					
Anonymous donors	800	-	800	-	-
Garrick Charitable Trust	1,134	-	780	-	354
Hawthornden Foundation	19,381	254	19,635	-	0
Open Society Foundations (OSF)	(57)	1,069	-	-	1,012
Prisoners of Conscience Appeal Fund	1,480	3,000	1,500	-	2,980
Open Rights Group	6,292	-	-	-	6,292
Hawthornden (PEN Ukraine)	-	23,212	23,212	-	-
Hawthornden (WaR)	-	-	-	-	-
Network for Social Change	-	7,792	-	-	7,792
RLF	-	22,786	22,785	-	1
The Joseph Rowntree Charitable Trust	986	-	260	-	726
Valentines for Palestine	7,228	2,666	8,754	-	1,140
	<u>37,244</u>	<u>60,779</u>	<u>77,726</u>	<u>-</u>	<u>20,297</u>
Prizes					
Blavatnik Family Foundation	1,159	-	17	-	1,142
Faber (Pinter Prize)	-	10,467	10,467	-	-
Hawthornden Foundation (Heaney Prize)	19,571	-	14,850	-	4,721
Hessell-Tiltman Prize fund (dividends)	(30,568)	1,848	8,203	-	(36,923)
Ruth Maxted (PEN Pinter)	-	10,000	5,000	-	5,000
The Estate of Seamus Heaney	4,000	5,000	6,019	-	2,981
	<u>(5,838)</u>	<u>27,315</u>	<u>44,556</u>	<u>-</u>	<u>(23,079)</u>
Investments					
Hessell-Tiltman Prize fund	64,541	-	-	1,675	66,216
Subtotal restricted funds	<u>321,209</u>	<u>262,651</u>	<u>313,224</u>	<u>1,675</u>	<u>272,311</u>
Unrestricted:					
General fund	725,959	431,151	424,234	15,969	748,845
Designated funds:					
Fundraising	287,859	-	95,244	-	192,615
Campaigns & Writers at Risk	56,172	-	48,462	-	7,710
Extending organisational capacity	-	38,022	38,022	-	-
Hawthornden	203,168	-	81,000	-	122,168
Subtotal unrestricted funds	<u>1,273,158</u>	<u>469,173</u>	<u>686,963</u>	<u>15,969</u>	<u>1,071,338</u>
Total funds	<u>1,594,367</u>	<u>731,824</u>	<u>1,000,187</u>	<u>17,644</u>	<u>1,343,649</u>

Notes to the financial statements

18 Purposes of restricted funds

Community Engagement

- Arts Council England supported English PEN's centenary project, Common Currency
- Bloomberg supported
- The British Council supported the PEN Literary Salon at the London Book Fair and 'Stories of Resilience'
- Essex Book Festival funded creative writing workshops and a panel event as part of the Writing on the Inside prison writing project
- Prisons Writing Competition Campaign is supported by various donations from English PEN supporters
- Salusbury World supported the 20:20 Vision workshop programme

Writers in Translation

- ALCS supported International Translation Day
- Arts Council England supported English PEN's core activities and Writers in Translation programme
- The Booker Prize Foundation supported International Translation Day
- The British Council supported projects with a focus on India and Indian language; contemporary queer writers from the Arabic world; and writers from the MENA region.
- Foundation Jan Michalski supported PEN Transmissions
- Lulu Norman and the Norman Trust supported PEN Transmissions
- University of Exeter supported PEN Presents a programme supporting and showcasing sample translations.

Campaigns & Writers at Risk

- Anonymous donors supported writers at risk
- Garrick Charitable Trust supported
- Hawthornden Foundation supported English PEN's residency programme for writers at risk
- Justice for Journalist supported work to develop a model UK anti-SLAPP.
- Open Society Foundations (OSF) supported English PEN's Writers at Risk projects, including the Writers in Residence programme
- Prisoners of Conscience Appeal Fund supported individual writers at risk internationally
- Open Rights Group, Big Brother Watch and English PEN raised funds for Privacy not Prism and for future legal
- The Joseph Rowntree Reform Trust funded English PEN's campaign for libel reform in Northern Ireland and
- Valentines for Palestine, a crowd funding campaign, supported the PEN Emergency Fund

Prizes

- The Blavatnik Family Foundation supported the PEN Pinter Prize
- Hawthornden Foundation supported the Heaney Prize
- The Hessell-Tiltman Prize Fund supported an annual literary prize awarded for a non-fiction book of specifically historical content. Marjorie Hessell-Tiltman was a member of PEN. As well as the capital sum, English PEN benefits from dividends received quarterly
- Ruth Maxted supported the PEN Pinter prize
- The Estate of Seamus Heaney supported R&D into establishing a prize in the name of Seamus Heaney

Purposes of designated funds

Development

Funds to support the post of Events and Development Manager following the conclusion of the centenary programme.

Fundraising

Funds to support ad hoc fundraising costs.

Campaigns & Writers at Risk

Funds to support the post of Campaigns and Writers at Risk Manager over a two-year period.

Extending organisational capacity

Funds to support a detailed plan to extend and strengthen organisation capacity over a 3-year period. Including new posts of Head of Development and Membership and Communications Officer, IT and office adjustments, travel and campaigns budgets.

Hawthornden

To support core operations over three years.

Notes to the financial statements

19 Analysis of net assets between funds

	Tangible fixed assets £	Investments £	Net current assets £	Total funds 2025 £	Total funds 2024 £
Restricted funds	17,744	66,218	188,349	272,311	321,909
Unrestricted - general	11,322	185,677	551,846	748,845	725,959
Unrestricted - designated	-	-	322,493	322,493	547,199
Total funds	29,066	251,895	1,062,688	1,343,649	1,594,367

20 Operating lease commitments

At 31 March 2025 the charity had future minimum lease payments under non-cancellable operating leases, with payments falling due as follows:

Due	Land/buildings	
	2025	2024
Within one year	23,000	23,000
Between one and five years	11,845	23,000

21 Related party transactions

There were no related party transactions during the year, other than those disclosed in note 12 to the financial statements.

Comparative statement of financial activities for the year ended 31 March 2024

	Unrestricted funds £	Restricted funds £	Total 2023/24 £
Income and endowments from:			
Donations and legacies	188,754	-	188,754
Charitable activities:			
<i>Community Engagement</i>	-	19,640	19,640
<i>Writers in Translation</i>	-	130,497	130,497
<i>Campaigns & Writers at Risk</i>	-	95,767	95,767
<i>Prizes</i>	-	34,571	34,571
<i>Other charitable income</i>	416,067	-	416,067
Other trading activities	1,868	-	1,868
Investments	24,175	1,443	25,618
Other	60,098		60,098
Total income	690,962	281,918	972,880
Expenditure on:			
Raising funds	53,164	-	53,164
Charitable activities:			
<i>Community Engagement</i>	13,806	64,164	77,970
<i>Writers in Translation</i>	179,440	174,144	353,584
<i>Campaigns & Writers at Risk</i>	153,263	130,326	283,589
<i>Prizes</i>	12,382	21,676	34,058
<i>Other charitable expenditure</i>	15,555	-	15,555
Total expenditure	427,610	390,310	817,920
Net operating income/ (expenditure) before gains/ (losses) on investments	263,352	(108,392)	154,960
Net (losses)/ gains on investments	1,616	2,827	4,443
Net movement in funds	264,968	(105,565)	159,403
Funds brought forward	1,008,190	426,774	1,434,964
Funds carried forward	1,273,158	321,209	1,594,367

CERTIFICATE *of* SIGNATURE

REF. NUMBER
52VYX-CFMQJ-9YBRD-VV2NR

DOCUMENT COMPLETED BY ALL PARTIES ON
14 NOV 2025 11:20:04
UTC

SIGNER

JOANNA STOCKS

EMAIL
JOANNA_STOCKS@YAHOO.CO.UK

TIMESTAMP

SENT
14 NOV 2025 09:19:12

VIEWED
14 NOV 2025 09:36:36

SIGNED
14 NOV 2025 09:39:56

SIGNATURE



IP ADDRESS
109.148.231.140

LOCATION
BECKENHAM, UNITED KINGDOM

RECIPIENT VERIFICATION

EMAIL VERIFIED
14 NOV 2025 09:36:36

RUTH BORTHWICK

EMAIL
RUTHBORTHWICK55@GMAIL.COM

SENT
14 NOV 2025 09:19:12

VIEWED
14 NOV 2025 09:49:20

SIGNED
14 NOV 2025 09:50:12



IP ADDRESS
86.156.56.184

LOCATION
CITY OF LONDON, UNITED KINGDOM

RECIPIENT VERIFICATION

EMAIL VERIFIED
14 NOV 2025 09:49:20



CERTIFICATE *of* SIGNATURE

REF. NUMBER
52VYX-CFMQJ-9YBRD-VV2NR

DOCUMENT COMPLETED BY ALL PARTIES ON
14 NOV 2025 11:20:04
UTC

SIGNER

SIMON GOODRIDGE

EMAIL
SIMON.GOODRIDGE@KNOXCROPPER.COM

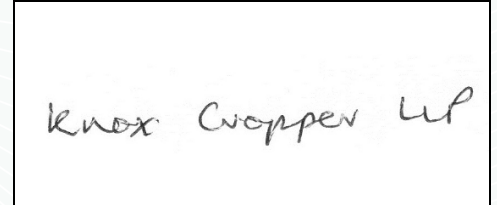
TIMESTAMP

SENT
14 NOV 2025 09:19:12

VIEWED
14 NOV 2025 11:19:07

SIGNED
14 NOV 2025 11:20:04

SIGNATURE

A rectangular box containing a handwritten signature in black ink that reads "Knox Cropper Ltd".

IP ADDRESS
62.49.243.194

LOCATION
KENSINGTON, UNITED KINGDOM

RECIPIENT VERIFICATION

EMAIL VERIFIED
14 NOV 2025 11:19:07



ENGLISH PEN

England & Wales - Charity number 1125610

Accounts

Registered charity number 1125610
Company number 05747142

English PEN
Report and financial statements for the year ended 31 March 2024

Contents

	Page(s)
Legal and administrative details	2
Trustees' annual report	3 - 15
Independent auditor's report	16 - 19
Statement of financial activities	20
Balance sheet	21
Statement of cash flows	22
Notes to the financial statements	23 - 35

Legal and administrative details

Registered office 24 Bedford Row
London WC1R 4EH

Registered charity number 1125610

Company number 05747142 (England and Wales)

Trustees

The Trustees, who are also directors of the company under Company Law, in office during the year and up to the date of signing the financial statements were:

Arifa Akbar,	Resigned 30 January 2024
L Beresford-Know	Appointed 25 January 2023
R Borthwick	Appointed 19 March 2019, elected Chair 7 December 2021 (reappointed 8 December 2022)
M Buyum	Appointed 23 June 2020 (reappointed 7 December 2023)
R Davis-Featherstone	Appointed 30 January 2024
C Galvin	Resigned 7 December 2023
G Godwin	Appointed 25 June 2019 (reappointed 8 December 2022)
T Hodgkinson	Appointed 23 June 2020 (reappointed 7 December 2023)
G Lindvall Gunaratne	Appointed 23 June 2020 (reappointed 7 December 2023)
D Miller	Appointed 1 October 2017 (reappointed 7 December 2021)
D Nayeri	Appointed 30 January 2024
N Parker	Appointed 30 January 2024
S Quraishi	Resigned 7 December 2023
A Schilz	Appointed 19 October 2021
J Stocks	Appointed 22 June 2021
V Yeginsu	Appointed 26 January 2021

Honorary president M Busby (appointed 19 April 2023)

Director D Gorman

Independent auditors Knox Cropper LLP
65 – 68 Leadenhall Street
London EC3A 2AD

Bankers HSBC
76-78 Kings Road
London SW3 4TZ

Triodos Bank
Deanery Road
Bristol BS1 5AS

Structure, governance and management

English PEN was incorporated on 17 March 2006 and registered as a charity on 26 August 2008. The company was established under a Memorandum of Association which established the objects and powers of the charitable company, and is governed by Articles of Association (as amended 27 June 2017) and a deed of trust. The company is limited by guarantee as defined by the Companies Act 2006 and in the event of the company being wound up, company directors are required to contribute an amount not exceeding £1.

Membership of English PEN is open to poets, playwrights, essayists, editors, journalists, novelists, translators, publishers and other persons who share the organisation's aims of promoting literature and human rights. Members have the right to stand and vote in elections to the Board, ensuring a high standard of internal transparency and accountability.

The board of trustees, led by the chair, is responsible for the organisation's governance. The board meets quarterly and at each meeting considers a full report from the director, including the latest management accounts.

Several subcommittees, each governed by their own terms of reference, exist to support board oversight and decision-making. This includes the finance and audit committee. Subcommittees regularly throughout the year to consider specific business.

Responsibility for the day-to-day management of the charity is delegated to the director, who oversees the work of staff and volunteers. The director attends all board meetings.

Trustee recruitment and induction

New trustees are selected having regard to the skills and competencies required by the charity in delivering its objects. Current trustees have experience and knowledge of the organisation's activities, as well as finance and development expertise.

New trustees receive background material to familiarise themselves with the history and activities of the charity as well as Charity Commission documentation to inform them of their responsibilities and obligations under charity law. In addition, they are briefed by the director on key policy and operational issues facing the organisation.

Board performance is reviewed annually at an away day, where annual progress is also reviewed and future strategy and targets agreed.

Public benefit

English PEN constitutes a public benefit entity as defined by FRS 102.

In shaping English PEN's objectives and planning the charity's activities, the trustees have considered the Charity Commission's guidance on public benefit.

English PEN's registration as a charity on 26 August 2008 marked the Charity Commission's acceptance of the organisation's public benefit throughout its activities. The Charity Commission agreed with the trustees that 'writers, authors, editors, publishers and other persons similarly engaged throughout the world' constitute a 'particularly vulnerable' class of beneficiaries. This ruling enables English PEN to concentrate its resources most effectively on this beneficiary class, while benefiting the public generally.

Related parties

English PEN is the founding centre of PEN International, and has voting rights at the Assembly of Delegates, which constitutes PEN International's Annual General Meeting.

Strategic report

Aims and objectives

The objectives of the charity are:

- To promote the education of the public by encouraging the understanding, appreciation and development of writing in any style or form.
- To promote the human rights (as set out in the Universal Declaration of Human Rights and subsequent United Nations conventions and declarations) of writers, authors, editors, publishers and other persons similar engaged ("the Beneficiaries") throughout the world by all or any of the following means:
 - i. Monitoring and seeking to prevent abuses of human rights of Beneficiaries;
 - ii. Obtaining redress for Beneficiaries who are the victims of human rights abuse;
 - iii. Relieving need among Beneficiaries who are the victims of human rights abuse;
 - iv. Research into human rights issues affecting the Beneficiaries;
 - v. Educating the public about human rights and raising awareness of human rights issues;
 - vi. Providing technical advice to government and others on human rights matters affecting the Beneficiaries;
 - vii. Contributing to the sound administration of human rights law and commenting on proposed human rights legislation;
 - viii. Promoting public support for and international advocacy of human rights, and promoting respect for human rights among individuals and incorporations;
 - ix. Eliminating infringements of the prohibitions on torture, slavery, extradition killing, arbitrary detention and disappearance.
- To relieve poverty and distress among the dependents family and/or household members of Beneficiaries.

Chair's Report

For over a century, English PEN has held true to its mission to defend, support, and champion the freedom to write and the freedom to read. In response to the turmoil raging across many parts of the world in 2023–24, we have engaged in urgent campaigning efforts. Freedom of expression is one of the first casualties of war, as the founders of PEN had witnessed and as we remain determined to challenge.

Throughout the year, our work with PEN Ukraine has been steadfast, as detailed in the Impact section of the report which follows. The tragic news of Victoria Amelina's death in July 2023, from injuries sustained in a Russian missile strike on a restaurant in Kramatorsk, was devastating. With our colleagues at PEN Ukraine and across the wider PEN family, we continue to mourn Victoria Amelina, an exceptional writer, friend, and colleague.

The Israel-Gaza war began in October 2023 and English PEN joined the call for an immediate ceasefire alongside PEN International. Since then, we have been actively supporting writers directed affected by the conflict, as detailed in the Impact section of the report.

Our work to support writers at risk remains a cornerstone of English PEN's mission. Our actions are always tailored to individual cases, taking many forms: solidarity, awareness-raising, financial support, public events, meetings with writers at risk and/or their representatives, and the provision of behind-the-scenes care. During this period, we supported more than 40 writers in various ways (including those in prison, in exile, and otherwise at risk). We also continued our PENWrites programme – a letter-writing campaign encouraging members to send messages of solidarity to writers in prison and at risk.

Defending and promoting freedom of expression in the UK continues to be of paramount importance, with a strong focus on shaping legislation and policy to safeguard this right for everyone in England. This year, we continued our work to combat the use of Strategic Lawsuits Against Public Participation (SLAPPs) and joined the 'Art not Evidence' coalition, campaigning for judicial reform to limit the use of creative and artistic expression as evidence in criminal trials, specifically Rap and Drill music.

Our work to support literature in translation built on previous successes in grant-giving, online publishing, events programming, and advocacy. Through our flagship grant PEN Translates, we awarded sums worth £90,000 to 25 books from 21 regions, and through PEN Presents we awarded 16 translators in the production of sample translations. Our online magazine *PEN Transmissions* commissioned work from 28 writers and translators, reaching 28,000 readers across the world, and our programme for International Translation Day was attended by 230 translators and literary professionals.

English PEN curated a rich and diverse events programme, both online and in-person, with total audiences of over 9,500. We hosted events with writers including Edmund de Waal, Sheena Patel, Derek Owusu, Juliet Jacques, Aviah Sarah Day, Dr Annabel Sowemimo, Omar Robert Hamilton, Kamila Shamsie, Olivia Laing, Hamed Sinno, and Yara Rodrigues Fowler. Partners for our events programme included Bath Festival, Norfolk Schools of Sanctuary, Bradford Literature Festival, Southbank Centre, Shubbak, Burnley Words Festival, and Frontline Club among many others.

Trustees' annual report

Michael Rosen was announced as the winner of the 2023 PEN Pinter Prize, shared with Uyghur academic and writer Rahile Dawut. The PEN Hessell-Tiltman Prize for historical non-fiction was awarded to Kojo Karam for his book *Uncommon Wealth: Britain and the Aftermath of Empire*. The 2023 PEN HG Wells lecture was delivered by Monica Ali in partnership with New Writing North.

Throughout this period, our dynamic staff team, led by Director Daniel Gorman, continued to work for and drive English PEN's work forward. I am deeply grateful to Daniel and the entire team for their dedication, and to the Board of Trustees, whose unwavering commitment and guidance have been invaluable. And I also wish to express my profound gratitude to our inspiring new President, Margaret Busby.

English PEN is a charity operating at the intersection of arts and human rights, and partnership is central to every piece of work that we undertake. We extend our sincere thanks to our members, our Patrons, our Silver PEN partners, our campaign collaborators, and our programme partners for their support for the organisation and our work.

Ruth Borthwick, Chair

Director's Report

It was once again my honour to lead English PEN as Director. This incredible organisation is very much the product of its parts, and I am privileged to witness on a daily basis the work of our deeply driven and highly effective team.

Against a backdrop of global conflict and the erosion of human rights, the need to defend the freedom of expression has never been more urgent. We are deeply grateful to our community of partners and funders who stand with us, supporting our mission to celebrate great literature and the transmission of ideas in myriad ways.

In particular, I would like to thank our core funders, Arts Council England, Hawthornden Foundation, and the T. S. Eliot Foundation. Thank you also to our Silver PEN Partners, a community of corporate partners who share our core belief that everyone should have the freedom to read and the freedom to write.

We are also hugely thankful to the funders of specific strands of our work. This includes the Booker Prize Foundation; the British Council; the Authors' Licensing and Collecting Society; Bloomberg Philanthropies; and Open Society Foundations. Along with core support, Arts Council England also awards us the funding to deliver PEN Translates.

There are many other funders and individual donors who have contributed to prizes, to our campaigning, and to our core costs. To each of you, we extend our sincere gratitude.

Members are the backbone of English PEN's work, and we benefit from a dedicated membership who believe strongly in English PEN's values. Members support our work in various ways, from lending their voices to provide us with gravitas to actively participating in our campaigns, events, and translation initiatives. We are honoured to have you with us. Last year, we launched our PEN Patrons programme and were pleased to welcome a new circle of supporters into our community. Your generosity is deeply appreciated and I look forward to working with you over the years to come.

Trustees' annual report

English PEN is committed to celebrating the diversity of literature, with a vision is of a world where free expression and equity of opportunity are accessible to all readers and writers. While this vision may sometimes seem distant, it becomes tangible and present in our conversations with those directly involved in our work. We will continue to defend and advance the freedom to write and the freedom to read. We are so grateful to all of you who engage with our work – thank you.

Daniel Gorman, Director

Impact

Defending the freedom to write and the freedom to read

In 2023–24, English PEN campaigned to support individuals whose freedom of expression was curtailed, and addressed broader, structural issues relating to freedom of expression in the UK.

Writers at Risk

We continued to support writers in prison and at risk around the world. While this work has traditionally focused on international writers, in recent years we have seen an increasing need for support from writers in the UK.

As ever, our support is tailored to the individuals we work with, subject to informed consent, and takes various forms:

- Solidarity, including through our ongoing PENWrites campaign
- Awareness raising, through social media and public outreach campaigns.
- Practical support, including financial assistance and referrals for therapeutic support
- Public events
- Hosting and attending meetings with writers at risk and/or their representatives
- Providing behind-the-scenes support to writers at risk and those close to them

During this period, we supported over 40 writers from more than 20 countries (including those in prison, in exile, and otherwise at risk). Key cases of concern include:

Alaa Abd el-Fattah

British-Egyptian writer and activist Alaa Abd El-Fattah, an Honorary Member of English PEN, remains imprisoned in Egypt in violation of his right to freedom of expression. Our activities in 2023–24 included: working with PEN International to host a side event at the United Nations Human Rights Council in Geneva; supporting Alaa's family and international legal team with a submission to the UN Working Group on Arbitrary Detention and coordinating related letters of support; and asking members to write to their MPs to request they raise Alaa Abd el-Fattah's case in Parliament.

Rahile Dawut

In October 2023, Professor Rahile Dawut, an internationally acclaimed academic, anthropologist, and leading expert on Uyghur folklore and cultural traditions, was announced as the Writer of Courage by PEN Pinter Prize winner Michael Rosen and also was featured in the PENWrites campaign.

Trustees' annual report

Mahvash Sabet

Following the re-arrest of 2017 PEN Pinter Prize Writer of Courage award-winner Mahvash Sabet in Iran in July 2022, we have sought to raise further awareness of her situation. During this period, we announced Sabet as an Honorary Member of English PEN; featured her in the PENWrites campaign; and published an extract from her forthcoming memoir on *PEN Transmissions*.

Julian Assange

We continued to monitor hearings in the case of Wikileaks founder Julian Assange, who remained in prison in the UK, facing extradition to the USA. Together with PEN International and sister PEN centres, we continued to call for his immediate release and for all charges to be dropped.

Jimmy Lai

To mark World Press Freedom Day 2023, we launched a joint campaign with PEN International for imprisoned writer, activist, and British citizen Jimmy Lai, announcing him as a newly featured writer in the PENWrites campaign. We also highlighted Lai's case, alongside Alaa Abd el-Fattah's, at an event to mark the annual Day of the Imprisoned Writer at the Frontline Club in London.

Thematic Campaigns

During the reporting period, we collaborated with writers and partner organisations in the UK and globally, including those affected by the wars in Gaza and Ukraine, along with continuing a strong focus on legislation and policy efforts in England to support freedom of expression for all.

Work with PEN Ukraine

The majority of our work focusing on Ukraine was carried out in cooperation with PEN Ukraine and PEN International, and included:

- A joint partnership with Book Aid International to support PEN Ukraine's Unbreakable Libraries project with a donation of 25,000 brand-new books to destroyed and damaged libraries.
- Hosting Tetyana Teren, Executive Director of PEN Ukraine, and writer and PEN Ukraine member Victoria Amelina at the 2023 London Book Fair.
- Inviting Tetyana Teren for a month-long respite residency in January 2024. Reflecting on her experience, Teren described it as '*wonderful, productive, and unforgettable days.*'

In June 2023, we received the devastating news of Victoria Amelina's death from injuries sustained in a Russian missile strike on a restaurant in Kramatorsk, Ukraine. With our colleagues at PEN Ukraine and across the wider PEN family, we continue to mourn Victoria Amelina, an exceptional writer, friend, and colleague.

Trustees' annual report

Responses to the Israel-Gaza war

Our work has focused on supporting writers under bombardment as well as those who have been able to leave, and amplifying PEN International's call for an immediate ceasefire. Other activities have included:

- Supporting the Valentines for Palestine crowdfunder: members of English PEN coordinated a fundraising campaign with independent bookshops across the UK. The funds raised – over £15,000 – were donated to the PEN Emergency Fund (via English PEN) and ringfenced to provide assistance grants to writers in or from Palestine.
- Publishing statements to amplify PEN International's work and sending joint letters to the Foreign Secretary and Prime Minister relating to writers and journalists affected.
- Announcing Gazan writer and former English PEN resident, Nayrouz Qarmout, as an Honorary Member of English PEN, and publishing her piece 'Dice' on *PEN Transmissions*.

SLAPPs (Strategic Lawsuits Against Public Participation)

During this period, English PEN was actively involved in the UK Anti-SLAPP Coalition, advocating for robust measures to counter SLAPPs in the UK. Our efforts included:

- Engaging with parliamentary and ministerial stakeholders to push for the implementation of anti-SLAPP legislation.
- Offering visibility and support to writers affected by SLAPPs, through our online magazine and at various events, including at the London Book Fair.

In September 2023, we were invited to join a task force on SLAPPs established by the Department for Digital, Culture, Media & Sport in collaboration with the Ministry of Justice. While campaigning for independent anti-SLAPP legislation, we actively contributed to the presentation of a stand-alone anti-SLAPP legislation in the form of a Private Members Bill (PMB). Wayne David MP presented the Bill in January 2024, with support also provided by the Government. We remain committed to ensuring that the Bill is robust enough to fully protect individuals and organisations from SLAPPs.

Art not Evidence

English PEN joined the 'Art not Evidence' coalition to campaign for judicial reform to limit the use of creative and artistic expression as evidence in criminal trials, specifically Rap and Drill music.

Residencies

We were delighted to continue hosting resident writers in 2023–24. Residents included Kurdish poet and journalist Nedim Türfent and PEN Ukraine's Executive Director, Tetyana Teren. We are hugely grateful to our partners at the Goethe-Institut London for their invaluable support of this programme.

Writers in Exile

2023–24 saw us further develop our support for writers in exile or displacement in the UK, with a particular focus on creative practice. We remain grateful to key partners, including the London Library and the West Lodge Project, for their assistance in this work.

Championing the Freedom to Write and the Freedom to Read

Our work on championing freedom of expression takes a variety of forms, reflecting our comprehensive engagement with this fundamental right. This includes our highly regarded work on bibliodiversity, including PEN Translates, PEN Presents and International Translation Day, along with our strong nationwide events and prizes programmes.

PEN Translates

PEN Translates has now supported over 350 books from more than 90 languages with over £1.1m of funding, developing literary diversity in the UK while ensuring translators are paid properly for their work. In 2023–24, PEN Translates:

- supported 25 books from 17 publishers, 21 regions and 15 languages;
- awarded 60% of grants to women and non-binary writers and 72% of grants to women and non-binary translators;
- gave awards for the first time to titles from Rwanda, Kazakhstan, Montenegro, Switzerland, and books translated from Eastern Armenian and Kazakh;
- supported the first novel by a Comorian woman ever to be translated into English.

PEN Translates has particularly supported small publishers at the vanguard of literary translation, for whom 100% of translations costs are awardable. In 2023–24, we:

- awarded 80% of grants to small presses;
- awarded 68% of grants to publishers outside London.

PEN Translates-supported titles continue to be recognised by national and international prizes. In 2023–24, this included:

- *Boulder* by Eva Baltasar, translated from the Catalan by Julia Sanchez, being shortlisted for the 2023 International Booker Prize.
- *The Gospel According to the New World* by Maryse Condé, translated from the French by Richard Philcox, being shortlisted for the 2023 International Booker Prize.
- *A Dictator Calls* by Ismail Kadare, translated from the Albanian by John Hodgson, being longlisted for the 2024 International Booker Prize;
- *Strega* by Johanne Lykke Holm, translated from the Swedish by Saskia Vogel, winning the 2023 Bernard Shaw Prize;
- Four of the five books shortlisted for the 2024 Republic of Consciousness Prize (open to Anglophone as well as translated titles) being PEN Translates-supported books – including the winner, *Of Cattle and Men* by Ana Paula Maia, translated from the Portuguese by Zoë Perry.

In 2023–24, we developed a partnership with the South Asian Literature in Translation (SALT) project at the University of Chicago, to run grants for new South Asian translated literature over the next five years. These awards will be administrated through PEN Translates and PEN Presents from 2024 onwards.

In the reporting period we also held a showcase of PEN Translates-supported titles at Cheltenham Literature Festival and commissioned an external evaluation of the programme.

Trustees' annual report

PEN Presents

In 2023–24, we continued our new PEN Presents programme, supporting and showcasing sample translations, funding the often-unpaid work of creating samples, and helping diversify the translated literature landscape. An open round of the programme, in partnership with the University of Exeter, received 125 submissions from 51 languages, awarding grants to 16 shortlisted translators to create samples from 10 languages and 13 territories. The seven winning projects received editorial support from English PEN, were announced at International Translation Day and subsequently promoted to UK publishers. Five books have now been acquired through the programme.

In the reporting period, we also formed a partnership with the Booker Prize Foundation to run a round of PEN Presents open to translators from the Global Majority working with literature from any language and region. This project will run Autumn 2024–Spring 2025.

International Translation Day

On Friday 29 September 2023, we held a fully hybrid programme for International Translation Day 2023, online and at the British Council headquarters in Stratford, London. The programme featured “translation clinics” and workshops on negotiating contracts and translating sensitive or traumatic work; talks including an “ask me anything” with five UK publishers, a discussion on acquiring and selling rights (with translators, scouts, agents and foreign rights professionals), and a panel on reaching readers (with booksellers, programmers and critics); and a headline “state of the translation nation” roundtable with eight leading figures in the sector.

The day was attended by over 230 translators from 30 countries, and was generously supported by the British Council and ALCS.

PEN Transmissions

PEN Transmissions is English PEN’s online magazine for international and translated literature. In 2023–24, personal essays and interviews on *PEN Transmissions* reached 28,000 readers in 155 countries. Across the year:

- we commissioned essays and interviews by 28 writers and translators in 16 countries;
- 75% of writers commissioned identified as women or non-binary;
- 75% of commissioned voices were writers or translators of colour;
- we featured voices including Michael Rosen, Nayrouz Qarmout, Joseph Coelho, Lilith Bardakçı, Awet Fissehaye, Oleksandr Mykhed, Yassmin Abdel-Magied, Ben Okri and Dina Nayeri;
- we developed a new partnership with the Norman Trust, to support the commissioning of writers aged 18–25 for *PEN Transmissions*.
- we published a series in collaboration with Counterpoints Arts, in which writers responded to the then-proposed Illegal Migration Bill.

Trustees' annual report

Events

English PEN delivers an annual programme of events to showcase and celebrate writers who engage with freedom of expression issues, or whose own freedoms have been challenged. We prioritise elevating voices that are underrepresented and aim to create engaging and accessible cultural opportunities for audiences. Our events also provide spaces for open dialogue. In 2023–24 we reached a total combined audience of over 9,500 people. Our events included:

London Book Fair

The reporting period included two London Book Fairs, in April 2023 and in March 2024. The English PEN Literary Salon returned as a three-day programme at both editions of the Fair, with conversations that spanned the breadth of English PEN's work. Events included:

- Palestine, Israel and free expression
- Art After War: The Future of Ukrainian Literature
- Freedom to Publish: The risks of being SLAPPED into Silence (in partnership with IPA, PA and PEN International)
- Leone Ross and Irenosen Okojie in conversation
- In with the old: republishing forgotten voices
- Translating Violence
- The arts and the right to dissent
- Working with at-risk writers
- Publishing into the hostile environment
- Uyghur literature and cultural erasure

Tetyana Teren and Victoria Amelina at the British Library

Ahead of their panel discussion at the London Book Fair, Executive Director of PEN Ukraine, Tetyana Teren, and Ukrainian writer Victoria Amelina took part in a conversation with Claire Armitstead in the Entrance Hall of the British Library. The conversation on the role of the writer and of art during times of war was incredibly powerful, with a pre-recorded video featuring several writers on the frontline screened during the discussion.

Following the devastating news of the loss of our colleague and friend Victoria Amelina, we continued to mark her remarkable legacy with tributes across the year.

H G Wells Lecture with Monica Ali

This year's PEN HG Wells Lecture was delivered by acclaimed author Monica Ali in Newcastle's Common Room in partnership with New Writing North. Her lecture focused on the risks of Artificial Intelligence to the craft of writing and an extract was published in the *Guardian*, along with the full lecture on *PEN Transmissions*.

Other events

English PEN was a partner on many other events throughout the year, working with writers including Edmund de Waal, Sheena Patel, Derek Owusu, Juliet Jacques, Aviah Sarah Day, Dr Annabel Sowemimo, Omar Robert Hamilton, Kamila Shamsie, Olivia Laing, Hamed Sinno, Yara Rodrigues Fowler. Partners for our events programme included Bath Festival,

Trustees' annual report

Norfolk Schools of Sanctuary, Bradford Literature Festival, Southbank Centre, Shubbak, Burnley Words Festival, and Frontline Club, among many others.

Prizes

Our prizes recognise and award contributions to literature and freedom of expression, and bring attention to global cases of persecution and censorship. In the reporting period, this included:

2023 PEN Pinter Prize – Michael Rosen

The PEN Pinter Prize, judged in 2023 by Ruth Borthwick, Raymond Antrobus and Amber Massie-Blomfield, was awarded to Michael Rosen, the author of more than 200 books for children and adults. The award was presented in the British Library's Pigott Theatre on 11 January, where the Waterstones Children's Laureate Joseph Coelho and a group of local primary school children delivered a joyous performance of a poem, written by Coelho, to celebrate Rosen's literary career. Rosen delivered a powerful and moving acceptance speech, which was later published on PEN Transmissions and became the magazine's most-read piece of 2023. Rosen announced Rahile Dawut – internationally acclaimed academic, anthropologist, and a leading expert on Uyghur folklore and cultural traditions – as the winner of the 2023 PEN Pinter Prize Writer of Courage. The award was accepted on her behalf by academic and personal friend Dr Rachel Harris.

2023 PEN Hessell-Tiltman Prize – Kojo Karam

Kojo Koram was announced as the winner of the 2023 PEN Hessell-Tiltman Prize for his book *Uncommon Wealth: Britain and the Aftermath of Empire*, at a ceremony held at the Bodleian Library in Oxford. The judges of the prize were Dan Hicks (chair), Sria Chatterjee and Aditi Anand.

PEN Heaney Prize

In partnership with the Seamus Heaney Estate and Irish PEN/PEN na hÉireann, we developed the new PEN Heaney Prize across 2023–24, with the first year of the prize launching in 2024–25.

Membership

In 2023, we conducted English PEN's first in-depth audiences research, funded by Bloomberg Philanthropies Digital Accelerator Programme, and in collaboration with external consultants, Indigo and Jane Macpherson. The objectives set for this research were to better understand our existing communities, reach new audiences, and grow and diversify our membership. This work was a crucial first step in our Digital Accelerator Programme, as it provided us with quantitative and qualitative data to help us select our new CRM and update our website to improve UI/UX and navigation. Qualitative research was carried out with 18 individuals who had volunteered to take part at the end of an audience survey. 12 of these took part in small online focus groups and six were interviewed individually. Participants were selected and grouped based on membership status, profession and a preliminary segmentation model. The findings have informed our audiences strategy.

Our current number of members is at 961 (July 2024). This year we welcomed two new Honorary Members – Mahvash Sabet and Nayrouz Qarmout.

Communications

Website

The findings from our audiences research has helped inform our website development, which forms part of our Bloomberg Philanthropies Digital Accelerator project. The aims of the website redevelopment are to improve user experience and integrate our new CRM (Beacon).

Press highlights

2024–24 media coverage highlights include: the publication of Monica Ali's PEN HG Wells lecture in *The Guardian*, an interview with Director of English PEN, Daniel Gorman, in the *New Statesman*, coverage of the PEN Pinter Prize in media outlets internationally, coverage of our London Book Fair events programme in *The Guardian*, and many more.

All our translation and prize announcements, including the launch of the new PEN Presents programme, were featured in book industry publications including *The Bookseller*, *Publishing Perspectives* and *BookBrunch*.

Social media & email marketing

Our Twitter/X following is 51,405, 6,009 on Instagram, 12,377 on Facebook and 27,151 on LinkedIn.

We have continued regular emails to our three core audiences (members, bulletin subscribers, PENWrites subscribers).

Financial review

The net result for the year, an overall surplus of £159k comprises a surplus of £265k on unrestricted and a deficit of £106k on restricted funds. The deficit on restricted funds is due to expenditure made using restricted funds received in previous years.

Income for the year showed a decrease on the previous year, at £973k (2023: £1.48m). The difference is largely attributable to the income returning to more usual levels after a large amount of unrestricted income being raised in 2023 from the FEST auction and a one-off unrestricted grant in the 2023 accounts from the Open Society Foundation, although this was offset by funding received from the Hawthornden Foundation to fund core costs for 3 years.

Expenditure for the year was marginally lower than the previous year at £818k (2023: £842k). This was mainly due to lower expenditure on the Writers in Translation programme and also in raising funds, particularly costs associated with the FEST auction.

At 31 March 2024, unrestricted free reserves – that is, unrestricted funds excluding those represented by fixed assets and designated funds – were £712k. This is greater than the reserve policy of holding the equivalent of a minimum of six months' operating costs. Designated funds were £547k. Restricted funds of £321k, were held at the year end.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The charity maintains and reviews a risk register, which focuses on the major strategic and operational risks the charity faces, including mitigating actions to reduce each risk to a level the trustees consider acceptable. The risk register is reviewed and maintained by the director and reviewed in detail by the trustees annually.

The major risks faced by the charity are:

- Financial sustainability
- Reputational risk
- Recruiting and retaining appropriate trustees and staff

Reserves policy

The trustees have adopted a risk-based approach to determine an appropriate level of reserves and it is the charity's policy to hold unrestricted free reserves to cover operating costs for six months. At 31 March 2024, unrestricted free reserves were £712k, of which £262k is equivalent to approximately six months running costs.

Going concern

The financial statements have been prepared on a going concern basis.

The trustees have given due consideration to the working capital and cash flow requirements and consider current and forecast cash resources to be sufficient to cover the working capital requirements of the charity for at least 12 months from the date of signing this report and the financial statements.

Statement of trustees' responsibilities

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

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity 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 business.

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

Trustees' annual report

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

Statement as to disclosure of information to auditors

So far as the trustees are aware, there is no relevant information (as defined by Section 418 of the Companies Act 2006) of which the charitable company's auditors are unaware, and each trustee has taken all the steps that they ought to have taken as a trustee in order to make them aware of audit information and to establish that the charitable company's auditors are aware of that information.

On behalf of the board:

Ruth Borthwick

Ruth Borthwick (Nov 19, 2024 11:11 GMT)

Ruth Borthwick, Chair

19/11/24

Independent Auditor's Report to the members of English PEN

Opinion

We have audited the financial statements of English Pen (the 'charitable company') for the year ended 31 March 2024 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including 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 2024 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 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.

Other information

The other information comprises the information included in the Annual Report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

Independent Auditor's Report to the members of English PEN (continued)

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether 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' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the Trustees' Annual Report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

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

We have nothing to report in respect of the following matters where 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' Annual Report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, 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 English PEN (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:

- The charitable company is required to comply with both company law and charity law and, based on our knowledge of its activities, we identified that the legal requirement to accurately account for restricted funds was of key significance.
- We gained an understanding of how the charitable company complied with its legal and regulatory framework, including the requirement to properly account for restricted funds, through discussions with management and a review of the documented policies, procedures and controls.
- The audit team, which is experienced in the audit of charities, considered the charitable company's susceptibility to material misstatement and how fraud may occur. Our considerations included the risk of management override.
- Our approach was to check that all restricted income was properly identified and separately accounted for and to ensure that only valid and appropriate expenditure was charged to restricted funds. This included reviewing journal adjustments and unusual transactions.

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

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 auditors' 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.

Knox Cropper LLP
Simon Goodridge
Senior Statutory Auditor
for and on behalf of Knox Cropper LLP
Statutory Auditor
65 Leadenhall Street
London
EC3A 2AD

21/11/24

English PEN
Report and financial statements for the year ended 31 March 2024

Statement of financial activities for the year ended 31 March 2024

	Notes	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
Income and endowments from:					
Donations and legacies	2	188,754	-	188,754	205,822
Charitable activities:					
<i>Community Engagement</i>		-	19,640	19,640	167,350
<i>Writers in Translation</i>		-	130,497	130,497	251,962
<i>Campaigns & Writers at Risk</i>		-	95,767	95,767	217,873
<i>Prizes</i>		-	34,571	34,571	20,028
<i>Other charitable income</i>		416,067	-	416,067	117,264
Other trading activities	3	1,868	-	1,868	465,929
Investments	4	24,175	1,443	25,618	9,085
Other	5	60,098	-	60,098	21,787
Total income		690,962	281,918	972,880	1,477,100
Expenditure on:					
Raising funds	7	53,164	-	53,164	117,486
Charitable activities:					
<i>Community Engagement</i>	7,8	13,806	64,164	77,970	81,703
<i>Writers in Translation</i>		179,440	174,144	353,584	383,113
<i>Campaigns & Writers at Risk</i>		153,263	130,326	283,589	208,510
<i>Prizes</i>		12,382	21,676	34,058	30,717
<i>Other charitable expenditure</i>		15,555	-	15,555	20,578
Total expenditure		427,610	390,310	817,920	842,107
Net operating income/ (expenditure) before gains/ (losses) on investments		263,352	(108,392)	154,960	634,993
Net (losses)/ gains on investments	14	1,616	2,827	4,443	(10,829)
Net movement in funds		264,968	(105,565)	159,403	624,164
Funds brought forward		1,008,190	426,774	1,434,964	810,800
Funds carried forward		1,273,158	321,209	1,594,367	1,434,964

All of the above results are derived from continuing activities and there are no other gains or losses than those stated above.

A comparative statement of financial activities is presented on page 35

English PEN
Report and financial statements for the year ended 31 March 2024

Balance sheet as at 31 March 2024

	Notes	Unrestricted funds £	Restricted funds £	31 March 2024 £	31 March 2023 £
Fixed assets					
Tangible fixed assets	13	13,642	-	13,642	8,922
Investments	14	169,708	64,544	234,252	229,809
		<u>183,350</u>	<u>64,544</u>	<u>247,894</u>	<u>238,731</u>
Current assets					
Debtors	15	9,172	-	9,172	63,609
Cash at bank and in hand		1,117,650	273,473	1,391,123	1,213,101
		<u>1,126,822</u>	<u>273,473</u>	<u>1,400,295</u>	<u>1,276,710</u>
Creditors					
Amounts falling due within one year	16	(37,014)	(16,808)	(53,822)	(80,477)
Net current assets		<u>1,089,807</u>	<u>256,665</u>	<u>1,346,472</u>	<u>1,196,233</u>
Net assets		<u><u>1,273,158</u></u>	<u><u>321,209</u></u>	<u><u>1,594,367</u></u>	<u><u>1,434,964</u></u>
Funds					
Unrestricted - general	17	725,959	-	725,959	553,190
Unrestricted - designated		547,199	-	547,199	455,000
Restricted		-	321,209	321,209	426,774
		<u>-</u>	<u>321,209</u>	<u>321,209</u>	<u>426,774</u>
Total funds		<u><u>1,273,158</u></u>	<u><u>321,209</u></u>	<u><u>1,594,367</u></u>	<u><u>1,434,964</u></u>

The financial statements were approved by the Board on 19/11/24 and signed on its behalf by:

Ruth Borthwick
Ruth Borthwick (Nov 19, 2024 11:11 GMT)
Ruth Borthwick
Chair

Joanna Stocks
Joanna Stocks (Nov 19, 2024 13:28 GMT)
Joanna Stocks
Treasurer

Company number: 05747142

English PEN**Report and financial statements for the year ended 31 March 2024****Statement of cash flows for the year ended 31 March 2024**

	Note	Total 2024 £	Total 2023 £
Net cash provided by/ (used in) operating activities	A	160,737	510,588
Cash flows from investing activities:			
Interest on bank deposits		17,568	2,557
Dividends on investments		8,050	6,528
Net cash provided by investing activities		25,618	9,085
Cash flows from financing activities:			
Purchase of fixed assets		(8,334)	-
Net cash used in financing activities		(8,334)	-
Change in cash and cash equivalents in the year		178,020	519,671
Cash and cash equivalents brought forward		1,213,101	693,430
Cash and cash equivalents carried forward		1,391,121	1,213,101

Note A: Reconciliation of net expenditure to net cash flow from operating activities

Net income/ (expenditure) for the year (as per the statement of financial activities)	159,403	624,164
Depreciation charges	3,614	2,974
Interest on bank deposits	(17,568)	(2,557)
Dividends on investments	(8,050)	(6,528)
(Gains)/losses on revaluation of investments	(4,443)	10,829
Decrease/ (increase) in debtors	54,437	(57,655)
(Decrease)/ increase in creditors	(26,656)	(60,640)
Net cash provided by/ (used in) operating activities	160,737	510,588

English PEN

Report and financial statements for the year ended 31 March 2024

Accounting policies

a) Basis of preparation

The financial statements of the charity, which is a public benefit entity under FRS 102, 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 financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) second edition', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and Companies Act 2006.

The financial statements have been prepared under the historical cost convention with the exception of investments which are included at market value.

b) Income

Income is recognised and included in the accounts when the following criteria are met: the charity is entitled to the funds; any performance criteria attached to the item(s) of income have been met; there is sufficient certainty that the receipt of the income is probable; and the amount can be measured reliably.

Income received in advance of an event or a provision of other specified service is deferred until the criteria for income recognition are met.

c) Expenditure

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Wherever possible, costs are directly attributed to these headings. Where costs cannot be directly attributed to particular headings they, have been allocated to activities on a basis consistent with the use of resources.

- Support costs include all expenditure not directly related to charitable activities e.g. general office costs, administration, management and governance.

- Governance costs are those costs incurred in the governance of the charity and are primarily associated with the constitutional and statutory requirements.

- Support costs, including governance, are allocated to expenditure on raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in notes 8 and 9.

d) Fund accounting

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or the funds raised for particular restricted purposes.

Unrestricted funds are funds which are available for use at the discretion of the trustees in furtherance of the charitable objectives of the charity.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund, and the basis of transfers to or from them, are set out in Note 17.

English PEN

Report and financial statements for the year ended 31 March 2024

Accounting policies

e) Tangible fixed assets

Items with a value greater than £1,000 are capitalised. Tangible fixed assets are stated at cost less accumulated depreciation. Provision is made for depreciation on all tangible assets at rates calculated to write off the cost of each asset over its expected useful life, as follows:

- Fixtures, fittings, computers & software - 25% per annum on a reducing balance basis.

f) Investments

Investments are stated at market value as at the balance sheet date. Any gain or loss on revaluation is taken to the Statement of Financial Activities in the period to which they relate.

g) Pension costs

Pension contributions payable to employee defined contribution pension schemes are charged to the Statement of Financial Activities in the period to which they relate.

h) Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern. The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period. They have considered the impact of external influences such as the cost-of-living crisis on both its income and expenditure for at least a period of twelve months from the date of approval of these financial statements. Accordingly, they continue to adopt the going concern basis in preparing the financial statements.

English PEN
Report and financial statements for the year ended 31 March 2024

Notes to the financial statements

2 Donations and legacies

	Unrestricted	Restricted	2024	2023
	£	£	£	£
Donations	53,558	-	53,558	72,553
Memberships	52,946	-	52,946	59,269
Silver PEN members	2,000	-	2,000	2,000
Silver PEN partners	70,000	-	70,000	72,000
PEN Patrons	10,250	-	10,250	
	188,754	-	188,754	205,822

3 Other trading activities

	Unrestricted	Restricted	2024	2023
	£	£	£	£
Fundraising events	-	-	-	465,929
Other	1,868	-	1,868	-
	1,868	-	1,868	465,929

4 Investment income

	Unrestricted	Restricted	2024	2023
	£	£	£	£
Dividends	6,607	1,443	8,050	6,528
Bank interest	17,568	-	17,568	2,557
	24,175	1,443	25,618	9,085

5 Other income

	Unrestricted	Restricted	2024	2023
	£	£	£	£
Royalty income	54,467	-	54,467	21,079
Other	5,631	-	5,631	708
	60,098	-	60,098	21,787

6 Analysis of expenditure on raising funds

	Unrestricted	Restricted	2024	2023
	£	£	£	£
Direct costs	33,838	-	33,838	81,308
Governance costs (note 8)	648	-	648	2,061
Support costs (note 8)	18,679	-	18,679	34,117
	53,165	-	53,165	117,486

English PEN
Report and financial statements for the year ended 31 March 2024

Notes to the financial statements

7 Analysis of expenditure

	Direct staff costs 2024 (note 11) £	Direct costs (non-staff) 2024 £	Support costs 2024 (note 8) £	Total 2024 £	Direct staff costs 2023 (note 11) £	Direct costs (non-staff) 2023 £	Support costs 2023 (note 8) £	Total 2023 £
<i>Raising funds</i>								
Direct costs of fundraising	29,467	4,371	19,327	53,164	7,193	74,115	36,178	117,486
<i>Charitable activities</i>								
Community Engagement	38,058	11,567	28,345	77,970	30,916	25,628	25,159	81,703
Writers in Translation	72,954	152,088	128,542	353,584	69,555	195,585	117,973	383,113
Campaigns & Writers at Risk	87,037	93,456	103,096	283,589	85,534	58,769	64,207	208,510
Prizes	6,500	15,177	12,381	34,058	6,500	14,758	9,459	30,717
Other charitable expenditure	-	9,899	5,656	15,555	-	14,242	6,336	20,578
	<u>204,549</u>	<u>282,187</u>	<u>278,020</u>	<u>764,756</u>	<u>172,465</u>	<u>300,279</u>	<u>198,851</u>	<u>724,621</u>
Total expenditure	<u>234,016</u>	<u>286,558</u>	<u>297,347</u>	<u>817,821</u>	<u>179,658</u>	<u>374,394</u>	<u>235,029</u>	<u>842,107</u>

English PEN
Report and financial statements for the year ended 31 March 2024

Notes to the financial statements

8 Allocation of support costs

The charity allocates its support costs (including Governance costs) as follows:

	Expenditure on raising funds 2024	Expenditure on charitable activities 2024	Total support costs 2024	Expenditure on raising funds 2023	Expenditure on charitable activities 2023	Total support costs 2023
			£			£
Support costs						
Staff costs (note 11)	11,860	170,601	182,461	20,532	126,638	147,170
Printing, postage and stationery	321	4,624	4,945	309	1,903	2,212
Travel, accommodation & subsistence	195	2,810	3,005	442	2,723	3,165
IT & web costs	290	4,179	4,469	1,646	10,153	11,799
Insurance	213	3,059	3,272	1,225	7,556	8,781
Rent	2,645	38,047	40,692	5,476	33,776	39,252
Subscriptions	254	3,646	3,900	32	195	227
Bank charges & similar	83	1,189	1,272	278	1,713	1,991
Other costs	2,583	37,163	39,746	3,763	23,211	26,974
Depreciation	235	3,379	3,614	415	2,557	2,972
Governance costs (note 9)	648	9,323	9,971	2,060	12,709	14,769
	19,327	278,020	297,347	36,178	223,134	259,312

Support and Governance costs are allocated based on the direct spend on those activities.

9 Governance costs

Governance costs are broken down as follows:

	Expenditure on raising funds	Expenditure on charitable activities	Total governance costs 2024	Expenditure on raising funds 2023	Expenditure on charitable activities 2023	Total governance costs 2023
Legal fees	2	33	35	-	-	-
Audit fees	390	5,610	6,000	732	4,518	5,250
Board costs	70	1,005	1,075	498	3,072	3,570
Insurance	186	2,675	2,861	242	1,494	1,736
Other	-	-	-	588	3,625	4,213
	648	9,323	9,971	2,060	12,709	14,769

10 Net income/ (expenditure) for the year

This is stated after charging:

	Total 2024	Total 2023
	£	£
Operating leases - equipment	-	-
Depreciation	3,614	2,974
Loss on disposal of fixed assets	-	-
Auditors' remuneration	6,000	5,250
	9,614	8,224

English PEN
Report and financial statements for the year ended 31 March 2024

Notes to the financial statements

11 Staff costs and trustees' remuneration and expenses

The aggregate payroll costs were:

	Total 2024	Total 2023
	£	£
Wages and salaries	357,354	305,660
Social security costs	31,658	27,629
Pension costs	17,119	13,497
Subtotal payroll costs	406,130	346,786
Temporary staff and interns	-	-
Other staff costs	4,707	13,141
Total staff costs	410,837	359,927

The charity considers its key management personnel comprise the trustees and the director.
The following number of employees received employee benefits (excluding employer pension costs and employer's national insurance) during the year between:

£60,000 - £69,999

	2024	2023
	£	£
£60,000-£69,999	<u>1</u>	<u>1</u>

During the year, trustees received £400; £150 to one trustees, £250 to one trustee (2023: £550)

During the year, two trustees received reimbursed expenses in connection with Board meetings and Congress amounting to £542 (2023: £498 to one trustee).

The average number of full-time equivalent employees (including casual and part-time staff) during the year were as follows:

	Total 2024	Total 2023
Writers in Translation	1.8	1.4
Campaigns & Writers at Risk	2.3	2.0
Public Programmes	1.0	0.9
Development	1.6	0.1
Management, administration & governance	<u>2.7</u>	<u>3.2</u>
	<u>9.4</u>	<u>7.6</u>

The average head count number of staff during the year was 10 (2023: 9)

English PEN
Report and financial statements for the year ended 31 March 2024

Notes to the financial statements

12 Grants payable

The charity made the following grants during the year:

	Grants to institutions	Grants to individuals	Total 2024	Total 2023
	£	£	£	£
Writers in Translation	78,759	6,500	85,259	109,071
Writers at Risk (relief grants)	33,279	23,190	56,469	16,500
	<u>112,038</u>	<u>29,690</u>	<u>141,728</u>	<u>125,571</u>

12 Grants payable continued

Recipients of institutional grants for PEN projects were as follows:

	Total 2024 £	Total 2023 £
ACA Publishing Ltd	3,079	-
And Other Stories Publishing	8,462	10,609
Arc Publications	-	652
Balestier Press	-	3,523
Bloodaxe Books	1,556	2,000
Charco Press	6,712	937
Comma Press	4,460	10,500
Dar Arab	-	2,703
DAS Editions	1,000	1,000
Daunt Books	1,000	-
Dedalus Ltd	4,040	2,000
Fitzcarraldo Editions	-	3,659
Flipped Eye Publishing	-	1,871
Heloise Press	6,691	1,527
Honford Star	1,750	-
Istros Books	2,500	6,500
Jantar Publishing	-	1,853
Little Tiger Press	1,000	-
Lolli Editions	-	1,300
Momentum Books	-	1,500
Oneworld Publications	-	1,000
Parthian	1,018	4,418
Peirene Press Ltd	1,700	1,131
A PEN Centre	23,689	-
PEN Emergency Fund	9,589	-
Penguin Random House UK	-	500
Pluto Press	3,925	19,641
Polari Press	-	2,612
Praspar Press	2,069	-
Profile Books	5,758	2,275
Prototype Publishing	3,525	1,125
Pushkin Press	1,250	1,250
Scotland Street Press	-	2,000
Scribe Publications	3,000	-
Shearsman Books	500	1,002
The Emma Press	267	267
The Indigo Press	1,772	1,583
The Poetry Translation Centre	-	2,750
Tilted Axis Press CIC	8,242	4,650
University College London	3,484	3,483
World Editions	-	1,250
	<u>112,038</u>	<u>103,071</u>

English PEN
Report and financial statements for the year ended 31 March 2024

Notes to the financial statements

13 Tangible fixed assets

	Fittings, computers & software £	Total 2024 £	Total 2023 £
Cost			
At 1 April 2023	18,260	18,260	18,260
Additions	8,334	8,334	-
At 31 March 2024	<u>26,594</u>	<u>26,594</u>	<u>18,260</u>
Depreciation			
At 1 April 2023	9,338	9,338	6,364
Charge for the year	3,614	3,614	2,974
At 31 March 2024	<u>12,952</u>	<u>12,952</u>	<u>9,338</u>
Net Book Value			
At 31 March 2024	<u>13,642</u>	<u>13,642</u>	<u>8,922</u>

14 Fixed asset investments

	Total 2024 £	Total 2023 £
Market value as at 1 April	229,809	240,638
Unrealised gains/ (losses) on investments	4,443	(10,829)
Market Value as at 31 March	<u>234,252</u>	<u>229,809</u>
Historical Cost		
	<u>170,551</u>	<u>170,551</u>

	Market Value 2024 £	Cost 2024 £	Market Value 2023 £	Cost 2023 £
City of London Investment Trust	60,264	31,397	61,603	31,397
M&G Investment (Charifund)	70,227	44,160	71,533	44,160
Halifax (Bankers Investment Trust)	17,867	9,334	16,170	9,334
Witan Investment	21,350	19,343	18,788	19,343
COIF Fixed Interest (CCLA)	64,544	66,317	61,715	66,317
	<u>234,252</u>	<u>170,551</u>	<u>229,809</u>	<u>170,551</u>

English PEN
Report and financial statements for the year ended 31 March 2024

Notes to the financial statements

15 Debtors

	Total 2024 £	Total 2023 £
Trade debtors	455	15,000
Accrued income	-	41,900
Prepayments	8,717	6,709
	<u>9,172</u>	<u>63,609</u>
	<u><u>9,172</u></u>	<u><u>63,609</u></u>

16 Creditors: amounts falling due in less than one year

	Total 2024 £	Total 2023 £
Trade creditors	31,121	51,626
Social security and other taxes	148	187
Deferred income	204	10,204
Accruals and other creditors	22,409	18,459
	<u>53,882</u>	<u>80,476</u>
	<u><u>53,882</u></u>	<u><u>80,476</u></u>

Deferred income relates to grant income received in advance, which is deferred to the accounting period to which it relates.

Movement in deferred income during the year was as follows:

	Total 2024 £	Total 2023 £
Deferred income brought forward	10,204	98,561
Released in year	(244,216)	(332,573)
Deferred in year	234,216	244,216
Deferred income carried forward	<u>204</u>	<u>10,204</u>
	<u><u>204</u></u>	<u><u>10,204</u></u>

English PEN
Report and financial statements for the year ended 31 March 2024

Notes to the financial statements

17 Movement in funds

	At 31 March 2023 £	Income and transfers £	Expenditur e and transfers £	Gain/(loss) on investments £	At 31 March 2024 £
Restricted:					
Community Engagement					
Arts Council England	1,744	-	1,744	-	-
Bloomberg	103,020	-	58,385	-	44,635
British Council	-	19,640	3,786	-	15,854
Essex Book Festival	249	-	249	-	-
Prison Writing Competition Campaign	2,270	-	-	-	2,270
Salisbury World	1,870	-	-	-	1,870
	<u>109,153</u>	<u>19,640</u>	<u>64,164</u>	<u>-</u>	<u>64,629</u>
Writers in Translation					
ALCS	-	5,000	5,297	-	(297)
Arts Council England	126,220	116,952	120,614	-	122,558
British Council	61,855	-	28,406	-	33,449
Fondation Jan Michalski	660	500	660	-	500
Lulu Norman	-	1,000	-	-	1,000
Norman Trust	-	2,500	150	-	2,350
University of Exeter	15,545	4,545	19,017	-	1,073
	<u>204,280</u>	<u>130,497</u>	<u>174,144</u>	<u>-</u>	<u>160,633</u>
Campaigns & Writers at Risk					
Anonymous donors	800	-	-	-	800
Garrick Charitable Trust	-	2,500	1,366	-	1,134
Hawthornden Foundation	-	69,918	50,537	-	19,381
Justice for Journalists	-	6,532	6,532	-	-
Open Society Foundations (OSF)	60,565	-	60,622	-	(57)
Prisoners of Conscience Appeal Fund	2,480	-	1,000	-	1,480
Open Rights Group	6,292	-	-	-	6,292
The Joseph Rowntree Charitable Trust	1,666	-	680	-	986
Valentines for Palestine	-	16,817	9,589	-	7,228
	<u>71,803</u>	<u>95,767</u>	<u>130,326</u>	<u>-</u>	<u>37,244</u>
Prizes					
Blavatnik Family Foundation	635	10,000	9,476	-	1,159
Hawthornden Foundation (Heaney Prize)	-	19,571	-	-	19,571
Hessell-Tiltman Prize fund (dividends)	(24,811)	1,443	7,200	-	(30,568)
Ruth Maxted (PEN Pinter)	-	5,000	5,000	-	-
The Estate of Seamus Heaney	4,000	-	-	-	4,000
	<u>(20,176)</u>	<u>36,014</u>	<u>21,676</u>	<u>-</u>	<u>(5,838)</u>
Investments					
Hessell-Tiltman Prize fund	61,714	-	-	2,827	64,541
Subtotal restricted funds	<u>426,774</u>	<u>281,918</u>	<u>390,310</u>	<u>2,827</u>	<u>321,209</u>
Unrestricted:					
General fund	553,190	447,159	276,006	1,616	725,959
Designated funds:					-
Fundraising	10,000	-	4,046	-	5,954
Campaigns & Writers at Risk	100,000	-	43,828	-	56,172
Extending organisational capacity	345,000	-	63,095	-	281,905
Hawthornden	-	243,803	40,635	-	203,168
Subtotal unrestricted funds	<u>1,008,190</u>	<u>690,962</u>	<u>427,610</u>	<u>1,616</u>	<u>1,273,158</u>
Total funds	<u>1,434,964</u>	<u>972,880</u>	<u>817,920</u>	<u>4,443</u>	<u>1,594,367</u>

English PEN

Report and financial statements for the year ended 31 March 2024

Notes to the financial statements

17 Purposes of restricted funds

Community Engagement

- Arts Council England supported English PEN's centenary project, Common Currency
- Bloomberg supported
- The British Council supported the PEN Literary Salon at the London Book Fair and 'Stories of Resilience'
- Essex Book Festival funded creative writing workshops and a panel event as part of the Writing on the Inside prison writing project
- Prisons Writing Competition Campaign is supported by various donations from English PEN supporters
- Salusbury World supported the 20:20 Vision workshop programme

Writers in Translation

- ALCS supported International Translation Day
- Arts Council England supported English PEN's core activities and Writers in Translation programme
- The Booker Prize Foundation supported International Translation Day
- The British Council supported projects with a focus on India and Indian language; contemporary queer writers from the Arabic world; and writers from the MENA region.
- Fondation Jan Michalski supported PEN Transmissions
- Lulu Norman and the Norman Trust supported PEN Transmissions
- University of Exeter supported PEN Presents a programme supporting and showcasing sample translations.

Campaigns & Writers at Risk

- Anonymous donors supported writers at risk
- Garrick Charitable Trust supported
- Hawthornden Foundation supported English PEN's residency programme for writers at risk
- Justice for Journalist supported work to develop a model UK anti-SLAPP.
- Open Society Foundations (OSF) supported English PEN's Writers at Risk projects, including the Writers in Residence programme
- Prisoners of Conscience Appeal Fund supported individual writers at risk internationally
- Open Rights Group, Big Brother Watch and English PEN raised funds for Privacy not Prism and for future legal
- The Joseph Rowntree Reform Trust funded English PEN's campaign for libel reform in Northern Ireland and
- Valentines for Palestine, a crowd funding campaign, supported the PEN Emergency Fund

Prizes

- The Blavatnik Family Foundation supported the PEN Pinter Prize
- Hawthornden Foundation supported the Heaney Prize
- The Hessell-Tiltman Prize Fund supported an annual literary prize awarded for a non-fiction book of specifically historical content. Marjorie Hessell-Tiltman was a member of PEN. As well as the capital sum, English PEN benefits from dividends received quarterly
- Ruth Maxted supported the PEN Pinter prize
- The Estate of Seamus Heaney supported R&D into establishing a prize in the name of Seamus Heaney

Purposed of designated funds

Development

Funds to support the post of Events and Development Manager following the conclusion of the centenary programme.

Fundraising

Funds to support ad hoc fundraising costs.

Campaigns & Writers at Risk

Funds to support the post of Campaigns and Writers at Risk Manager over a two-year period.

Extending organisational capacity

Funds to support a detailed plan to extend and strengthen organisation capacity over a 3-year period. Including new posts of Head of Development and Membership and Communications Officer, IT and office adjustments, travel and campaigns budgets.

Hawthornden

To support core operations over three years.

English PEN

Report and financial statements for the year ended 31 March 2024

Notes to the financial statements

18 Analysis of net assets between funds

	Tangible fixed assets £	Investments £	Net current assets £	Total funds 2024 £	Total funds 2023 £
Restricted funds	-	64,544	256,665	321,209	426,772
Unrestricted - general	13,642	169,708	542,609	725,959	553,192
Unrestricted - designated	-	-	547,199	547,199	455,000
Total funds	13,642	234,252	1,346,473	1,594,367	1,434,964

19 Operating lease commitments

At 31 March 2024 the charity had future minimum lease payments under non-cancellable operating leases, with payments falling due as follows:

	Land/buildings	
Due	2024	2023
Within one year	23,000	23,000
Between one and five years	23,000	46,000

20 Related party transactions

There were no related party transactions during the year, other than those disclosed in note 11 to the financial statements.

English PEN
Report and financial statements for the year ended 31 March 2024

Comparative statement of financial activities for the year ended 31 March 2023

	Unrestricted funds £	Restricted funds £	Total 2022/23 £
Income and endowments from:			
Donations and legacies	205,822	-	205,822
Charitable activities:			
<i>Community Engagement</i>	-	167,350	167,350
<i>Writers in Translation</i>	35,000	216,962	251,962
<i>Campaigns & Writers at Risk</i>	131,975	85,898	217,873
<i>Prizes</i>	28	20,000	20,028
<i>Other charitable income</i>	117,264	-	117,264
Other trading activities	465,929	-	465,929
Investments	7,395	1,690	9,085
Other	21,787		21,787
Total income	985,200	491,900	1,477,100
Expenditure on:			
Raising funds	117,486	-	117,486
Charitable activities:			
<i>Community Engagement</i>	9,561	72,142	81,703
<i>Writers in Translation</i>	164,525	218,588	383,113
<i>Campaigns & Writers at Risk</i>	110,728	97,782	208,510
<i>Prizes</i>	9,459	21,258	30,717
<i>Other charitable expenditure</i>	20,578	-	20,578
Total expenditure	432,337	409,770	842,107
Net operating income/ (expenditure) before gains/ (losses) on investments	552,863	82,130	634,993
Net (losses)/ gains on investments	(6,982)	(3,847)	(10,829)
Net movement in funds	545,881	78,283	624,164
Funds brought forward	462,311	348,489	810,800
Funds carried forward	1,008,192	426,772	1,434,964

ENGLISH PEN

England & Wales - Charity number 1125610

Accounts

Registered charity number 1125610
Company number 05747142

English PEN
Report and financial statements for the year ended 31 March 2023

Contents

	Page(s)
Legal and administrative details	3
Trustees' annual report	4 - 18
Independent auditor's report	19 - 21
Statement of financial activities	22
Balance sheet	23
Statement of cash flows	24
Notes to the financial statements	25 - 37

Legal and administrative details

Registered office	24 Bedford Row London WC1R 4EH
Registered charity number	1125610
Company number	05747142 (England and Wales)

Trustees

The Trustees, who are also directors of the company under Company Law, in office during the year and up to the date of signing the financial statements were:

Arifa Akbar,	Appointed 23 March 2021
L Beresford-Knox	Appointed 25 January 2023
R Borthwick	Appointed 19 March 2019, elected Chair 7 December 2021, (reappointed 8 December 2022)
M Buyum	Appointed 23 June 2020
C Galvin	Resigned 15 May 2023
G Godwin	Appointed 25 June 2019 (reappointed 8 December 2022)
T Hodgkinson	Appointed 23 June 2020
G Lindvall Gunaratne	Appointed 23 June 2020
D Miller	Appointed 1 October 2017 (reappointed 7 December 2021)
S Quraishi	Appointed 2 December 2015
A Schilz	Appointed 19 October 2021
S Schnee	Resigned 8 December 2022
J Stocks	Appointed 22 June 2021
V Yeginsu	Appointed 26 January 2021

Honorary President M Busby (appointed 19 April 2023)

Director D Gorman

Independent auditors Knox Cropper LLP
65-68 Leadenhall Street
London EC3A 2AD

Bankers HSBC
76-78 Kings Road
London SW3 4TZ

Triodos Bank
Deanery Road
Bristol BS1 5AS

Trustees' Annual Report

Structure, governance and management

English PEN was incorporated on 17 March 2006 and registered as a charity on 26 August 2008. The company was established under a Memorandum of Association which established the objects and powers of the charitable company, and is governed by Articles of Association (as amended 27 June 2017) and a deed of trust. The company is limited by guarantee as defined by the Companies Act 2006 and in the event of the company being wound up, company directors are required to contribute an amount not exceeding £1.

Membership of English PEN is open to poets, playwrights, essayists, editors, journalists, novelists, translators, publishers and other persons who share the organisation's aims of promoting literature and human rights. Members have the right to stand and vote in elections to the Board, ensuring a high standard of internal transparency and accountability.

The board of trustees, led by the chair, is responsible for the organisation's governance. The board meets quarterly and at each meeting considers a full report from the director, including the latest management accounts.

Several subcommittees, each governed by their own terms of reference, exist to support board oversight and decision-making. These include the finance and audit committee and the appointments committee. Subcommittees regularly throughout the year to consider specific business.

Responsibility for the day-to-day management of the charity is delegated to the director, who oversees the work of staff and volunteers. The director attends all board meetings.

Trustee recruitment and induction

New trustees are selected having regard to the skills and competencies required by the charity in delivering its objects. Current trustees have experience and knowledge of the organisation's activities, as well as finance and development expertise.

New trustees receive background material to familiarise themselves with the history and activities of the charity as well as Charity Commission documentation to inform them of their responsibilities and obligations under charity law. In addition, they are briefed by the director on key policy and operational issues facing the organisation.

Board performance is reviewed annually at an away day, where annual progress is also reviewed and future strategy and targets agreed.

Public benefit

English PEN constitutes a public benefit entity as defined by FRS 102.

In shaping English PEN's objectives and planning the charity's activities, the trustees have considered the Charity Commission's guidance on public benefit.

English PEN's registration as a charity on 26 August 2008 marked the Charity Commission's acceptance of the organisation's public benefit throughout its activities. The Charity Commission agreed with the trustees that 'writers, authors, editors, publishers and other persons similarly engaged throughout the world' constitute a 'particularly vulnerable' class of beneficiaries. This ruling enables English PEN to concentrate its resources most effectively on this beneficiary class, while benefiting the public generally.

Trustees' Annual Report

Related parties

English PEN is the founding centre of PEN International, and has voting rights at the Assembly of Delegates, which constitutes PEN International's Annual General Meeting.

Strategic report

Aims and objectives

The objectives of the charity are:

- To promote the education of the public by encouraging the understanding, appreciation and development of writing in any style or form.
- To promote the human rights (as set out in the Universal Declaration of Human Rights and subsequent United Nations conventions and declarations) of writers, authors, editors, publishers and other persons similar engaged ("the Beneficiaries") throughout the world by all or any of the following means:
 - i. Monitoring and seeking to prevent abuses of human rights of Beneficiaries;
 - ii. Obtaining redress for Beneficiaries who are the victims of human rights abuse;
 - iii. Relieving need among Beneficiaries who are the victims of human rights abuse;
 - iv. Research into human rights issues affecting the Beneficiaries;
 - v. Educating the public about human rights and raising awareness of human rights issues;
 - vi. Providing technical advice to government and others on human rights matters affecting the Beneficiaries;
 - vii. Contributing to the sound administration of human rights law and commenting on proposed human rights legislation;
 - viii. Promoting public support for and international advocacy of human rights, and promoting respect for human rights among individuals and incorporations;
 - ix. Eliminating infringements of the prohibitions on torture, slavery, extradition killing, arbitrary detention and disappearance.
- To relieve poverty and distress among the dependents family and/or household members of Beneficiaries.

Trustees' Annual Report

Chair's report

As we enter our 101st year, English PEN has consolidated and developed its work in many ways holding true to our mission of defending, supporting and championing the freedom to write and the freedom to read. This has included significant campaigns for both individual writers in times of risk and also relating to national issues of freedom of expression, support for literature in translation, as well as the publication, presentation and celebration of writers through events, online publications and PEN prizes.

During 2022/23 English PEN has continued to work with writers at risk, and we have led or joined campaigns for writers in the UK and around the world. As ever, our support is tailored to individual cases and takes a range of forms, including solidarity, awareness raising, financial support, participation in public events, hosting and attending meetings with writers at risk and/or their representatives, and the provision of behind-the-scenes support. During this period, we have supported more than 40 writers in various ways (including those in prison, in exile, and otherwise at risk) and continued our PENWrites programme - a letter-writing campaign encouraging members and supporters to send messages of solidarity to writers in prison and at risk.

Here at home, English PEN's work to promote and safeguard freedom of expression in the UK continues to be of paramount importance, with a strong focus on draft legislation and policy to ensure everyone in England can access their right to freedom of expression. This year, we continued our work to combat the use of Strategic Lawsuits Against Public Participation (SLAPPs) as co-Chairs of the UK anti-SLAPP Coalition. We also worked to defend the Human Rights Act, and voiced concerns about potential threats to freedom of expression within the National Security Bill, the Online Safety Bill and the Higher Education (Freedom of Speech) Act.

Our work to support literature in translation increasing bibliodiversity in the UK developed considerably in 2022/23, building on our successes in grant-giving, online publishing, events programming and advocacy. Through our flagship grant PEN Translates, we awarded grants worth £91,000 to 36 books from 28 countries, and through PEN Presents – our new project supporting and showcasing sample translations – we awarded grants to 12 translators of Indian literature. Our online magazine *PEN Transmissions* commissioned work from 31 writers and translators, reaching 29,000 readers across the world, and our two-day programme for International Translation Day was attended by 210 translators and literary professionals. In June 2022, we published *All Walls Collapse: Stories of Separation* with Comma Press. This specially commissioned anthology of 11 short stories in translation marked 10 years of the PEN Translates programme.

Once again, English PEN continued to have a rich and diverse events programme, both online and in-person, with total audiences of over 4,000. In 2022 English PEN concluded its centenary programme 'Common Currency' with a number of events and workshops across England. Following the shocking attack on Sir Salman Rushdie we were honoured to be able to coordinate an event with several partners held at the British Library to celebrate this remarkable individual, his writing, his activism and his resilience. Speakers at the event included many of those close to Salman. We also hosted events with partners across the country and with writers including Julian Barnes, Monica Ali, Hanif Kureishi, Nigella Lawson, Mona Arshi, Tsitsi Dangarembga, Ghaith Abdul-Ahad and others. Malorie Blackman was announced as the winner of the PEN Pinter Prize, shared with Bahraini academic and writer Dr Abduljalil Singace. The PEN Hessell-Tiltman Prize for historical non-fiction was awarded to Francesca Stavrakopoulou and the PEN Ackerley Prize for literary memoir was awarded to Francis Stoner Saunders. The 2022 PEN HG Wells lecture was delivered by Ahdaf Soueif as part of the Folkestone Book Festival.

During the year we held the First Editions Second Thoughts auction in support of our work. This remarkable event brought together authors from across the UK and internationally who created unique

Trustees' Annual Report

annotations of first editions of their most popular books. These editions were then auctioned at Christie's, in a major partnership with the auction house. We are deeply grateful to all the writers and illustrators who took part, to Christie's auction house, and to Belinda Kitchin who worked tirelessly to bring the entire project together.

Throughout this period the dynamic staff team was led by our energetic Director Daniel Gorman. I am very grateful to him and all the English PEN team of staff and volunteers, who continue to work for, develop and support English PEN. I am deeply honoured to lead the Board of Trustees who are steadfast in their support for English PEN, and who I thank for their thoughtful work.

Operating at the intersection between arts and human rights, partnership is central to every piece of work that English PEN undertakes. We are hugely thankful to our members, our Silver PEN partners, our campaign collaborators and our programme partners for their support for the organisation and our work.

Ruth Borthwick, Chair

Director's Report

It was once again my honour to lead English PEN as director. This incredible organisation is very much the product of its parts, and I am privileged to witness on a daily basis the work of our deeply driven and highly effective team. English PEN The English PEN team have now settled well into our new offices at Bedford Row, where we have excellent communication with other partner and relevant organisations in the building. We continue with hybrid working, recognising the different needs of the various individuals we work with.

We are deeply grateful to the funders who support our work. In particular, I would once again like to thank our core funders, the Arts Council England and the T S Eliot Foundation. These key funders support our core work to celebrate great literature and the transmission of ideas in myriad ways.

We are also hugely thankful to the funders of specific strands of our work. This includes support from the Booker Foundation; the British Council; the Authors' Licensing and Collecting Society; Fondation Jan Michalski; Bloomberg; the Blavatnik Family Foundation for the PEN Pinter Prize; and Open Society Foundations. Along with core support, Arts Council England also awards us the funding to deliver PEN Translates.

We are also deeply thankful to our Silver PEN partners for their support. In 2022/23 this included: Amazon UK, Bloomberg Philanthropies, Canongate, David Higham Associates, HarperCollins, London Book Fair, The London Library, Penguin Random House, and Pushkin Press. There are many other funders and individual donors who have contributed to prizes, to our campaigning and our core costs. Thank you to you all.

Members are the backbone of English PEN's work, and we benefit from a dedicated membership who believe strongly in English PEN's values. Members support our work in various ways, from simply being a member and providing us with the gravitas of your voice, to actively engaging in our campaigns, events and translation work. We are honoured to have you with us.

English PEN works to celebrates the diversity of literature, and our vision is of a world with free expression and equity of opportunity for all readers and writers. In many ways this vision feels far away, but in conversations with those directly engaging in our work, it is tangible and present. We will continue defending and advancing our rights and championing the freedom to write and the freedom to read. We are so grateful to all of you who engage with our work – thank you.

Daniel Gorman, Director

Impact

Campaigning for international writers at risk

Throughout 2022-23 English PEN continued to support writers in prison and at risk around the world. As ever, our support is tailored to individual cases, subject to informed consent, and takes a range of forms:

- Solidarity, including through our ongoing PENWrites campaign;
- Awareness raising, including through social media campaigns;
- Financial support;
- Public events, including panel discussions, protests, and vigils;
- Hosting and attending meetings with writers at risk and/or their representatives.
- Providing behind the scenes support to writers in times of risk and those close to them

During this period, we have supported more than 40 writers (including those in prison, in exile, and otherwise at risk). Key cases of concern include:

- British-Egyptian writer and activist Alaa Abd El-Fattah who remains imprisoned in Egypt;
- Iranian poet and teacher Mahvash Sabet, winner of the 2017 PEN Pinter Prize for a Writer of Courage, who was arrested on 31 July 2022 and subsequently sentenced to a further 10 years in prison;
- Wikileaks founder and publisher Julian Assange who remains imprisoned in the UK and facing possible extradition to the United States.

Highlights in 2022 included:

The release of Nedim Türfent (Turkey)

In November 2022, we welcomed the news of imprisoned journalist, poet and Honorary Member Nedim Türfent's release after more than six years in prison. Nedim has been a key case of concern for PEN for many years and was one of the first writers to be featured in our PENWrites campaign. He was also among the writers featured in Ai Weiwei's installation at the Southbank Centre and wrote a piece for *PEN Transmissions* in response.

Nedim is hugely grateful for the support he has received from PEN members and supporters throughout his time in detention:

I am deeply grateful to you for your unique support and solidarity through all the process in the jail. Without you, it would [have been] intolerable for me...

I am so pleased to have you in my life and deeply grateful to English PEN and to each of their fellow members. Thanks for all your efforts in the process of prison and for the ongoing efforts.

Awarding the PEN Pinter Prize for a Writer of Courage to Dr Abduljalil Al-Singace (Bahrain)

In October 2022, imprisoned academic and blogger Dr Abduljalil Al-Singace, a long-standing case of concern to English PEN, was announced as the winner of the 2022 PEN Pinter Prize for a Writer of Courage by fellow winner Malorie Blackman. The ceremony afforded us an opportunity to amplify Dr Al-Singace's case, and the recognition clearly meant a great deal to him and his loved ones:

Words are not enough to demonstrate how delighted and [honoured] I feel. Thank you for drawing a smile on [Dr Al-Singace's] face. Thank you all for not forgetting [him]. Thank you all for [honouring him] and all writers at risk around the world. Thank you all for everything. I hope that one day [he] can thank you in person for all your support and kindness.

Appointing British-Egyptian writer and activist **Alaa Abd El-Fattah** as an Honorary Member

Throughout 2022-23, we have been working closely with Alaa Abd El-Fattah's family to campaign for his release. Actions have taken multiple forms – including attending protests outside the FCDO and Downing Street, co-sponsoring public events, supporting open letters, and lobbying the British

Trustees' Annual Report

government. The offer of Honorary Membership was warmly welcomed by his family: Omar Robert Hamilton, his first cousin, commented:

Freedom of Expression – of thought and the courage to speak the truth whatever its consequences – is the foundation of what makes Alaa who he is. So, to become an honorary member of PEN could not be more fitting and we're grateful for everything the organisation has done as part of our collective efforts to get him out of prison and back to the UK.

PENWrites campaign

We have continued to encourage members to actively support our work through the PENWrites campaign – including for both new and existing cases:

- Rahile Dawut: we announced acclaimed academic, anthropologist, and leading expert on Uyghur folklore and cultural traditions Rahile Dawut as a featured case on 20 May 2022 to mark her birthday;
- Galal El-Behairy: imprisoned Egyptian poet and lyricist Galal El-Behairy was reinstated as a PENWrites case on 5 March 2023, as he launched a hunger strike in protest against his ongoing detention.

Residencies

We were delighted to resume hosting resident writers in 2022-23. This included writer, lawyer, and human rights defender Nurcan Kaya, journalist Buse Söğütlü, and author Sema Kaygusuz.

The majority of English PEN's work is done in partnership. For our work in solidarity with writers in times of risk this has included developing a a three-year agreement with the London Library, A new relationship with the Goethe-Institut relating to our residency programme and as members of the Journalists in Distress Network.

UK Legislation and Policy

English PEN maintains a strong focus on draft legislation and policy to ensure everyone in England can access their right to freedom of expression, as follows:

SLAPPs

In the period March 2022 – March 2023, English PEN's UK campaigns work heavily focused on SLAPPs. We responded to the Government's Call for Evidence, as part of the UK anti-SLAPP Coalition ("the Coalition"), of which English PEN is a co-chair. The Government responded to the Call of Evidence and committed to bringing forward legislative instruments to combat SLAPPs. We drafted the Model UK anti-SLAPP law, in collaboration and consultation with solicitors and barristers. The model law was published in October 2022 and presented in the House of Parliament with speeches from across the benches. It received coverage from a wide range of newspapers - including the Guardian, The Times, the Daily Mail, and the Financial Times - after more than 70 leading editors and industry experts endorsed the model law and called for its adoption. As part of the Coalition, we also engaged and continue to engage with the Solicitors Regulation Authority (SRA) to challenge legal norms and advance accountability for the use of SLAPPs and SLAPP tactics by solicitors.

In the last year, the engagement with the anti-SLAPP campaign by various individuals and NGOs from different fields has significantly risen. English PEN has now become the advocacy lead of the Coalition. During the UK Anti-SLAPP Conference in November - in which English PEN participated in two of the panels - we received further good news with the publication of a warning notice from the Solicitors Regulatory Agency (SRA). We continue to campaign for a stand-alone anti-SLAPP legislation and, as such, we continue to engage with MPs, peers, and relevant ministries.

Human Rights Act and the Bill of Rights

Soon after the closure of the Human Rights Act reform consultation, the Government had announced in 2022 that it would repeal the Human Rights Act and introduce a new 'Bill of Rights'. We worked with

Trustees' Annual Report

partner organizations to articulate our concerns and underline how the proposed bill would weaken freedom of expression.

National Security Bill

English PEN, along with a wide range of freedom of expression and media freedom organizations, expressed its concerns regarding the National Security Bill as it poses serious threats to freedom of expression and media freedom. Despite amendments from Government relating to these concerns and assurances that the bill will not criminalize legitimate activity, such as journalism, we remain concerned that there are continuing risks to freedom of expression contained within this Bill.

Online Safety Bill

English PEN has been engaged in various discussions around the Online Safety Bill and the threats posed by it to freedom of expression. In 2022, we participated in a roundtable hosted by the Department for Digital, Culture, Media & Sports (DCMS) on the bill as well as various meetings on campaign strategy. We remain extremely concerned specifically about the potential weakening of end-to-end encryption, this technology is vital to many of the writers and activists we work with.

Higher Education (Freedom of Speech) Act: English PEN engaged in various consultations relating to the Higher Education (Freedom of Speech) Act.

Supporting International and Translated Literature

PEN Translates

PEN Translates has now supported over 350 books from over 95 languages with over £1m of funding, developing literary diversity in the UK while ensuring translators are paid properly for their work. In 2022–23, PEN Translates:

- supported 36 books from 30 publishers, 28 countries and 20 languages;
- awarded 61% of grants to women and non-binary writers and 60% of grants to women and non-binary translators;
- gave awards for the first time to titles from Mali, Guatemala and North Macedonia, and books translated from Macedonian, Montenegrin and Isaan Thai;
- supported the first memoir by a Sudanese woman to be translated from Arabic to English, and the translation of the first LGBT Macedonian novel.

PEN Translates has particularly supported small publishers at the vanguard of literary translation, for whom 100% of translations costs are awardable. In 2022–23, we:

- awarded 81% of grants to small presses;
- awarded 54% of grants to publishers outside London.

PEN Translates-supported titles continue to be recognised by national and international prizes. In 2022–23, books made possible by the programme won the:

- International Booker Prize – *Tomb of Sand* by Geetanjali Shree, translated from the Hindi by Daisy Rockwell (Tilted Axis Press);
- TA First Translation Prize – *Things I Didn't Throw Out* by Marcin Wicha, translated from the Polish by Marta Sziuros (Daunt Books Publishing);
- Scott Moncrieff Prize – *Men Don't Cry* by Faïza Guène, translated from the French by Sarah Ardizzone (Cassava Republic);

Trustees' Annual Report

- Warwick Prize for Women in Translation – *Tomb of Sand* by Geetanjali Shree, translated from the Hindi by Daisy Rockwell (Tilted Axis Press).

PEN Presents

After a year-long industry consultation across 2021–22, we launched PEN Presents, a programme supporting and showcasing sample translations, funding the often-unpaid work of creating samples, giving UK publishers access to titles from underrepresented languages and regions, and helping diversify the translated literature landscape.

In partnership with the British Council, our inaugural round, focusing on literatures of the languages of India, received submissions from 49 translators working from 13 languages, 12 of whom were awarded grants to create 5,000-word sample translations of their proposed works. Six samples were selected by a cross-industry panel of seven experts (from the UK and Indian literary sectors) to receive editorial support, be published in an issue in the new PEN Presents online platform and be promoted to Anglophone publishers. Two of the selected titles have been acquired for publication by Penguin Random House India.

In January 2023, six of the selected translators and authors appeared at literary festivals in India, in events programmed by English PEN. They spoke to audiences of 800 at Jaipur Literature Festival, Kerala Literature Festival, and Hyderabad Literature Festival. Also in January 2023, our first global round of PEN – for works of any language, region, era, form, and style – was launched in collaboration with Translating Women and the University of Exeter, receiving 125 proposals for work in 51 different languages.

International Translation Day

On 29–30 September 2022, we held the 13th annual International Translation Day (ITD), expanding into a two-day programme. A day of in-person talks, workshops and live pitching at Conway Hall, London was followed by an online day of conversations with a headline from International Booker Prize winners Daisy Rockwell and Geetanjali Shree. The programme featured talks on the post-pandemic profession, what translators and editors want from each other, career progression from 'aspiring' to 'established', samples and connecting to publishers, the power of the bookseller, and an extended roundtable session on rights, royalties, pay and conditions; workshops on translating children's literature, translating playscripts and negotiating contracts; and three translators live pitching projects to publishers from Faber & Faber, DigitalBack Books, and Weidenfeld & Nicholson.

The programme was generously supported by the Authors' Licensing and Collecting Society (ALCS), the Booker Prize Foundation, and the National Centre for Writing.

PEN Transmissions

PEN Transmissions is English PEN's online magazine for international and translated literature. In 2022–23, personal essays and interviews on *PEN Transmissions* reached 29,000 readers in 163 countries. Across the year:

- we commissioned essays and interviews by 31 writers and translators in 26 countries;
- 68% of writers commissioned identified as women or non-binary;
- 58% of commissioned voices were writers or translators of colour;
- we featured voices as diverse as Zadie Smith, Mona Arshi, Yara Rodrigues Fowler, June Bellebono, Nguyễn Phan Quế Mai, Pajtim Statovci, Malorie Blackman, Ann-Helén Laestadius, Rogelio Braga, Norman Erikson Pasaribu, Momtazi Mehri, Julian Barnes and Malorie Blackman;

Trustees' Annual Report

- we published work in collaboration with StAnza Poetry Festival, the International Booker Prize, Essex Writers House and Metal, and the AKO Caine Prize.

All Walls Collapse: Stories of Separation

In June 2022, we published *All Walls Collapse: Stories of Separation* in partnership with Comma Press. The specially commissioned anthology of new short fiction in translation marks 10 years of PEN Translates, and was developed as part of English PEN's Centenary. With a foreword from former English PEN President Philippe Sands KC, the collection features:

- Juan Pablo Villalobos, tr. Rosalind Harvey on the Mexican–US border;
- Geetanjali Shree, tr. Daisy Rockwell on the India–Pakistan Line of Control;
- Kyung-Sook Shin, tr. Anton Hur on the Korean Demilitarized Zone (DMZ);
- Paulo Scott, tr. Daniel Hahn on Rio de Janeiro's favela "Wall of Shame";
- Maya Abu Al-Hayat, tr. Yasmin Seale on the West Bank Separation Wall;
- Muyesser Abdul'ehed Hendan, tr. Munawwar Abdulla on Uyghur internment camps;
- Constantia Soteriou, tr. Lina Protopapa on Cyprus' Green Line;
- Krisztina Tóth, tr. Peter Sherwood on the Hungary border barrier;
- Zahra el Hasnaoui, tr. Dorothy Odaty-Wellington on the Western Sahara Wall;
- Rezuwan Khan, tr. Hla Hla Win on the fences of Cox's Bazar;
- Larissa Boehning, tr. Lyn Marven on the Berlin Wall.

All Walls Collapse received praise from major writers and in international press:

'Richly varied . . . a powerful anthology.'
– The *Guardian*

'A jewel of a book . . . the antidote we need to the poison of anti-immigrant sentiment.'
– Meena Kandasamy

'Powerful, truthful and deeply moving – stories woven with courage and resilience.'
– Elif Shafak

'Invigorating.'
– The *New Internationalist Australia*

With Comma Press, we toured *All Walls Collapse* at major UK literary festivals, with events including:

- Hay Festival (Anton Hur, Geetanjali Shree and Krisztina Tóth);
- London Book Fair (Constantia Soteriou and Lina Protopapa);
- Edinburgh International Book Festival (Geetanjali Shree and Daisy Rockwell);
- WOMAD Festival (Larissa Boehning and Lyn Marven with Gerogina Godwin);
- At Reform Radio, Manchester (Maya Abu Al-Hayyat);
- Cheltenham Literature Festival (Paulo Scott with Ann Morgan);
- Manchester International Book Festival (Juan Pablo Villalobos and Paulo Scott with Yara Rodrigues Fowler).

Celebrating literary talent

English PEN delivers an annual programme of events to platform writers who engage with issues of freedom of expression, or whose own freedom of expression has been affected, including those traditionally underrepresented in the UK. We aim to create engaging and accessible cultural

Trustees' Annual Report

opportunities for audiences and to convene and facilitate spaces for people to openly share ideas. Our prizes serve to recognise and award contributions to literature and freedom of expression and to bring attention to global cases of persecution and censorship.

The year began with the completion of English PEN's centenary celebrations, which had been extended owing to the Covid-19 pandemic. It also saw the introduction of a new Events and Prizes Manager. The programme of work comprises several event fixtures – such as the PEN Pinter Prize – and the necessity to respond quickly to events of global significance. Our events reached a total combined audience of over 4000 people in 2022-23. These include:

FEST Fundraising Auction and events

FEST (First Editions, Second Thoughts) was English PEN's large-scale fundraising project, which culminated in a series of events and on-line fundraising auction at Christie's auction house. Esteemed authors were invited to annotate first edition copies of their books, which were then sold at auction to raise funds for English PEN's work. Contributing writers including Tracy Chevalier, Philippe Sands, Anna Enright, David Nichols, Jung Chang and Elif Shafak took part in events.

An Evening for Salman Rushdie

Following the shocking attack on Salman Rushdie at an event in New York on 12 August, English PEN worked closely with Caroline Michel and a number of partners to host an event at, and in in close partnership with, the British Library in October 2022 in recognition of his writing and activism.

The aim of the event was to celebrate Rushdie as a writer, activist and champion to countless individuals in the literary community and beyond. The event was supported by PEN International, Index on Censorship, Article 19, Humanists UK and Penguin UK; as organisations concerned with the protection of freedom of expression, we wanted to recognise Rushdie's tireless contributions to this global cause.

The event was hosted by Georgina Godwin and consisted of readings and personal reflections from the following speakers:

- Philippe Sands
- Mona Arshi
- Alan Yentob
- Pauline Melville
- Julian Barnes
- Monica Ali
- Hanif Kureishi
- Kathy Lette
- Melvyn Bragg
- Margie Orford
- Burhan Sonmez
- Meena Kandasamy
- Nigella Lawson

London Book Fair

The English PEN Literary Salon returned as an in-person events programme as part of the 2022 fair.

The programme included:

- Monique Roffey in conversation with Hannah Trevarthen
- East Side Voices: Helena Lee and June Bellebono in conversation with Ka Bradley
- Jacques Testard and Nariman Youssef in conversation about Alaa Abd el-Fattah and the book *You Have Not Yet Been Defeated*

Trustees' Annual Report

- Constantia Soteriou and Lina Protopapa in conversation with Will Forrester about the forthcoming PEN x Comma Press book *All Walls Collapse*
- Derek Owusu in conversation with Tice Cin

Writing to Combat Conflict and Corruption

Held at and in partnership with the Southbank Centre as part of its London Literature Festival, this panel comprised historian and writer Dr Olesya Khromeychuk, author and investigative reporter Tom Burgis and the former mayor of Maidan Shahr, Afghanistan, Zarifa Ghafari in discussion with writer and editor-in-chief of openDemocracy, Peter Geoghegan, talking about their methods and motivations in telling their stories, as well as the realities of creating art in close proximity to conflict.

H. G. Wells Lecture 2022

The 2022 H. G. Wells Lecture was delivered by author and activist Ahdaf Soueif as part of Folkestone Book Festival. Through her lecture, Soueif discussed what it means when people limit or prevent public access to literature, the fear from which this act of censorship stems, and can books meaningfully influence how we respond to the world around us.

Other events

English PEN was a partner on many other events throughout the year, working with writers including former PEN Pinter Prize winner Tsitsi Dangarembga in conversation with writer Irenosen Okojie, Juliet Jacques participation in an event hosted to mark the fifth anniversary of the murder of investigative journalist, Daphne Caruana Galizia in Malta, Awet Fissehaye and Hanna Komar, Ahdaf Soueif and Stella Assange in conversation with Salil Tripathi to mark Day of the Imprisoned Writer and an online event with Margret Atwood in conversation with Neil Gaiman to celebrate the publication of Salman Rushdie's latest novel, *Victory City*.

Common Currency

Our centenary project Common Currency concluded in 2022 with a number of projects taking place with national partners. These included:

- a series of workshops in Newcastle that introduced people aged 16-25 to various careers within the literary sector through workshops and programming and reviewing opportunities held in partnership with New Writing North.
- Nottingham UNESCO City of Literature working with local young people aged 14+ to create a Youth Manifesto to outline their vision and aims for the city and drawing on aspects of the PEN charter and centenary themes. This was facilitated by an artist who created a zine capturing participants' ideas as part of the 2022 Nottingham UNESCO City of Literature Youth Forum
- a zine-making workshop held by Metal Southend for young people aged 16-25, taking inspiration from the PEN charter. The workshop was delivered by local artist Lu Williams and resulted in the production of 200 printed zines, shared among the project participants and local schools, libraries and youth centres.
- A new piece from author and academic Naomi Hunt, commissioned in collaboration with New Writing North in response to writer and English PEN founding member, Violet Hunt. The piece was hosted on New Writing North's website during Durham Book Festival.

2022 PEN Pinter Prize

The 2022 PEN Pinter Prize was awarded to Malorie Blackman in recognition of her contribution to literature and freedom of expression; it marked the first time a children's/YA author had won the prize. Malorie chose the award-winning academic, activist, and blogger Dr Abduljalil Al-Singace, from Bahrain, as the 2022 Writer of Courage. Al-Singace has spent the last decade in prison, where he is serving a life-sentence for his role in the 2011 pro-democracy protests. The award was accepted on his behalf by Sayed Ahmed Alwadaei, director of advocacy at the UK-based Bahrain Institute for Rights

Trustees' Annual Report

and Democracy, with a speech read in both Arabic and English. At a ceremony held in the Entrance Hall of the British Library, children's author Verna Wilkins delivered an encomium in honour of Malorie and author-illustrator Dapo Adeola was commissioned to produce an artwork charting the highlights of her impressive career.

PEN Ackerley Prize

The PEN Ackerley Prize ceremony was hosted at the London Library on 14 July, where Frances Stonor Saunders was announced as the winner for her memoir, *The Suitcase*. The three shortlisted authors, which also included Arifa Akbar and Roy Watkins, discussed their respective books with chair of judges, Peter Parker.

PEN Hessell-Tiltman Prize

The 2022 PEN Hessell-Tiltman Prize was won by Francesca Stavrakopoulou for her book, *God: An Anatomy* (Pan MacMillan). Francesca and several other shortlisted writers attended the event in London, where they each discussed their books in conversation with the chair of judges, Olivette Otele. The other judges this year were author, Dr Emma Southon and author and editor, Will Rees.

Membership

Membership has been stable throughout this period, with a current (July 2023) total of 1,008 members. This year we welcomed one new Honorary Member – [Alaa Abd el-Fattah](#).

The objectives set as part of our Bloomberg Philanthropies-funded Digital Accelerator Programme, awarded in 2022, are to reach new audiences, better understand our existing communities, and grow and diversify our membership. Following consultation with external specialists, who helped design audience surveys and focus groups, we are now devising a phased strategy to identify our current membership (including lapsed members), segment audiences effectively, and launch targeted campaigns to grow our membership. For the first time in its digital history, English PEN has gathered enough qualitative and quantitative data to begin to build a strategy to better serve its audiences and membership.

As part of this initial phase of our Digital Accelerator Programme, we also worked with a CRM consultant to find the best way to integrate a system that allows us to communicate with our membership, fundraise, and manage our lists more efficiently. We aim to finish our CRM implementation by the end of 2023.

Communications

Digital engagement

In autumn 2022 we were awarded support from by Bloomberg Philanthropies as part of their Digital Accelerator Programme. For each Accelerator programme a Bloomberg Tech Fellow drives the development and implementation of the organisation's digital project over a minimum of two years. We are currently approaching the end of Year 1 of our project, which concludes the first phase of audience and membership insights and strategy.

Of the five strategic objectives in our business plan, the Digital Accelerator Programme addresses our aim to develop a sustainable and resilient organisation. To meet this strategic objective, our aim is to reach new audiences, better understand our existing communities, and grow and diversify our membership.

To this end, our project includes website redevelopment, audience insights, reinvigorating our membership, and CRM integration.

English PEN

Report and financial statements for the year ended 31 March 2023

Trustees' Annual Report

Website

We launched a new section of our website for [PEN Presents](#), our new programme supporting and showcasing sample translation. We are also working on a wider digital development and engagement programme, as part of our Bloomberg Philanthropies Digital Accelerator fund, which will improve user experience and the English PEN team's digital capacity. We now have a new analytics dashboard, which allows us to view and report on website traffic and engagement. The next phases of our web development include improved navigation and website architecture, CRM integration and email marketing design.

Press highlights

2022–23 media coverage highlights include: the announcement of our First Editions, Second Thoughts auction in partnership with Christie's in [The Guardian](#), including an interview with contributor Tom Stoppard in [The Telegraph](#); the news of Malorie Blackman winning the PEN Pinter Prize 2022 in [The Guardian](#) as well as the announcement of the Writer of Courage, [Dr Abduljalil Al-Singace](#); news coverage featuring Ruth Borthwick following the attack on Salman Rushdie on [Channel 4 News](#), and our event celebrating Rushdie's work was featured in the [Evening Standard](#), [The Guardian](#); and the announcement of our new president, [Margaret Busby](#). All our translation and prize announcements, including the launch of the new PEN Presents programme, were featured in book and publishing publications including *The Bookseller*, *Publishing Perspectives* and *BookBrunch*.

Social media & email marketing

Our Twitter following has increased to 52,135, 4,678 on Instagram, 12,598 on Facebook and 27,643 on LinkedIn.

We have continued monthly emails to our three core audiences (members, bulletin subscribers, PENWrites subscribers).

Financial review

The net results for the year, an overall surplus of £624k, comprises a surplus of £546k on unrestricted funds and a surplus of £78k on restricted funds.

Income for the year shows a significant increase on the previous year, at £1.48m (2022: £636k). This is largely attributable to an increase in unrestricted income (from £361k in 2021/22 to £985k in 2022/23) including substantial funds generated by the FEST auction and a one-off unrestricted grant of £101k from the Open Society Foundation. Restricted income also increased from £276k in 2021/22 to £492k in 2022/23.

Expenditure for the year shows a corresponding increase, at £842k (£432k unrestricted; £410k restricted) compared to £682k (£295k unrestricted, £388k restricted) in 2021/22.

This reflects the increase in fundraising and activity costs during the year, particularly costs associated with the FEST auction.

As at 31 March 2023, unrestricted free reserves – that is, unrestricted funds excluding those represented by fixed assets and designated funds – were £544k. This is greater than the reserves policy of holding the equivalent of a minimum of six month's operating costs. Restricted funds of £427k, were held at year end.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The charity maintains and reviews a risk register, which focuses on the major strategic and operational

Trustees' Annual Report

risks the charity faces, including mitigating actions to reduce each risk to a level the trustees consider acceptable. The risk register is reviewed and maintained by the director and reviewed in detail by the trustees annually.

The major risks faced by the charity are:

- Financial sustainability
- Reputational risk
- Recruiting and retaining appropriate trustees and staff

Reserves policy

The trustees have adopted a risk-based approach to determine an appropriate level of reserves and it is the charity's policy to hold unrestricted free reserves to cover operating costs for three months. At 31 March 2023, unrestricted free reserves were £544k, of which £316k is equivalent to approximately six months running costs.

Going concern

The financial statements have been prepared on a going concern basis.

The trustees have given due consideration to the working capital and cash flow requirements and consider current and forecast cash resources to be sufficient to cover the working capital requirements of the charity for at least 12 months from the date of signing this report and the financial statements.

Statement of trustees' responsibilities

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

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity 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 business.

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

Statement as to disclosure of information to auditors

So far as the trustees are aware, there is no relevant information (as defined by Section 418 of the Companies Act 2006) of which the charitable company's auditors are unaware, and each trustee has taken all the steps that they ought to have taken as a trustee in order to make them aware of audit information and to establish that the charitable company's auditors are aware of that information.

On behalf of the board

A handwritten signature in black ink, appearing to read 'R Borthwick', with a long horizontal flourish extending to the right.

Ruth Borthwick, Chair
04 October 2023

Independent Auditor's Report to Members of English

Opinion

We have audited the financial statements of English PEN (the 'charitable company') for the year ended 31 March 2023 which comprise the Statement of Financial Activities, the Balance Sheet, Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including 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 2023 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 of 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.

Other information

The other information comprises the information included in the annual report, other than the financial statements and our auditors' report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and 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 audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements 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, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

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

We have nothing to report in respect of the following matters where 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.

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 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.

Independent Auditor's Report to Members of English

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:

- The charitable company is required to comply with both company law and charity law and based on our knowledge of its activities, we identified that the legal requirement to accurately account for restricted funds was of key significance.
- We gained an understanding of how the charitable company complied with its legal and regulatory framework, including the requirement to properly account for restricted funds, through discussions with management and a review of the documented policies, procedures and controls.
- The audit team, which is experienced in the audit of charities, considered the charitable company's susceptibility to material misstatement and how fraud may occur. Our considerations included the risk of management override.
- Our approach was to check that all restricted income was properly identified and separately accounted for and to ensure that only valid and appropriate expenditure was charged to restricted funds. This included reviewing journal adjustments and unusual transactions.

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

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.

Simon Goodridge
Senior Statutory Auditor
for and on behalf of Knox Cropper LLP
Statutory Auditor
65 Leadenhall Street
London EC3A 2AD

English PEN
Report and financial statements for the year ended 31 March 2023

Statement of financial activities for the year ended 31 March 2023

	Notes	Unrestricted funds £	Restricted funds £	Total 2022/23 £	Total 2021/22 £
Income and endowments from:					
Donations and legacies	2	205,822	-	205,822	168,226
Charitable activities:				-	-
<i>Community Engagement</i>		-	167,350	167,350	25,950
<i>Writers in Translation</i>		35,000	216,962	251,962	156,772
<i>Campaigns & Writers at Risk</i>		131,975	85,898	217,873	111,411
<i>Prizes</i>		28	20,000	20,028	15,000
<i>Other charitable income</i>		117,264	-	117,264	132,259
Other trading activities	3	465,929	-	465,929	1,086
Investments	4	7,395	1,690	9,085	8,746
Other	5	21,787	-	21,787	16,786
Total income		985,200	491,900	1,477,100	636,236
Expenditure on:					
Raising funds	6	117,486	-	117,486	10,583
Charitable activities:	7,8				
<i>Community Engagement</i>		9,561	72,142	81,703	181,856
<i>Writers in Translation</i>		164,526	218,588	383,113	243,389
<i>Campaigns & Writers at Risk</i>		110,728	97,782	208,510	192,948
<i>Prizes</i>		9,459	21,258	30,717	30,677
<i>Other charitable expenditure</i>		20,578	-	20,578	22,725
Total expenditure		432,337	409,770	842,107	682,178
Net operating income/ (expenditure) before gains/ (losses) on investments		552,864	82,130	634,993	(45,942)
Net (losses)/ gains on investments	14	(6,982)	(3,847)	(10,829)	4,435
Net movement in funds		545,882	78,283	624,164	(41,507)
Funds brought forward		462,311	348,489	810,800	852,307
Funds carried forward		1,008,193	426,772	1,434,964	810,800

All of the above results are derived from continuing activities and there are no other gains or losses than those stated above.

A comparative statement of financial activities is presented on page 37

English PEN
Report and financial statements for the year ended 31 March 2023

Balance sheet as at 31 March 2023

	Notes	Unrestricted funds £	Restricted funds £	31 March 2023 £	31 March 2022 £
Fixed assets					
Tangible fixed assets	13	8,922	-	8,922	11,895
Investments	14	168,095	61,714	229,809	240,638
		<u>177,017</u>	<u>61,714</u>	<u>238,731</u>	<u>252,533</u>
Current assets					
Debtors	15	21,709	41,900	63,609	5,954
Cash at bank and in hand		852,094	361,007	1,213,101	693,430
		<u>873,803</u>	<u>402,907</u>	<u>1,276,710</u>	<u>699,384</u>
Creditors					
Amounts falling due within one year	16	(42,628)	(37,849)	(80,477)	(141,117)
Net current assets		<u>831,175</u>	<u>365,058</u>	<u>1,196,233</u>	<u>558,267</u>
Net assets		<u>1,008,192</u>	<u>426,772</u>	<u>1,434,964</u>	<u>810,800</u>
Funds					
	17				
Unrestricted - general		553,193	-	553,193	412,311
Unrestricted - designated		455,000		455,000	50,000
Restricted		-	426,773	426,773	348,489
Total funds		<u>1,008,193</u>	<u>426,773</u>	<u>1,434,965</u>	<u>810,800</u>

The financial statements were approved by the Board on 4 October 2023 and signed on its behalf by:



Ruth Borthwick
Chair



Joanna Stocks
Treasurer

Company number: 05747142

English PEN
Report and financial statements for the year ended 31 March 2023

Statement of cash flows for the year ended 31 March 2023

	Note	Total 2022/23 £	Total 2021/22 £
Net cash provided by/ (used in) operating activities	A	510,588	33,488
Cash flows from investing activities:			
Interest on bank deposits		2,557	43
Dividends on investments		6,528	8,746
Net cash provided by investing activities		9,085	8,789
Cash flows from financing activities:			
Purchase of fixed assets		-	5,834
Repayment of finance lease		-	-
Net cash used in financing activities		-	5,834
Change in cash and cash equivalents in the year		519,671	36,400
Cash and cash equivalents brought forward		693,430	657,030
Cash and cash equivalents carried forward		1,213,101	693,430

Note A: Reconciliation of net expenditure to net cash flow from operating activities

Net income/ (expenditure) for the year (as per the statement of financial activities)	624,164	(41,507)
Depreciation charges	2,974	2,831
Loss/Gain on disposal of asset	0	0
Interest on bank deposits	(2,557)	(43)
Dividends on investments	(6,528)	(8,703)
(Gains)/losses on revaluation of investments	10,829	(4,435)
Decrease/ (increase) in debtors	(57,655)	591
(Decrease)/ increase in creditors	(60,640)	84,754
Net cash provided by/ (used in) operating activities	510,588	33,488

English PEN Report and financial statements for the year ended 31 March 2023

Accounting policies

a) Basis of preparation

The financial statements of the charity, which is a public benefit entity under FRS 102, 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 financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) second edition', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and Companies Act 2006.

The financial statements have been prepared under the historical cost convention with the exception of investments which are included at market value.

b) Income

Income is recognised and included in the accounts when the following criteria are met: the charity is entitled to the funds; any performance criteria attached to the item(s) of income have been met; there is sufficient certainty that the receipt of the income is probable; and the amount can be measured reliably.

Income received in advance of an event or a provision of other specified service is deferred until the criteria for income recognition are met.

c) Expenditure

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Wherever possible, costs are directly attributed to these headings. Where costs cannot be directly attributed to particular headings they, have been allocated to activities on a basis consistent with the use of resources.

- Support costs include all expenditure not directly related to charitable activities e.g. general office costs, administration, management and governance.

- Governance costs are those costs incurred in the governance of the charity and are primarily associated with the constitutional and statutory requirements.

- Support costs, including governance, are allocated to expenditure on raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in notes 8 and 9.

d) Fund accounting

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or the funds raised for particular restricted purposes.

Unrestricted funds are funds which are available for use at the discretion of the trustees in furtherance of the charitable objectives of the charity.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund, and the basis of transfers to or from them, are set out in Note 17.

e) Tangible fixed assets

Items with a value greater than £1,000 are capitalised. Tangible fixed assets are stated at cost less accumulated depreciation. Provision is made for depreciation on all tangible assets at rates calculated to write off the cost of each asset over its expected useful life, as follows:

English PEN
Report and financial statements for the year ended 31 March 2023

Accounting policies

- Fixtures, fittings, computers & software - 25% per annum on a reducing balance basis.

f) Investments

Investments are stated at market value as at the balance sheet date. Any gain or loss on revaluation is taken to the Statement of Financial Activities in the period to which they relate.

g) Pension costs

Pension contributions payable to employee defined contribution pension schemes are charged to the Statement of Financial Activities in the period to which they relate.

h) Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern. The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period. They have considered the impact of external influences such as the cost-of-living crisis on both its income and expenditure for at least a period of twelve months from the date of approval of these financial statements. Accordingly, they continue to adopt the going concern basis in preparing the financial statements.

English PEN
Report and financial statements for the year ended 31 March 2023

Notes to the financial statements

2 Donations and legacies

	Unrestricted	Restricted	2023	2022
	£	£	£	£
Donations	72,553	-	72,553	47,817
Memberships	59,269	-	59,269	60,409
Silver PEN members	2,000	-	2,000	3,000
Silver PEN partners	72,000	-	72,000	57,000
	205,822	-	205,822	168,226

3 Other trading activities

	Unrestricted	Restricted	2023	2022
	£	£	£	£
Fundraising events	465,929	-	465,929	-
Other	-	-	-	1,086
	465,929	-	465,929	1,086

4 Investment income

	Unrestricted	Restricted	2023	2022
	£	£	£	£
Dividends	4,838	1,690	6,528	8,703
Bank interest	2,557	-	2,557	43
	7,395	1,690	9,085	8,746

5 Other income

	Unrestricted	Restricted	2023	2022
	£	£	£	£
Royalty income	21,079	-	21,079	16,581
Other	708	-	708	205
	21,787	-	21,787	16,786

6 Analysis of expenditure on raising funds

	Unrestricted	Restricted	2023	2022
	£	£	£	£
Direct costs	81,308	-	81,308	7,450
Governance costs (note 8)	2,061	-	2,061	151
Support costs (note 8)	34,117	-	34,117	2,983
	117,486	-	117,486	10,584

English PEN
Report and financial statements for the year ended 31 March 2023

Notes to the financial statements

7 Analysis of expenditure

	Direct staff costs 2023 (note 11) £	Direct costs (non-staff) 2023 £	Support costs 2023 (note 8) £	Total 2023 £	Direct staff costs 2022 (note 11) £	Direct costs (non-staff) 2022 £	Support costs 2022 (note 8) £	Total 2022 £
<i>Raising funds</i>								
Direct costs of fundraising	<u>7,193</u>	<u>74,115</u>	<u>36,178</u>	<u>117,486</u>	<u>6,650</u>	<u>800</u>	<u>3,134</u>	<u>10,583</u>
<i>Charitable activities</i>								
Community Engagement	30,916	25,628	25,159	81,703	57,844	70,167	53,845	181,856
Writers in Translation	69,555	195,585	117,973	383,113	34,894	136,430	72,065	243,389
Campaigns & Writers at Risk	85,534	58,769	64,207	208,510	74,183	61,635	57,130	192,948
Prizes	6,500	14,758	9,459	30,717	5,544	16,050	9,083	30,677
Other charitable expenditure	-	14,242	6,336	20,578	-	15,996	6,729	22,725
	<u>192,505</u>	<u>308,982</u>	<u>223,134</u>	<u>724,621</u>	<u>172,465</u>	<u>300,278</u>	<u>198,851</u>	<u>671,595</u>
Total expenditure	<u>199,698</u>	<u>383,097</u>	<u>259,312</u>	<u>842,107</u>	<u>179,115</u>	<u>301,078</u>	<u>201,985</u>	<u>682,178</u>

English PEN
Report and financial statements for the year ended 31 March 2023

Notes to the financial statements

8 Allocation of support costs

The charity allocates its support costs (including Governance costs) as follows:

	Expenditure on raising funds 2023	Expenditure on charitable activities 2023	Total support costs 2023	Expenditure on raising funds 2022	Expenditure on charitable activities 2022	Total support costs 2022
			£			£
Support costs						
Staff costs (note 11)	20,532	126,638	147,170	2,180	138,332	140,512
Printing, postage and stationery	309	1,903	2,212	17	1,095	1,112
Travel, accommodation & subsistence	442	2,723	3,165	8	525	533
IT & web costs	1,646	10,153	11,799	111	7,017	7,128
Insurance	1,225	7,556	8,781	68	4,286	4,354
Rent	5,476	33,776	39,252	325	20,632	20,957
Subscriptions	32	195	227	-	-	-
Bank charges & similar	278	1,713	1,991	21	1,356	1,377
Other costs	3,763	23,211	26,974	209	13,244	13,453
Depreciation	415	2,557	2,972	44	2,787	2,831
Governance costs (note 9)	2,060	12,709	14,769	151	9,577	9,728
	36,178	223,134	259,312	3,134	198,851	201,985

Support and Governance costs are allocated based on the direct spend on those activities.

9 Governance costs

Governance costs are broken down as follows:

	Expenditure on raising funds	Expenditure on charitable activities	Total governance costs 2023	Expenditure on raising funds 2022	Expenditure on charitable activities 2022	Total governance costs 2022
Legal fees	-	-	-	39	2,461	2,500
Audit fees	732	4,518	5,250	78	4,922	5,000
Board costs	498	3,072	3,570	35	2,194	2,228
Insurance	242	1,494	1,736	-	-	-
Other	588	3,625	4,213	-	-	-
	2,060	12,709	14,769	151	9,577	9,728

10 Net income/ (expenditure) for the year

This is stated after charging:

	Total 2023	Total 2022
	£	£
Operating leases - equipment	-	2,916
Depreciation	2,974	2,831
Loss on disposal of fixed assets	-	-
Auditors' remuneration	5,250	5,000
	8,224	10,747

English PEN
Report and financial statements for the year ended 31 March 2023

Notes to the financial statements

11 Staff costs and trustees' remuneration and expenses

The aggregate payroll costs were:

	Total 2023 £	Total 2022 £
Wages and salaries	305,660	286,429
Social security costs	27,629	23,692
Pension costs	13,497	14,369
Subtotal payroll costs	346,786	324,490
Temporary staff and interns	-	-
Other staff costs	13,141	3,918
Total staff costs	359,927	328,408

The charity considers its key management personnel comprise the trustees and the director.
The following number of employees received employee benefits (excluding employer pension costs and employer's national insurance) during the year between:

	2023 £	2022 £
£60,000 - £69,999	-	-
£60,000-£69,999	<u>1</u>	<u>0</u>

During the year, trustees received £550; £150 each to two trustees, £250 to one trustee (2022: £0)

During the year, one trustee received reimbursed expenses in connection with Board meetings and Congress amounting to £498 (2022: £381 to one trustee).

The average number of full-time equivalent employees (including casual and part-time staff) during the year were as follows:

	Total 2023	Total 2022
Writers in Translation	1.4	1.4
Campaigns & Writers at Risk	2.0	2.0
Public Programmes	0.9	1.4
Fundraising	0.1	0.1
Management, administration & governance	<u>3.2</u>	<u>3.4</u>
	<u>7.6</u>	<u>8.3</u>

The average head count number of staff during the year was 9 (2022: 11)

English PEN
Report and financial statements for the year ended 31 March 2023

Notes to the financial statements

12 Grants payable

The charity made the following grants during the year:

	Grants to institutions £	Grants to individuals £	Total 2023 £	Total 2022 £
Writers in Translation	103,071	6,000	109,071	77,752
Writers at Risk (relief grants)	-	16,500	16,500	33,293
	<u>103,071</u>	<u>22,500</u>	<u>125,571</u>	<u>111,045</u>

12 Grants payable continued

Recipients of institutional grants for PEN projects were as follows:

	Total 2023 £	Total 2022 £
ACA Publishing Ltd	-	1,425
And Other Stories Publishing	10,609	9,954
Arc Publications	652	652
Balestier Press	3,523	3,188
Bloodaxe Books	2,000	-
Cassava Republic Press	-	1,761
Charco Press	937	948
Comma Press	10,500	7,724
Dar Arab	2,703	-
DAS Editions	1,000	2,535
Daunt Books	-	2,306
Dedalus Ltd	2,000	2,332
Fitzcarraldo Editions	3,659	4,159
Flipped Eye Publishing	1,871	998
Fontanka	-	250
Fum D'Estampa Press	-	2,250
Heloise Press	1,527	-
Istros Books	6,500	3,962
Jantar Publishing	1,853	2,528
Lolli Editions	1,300	1,300
Momentum Books	1,500	-
Oneworld Publications	1,000	-
Parthian	4,418	4,418
Peirene Press Ltd	1,131	630
A PEN Centre	-	19,343
Penguin Random House UK	500	-
Pluto Press	19,641	-
Polari Press	2,612	-
Profile Books	2,275	-
Prototype Publishing	1,125	1,700
Pushkin Press	1,250	1,500
Scotland Street Press	2,000	-
Shearsman Books	1,002	-
Stripes Press	-	500
The Emma Press	267	-
The Indigo Press	1,583	1,583
The Poetry Translation Centre	2,750	1,800
Tilted Axis Press CIC	4,650	7,262
University College London	3,483	-
Verso t/a New Left Books	-	1,500
Westbourne Publishers Ltd	-	2,484
World Editions	1,250	6,107
	<u>103,071</u>	<u>97,095</u>

English PEN
Report and financial statements for the year ended 31 March 2023

Notes to the financial statements

13 Tangible fixed assets

	Fittings, computers & software £	Total 2023 £	Total 2022 £
Cost			
At 1 April 2022	18,260	18,260	12,426
Additions	-	-	5,834
Disposals	-	-	-
At 31 March 2023	<u>18,260</u>	<u>18,260</u>	<u>18,260</u>
Depreciation			
At 1 April 2022	6,364	6,364	3,534
Charge for the year	2,974	2,974	2,831
Disposals	-	-	-
At 31 March 2023	<u>9,338</u>	<u>9,338</u>	<u>6,365</u>
Net Book Value			
At 31 March 2023	<u>8,922</u>	<u>8,922</u>	<u>11,895</u>

14 Fixed asset investments

	Total 2023 £	Total 2022 £
Market value as at 1 April	240,638	236,203
Unrealised gains/ (losses) on investments	<u>(10,829)</u>	<u>4,435</u>
Market Value as at 31 March	<u>229,809</u>	<u>240,638</u>
Historical Cost	<u>170,551</u>	<u>170,551</u>

	Market Value 2023 £	Cost 2023 £	Market Value 2022 £	Cost 2022 £
City of London Investment Trust	61,603	31,397	61,901	31,397
M&G Investment (Charifund)	71,533	44,160	76,189	44,160
Halifax (Bankers Investment Trust)	16,170	9,334	17,387	9,334
Witan Investment	18,788	19,343	19,599	19,343
COIF Fixed Interest (CCLA)	61,715	66,317	65,562	66,317
	<u>229,809</u>	<u>170,551</u>	<u>240,638</u>	<u>170,551</u>

English PEN
Report and financial statements for the year ended 31 March 2023

Notes to the financial statements

15 Debtors

	Total 2023 £	Total 2022 £
Trade debtors	15,000	-
Accrued income	41,900	-
Prepayments	6,709	(5,000)
Other debtors	-	10,954
	<u>63,609</u>	<u>5,954</u>

16 Creditors: amounts falling due in less than one year

	Total 2023 £	Total 2022 £
Trade creditors	51,626	17,819
Social security and other taxes	187	7,795
Deferred income	10,204	98,561
Accruals and other creditors	18,459	16,942
	<u>80,476</u>	<u>141,117</u>

Deferred income relates to grant income received in advance, which is deferred to the accounting period to which it relates.

Movement in deferred income during the year was as follows:

	Total 2023 £	Total 2022 £
Deferred income brought forward	98,561	38,121
Released in year	(332,573)	(267,901)
Deferred in year	244,216	328,341
Deferred income carried forward	<u>10,204</u>	<u>98,561</u>

English PEN
Report and financial statements for the year ended 31 March 2023

Notes to the financial statements

17 Movement in funds

	At 31 March 2022 £	Income and transfers £	Expenditure and transfers £	Gain/(loss) on investments £	At 31 March 2023 £
Restricted:					
Community Engagement					
Arts Council England	9,556	16,900	24,712	-	1,744
Bloomberg	-	150,000	46,980	-	103,020
British Council	-	450	450	-	-
Essex Book Festival	249	-	-	-	249
Prison Writing Competition Campaign	2,270	-	-	-	2,270
Salisbury World	1,870	-	-	-	1,870
	<u>13,945</u>	<u>167,350</u>	<u>72,142</u>	<u>-</u>	<u>109,153</u>
Writers in Translation					
ALCS	-	7,572	7,572	-	-
Arts Council England	155,704	116,952	146,437	-	126,220
Booker Prize Foundation	-	5,000	5,000	-	-
British Council	34,809	67,907	40,860	-	61,855
Fondation Jan Michalski	2,638	-	1,977	-	660
University of Exeter	12,755	19,531	16,741	-	15,545
	<u>205,906</u>	<u>216,962</u>	<u>218,588</u>	<u>-</u>	<u>204,280</u>
Campaigns & Writers at Risk					
Anonymous donors	471	800	471	-	800
Justice for Journalists	-	16,495	16,495	-	(0)
Open Society Foundations (OSF) (Writers in Residence)	71,304	60,604	72,355	-	59,553
OSF (Criminal defamation)	1,013	-	-	-	1,013
Prisoners of Conscience Appeal Fund	2,480	500	500	-	2,480
Open Rights Group	6,292	-	-	-	6,292
The Joseph Rowntree Charitable Trust	2,127	-	462	-	1,666
TS Eliot Foundation	-	7,500	7,500	-	-
	<u>83,687</u>	<u>85,898</u>	<u>97,782</u>	<u>-</u>	<u>71,803</u>
Prizes					
Blavatnik Family Foundation	237	10,000	9,602	-	635
Hessell-Tiltman Prize fund (dividends)	(20,845)	1,690	5,656	-	(24,811)
Ruth Maxted (PEN Pinter)	-	5,000	5,000	-	(0)
The Estate of Seamus Heaney	-	5,000	1,000	-	4,000
	<u>(20,608)</u>	<u>21,690</u>	<u>21,258</u>	<u>-</u>	<u>(20,176)</u>
Investments					
Hessell-Tiltman Prize fund	65,562	-	-	(3,848)	61,714
Subtotal restricted funds	<u>348,492</u>	<u>491,900</u>	<u>409,770</u>	<u>(3,848)</u>	<u>426,774</u>
Unrestricted:					
General fund	412,311	530,200	382,337	(6,982)	553,193
Designated funds:					
Development	50,000	-	50,000	-	-
Fundraising	-	10,000	-	-	10,000
Campaigns & Writers at Risk	-	100,000	-	-	100,000
Extending organisational capacity	-	345,000	-	-	345,000
Subtotal unrestricted funds	<u>462,311</u>	<u>985,200</u>	<u>432,337</u>	<u>(6,982)</u>	<u>1,008,193</u>
Total funds	<u>810,803</u>	<u>1,477,101</u>	<u>842,107</u>	<u>(10,830)</u>	<u>1,434,967</u>

English PEN
Report and financial statements for the year ended 31 March 2023

Notes to the financial statements

17 Purposes of restricted funds

Community Engagement

- Arts Council England supported English PEN's centenary project, Common Currency
- Bloomberg supported
- The British Council supported the PEN Literary Salon at the London Book Fair
- Essex Book Festival funded creative writing workshops and a panel event as part of the Writing on the Inside prison writing project
- Prisons Writing Competition Campaign is supported by various donations from English PEN supporters
- Salusbury World supported the 20:20 Vision workshop programme

Writers in Translation

- ALCS supported International Translation Day
- Arts Council England supported English PEN's core activities and Writers in Translation programme
- The Booker Prize Foundation supported International Translation Day
- The British Council supported projects with a focus on India and Indian language; contemporary queer writers from the Arabic world; and writers from the MENA region.
- Fondation Jan Michalski supported PEN Transmissions
- University of Exeter supported PEN Presents a programme supporting and showcasing sample translations.

Campaigns & Writers at Risk

- Anonymous donors supported writers at risk
- Justice for Journalist supported work to develop a model UK anti-SLAPP.
- Open Society Foundations (OSF) supported English PEN's Writers at Risk projects, including the Writers in Residence programme
- Prisoners of Conscience Appeal Fund supported individual writers at risk internationally
- The Joseph Rowntree Reform Trust funded English PEN's campaign for libel reform in Northern Ireland and Scotland
- Open Rights Group, Big Brother Watch and English PEN raised funds for Privacy not Prism and for future legal work to
- TS Eliot Foundation supported legal costs for a writer at risk

Prizes

- The Blavatnik Family Foundation supported the PEN Pinter Prize
- The Hessell-Tiltman Prize Fund supported an annual literary prize awarded for a non-fiction book of specifically historical content. Marjorie Hessell-Tiltman was a member of PEN. As well as the capital sum, English PEN benefits from dividends received quarterly
- Ruth Maxted supported the PEN Pinter prize
- The Estate of Seamus Heaney supported R&D into establishing a prize in the name of Seamus Heaney

Purposed of designated funds

Development

Funds to support the post of Events and Development Manager following the conclusion of the centenary programme.

Fundraising

Funds to support ad hoc fundraising costs.

Campaigns & Writers at Risk

Funds to support the post of Campaigns and Writers at Risk Manager over a two-year period.

Extending organisational capacity

Funds to support a detailed plan to extend and strengthen organisation capacity over a 3-year period. Including new posts of Head of Development and Membership and Communications Officer, IT and office adjustments, travel and campaigns budgets.

English PEN
Report and financial statements for the year ended 31 March 2023

Notes to the financial statements

18 Analysis of net assets between funds

	Tangible fixed assets	Investments	Net current assets	Total funds 2023	Total funds 2022
	£	£	£	£	£
Restricted funds	-	61,714	365,058	426,772	348,490
Unrestricted - general	8,922	168,095	376,175	553,192	462,311
Unrestricted - designated	-	-	455,000	455,000	-
Total funds	8,922	229,809	1,196,233	1,434,964	810,801

19 Operating lease commitments

At 31 March 2023 the charity had future minimum lease payments under non-cancellable operating leases, with payments falling due as follows:

Due	Land/buildings	
	2023	2022
Within one year	23,000	23,000
Between one and five years	46,000	69,000

20 Related party transactions

There were no related party transactions during the year, other than those disclosed in note 11 to the financial statements.

English PEN**Report and financial statements for the year ended 31 March 2023****Comparative statement of financial activities for the year ended 31 March 2022**

	Unrestricted funds £	Restricted funds £	Total 2021/22 £
Income and endowments from:			
Donations and legacies	168,226	-	168,226
Charitable activities:			
<i>Community Engagement</i>	-	25,950	25,950
<i>Writers in Translation</i>	400	156,372	156,772
<i>Campaigns & Writers at Risk</i>	35,000	76,411	111,411
<i>Prizes</i>	-	15,000	15,000
<i>Other charitable income</i>	132,259	-	132,259
Other trading activities	1,086	-	1,086
Investments	6,857	1,889	8,746
Other	16,786	-	16,786
Total income	360,614	275,622	636,236
Expenditure on:			
Raising funds	10,583	-	10,583
Charitable activities:			
<i>Community Engagement</i>	74,400	107,456	181,856
<i>Writers in Translation</i>	92,720	150,669	243,389
<i>Campaigns & Writers at Risk</i>	84,796	108,152	192,948
<i>Prizes</i>	9,383	21,294	30,677
<i>Other charitable expenditure</i>	22,725	-	22,725
Total expenditure	294,607	387,571	682,178
Net operating income/ (expenditure) before gains/ (losses) on investments	66,007	(111,949)	(45,942)
Net (losses)/ gains on investments	10,523	(6,088)	4,435
Net movement in funds	76,530	(118,037)	(41,507)
Funds brought forward	385,781	466,526	852,307
Funds carried forward	462,311	348,489	810,800

ENGLISH PEN

England & Wales - Charity number 1125610

Accounts

Registered charity number 1125610
Company number 05747142

English PEN
Report and financial statements for the year ended 31 March 2022

Contents

	Page(s)
Legal and administrative details	2
Trustees' annual report	3 - 18
Independent auditor's report	19 - 22
Statement of financial activities	23
Balance sheet	24
Statement of cash flows	25
Notes to the financial statements	25 - 37

English PEN

Report and financial statements for the year ended 31 March 2022

Legal and administrative details

Registered office 24 Bedford Row
London WC1R 4EH

Registered charity number 1125610

Company number 05747142 (England and Wales)

Trustees

The Trustees, who are also directors of the company under Company Law, in office during the year and up to the date of signing the financial statements were:

Arifa Akbar,	Appointed 23 March 2021
C L Armitstead	Resigned 7 December 2021
R Borthwick	Appointed 19 March 2019, elected Chair 7 December 2021
M Buyum	Appointed 23 June 2020
M Freely	Resigned 7 December 2021
C Galvin	Appointed 19 March 2019
G Godwin	Appointed 25 June 2019
P Gwyn Jones	Resigned 7 December 2021
D Hahn	Resigned 7 December 2021
T Hodgkinson	Appointed 23 June 2020
G Lindvall Gunaratne	Appointed 23 June 2020
D Miller	Appointed 1 October 2017 (reappointed 7 December 2021)
S Quraishi	Appointed 2 December 2015
A Schilz	Appointed 19 October 2021
S Schnee	Appointed 2 December 2014
J Stocks	Appointed 22 June 2021
V Yeginsu	Appointed 26 January 2021

Honorary president P Sands (appointed 6 December 2017)

Director D Gorman

Independent auditors Grant Harrod Lerman Davis LLP
Chartered Accountants and Statutory Auditors
1st floor, Health Aid House
Marlborough Hill, Harrow HA1 1UD

Bankers HSBC
76-78 Kings Road
London SW3 4TZ

Triodos Bank
Deanery Road
Bristol BS1 5AS

Structure, governance and management

English PEN was incorporated on 17 March 2006 and registered as a charity on 26 August 2008. The company was established under a Memorandum of Association which established the objects and powers of the charitable company, and is governed by Articles of Association (as amended 27 June 2017) and a deed of trust. The company is limited by guarantee as defined by the Companies Act 2006 and in the event of the company being wound up, company directors are required to contribute an amount not exceeding £1.

Membership of English PEN is open to poets, playwrights, essayists, editors, journalists, novelists, translators, publishers and other persons who share the organisation's aims of promoting literature and human rights. Members have the right to stand and vote in elections to the Board, ensuring a high standard of internal transparency and accountability.

The board of trustees, led by the chair, is responsible for the organisation's governance. The board meets quarterly and at each meeting considers a full report from the director, including the latest management accounts.

Several subcommittees, each governed by their own terms of reference, exist to support board oversight and decision-making. These include the finance and audit committee and the appointments committee. Subcommittees regularly throughout the year to consider specific business.

Responsibility for the day-to-day management of the charity is delegated to the director, who oversees the work of staff and volunteers. The director attends all board meetings.

Trustee recruitment and induction

New trustees are selected having regard to the skills and competencies required by the charity in delivering its objects. Current trustees have experience and knowledge of the organisation's activities, as well as finance and development expertise.

New trustees receive background material to familiarise themselves with the history and activities of the charity as well as Charity Commission documentation to inform them of their responsibilities and obligations under charity law. In addition, they are briefed by the director on key policy and operational issues facing the organisation.

Board performance is reviewed annually at an away day, where annual progress is also reviewed and future strategy and targets agreed.

Public benefit

English PEN constitutes a public benefit entity as defined by FRS 102.

In shaping English PEN's objectives and planning the charity's activities, the trustees have considered the Charity Commission's guidance on public benefit.

English PEN's registration as a charity on 26 August 2008 marked the Charity Commission's acceptance of the organisation's public benefit throughout its activities. The Charity Commission agreed with the trustees that 'writers, authors, editors, publishers and other persons similarly engaged throughout the world' constitute a 'particularly vulnerable' class of beneficiaries. This ruling enables English PEN to concentrate its resources most effectively on this beneficiary class, while benefiting the public generally.

Trustees' annual report

Related parties

English PEN is the founding centre of PEN International, and has voting rights at the Assembly of Delegates, which constitutes PEN International's Annual General Meeting.

Strategic report

Aims and objectives

The objectives of the charity are:

- To promote the education of the public by encouraging the understanding, appreciation and development of writing in any style or form.
- To promote the human rights (as set out in the Universal Declaration of Human Rights and subsequent United Nations conventions and declarations) of writers, authors, editors, publishers and other persons similar engaged ("the Beneficiaries") throughout the world by all or any of the following means:
 - i. Monitoring and seeking to prevent abuses of human rights of Beneficiaries;
 - ii. Obtaining redress for Beneficiaries who are the victims of human rights abuse;
 - iii. Relieving need among Beneficiaries who are the victims of human rights abuse;
 - iv. Research into human rights issues affecting the Beneficiaries;
 - v. Educating the public about human rights and raising awareness of human rights issues;
 - vi. Providing technical advice to government and others on human rights matters affecting the Beneficiaries;
 - vii. Contributing to the sound administration of human rights law and commenting on proposed human rights legislation;
 - viii. Promoting public support for and international advocacy of human rights, and promoting respect for human rights among individuals and incorporations;
 - ix. Eliminating infringements of the prohibitions on torture, slavery, extradition killing, arbitrary detention and disappearance.
- To relieve poverty and distress among the dependents family and/or household members of Beneficiaries.

Chair's report

English PEN marked its centenary in 2021/22. The first meeting of the PEN movement took place in London in October 1921, and the idea quickly spread to multiple countries across the world. This is a remarkable achievement for any organisation and feels particularly remarkable for an organisation like English PEN, one which is at its heart a collective of readers, writers and activists who work to further conversations around human rights and freedom of expression, and the importance, role, purpose and potential of literature in this work. It was my immense honour to take up the role of Chair of the Board of Trustees at the English PEN Annual General Meeting in December 2021, and I look forward to supporting the important work of this charity.

The Coronavirus pandemic continued to rage across the globe throughout 2021-22, putting freedom of expression and human rights more broadly under significant pressure, and having a major impact on health and wellbeing. This pandemic affected each and every one of us in very different ways, and our thoughts are with all of those who have lost loved ones.

English PEN is one of the world's oldest human rights organisations, and we keep working to defend free expression and support writers in numerous ways, both here in the UK and internationally. We marked our centenary with an ambitious programme of events, partnerships and activities across England throughout the year.

We are a charity made up of members who have diverse voices and points of view. Free expression came under tremendous pressure throughout 2021/22 on numerous fronts on a global level, and English PEN continues to shine a light on this jeopardy through our campaigns for writers at risk, our support for work in translation, and our events featuring writers of courage.

During 2021/22 English PEN continued to work with writers at risk, and we have led or joined campaigns for writers in the UK and around the world. In 2021 we welcomed our UK Campaigns Manager to the team, a new position which will enable us to continue and strengthen our campaigns around freedom of expression here in the UK. We also recruited a Turkey Programme Coordinator to oversee and develop our work in support of writers at risk from Turkey.

We continued our PENWrites programme - a letter-writing campaign encouraging members and supporters to send messages of solidarity to writers in prison and at risk. Between April 2021 and March 2022, we focused on four featured cases – Galal el-Behairy in Egypt, Dr Abduljalil Al-Singace in Bahrain, Writers in Myanmar, and Kakwenza Rukirabashaija from Uganda, alongside our existing cases of focus: Amanuel Asrat in Eritrea; Nedim Türfent in Turkey; PEN Belarus; and Pham Doan Trang in Vietnam. With the support and engagement of our funders we were able to provide practical support to writers at risk around the world in the form of emergency grants.

English PEN also hosted and took part in roundtables, offering a space for in-depth discussion of topics. Lack of opportunity and structural inequalities continue to be a key cause of restricted free expression in the UK. We welcomed the decision of the European Court of Human Rights in May 2021 that the UK's mass interception programmes unlawfully breached citizens' rights to privacy and free expression in a case that we brought together with other human rights and free expression advocates in the UK.

English PEN also submitted detailed responses to the following consultations in 2021-22: Home Office – *Legislation to Counter State Threats*; Finance Committee of the Northern

Trustees' annual report

Ireland Assembly – *Defamation Reform*; Ministry of Justice - *Human Rights Act Reform* (jointly with ARTICLE 19 and Index on Censorship); *Freedom of Expression Online* - House of Lords Digital and Communications Committee; and a joint response to the Ministry of Justice consultation on *Strategic Lawsuits Against Public Participation* (SLAPPs). Alongside this we also provided briefings and statements on concerns around the proposed *Higher Education (Freedom of Expression) Bill*, the *Police, Crime, Sentencing, and Courts Bill*, and SLAPPs which will continue to be a significant focus for our UK campaigns in 2022.

Our work on supporting literature in translation continues to go from strength to strength. Our flagship programme PEN Translates supported 30 books from 25 publishers and 21 countries in translation from 21 languages in 2021-22. We also coordinated the successful International Translation Day which was once again held online in September 2021. The programme was day-long, featuring seven sessions and 25 speakers, and was attended by 180 audience members from 30 countries. We also conducted a year-long research and development process across 2021–22, consulting with translators, agents, publishers and organisers to shape a new project funding and showcasing sample translations. The result, PEN Presents, will launch with two rounds in 2022–23.

PEN Transmissions, our online magazine dedicated to international writing continued to grow throughout 2021-22 and commissioned work and interviews from 64 writers and translators in 26 countries, with a readership of over 34,000 readers in 165 countries. This included voices as diverse as Françoise Vergès, Tim Burrows, Tice Cin, Nadine Anne Hura (Ngāti Hine, Ngāpuhi), Panashe Chigumadzi, Andrew Lownie, Samar Yazbek, Worapoj Panpong, Suhaimah Manzoor Khan, Anuradha Roy and Daniela Hodrová.

Despite the significant challenges of hosting in person events, English PEN continued to have a rich and diverse events programme, both online and in-person. Tsitsi Dangarembga was announced as the winner of the PEN Pinter prize, shared with Ugandan writer Kakwenza Rukirabashaija. The PEN Hessel-Tiltman Prize for historical non-fiction was awarded to Rebecca Wragg Sykes for *Kindred: Neanderthal Lift, Love, Death and Art*, and the PEN Ackerley Prize for literary memoir was awarded to Claire Wilcox for *Patch Work: A Life Amongst Clothes*.

Throughout 2021 English PEN marked its centenary with 'Common Currency', an ambitious programme working with partners across England. This included major events, workshops, commissions and residencies with writers and artists across the country. Our events and public art commissions reached audiences of over 80,000 throughout 2021/22.

Throughout this period the staff team was led by Director Daniel Gorman. I am very grateful to him and all the English PEN team of staff and volunteers, who worked tirelessly to continue to develop and promote English PEN in challenging circumstances.

Operating at the intersection between arts and human rights, partnership is central to every piece of work that English PEN undertakes. We are hugely thankful to our members, our Silver PEN partners, our campaign collaborators and our programme partners for their support for the organisation and our work.

Ruth Borthwick
Chair

Director's Report

Leading English PEN as director is such an honour, particularly when reflecting on the work of our deeply driven and highly effective team. The strength and commitment of this team continued to be particularly displayed during this year, both due to the significant challenges wrought by the Covid-19 pandemic, and through the delivery of an incredibly successful series of Centenary celebrations for English PEN. English PEN continued with home working for much of 2021, moving into our new office in September 2021, where we began utilising hybrid working where possible. This year saw the resumption of in-person work, including residencies and events. This testing of the waters was immensely challenging, and I am very proud of the work we have completed. This wouldn't have been possible without the remarkable staff team and board of English PEN, and I am deeply grateful to them all, along with all of our partners who have supported us throughout this year.

We are deeply grateful to the funders who support our work. In particular, I would like to thank our core funders, the Arts Council England and the T S Eliot Foundation. These key funders support our core work to celebrate great literature and the transmission of ideas in myriad ways.

We are also hugely thankful to the funders of specific strands of our work. This includes support from the Booker Foundation; the British Council; the Authors' Licensing and Collecting Society; Fondation Jan Michalski; Bloomberg; the Blavatnik Family Foundation; Prisoners of Conscience; and Open Society Foundations. Along with core support, Arts Council England also awards us the funding to deliver PEN Translates.

There are many other funders and individual donors who have contributed to prizes, our campaigning and our core costs. Thank you to you all.

Members are the backbone of English PEN's work, and we benefit from a dedicated membership who believe strongly in English PEN's values. Members support our work in various ways, from being a member and providing us with the gravitas of your voice, to actively engaging in our campaigns, events and translation work. We are honoured to have you with us. We are also deeply thankful to our Silver PEN partners for their support. In 2021/22 this included: David Higham Associates, Canongate, Penguin Random House, Harper Collins, London Book Fair, The London Library, Amazon UK and Pushkin Press.

As we move into the next century of English PEN we want to continue these conversations and activities promoting literature, freedom of expression and the intersection with fundamental human rights. We look forward to having you join us.

Daniel Gorman
Director

Impact

Campaigning for international writers at risk

In 2021-22, English PEN continued to support writers in prison and at risk around the world. We continue to use our website and other platforms to highlight their situations, encourage supporters to take action and share and promote their work and writing. Examples include:

- Public statements on a range of cases of concern, including Elchin Mammad (Azerbaijan), Dr Abduljalil Al-Singace (Bahrain), Roman Protasevich (Belarus), the closure of our sister centre PEN Belarus, Alaa Abd El-Fattah (Egypt), Patricia Devlin (Northern Ireland), Julian Assange (UK/US)
- Featuring pieces on our online magazine, PEN Transmissions. In 2021/22 these included '[To Dearest, Cherished and Longed Amanuel](#)' by Yirgalem Fisseha Mebrahtu, '[The Great Homeless of Literature](#)' by Selahattin Demirtaş, and '[Something Shadowless, Like You](#)', Nedim Türfent's response to a message of solidarity from Ai Weiwei.

Collaborative efforts

Much of our work is done in collaboration. During this period, we worked closely with PEN International, sister PEN centres, and other like-minded organisations. Examples include:

- Afghanistan: We led on [a letter to the Home Secretary](#), together with PEN International and the International Campaign for Afghanistan's Musicians. The letter, signed by more than 30 leading arts, media and human rights organisations, called on the UK government to open the Afghan Citizens Resettlement Scheme (ACRS).
- China: We joined PEN International and sister centres in calling for the immediate release of Australian writer [Yang Hengjun](#).
- Iran: We supported [an urgent letter concerning Iranian writer Baktash Abtin](#), a PEN America honoree. Tragically, Abtin passed away the following day.
- Rwanda: We supported [an open letter](#) marking one year since poet Innocent Bahati was disappeared.
- UK: We coordinated a statement from sister PEN centres condemning the decision to allow the extradition of [Julian Assange](#). We co-chaired the UK Anti-SLAPP Coalition alongside Index on Censorship (IoC) and Foreign Policy Centre. We continued to work with IoC in relation to defamation reform, giving evidence to the Finance Committee of the Northern Irish Assembly, and joined other ad hoc coalitions set up in response to the Online Safety Bill and the Police, Crime, Sentencing and Courts Bill (PCSC).
- Ukraine: We joined sister PEN centres in [calling for a peaceful solution](#) and supported [a letter signed by over 1000 writers](#) condemning Russia's invasion.

Emergency grants

As our residency programme remained on hold due to the pandemic and related travel restrictions, we continued to use reallocated residency funds to provide emergency support to journalists at risk. We have also continued to receive support from colleagues at the Prisoners of Conscience Appeal Fund. During this period, we provided grants totalling 10,000 GBP to writers from Azerbaijan, Egypt, Myanmar, Nicaragua, and Syria.

Trustees' annual report

PENWrites

We continued our international letter-writing campaign, PENWrites, during this period - to continue to bring hope to our featured writers, and to support to others in need.

In 2021-22, we extended our support to additional cases of concern, including:

- Imprisoned Egyptian poet and lyricist Galal El-Behairy;
- Imprisoned blogger and academic [Dr Abduljalil Al-Singace](#), currently on hunger strike in Bahrain;
- [Writers in Myanmar](#) imprisoned or otherwise at risk following the military coup
- Ugandan writer [Kakwenza Rukirabashaija](#), the winner of the 2021 PEN Pinter Prize for an International Writer of Courage

We also continued to encourage supporters to write to other featured cases and their families - Amanuel Asrat (Eritrea), Nedim Türfent (Turkey), PEN Belarus, and Pham Doan Trang (Vietnam).

We highlighted the campaign and our featured cases at public events and online. This included at the Ripples of Hope Festival in Manchester, throughout English PEN 100 events at the Southbank Centre and through Ai Weiwei's artwork for Common Currency – featuring quotes [from featured cases](#).

PENWrites has led to over 1000 messages of solidarity being sent to recipients from over 30 countries. Undoubtedly, the impact of the campaign continues to be best expressed by the recipients, for example this message from Amanuel Asrat's brother Robel:

I hope this year will be the year we see Amanuel and he will see how the world loves him. To everyone who constantly sends us a solidarity message, we are very thankful for [your] messages and comfort. Thanks again.

Turkey programme

Together with our dedicated Turkey Programme Coordinator, we developed the programme, which comprises six main elements:

Research: Monitoring the activities of key organisations, meeting with relevant individuals, and attending numerous events on Turkey.

Writers at risk: Monitoring developments, issuing statements, and coordinating solidarity actions for key cases of concern including Nedim Türfent, Osman Kavala, Selahattin Demirtaş, Meral Şimşek, Yavuz Ekinci, Gulgeş Deryaspî, and Nurcan Kaya.

Writers in exile: Compiling a resource document to refer to when we receive requests.

Residencies: Exploring possible residency alternatives, including resilience workshops for writers at risk, while physical residencies remained on hold.

Emergency funds: Establishing eligibility criteria and joining the Journalists in Distress network in order to help identify individuals who may be eligible; providing assistance grants to writers at risk in/from Turkey.

Collaboration: Establishing a 'Turkey Action Group' of sister PEN centres to facilitate communications and joint actions; playing an active role in the 'Turkey Advocacy Group', a group of like-minded organisations active on Turkey.

Writers in residence

Due to the pandemic and related travel restrictions, our residency programme for international writers in 2021-22 was affected. We were delighted to host Gazan author Nayrouz Qarmout for a residency in December 2021, in collaboration with the Mosaic Rooms. We maintained contact with former residents and worked with funders to ensure that writers who may have benefited from the programme continued to receive practical support through the creation of the aforementioned emergency fund.

Trustees' annual report

Together with the Turkey Programme Coordinator, we worked to develop our offer for residents, and invited our first Turkey programme resident, writer, lawyer, and human rights defender Nurcan Kaya to begin a residency in May 2022.

Writers in exile / in the UK

Following conversations with the London Library, we established a [new partnership](#), with a focus on supporting writers in exile/in the UK through membership to the library.

In 2021-22 we offered London Library membership to Eritrean writer Awet Fissehaye and Belarusian writer, translator and activist Hanna Komar, both of whom have also been appointed Honorary Members of English PEN.

ECHR mass surveillance victory

We welcomed the judgement of the Grand Chamber of the European Court of Human Rights in May 2021 which found that the UK government's programmes of mass surveillance of electronic communications as disclosed by Edward Snowden were found to be unlawful. The case was brought forth by English PEN Big Brother Watch Open Rights Group and computer science expert Dr. Constanze Kurz who were joined by Amnesty International Liberty Privacy International the Bureau of Investigative Journalism and others. This major judgment reaffirmed that the British government's bulk surveillance practices violated our right to privacy and our right to freedom of expression.

Consultations on draft UK legislation

- *Legislation to Counter State Threats (hostile state activity) – Home Office:* we submitted a response to the Home Office consultation on proposed reforms to the Official Secrets Act (OSA). In our response we called for safeguards to ensure journalists and other public watchdogs cannot be prosecuted for espionage unless proven to be agents of foreign states. We emphasised the chilling effect on public interest journalism that can be caused by the very possibility of prosecution, and therefore emphasised that secondary disclosures should not be criminalised. We also expressed concern about the removal of the requirement to prove damage and to increase maximum prison sentences. Finally, we emphasised the need for a public interest defence to be included in any reformed OSA.
- *Defamation Reform – Finance Committee of the Northern Ireland Assembly:* we submitted a joint consultation response with Index on Censorship emphasising the need to harmonise standards with England and Scotland and to introduce reforms similar to those in the Defamation Act 2013. In particular, we emphasised the need for a serious harm threshold, a public interest defence, a single publication rule, and the removal of the presumption of jury trials.
- *Human Rights Act Reform: A Modern Bill of Rights – Ministry of Justice:* we joined forces with Index on Censorship and ARTICLE19 to submit a response to the Ministry of Justice's consultation on Human Rights Act reform, in which we emphasised the implications of the proposed reforms on freedom of expression. Specifically we argued that:
 - The HRA has strengthened freedom of expression, giving concrete examples of where the direct application of the ECHR into UK law has advanced protection.

Trustees' annual report

- The importance, in particular, of Section 3 in mitigating problems caused by imprecise or vague wording.
 - The way English law has developed to be more protective of freedom of expression as a result of the HRA, including in relation to defamation law, journalistic sources and material, and the right to protest.
 - The alleged threat to freedom of expression by the evolving law on privacy has been overstated
 - That if the government were serious about strengthening freedom of expression it would review and revise the numerous legislative proposals introduced with negative implications for the right, as well as laws on surveillance and counter-terrorism.
- Contributed to in-person consultations on the Online Safety Bill (hosted by the Department for Culture, Media and Sport) and on anti-SLAPP measures (hosted by the Ministry of Justice).

UK Freedom of Expression briefings

English PEN prepared the following briefings and letters for MPs and Lords:

- *Briefing on the Implications of the Higher Education Bill on Free Speech*: included a number of proposed amendments and recommendations for reform. Sent this to all MPs on the Public Bill Committee in advance of the committee stage, as well as the Department of Education.
- *Open letter on the Police, Crime, Sentencing and Courts (PCSC)*: signed by 33 authors, playwrights, poets and campaigners to underscore the free speech implications of the Bill and the solidarity of writers with activists and peaceful protesters.
- *Letter to the Public Administration and Constitutional Affairs Committee (PACAC)*: called for an investigation to be opened into the Clearing House, a controversial Cabinet Office unit which has been accused of 'blacklisting' Freedom of Information (FOI) requests from journalists. Alongside similar letters from openDemocracy, NUJ, and others, this led to the launch of an inquiry the following week.

We also gave oral evidence in relation to the following:

- *Northern Ireland Defamation Reform*: oral evidence to the Finance Committee of the Northern Ireland Assembly alongside Index on Censorship
- *Lawfare and Free Speech – Evidence to Communications and Digital Committee*: evidence on SLAPPs and the measures needed to tackle them to this cross-parliamentary committee.

Roundtables and meetings on Freedom of Expression

English PEN organised the following roundtables in 2021-22:

- *Roundtable on the Higher Education Bill*: roundtable on the Government's Higher Education Bill, exploring the underlying problem and alternative solutions, as well as problems with the Bill itself.
- *Legal Roundtables on Anti-SLAPP Solutions*: two roundtables hosted to explore how to adapt the principles underpinning anti-SLAPP laws worldwide into a UK context, whether that be through civil procedure reform, practice directions or judicial training,

Trustees' annual report

or new legislation and incorporating suggestions and recommendations into a draft set of proposals.

English PEN staff took part in a number of events and conferences around freedom of expression, including:

- Launch of the “London Calling” Foreign Policy Centre’s report on SLAPPs
- Information Wars: Power, Politics and the News Media (roundtable on disinformation hosted by the University of Nottingham).
- PEN International Congress 2021
- Various PEN International Committee meetings;

We attended and hosted meetings to discuss cases of concern and possible support, including:

- Meetings to discuss our concerns and key cases in Cuba and Myanmar
- Northern Ireland: Roundtable, co-hosted by Irish PEN Irish PEN/PEN na hÉireann and Reporters Without Borders, to discuss concerns and support for writers and journalists in Northern Ireland.

Translating World Literature

2021–22 saw English PEN’s Writers in Translation programme build on its successes in grant-giving, online publishing, events programming and advocacy, and develop new projects for the future. International Translation Day successfully took place online and brought together 180 translators, PEN Translates awarded 30 grants to books from 21 countries, and PEN Transmissions commissioned work and interviews from 64 international writers and translators. We also conducted a year-long research process to shape PEN Presents – a new award supporting sample translations – and commissioned 22 writers and translators for *All Walls Collapse: Stories of Separation*, an anthology marking 10 years of PEN Translates

PEN Translates

PEN Translates has now supported over 300 books from over 90 languages, developing literary diversity in the UK whilst ensuring translators are paid properly for their work. In 2021–22, PEN Translates

- Supported 30 books from 25 publishers, 21 countries and 21 languages
 - Awarded 81% of grants to women and non-binary writers and 67% of grants to women and non-binary translators
 - Gave awards for the first time to titles from Yemen, Ecuador, Ireland, Djibouti, and Bosnia and Herzegovina, and books translated from Tibetan, Irish, Mè’phàà and the Char-Chapori dialect of Assamese and Bengali
- Supported the first novels by Tibetan and Yemeni women ever to be published in the UK, the first collection of Miyah poetry in translation, and the first children’s book in Hungarian to feature LGBTQ+ protagonists.

PEN Translates has particularly supported small publishers at the vanguard of literary translation, for whom 100% of translations costs are awardable. In 2021–22, it:

- Awarded 77% of grants to small presses
- Awarded 43% of grants to publishing houses outside London.

Trustees' annual report

PEN Translates-supported titles have been recognised by national and international prizes. They featured on shortlists and longlists for the International Booker Prize, the Warwick Prize for Women in Translation, the National Book Awards in the US, the Saif Ghobash Banipal Prize, the Premio Valle Inclán, the TA First Translation Prize, and the International Dublin Literary Award.

International Translation Day

On 30 September, we held the 12th International Translation Day (ITD) the second online iteration of the programme, following the success of 2020's format. The programme was day-long, featuring seven sessions and 25 speakers, and was attended by 180 audience members, including translators from 30 countries working between 43 languages. Panels explored translation and racial justice, multilingual translation, sensitivities related to children's literature in translation, and current marketing practices for translated literature; three workshops; a live-pitching session; the announcement of the National Centre for Writing's Emerging Translation Mentorship Scheme mentees; and a headline conversation with writer and translator Scholastique Mukasonga and Melanie Mauthner.

The programme was generously supported by ALCS, the Booker Prize Foundation and the National Centre for Writing.

PEN Transmissions

PEN Transmissions is English PEN's online magazine for international and translated voices. Following the magazine's success in 2020–21, in which we doubled our output by moving to weekly publication, *PEN Transmissions* has continued its increased commissioning schedule for 2021–22, during which time:

- We commissioned essays and interviews by 64 writers and translators in 26 countries
- 75% of writers commissioned identified as women or non-binary
- 68% of commissioned voices were writers or translators of colour
- The magazine was read by over 34,000 readers in 165 countries
- *PEN Transmissions* featured voices as diverse as Françoise Vergès, Tim Burrows, Tice Cin, Nadine Anne Hura (Ngāti Hine, Ngāpuhi), Panashe Chigumadzi, Andrew Lownie, Samar Yazbek, Worapoj Panpong, Suhaiymah Manzoor Khan, Anuradha Roy and Daniela Hodrová
- We published a month-long focus on indigenous Pasifika writers
- We published work in collaboration with Shadow Heroes, the International Booker Prize, Essex Writers House and Metal, the *Believer*, and Cúirt International Festival of Literature.

PEN Presents

Across 2021–22, we conducted a large-scale research and development project in collaboration with Translating Women, supported by the University of Exeter, consulting with translators, scouts, agents, publishers, and organisers to explore the pressing needs for the translated literature sector. From this research, we have developed PEN Presents, a new programme to showcase and support sample translations, which aims to fund the often-unpaid

Trustees' annual report

work of creating samples, give publishers access to titles from underrepresented languages and regions, and help diversify the translated literature landscape.

PEN Presents will launch in 2022–23 with two rounds – a call focussing on Indian literature in translation, and a call open to all forms, genres, languages and geographies – with the aim of establishing PEN Presents as a long-term, permanent programme.

All Walls Collapse: Stories of Separation

2020–21 saw the development of a project in partnership with Comma Press: *All Walls Collapse: Stories of Separation*, an anthology of specially commissioned short fiction in translation to mark 10 years of the PEN Translates programme. As part of this project, we commissioned new work from Geetanjali Shree and Daisy Rockwell, Paulo Scott and Daniel Hahn, Kyung-Sook Shin and Anton Hur, Krisztina Tóth and Peter Sherwood, Juan Pablo Villalobos and Rosalind Harvey, Larissa Boehning and Lyn Marven, Rezuwan Khan and Hla Hla Win, Muyesser Abdul'ehed Hendan and Munawwar Abdulla, Zahra el Hasnaoui and Dorothy Odartey-Wellington, Constantia Soteriou and Lina Protopapa, and Maya Abu Al-Hayat and Yasmine Seale. *All Walls Collapse* will be published in 2022.

Celebrating literary talent

Our 2021-2022 events programmes continued to focus on platforming international voices and UK writers to speak to the key areas of English PEN's work. Whilst the Coronavirus pandemic continued to affect the possibility of hosting events in-person, we continued with both online and in-person event programming where possible, and our events and public art commissions reached audiences of over 80,000 throughout 2021 - 22.

The English PEN Literary Salon at London Book Fair took place online in June 2021 and featured writers including Lucy Caldwell, Sarah Clarke, Selma Dabbagh, Josie George, Mark Gevisser, Daniel Gorman, Florian Grosset, Lisa Luxx, Paul Mason, Daniela Petracco, Eimear Ryan, Philippe Sands, Dr Alice Tarbuck, Ece Temelkuran and Tamara Zimet.

Event Highlights

Common Currency

2021 was an immensely significant year for the organisation, marking the centenary of English PEN. To mark this moment we undertook one of the most ambitious events and public programmes in English PEN's history. This major programme of events, residencies and commissions was titled 'Common Currency' and was held in partnership with arts organisations across England including Nottingham UNESCO City of Literature, Off the Shelf, Southbank Centre, Bristol Festival of Ideas, METAL, New Writing North, Ripples of Hope Festival Salford, London Library, Institut Français, Hay Festival and Cúirt International Festival of Literature among others. This programme of work was supported by Arts Council England and other funders and aspects will continue throughout 2022. All our events were presented in collaboration.

This major project included a large number of literary events related to English PEN's mission, 22 writing commissions, engagement projects for young people, writing residencies

Trustees' annual report

with established and emerging writers, a festival of literature and free expression at the Southbank Centre, a number of BBC World Service radio features and a new digital projected artwork from artist Ai Weiwei, featuring quotes on freedom of expression from a wide variety of voices. For Common Currency we collaborated with writers and artists across the country including Maria Ressa, Ai Weiwei, Chimamanda Ngozi Adiche, Salman Rushdie, Adania Shibli, Nayrouz Qarmout, Ubah Christina Ali Farah, Samar Yazbek, Lydia Cacho Ribeiro, Ngũgĩ wa Thiong'o, Kit De Waal, Suad Aldarra, So Mayer and many others. The 2021 PEN HG Wells lecture was delivered by Elif Shafak as part of the Ripples of Hope Festival in Manchester, This centenary programme, delivered under the challenging conditions of the pandemic, was a huge success that engaged a range of arts organisations across the UK, from major cultural centres to small locally based arts organisations.

Prizes

2021 PEN Pinter Prize: Tsitsi Dangarembga

Zimbabwean writer Tsitsi Dangarembga was awarded the 2021 PEN Pinter Prize at an in-person event in October 2021 in collaboration the British Library. She named Ugandan writer Kakwenza Rukirabashaija as the International Writer of Courage. In his acceptance speech, Rukirabashaija spoke movingly about how much PEN's support has meant to him:

If it weren't for PEN, I would still be somewhere in prison – perhaps forgotten...

I appreciate PEN for advocating for my freedom of expression and the different centres all over the world that sent in lovely messages of courage. I received the messages with smiles even though I was in horrendous pain.

2021 PEN Ackerley Prize: Claire Wilcox

The 2021 PEN Ackerley Prize was awarded to Claire Wilcox for her memoir *Patch Work: A Life Amongst Clothes* (Bloomsbury).

2021 PEN Hessell-Tiltman Prize: Rebecca Wragg Sykes

The 2021 PEN Hessell-Tiltman Prize was awarded to Rebecca Wragg Sykes for *Kindred: Neanderthal Life, Love, Death and Art* (Bloomsbury).

Membership

Membership has been stable throughout this period, with a current total of 1073 members. This year we welcomed one new Honorary Member – Hanna Komar. We also developed a partnership with The London Library which saw two English PEN Honorary Members become London Library Members.

After some setbacks due to capacity and difficulties that come with moving to new technologies, we have been working on developing and streamlining our new membership processing systems. Our membership database is currently being updated to better serve our needs, including understanding and communicating with our audiences better and more efficiently. We are now in the implementation stage of our new Customer Relationship Management software.

Efforts were made to enhance the membership experience for supporters of English PEN, particularly during the pandemic. Continuing our regular members' Zoom calls, we programmed conversations with Cathy Rentzenbrink, Kate Macdonald and Faye Hammill on

Trustees' annual report

the republication of former PEN member Margaret Kennedy's 1950 novel, *The Feast*. Our prizes events and ceremonies continued online with Claire Wilcox's PEN Ackerley Prize award announcement and Rebecca Wragg Sykes' PEN Hessel-Tiltman Prize award announcement. Members also joined us at our only in-person prize ceremony of the year, the PEN Pinter Prize, which was awarded to Tsitsi Dangarembga at the British Library.

Communications

Press highlights

2021–22 media coverage highlights include: Maria Ressa's interview with Carole Cadwalladr in [The Observer](#) ahead of Maria Ressa and Can Yeğinsu's event as part of *Common Currency*; our campaigning work on academic freedom featured in [The Times](#) and [The Guardian](#); the PEN Pinter Prize winner announcement in [The Guardian](#) followed by the International Writer of Courage [announcement](#); Ai Weiwei's interview with [The Art Newspaper](#) ahead of *English PEN 100* at the Southbank Centre; a [three-part BBC World Service series](#) on the PEN centenary; Elif Shafak's HG Wells lecture published in [The Guardian](#). All our translation and prize announcements were featured in book and publishing publications including *The Bookseller*, *Publishing Perspectives* and *BookBrunch*.

Website

Since the 2020 English PEN website development, we have enjoyed an increase in numbers of visitors and additional flexibility regarding the design and organisation of web pages. In early 2022 we started planning a new integrated platform for PEN Presents, our new programme supporting and showcasing sample translation. In addition to PEN Presents we have started working on a wider digital development and engagement programme supported by Bloomberg, which will improve user experience and the English PEN team's digital capacity.

Social media

We increased our Twitter following by 1,400 to a total of 51,600 by March 2022, our Instagram reached 3,849 followers, and our Facebook following grew to 11,852.

Digital engagement

We have continued monthly emails to our three core audiences (members, bulletin subscribers, PENWrites subscribers) and shared event videos and trailers both on our website and on our social media platforms. *English PEN 100* at the Southbank Centre gave us an opportunity to engage and learn from our audiences through an audience survey led by the Audience Agency. In 2022, we started work on further developing and analysing audience and membership insights, which will be an ongoing project through 2023 - 24.

Financial review

The net result for the year, an overall deficit of £42k comprises a surplus of £77k on unrestricted and a deficit of £118k on restricted funds. The deficit on restricted funds is due to expenditure made using restricted funds received in previous years.

Income for the year showed a decrease on the previous year, at £636k (2021: £718k). The difference is largely attributable to Arts Council funding for Common Currency received during the year, with unrestricted income being broadly comparable with the previous year.

Expenditure for the year showed an increase, at £682k (2021: £494k). This was mainly attributable to expenditure on projects funded through restricted funds, particularly the centenary programme.

At 31 March 2022, unrestricted free reserves – that is, unrestricted funds excluding those represented by fixed assets – were £450k including designated funds of £50k. This is greater than the reserve policy of holding the equivalent of a minimum of six months' operating costs. The designated funds are to support the development function with expenditure to be completed by the end of March 2023. Restricted funds of £348k, were held at the year end.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The charity maintains and reviews a risk register, which focuses on the major strategic and operational risks the charity faces, including mitigating actions to reduce each risk to a level the trustees consider acceptable. The risk register is reviewed and maintained by the director and reviewed in detail by the trustees annually.

The major risks faced by the charity are:

- Financial sustainability
- Reputational risk
- Recruiting and retaining appropriate trustees and staff

Reserves policy

The trustees have adopted a risk-based approach to determine an appropriate level of reserves and it is the charity's policy to hold unrestricted free reserves to cover operating costs for three months. At 31 March 2022, unrestricted free reserves were £450k, of which £261k is equivalent to approximately six months running costs.

Going concern

The financial statements have been prepared on a going concern basis.

The trustees have given due consideration to the working capital and cash flow requirements and consider current and forecast cash resources to be sufficient to cover the working capital requirements of the charity for at least 12 months from the date of signing this report and the financial statements.

Statement of trustees' responsibilities

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

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity 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 business.

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

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

Statement as to disclosure of information to auditors

So far as the trustees are aware, there is no relevant information (as defined by Section 418 of the Companies Act 2006) of which the charitable company's auditors are unaware, and each trustee has taken all the steps that they ought to have taken as a trustee in order to make them aware of audit information and to establish that the charitable company's auditors are aware of that information.

On behalf of the board:

Ruth Borthwick, Chair
5 October 2022

Report of the Independent Auditors to the Members of English PEN

Opinion

We have audited the financial statements of English Pen (the 'charitable company') for the year ended 31 March 2022 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (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 Auditors' 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.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material

Report of the Independent Auditors to the Members of English PEN

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 Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees 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 Report of the Trustees.

We have nothing to report in respect of the following matters where 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.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, 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.

Our 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 a Report of the Independent Auditors 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.

Report of the Independent Auditors to the Members of English PEN

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

To identify risks of material misstatement due to fraud ("fraud risks") we assessed events or conditions that could indicate an incentive or pressure to commit fraud or provide an opportunity to commit fraud. Our risk assessment procedures included:

- Enquiring of trustees and inspection of policy documentation as to the Charity's high-level policies and procedures to prevent and detect fraud, as well as whether they have knowledge of any actual, suspected or alleged fraud.
- Reading Board minutes.
- Using analytical procedures to identify any unusual or unexpected relationships

We communicated identified fraud risks throughout the audit team and remained alert to any indications of fraud throughout the audit.

As required by auditing standards, we perform procedures to address the risk of management override of controls, in particular the risk that management may be in a position to make inappropriate accounting entries. On this audit we do not believe there is a fraud risk related to revenue recognition because the Charity's revenue transactions are simple and low value with few, if any, judgmental aspects to revenue recognition. We are not aware of any incentives or pressures linked to revenue recognition.

We did not identify any additional fraud risks.

In determining the audit procedures, we took into account the results of our evaluation and testing of the operating effectiveness of fraud risk management controls.

We also performed procedures including identifying journal entries and other adjustments to test based on risk criteria and comparing the identified entries to supporting documentation. These included those posted to unusual accounts.

Identifying and responding to risks of material misstatement due to non-compliance with laws and regulations.

We identified areas of laws and regulations that could reasonably be expected to have a material effect on the financial statements from our general commercial and sector experience, and through discussion with the directors and other management (as required by auditing standards), and discussed with the directors and other management the policies and procedures regarding compliance with laws and regulations.

We communicated identified laws and regulations throughout our team and remained alert to any indications of non-compliance throughout the audit.

Context of the ability of the audit to detect fraud or breaches of law or regulation.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it.

English PEN

Report and financial statements for the year ended 31 March 2022

Report of the Independent Auditors to the Members of English PEN

In addition, as with any audit, there remained a higher risk of non-detection of fraud, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. Our audit procedures are designed to detect material misstatement. We are not responsible for preventing non-compliance or fraud and cannot be expected to detect non-compliance with all laws and regulations.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

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 auditors' 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.

Jeremy Harrod FCCA (Senior Statutory Auditor)
for and on behalf of Grant Harrod Lerman Davis LLP
Chartered Accountants
Statutory Auditors
1st Floor
Healthaid House
Marlborough Hill
Harrow
Middlesex
HA1 1UD

Date:

English PEN
Report and financial statements for the year ended 31 March 2022

Statement of financial activities for the year ended 31 March 2022

	Notes	Unrestricted funds £	Restricted funds £	Total 2021/22 £	Total 2020/21 £
Income and endowments from:					
Donations and legacies	2	168,226	-	168,226	136,018
Charitable activities:				-	-
<i>Community Engagement</i>		-	25,950	25,950	105,100
<i>Writers in Translation</i>		400	156,372	156,772	196,192
<i>Campaigns & Writers at Risk</i>		35,000	76,411	111,411	137,907
<i>Prizes</i>		-	15,000	15,000	12,000
<i>Other charitable income</i>		132,259	-	132,259	117,261
Other trading activities	3	1,086	-	1,086	1,712
Investments	4	6,857	1,890	8,746	7,954
Other	5	16,786	-	16,786	3,967
Total income		360,614	275,623	636,236	718,111
Expenditure on:					
Raising funds	6	10,583	-	10,583	9,422
Charitable activities:	7,8				
<i>Community Engagement</i>		74,400	107,456	181,856	105,897
<i>Writers in Translation</i>		92,720	150,669	243,389	224,887
<i>Campaigns & Writers at Risk</i>		84,796	108,152	192,948	106,071
<i>Prizes</i>		9,383	21,294	30,677	27,018
<i>Other charitable expenditure</i>		22,725	-	22,725	20,759
		-	-	-	-
Total expenditure		294,607	387,571	682,178	494,055
Net operating income/ (expenditure) before gains/ (losses) on investments		66,006	(111,948)	(45,942)	224,056
Net (losses)/ gains on investments	14	10,523	(6,088)	4,435	26,865
Net movement in funds		76,530	(118,037)	(41,507)	250,921
Funds brought forward		385,781	466,526	852,307	601,385
Funds carried forward		462,311	348,489	810,800	852,306

All of the above results are derived from continuing activities and there are no other gains or losses than those stated above.

A comparative statement of financial activities is presented on page 37

English PEN

Report and financial statements for the year ended 31 March 2022

Balance sheet as at 31 March 2022

	Notes	Unrestricted funds £	Restricted funds £	31 March 2022 £	31 March 2021 £
Fixed assets					
Tangible fixed assets	13	11,895	-	11,895	8,892
Investments	14	<u>175,076</u>	<u>65,561</u>	<u>240,638</u>	<u>236,203</u>
		186,972	65,561	252,533	245,095
Current assets					
Debtors	15	5,954	-	5,954	6,545
Cash at bank and in hand		<u>295,043</u>	<u>398,387</u>	<u>693,430</u>	<u>657,030</u>
		300,997	398,387	699,384	663,575
Creditors					
Amounts falling due within one year	16	<u>(25,659)</u>	<u>(115,458)</u>	<u>(141,116)</u>	<u>(56,362)</u>
Net current assets		<u>275,339</u>	<u>282,929</u>	<u>558,268</u>	<u>607,213</u>
Net assets		<u>462,310</u>	<u>348,490</u>	<u>810,801</u>	<u>852,308</u>
Funds	17				
Unrestricted - general		412,311	-	412,311	335,781
Unrestricted - designated		50,000	-	50,000	50,000
Restricted		<u>-</u>	<u>348,490</u>	<u>348,490</u>	<u>466,526</u>
Total funds		<u>462,311</u>	<u>348,490</u>	<u>810,801</u>	<u>852,307</u>

The financial statements were approved by the Board on 5 October 2022 and signed on its behalf by:

Ruth Borthwick
Chair

Joanna Stocks
Treasurer

Company number: 05747142

English PEN
Report and financial statements for the year ended 31 March 2022

Statement of cash flows for the year ended 31 March 2022

	Note	Total	Total
	2021/22	£	2020/21 £
Net cash provided by/ (used in) operating activities	A	33,488	192,827
Cash flows from investing activities:			
Interest on bank deposits		43	39
Dividends on investments		8,746	7,915
Net cash provided by investing activities		8,789	7,954
Cash flows from financing activities:			
Purchase of fixed assets		5,834	3,259
Repayment of finance lease		-	-
Net cash used in financing activities		5,834	3,259
Change in cash and cash equivalents in the year		36,400	197,522
Cash and cash equivalents brought forward		657,030	459,508
Cash and cash equivalents carried forward		693,430	657,030

Note A: Reconciliation of net expenditure to net cash flow from operating activities

Net income/ (expenditure) for the year (as per the statement of financial activities)	(41,507)	250,921
Depreciation charges	2,831	2,617
Loss/Gain on disposal of asset	0	-
Interest on bank deposits	(43)	(39)
Dividends on investments	(8,703)	(7,915)
(Gains)/losses on revaluation of investments	(4,435)	(46,208)
Decrease/ (increase) in debtors	591	16,496
(Decrease)/ increase in creditors	84,754	(23,045)
Net cash provided by/ (used in) operating activities	33,488	192,827

English PEN

Report and financial statements for the year ended 31 March 2022

Accounting policies

a) Basis of preparation

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 UK and Republic of Ireland (FRS 102) (effective 1st January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The financial statements have been prepared on a going concern basis, under the historical cost convention and on an accruals basis.

b) Income

Income is recognised and included in the accounts when the following criteria are met: the charity is entitled to the funds; any performance criteria attached to the item(s) of income have been met; there is sufficient certainty that the receipt of the income is probable; and the amount can be measured reliably.

Income received in advance of an event or a provision of other specified service is deferred until the criteria for income recognition are met.

c) Expenditure

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Wherever possible, costs are directly attributed to these headings. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

- Support costs include all expenditure not directly related to charitable activities e.g. general office costs, administration, management and governance.

- Governance costs are those costs incurred in the governance of the charity and are primarily associated with the constitutional and statutory requirements.

- Support costs, including governance, are allocated to expenditure on raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in notes 8 and 9.

d) Fund accounting

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or the funds raised for particular restricted purposes.

Unrestricted funds are funds which are available for use at the discretion of the trustees in furtherance of the charitable objectives of the charity.

e) Tangible fixed assets

Items with a value greater than £1,000 are capitalised. Tangible fixed assets are stated at cost less accumulated depreciation. Provision is made for depreciation on all tangible assets at rates calculated to write off the cost of each asset over its expected useful life, as follows:

- Fixtures, fittings, computers & software - 25% per annum on a reducing balance basis.

f) Investments

Investments are stated at market value as at the balance sheet date. Any gain or loss on revaluation is taken to the Statement of Financial Activities in the period to which they relate.

g) Pension costs

Pension contributions payable to employee defined contribution pension schemes are charged to the Statement of Financial Activities in the period to which they relate.

English PEN
Report and financial statements for the year ended 31 March 2022

Notes to the financial statements

2 Donations and legacies

	Unrestricted £	Restricted £	2022 £	2021 £
Donations	47,817	-	47,817	33,813
Memberships	60,409	-	60,409	62,205
Silver PEN members	3,000	-	3,000	3,000
Silver PEN partners	57,000	-	57,000	37,000
	168,226	-	168,226	136,018

3 Other trading activities

	Unrestricted £	Restricted £	2022 £	2021 £
Fundraising events	-	-	-	-
Other	1,086	-	1,086	1,712
	1,086	-	1,086	1,712

4 Investment income

	Unrestricted £	Restricted £	2022 £	2021 £
Dividends	6,814	1,890	8,703	7,915
Bank interest	43	-	43	39
	6,857	1,890	8,746	7,954

5 Other income

	Unrestricted £	Restricted £	2022 £	2021 £
Royalty income	16,581	-	16,581	1,238
Other	205	-	205	2,728
	16,786	-	16,786	3,966

6 Analysis of expenditure on raising funds

	Unrestricted £	Restricted £	2022 £	2021 £
Direct costs	7,450	-	7,450	6,247
Governance costs (note 8)	151	-	151	103
Support costs (note 8)	2,983	-	2,983	3,072
	10,583	-	10,583	9,422

English PEN**Report and financial statements for the year ended 31 March 2022****Notes to the financial statements**

7 Analysis of expenditure

	Direct staff costs (note 11) £	Direct costs (non-staff) £	Support costs (note 8) £	Total 2022 £	Total 2021 £
<i>Raising funds</i>					
Direct costs of fundraising	<u>6,650</u>	<u>800</u>	<u>3,134</u>	<u>10,583</u>	<u>9,422</u>
<i>Charitable activities</i>					
Community Engagement	57,844	70,167	53,845	181,856	105,897
Writers in Translation	34,894	136,431	72,065	243,389	224,887
Campaigns & Writers at Risk	74,183	61,635	57,130	192,948	106,071
Prizes	5,544	16,050	9,083	30,677	27,018
Other charitable expenditure	-	15,997	6,729	22,725	20,759
	<u>172,465</u>	<u>300,279</u>	<u>198,851</u>	<u>671,595</u>	<u>484,632</u>
Total expenditure	<u>179,115</u>	<u>301,079</u>	<u>201,985</u>	<u>682,178</u>	<u>494,055</u>

English PEN
Report and financial statements for the year ended 31 March 2022

Notes to the financial statements

8 Allocation of support costs

The charity allocates its support costs (including Governance costs) as follows:

	Expenditure on raising funds	Expenditure on charitable activities	Total support costs 2022	Total support costs 2021
			£	£
Support costs				
Staff costs (note 11)	2,180	138,332	140,512	113,948
Printing, postage and stationery	17	1,095	1,112	1,078
Travel, accommodation & subsistence	8	525	533	268
IT & web costs	111	7,017	7,127	398
Insurance	68	4,286	4,353	2,709
Rent	325	20,632	20,957	33,293
Subscriptions	-	-	-	427
Bank charges & similar	21	1,356	1,377	1,229
Other costs	209	13,245	13,453	5,133
Depreciation	44	2,787	2,831	2,617
Governance costs (note 9)	151	9,577	9,728	5,412
	3,134	198,851	201,985	166,512

Support and Governance costs are allocated based on the direct spend on those activities.

9 Governance costs

Governance costs are broken down as follows:

	Expenditure on raising funds	Expenditure on charitable activities	Total governance costs 2022	Total governance costs 2021
Legal fees	39	2,461	2,500	-
Audit fees	78	4,922	5,000	4,200
Board costs	35	2,194	2,228	236
Insurance	-	-	-	892
Other	-	-	-	84
	151	9,577	9,728	5,412

10 Net income/ (expenditure) for the year

	Total 2022	Total 2021
	£	£
This is stated after charging:		
Operating leases - equipment	2,916	2,361
Depreciation	2,831	2,617
Loss on disposal of fixed assets	-	-
Auditors' remuneration	5,000	4,500
	10,747	9,478

English PEN
Report and financial statements for the year ended 31 March 2022

Notes to the financial statements

11 Staff costs and trustees' remuneration and expenses

The aggregate payroll costs were:

	Total 2022 £	Total 2021 £
Wages and salaries	286,429	235,389
Social security costs	23,692	18,877
Pension costs	14,369	11,049
Subtotal payroll costs	324,490	265,315
Temporary staff and interns	-	-
Other staff costs	3,918	4,602
Total staff costs	328,408	269,917

The charity considers its key management personnel comprise the trustees and the director. No employee received an annual remuneration in excess of £60,000 (2021: nil).

During the year, trustees received £0 (2021: £250 each to two trustees, £150 to one trustee).

During the year, two trustees received reimbursed expenses in connection with Board meetings amounting to £381 (2021: £133 to one trustee).

The average number of full-time equivalent employees (including casual and part-time staff) during the year were as follows:

	Total 2022	Total 2021
Writers in Translation	1.40	0.9
Campaigns & Writers at Risk	2.00	1.4
Public Programmes	1.40	1.3
Fundraising	0.10	0.1
Management, administration & governance	3.38	3.0
	8.3	6.6

The average head count number of staff during the year was 11 (2021: 8))

12 Grants payable

The charity made the following grants during the year:

	Grants to institutions £	Grants to individuals £	Total 2022 £	Total 2021 £
Writers in Translation	77,752	-	77,752	79,522
Writers at Risk (relief grants)	19,343	13,950	33,293	7,554
	97,095	13,950	111,045	87,076

English PEN
Report and financial statements for the year ended 31 March 2022

Notes to the financial statements

12 Grants payable continued

Recipients of institutional grants for PEN projects were as follows:

	Total 2022 £	Total 2021 £
ACA Publishing Ltd	1,425	0
And Other Stories Publishing	9,954	4,308
Arc Publications	652	1,137
Balestier Press	3,188	-
Bloodaxe Books	-	2,000
Boiler House Press	-	1,850
Cassava Republic Press	1,761	-
Charco Press	948	4,398
Comma Press	7,724	7,874
DAS Editions	2,535	2,535
Daunt Books	2,306	1,750
Dedalus Ltd	2,332	3,040
Fitzcarraldo Editions	4,159	4,403
Flipped Eye Publishing	998	-
Fontanka	250	-
Francis Boutle Publishers	-	1,000
Fum D'Estampa Press	2,250	2,250
Istros Books	3,962	6,775
Jantar Publishing	2,528	2,528
Lolli Editions	1,300	90
Neem Tree Press	-	1,055
Parthian	4,418	-
Peepal Tree	-	2,300
Peirene Press Ltd	630	1,000
A PEN Centre	19,343	-
Penguin Random House UK	-	1,500
Prototype Publishing	1,700	-
Pushkin Press	1,500	3,000
Scotland Street Press	-	2,803
Scribe Publications	-	2,250
Smokestack Books	-	3,000
Stripes Press	500	500
The Indigo Press	1,583	-
The Poetry Translation Centre Ltd	1,800	1,500
Tilted Axis Press CIC	7,262	10,083
Tiny Owl	-	250
Verso t/a New Left Books	1,500	-
Westbourne Publishers Ltd	2,484	-
World Editions	6,107	4,346
	<u>97,095</u>	<u>79,522</u>

English PEN
Report and financial statements for the year ended 31 March 2022

Notes to the financial statements

13 Tangible fixed assets

	Fittings, computers & software £	Total 2022 £	Total 2021 £
Cost			
At 1 April 2021	12,426	12,426	9,167
Additions	5,834	5,834	3,259
Disposals	-	-	-
At 31 March 2022	<u>18,260</u>	<u>18,260</u>	<u>12,426</u>
Depreciation			
At 1 April 2021	3,534	3,534	917
Charge for the year	2,831	2,831	2,617
Disposals	-	-	-
At 31 March 2022	<u>6,364</u>	<u>6,364</u>	<u>3,534</u>
Net Book Value			
At 31 March 2022	<u>11,896</u>	<u>11,896</u>	<u>8,892</u>

14 Fixed asset investments

	Total 2022 £	Total 2021 £
Market value as at 1 April	236,203	189,995
Unrealised gains/ (losses) on investments	4,435	26,865
Market Value as at 31 March	<u>240,638</u>	<u>236,203</u>
Historical Cost	<u>170,551</u>	<u>170,551</u>

	Market Value 2022 £	Cost 2022 £	Market Value 2021 £	Cost 2021 £
City of London Investment Trust	61,901	31,397	56,470	31,397
M&G Investment (Charifund)	76,189	44,160	71,001	44,160
Halifax (Bankers Investment Trust)	17,387	9,334	17,739	9,334
Witan Investment	19,599	19,343	19,343	19,343
COIF Fixed Interest (CCLA)	65,561	66,317	71,650	66,317
	<u>240,638</u>	<u>170,551</u>	<u>236,203</u>	<u>170,551</u>

English PEN
Report and financial statements for the year ended 31 March 2022

Notes to the financial statements

15 Debtors

	Total 2022 £	Total 2021 £
Trade debtors	-	-
Accrued income	(5,000)	-
Prepayments	10,954	5,545
Other debtors	-	1,000
	5,954	6,545

16 Creditors: amounts falling due in less than one year

	Total 2022 £	Total 2021 £
Trade creditors	17,819	8,267
Social security and other taxes	7,795	(1,627)
Deferred income	98,561	38,121
Accruals and other creditors	16,940	11,600
	141,116	56,361

Deferred income relates to grant income received in advance, which is deferred to the accounting period to which it relates.

Movement in deferred income during the year was as follows:

	Total 2022 £	Total 2021 £
Deferred income brought forward	38,121	55,201
Released in year	(267,901)	-32,080
Deferred in year	328,341	15,000
Deferred income carried forward	98,561	38,121

English PEN
Report and financial statements for the year ended 31 March 2022

Notes to the financial statements

17 Movement in funds

	At 31 March 2021 £	Income £	Expenditure £	Gain/(loss) on investments £	At 31 March 2022 £
Restricted:					
Community Engagement					
Arts Council England	91,062	-	81,506	-	9,556
British Council	-	3,450	3,450	-	-
Cockayne	-	15,000	15,000	-	-
Essex Book Festival	249	-	-	-	249
Joyce Carr Doughty Trust	-	-	-	-	-
Nottingham City of Literature	-	2,500	2,500	-	-
PEN International	-	5,000	5,000	-	-
Prison Writing Competition Campaign	2,270	-	-	-	2,270
Salisbury World	1,870	-	-	-	1,870
	<u>95,451</u>	<u>25,950</u>	<u>107,456</u>	<u>-</u>	<u>13,945</u>
Writers in Translation					
ALCS	1,729	2,500	4,229	-	-
Arts Council England	151,235	116,953	112,484	-	155,704
Booker Prize Foundation	1,729	2,000	3,729	-	-
British Council	39,790	19,921	24,902	-	34,809
Fondation Jan Michalski	5,720	-	3,082	-	2,638
University of Exeter	-	14,998	2,243	-	12,755
	<u>200,203</u>	<u>156,372</u>	<u>150,669</u>	<u>-</u>	<u>205,906</u>
Campaigns & Writers at Risk					
Anonymous donors	471	15,000	15,000	-	471
Open Society Foundations (OSF) (Writers in Residence)	103,583	54,068	86,347	-	71,304
OSF (Criminal defamation)	1,013	-	-	-	1,013
Philippe Sands	-	4,343	4,343	-	-
Prisoners of Conscience Appeal Fund	1,480	3,000	2,000	-	2,480
Open Rights Group	6,292	-	-	-	6,292
The Joseph Rowntree Charitable Trust	2,589	-	462	-	2,127
	<u>115,428</u>	<u>76,411</u>	<u>108,152</u>	<u>-</u>	<u>83,687</u>
Prizes					
Blavatnik	9	10,000	9,772	-	237
Hessell-Tiltman Prize fund (dividends)	(16,213)	1,890	6,521	-	(20,845)
Ruth Maxted (PEN Pinter)	-	5,000	5,000	-	-
	<u>(16,204)</u>	<u>16,890</u>	<u>21,294</u>	<u>-</u>	<u>(20,608)</u>
Investments					
Hessell-Tiltman Prize fund	71,650	-	-	(6,088)	65,562
Subtotal restricted funds	<u>466,526</u>	<u>275,623</u>	<u>387,571</u>	<u>(6,088)</u>	<u>348,491</u>
Unrestricted:					
General unrestricted funds	<u>385,781</u>	<u>360,614</u>	<u>294,607</u>	<u>10,523</u>	<u>462,311</u>
Total funds	<u>852,307</u>	<u>636,236</u>	<u>682,178</u>	<u>4,435</u>	<u>810,802</u>

English PEN

Report and financial statements for the year ended 31 March 2022

Notes to the financial statements

17 Purposes of restricted funds

Community Engagement

- Arts Council England supported English PEN's centenary project, Common Currency
- The British Council supported the PEN Literary Salon at the London Book Fair and the evaluation of Common Currency
- The Cockayne Foundation and the London Community Foundation supported Common Currency
- Essex Book Festival funded creative writing workshops and a panel event as part of the Writing on the Inside prison writing project
- Joyce Carr Doughty Charitable Trust funded a writer in residence at HMP Leicester
- Nottingham City of Literature supported Common Currency
- PEN International supported Common Currency
- Prisons Writing Competition Campaign is supported by various donations from English PEN supporters
- Salisbury World supported the 20:20 Vision workshop programme

Writers in Translation

- ALCS supported International Translation Day
- Arts Council England supported English PEN's core activities and Writers in Translation programme
- The Booker Prize Foundation supported International Translation Day
- The British Council supported an anthology project
- Fondation Jan Michalski supported PEN Transmissions

Campaigns & Writers at Risk

- An anonymous donor supported English PEN's Writers in Residence programme
- An anonymous donor supported an emergency grant to a PEN centre
- Open Society Foundations (OSF) supported English PEN's Writers at Risk projects, including the Writers in Residence programme
- Philippe Sands supported an emergency grant to a PEN centre
- Prisoners of Conscience Appeal Fund supported individual writers at risk internationally
- The Joseph Rowntree Reform Trust funded English PEN's campaign for libel reform in Northern Ireland and Scotland
- Open Rights Group, Big Brother Watch and English PEN raised funds for Privacy not Prism and for future legal work to

Prizes

- The Blavatnik Family Foundation supported the PEN Pinter Prize
- The Hessel-Tiltman Prize Fund supported an annual literary prize awarded for a non-fiction book of specifically historical content. Marjorie Hessel-Tiltman was a member of PEN. As well as the capital sum, English PEN benefits from dividends received quarterly
- Ruth Maxted supported the PEN Pinter prize

English PEN
Report and financial statements for the year ended 31 March 2022

Notes to the financial statements

18 Analysis of net assets between funds

	Tangible fixed assets £	Investments £	Net current assets £	Total funds 2022 £	Total funds 2021 £
Restricted funds	-	65,561	282,929	348,490	466,526
Unrestricted funds	11,895	175,076	275,339	462,311	385,781
Total funds	11,895	240,638	558,268	810,801	852,307

19 Operating lease commitments

At 31 March 2022 the charity had future minimum lease payments under non-cancellable operating leases, with payments falling due as follows:

Due	Land/buildings	
	2022	2021
Within one year	23,000	-
Between one and five years	69,000	-

20 Related party transactions

There were no related party transactions during the year, other than those disclosed in note 11 to the financial statements.

English PEN

Report and financial statements for the year ended 31 March 2022

Comparative statement of financial activities for the year ended 31 March 2021

	Notes	Unrestricted funds £	Restricted funds £	Total 2020/21 £	Total 2019/20 £
Income and endowments from:					
Donations and legacies	2	136,018	-	136,018	126,724
Charitable activities:					
<i>Community Engagement</i>		37,500	67,600	105,100	114,934
<i>Writers in Translation</i>		18,500	177,692	196,192	145,340
<i>Campaigns & Writers at Risk</i>		32,083	105,824	137,907	111,041
<i>Prizes</i>		-	12,000	12,000	12,000
<i>Other charitable income</i>		117,261	-	117,261	115,144
Other trading activities	3	1,712	-	1,712	1,081
Investments	4	5,624	2,330	7,954	9,430
Other	5	3,967	-	3,967	5,130
Total income		352,665	365,446	718,111	640,823
Expenditure on:					
Raising funds	6	9,422	-	9,422	7,470
Charitable activities:	7,8				
<i>Community Engagement</i>		54,659	51,238	105,897	67,333
<i>Writers in Translation</i>		105,433	119,454	224,887	205,035
<i>Campaigns & Writers at Risk</i>		70,779	35,292	106,071	125,603
<i>Prizes</i>		9,106	17,912	27,018	24,044
<i>Other charitable expenditure</i>		20,759	-	20,759	17,594
Total expenditure		270,158	223,896	494,055	447,079
Net operating income/ (expenditure) before gains/ (losses) on investments		82,507	141,550	224,056	193,744
Net (losses)/ gains on investments	14	27,101	(236)	26,865	(31,734)
Net movement in funds		109,608	141,314	250,921	162,010
Funds brought forward		276,173	325,213	601,385	439,376
Funds carried forward		385,781	466,526	852,307	601,385

All of the above results are derived from continuing activities and there are no other gains or losses than those stated above.

ENGLISH PEN

England & Wales - Charity number 1125610

Accounts

Registered charity number 1125610
Company number 05747142

English PEN
Report and financial statements for the year ended 31 March 2021

English PEN
Report and financial statements for the year ended 31 March 2021

Contents

	Page(s)
Legal and administrative details	2
Trustees' annual report	3 - 18
Independent auditor's report	19 - 21
Statement of financial activities	22
Balance sheet	23
Statement of cash flows	24
Notes to the financial statements	25 - 36

English PEN
Report and financial statements for the year ended 31 March 2021

Legal and administrative details

Registered office	24 Bedford Row London WC1R 4EH
Registered charity number	1125610
Company number	05747142 (England and Wales)

Trustees

The Trustees, who are also directors of the company under Company Law, in office during the year and up to the date of signing the financial statements were:

Arifa Akbar,	Appointed 23 March 2021
C L Armitstead	Appointed 2 December 2013 (re-elected 2 December 2015)
R Borthwick	Appointed 19 March 2019
M Buyum	Appointed 23 June 2020
R F Coles	Appointed 22 October 2019, resigned 19 January 2021
M Freely	Appointed 11 March 2014, elected Chair 6 December 2017
C Galvin	Appointed 19 March 2019
G Godwin	Appointed 19 March 2019
D Hahn	Appointed 6 December 2017
T Hodgkinson	Appointed 23 June 2020
G Lindvall Gunaratne	Appointed 23 June 2020
S Jawa	Resigned 16 July 2020
P Gwyn Jones	Appointed 2 December 2013 (re-elected 2 December 2015)
D Miller	Appointed 1 October 2017
L Norman	Resigned 15 September 2020
S Quraishi	Appointed 2 December 2015
S Schnee	Appointed 2 December 2015
J Stocks	Appointed 22 June 2021
V Yeginsu	Appointed 26 January 2021

Honorary president P Sands (appointed 6 December 2017)

Director D Gorman

Independent auditors Grant Harrod Lerman Davis LLP
Chartered Accountants and Statutory Auditors
1st floor, Health Aid House
Marlborough Hill, Harrow HA1 1UD

Bankers HSBC
76-78 Kings Road
London SW3 4TZ

Triodos Bank
Deanery Road
Bristol BS1 5AS

Trustees' annual report

Structure, governance and management

English PEN was incorporated on 17 March 2016 and registered as a charity on 26 August 2008. The company was established under a Memorandum of Association which established the objects and powers of the charitable company, and is governed by Articles of Association (as amended 27 June 2017) and a deed of trust. The company is limited by guarantee as defined by the Companies Act 2006 and in the event of the company being wound up, company directors are required to contribute an amount not exceeding £1.

Membership of English PEN is open to poets, playwrights, essayists, editors, journalists, novelists, translators, publishers and other persons who share the organisation's aims of promoting literature and human rights. Members have the right to stand and vote in elections to the Board, ensuring a high standard of internal transparency and accountability.

The board of trustees, led by the chair, is responsible for the organisation's governance. The board meets quarterly and at each meeting considers a full report from the director, including the latest management accounts.

Several subcommittees, each governed by their own terms of reference, exist to support board oversight and decision-making. These include the finance and audit committee, the development committee and the governance committee. Subcommittees also meet quarterly, ahead of board meetings, to consider specific business in advance.

Responsibility for the day-to-day management of the charity is delegated to the director, who oversees the work of staff and volunteers. The director attends all board meetings.

Trustee recruitment and induction

New trustees are selected having regard to the skills and competencies required by the charity in delivering its objects. Current trustees have experience and knowledge of the organisation's activities, as well as finance and development expertise.

New trustees receive background material to familiarise themselves with the history and activities of the charity as well as Charity Commission documentation to inform them of their responsibilities and obligations under charity law. In addition, they are briefed by the director on key policy and operational issues facing the organisation.

Board performance is reviewed annually at an away day, where annual progress is also reviewed and future strategy and targets agreed.

Public benefit

English PEN constitutes a public benefit entity as defined by FRS 102.

In shaping English PEN's objectives and planning the charity's activities, the trustees have considered the Charity Commission's guidance on public benefit.

English PEN's registration as a charity on 26 August 2008 marked the Charity Commission's acceptance of the organisation's public benefit throughout its activities. The Charity Commission agreed with the trustees that 'writers, authors, editors, publishers and other persons similarly engaged throughout the world' constitute a 'particularly vulnerable' class of beneficiaries. This ruling enables English PEN to concentrate its resources most effectively on this beneficiary class, while benefiting the public generally.

Trustees' annual report

Related parties

English PEN is the founding centre of PEN International, and has voting rights at the Assembly of Delegates, which constitutes PEN International's Annual General Meeting.

Strategic report

Aims and objectives

The objectives of the charity are:

To promote the education of the public by encouraging the understanding, appreciation and development of writing in any style or form.

To promote the human rights (as set out in the Universal Declaration of Human Rights and subsequent United Nations conventions and declarations) of writers, authors, editors, publishers and other persons similarly engaged ("the Beneficiaries") throughout the world by all or any of the following means:

- i. Monitoring and seeking to prevent abuses of human rights of Beneficiaries;
- ii. Obtaining redress for Beneficiaries who are the victims of human rights abuse;
- iii. Relieving need among Beneficiaries who are the victims of human rights abuse;
- iv. Research into human rights issues affecting the Beneficiaries;
- v. Educating the public about human rights and raising awareness of human rights issues;
- vi. Providing technical advice to government and others on human rights matters affecting the Beneficiaries;
- vii. Contributing to the sound administration of human rights law and commenting on proposed human rights legislation;
- viii. Promoting public support for and international advocacy of human rights, and promoting respect for human rights among individuals and incorporations;
- ix. Eliminating infringements of the prohibitions on torture, slavery, extradition killing, arbitrary detention and disappearance.

Chair's report

The year 2020/21 was one of incredible significance for English PEN, as in 2021 we marked our centenary. To do so we launched an ambitious project, Common Currency, which began in 2020 and continued throughout 2021. It goes without saying that the year 2020-21 was like no other we have collectively faced. As the coronavirus pandemic spread around the world, freedom of expression was under immense pressure, through the complexities of balancing public health with other human rights including freedom of expression, due to the increased pressure faced by writers, journalists and human rights defenders in authoritarian states, and due to the impact on the English PEN team and all those we work with. This pandemic affected each and every one of us in very different ways, and our thoughts are with all of those who have lost loved ones.

English PEN is one of the world's oldest human rights organisations. We work to defend free expression and support writers in numerous ways in the UK and internationally. We are a membership organisation and are made of the constituent parts that are our membership, with diverse voices and points of view at our core. Free expression came under tremendous pressure throughout 2020/21 from numerous fronts on a global level, and English PEN continues to shine a light on these challenges and writers' inspired responses to them through our campaigns for writers at risk, our support for work in translation, and our events featuring writers of courage.

Through 2020/21 we at English PEN shifted our work online, with staff working from home and our programme largely taking place online. Throughout this immensely challenging year English PEN has continued to stand with these writers at risk, and we have led or joined campaigns for hundreds of writers internationally and in the UK. In 2020, we secured additional funding to build on our long-standing work in support of writers from Turkey, and in January 2021 we welcomed our new Turkey Programme Coordinator to the team. In March 2020 English PEN was a founding partner of a rapid response Emergency Fund to support authors in the UK affected financially by Coronavirus. This project was led by the Society of Authors, and was in partnership with the TS Eliot Foundation, the Royal Literary Fund and others.

In October 2020 as part of our centenary work we launched PENWrites, a year-long letter-writing campaign in support of writers in prison and at risk. Between October 2020 and March 2021, we focused on four featured cases -Amanuel Asrat in Eritrea, Nedim Tüfent in Turkey, PEN Belarus, and Pham Doan Trang in Vietnam - encouraging members and supporters to send messages of solidarity. Our campaign will continue throughout 2021.

Over the course of the year English PEN also hosted and took part in key roundtables, offering a space for in-depth discussion of topics. We aim to continue and develop these roundtables in the coming years. Lack of opportunity and structural inequalities continue to be a key cause of restricted free expression in the UK. English PEN also submitted detailed responses to the following consultations in 2020-21: *Hate Crime Laws: A Consultation Paper* – Law Commission; *Harmful Online Communications: The Criminal Offences* - Law Commission; and *Freedom of Expression Online* - House of Lords Digital and Communications Committee.

Due to the pandemic our residency programme had to be paused throughout 2020-21. However, with the support and engagement of our funders, we managed to deliver a number of emergency grants to writers at risk, in the UK and internationally. Our work on supporting literature in translation has gone from strength to strength, with our flagship programme PEN

Trustees' annual report

Translates supporting 36 books from 29 publishers, 27 countries and 20 languages in translation in 2020-21. We also coordinated the vastly successful International Translation Day which was held online for the first time in September 2020. The programme was day-long, featuring eight sessions and 32 speakers from 11 countries, and was attended by 250 audience-members. Panels explored diversifying translation, translation across UK regions, translation practices internationally, the effects of COVID-19 on the lives of translators, translating Booker Prize fiction into and out of English, and a headline conversation with Fernanda Melchor and Sophie Hughes.

PEN Transmissions, our online zine dedicated to international writing, continued to grow throughout 2020-21 and commissioned work and interviews from 43 international writers in 31 countries, with a readership of over 39,900 in 167 countries. This included voices as diverse as Olivia Laing, Ingrid Persaud, Taqralik Partridge, Kavita Puri, Scholastique Mukasonga, Maryse Condé, Tsitsi Dangarembga, Priyamvada Gopal, Mia Couto, Steven Hall, Robert Jones, Jr., and Svetlana Alexievich and included a series in partnership with the British Museum and Edmund de Waal, published a series of pieces exploring the theme of exile.

Though we were no longer able to run in-person events, English PEN made a very successful transition to online programming and continued to have an incredibly rich and diverse events programme, with total audiences of over 15,700 over the course of the year. Linton Kwesi Johnson was announced as the winner of the PEN Pinter prize, shared with Eritrean poet Amanuel Asrat. English PEN also organised successful events with authors including Fatima Bhutto, Elif Shafak, Kavita Puri, Hamid Ismailov, Taqralik Partridge, Shaul Bassi, James Thornton, Ma Jian, Flora Drew, Dima Wannous, Selma Dabbagh, Alia Trabucco Zerán and many others. We also launched a lively and engaged programme of monthly online discussion events for our members, which included conversations with Philippe Sands, Nurcan Baysal, Kerri ní Dochartaigh, Margie Orford, Pilar Quintana, Lisa Dillman and many others.

Throughout this period the staff team was led by director Daniel Gorman. I am deeply grateful to him along with all the English PEN team of staff, who worked tirelessly throughout this challenging period to continue to develop and promote English PEN.

Operating at the intersection between arts and human rights, partnership is central to every piece of work that English PEN undertakes. We are hugely thankful to our members, our core partners Arts Council England, Sigrid Rausing Trust and the TS Eliot Foundation, our Silver PEN partners, our campaign collaborators and our programme partners for their support for the organisation and our work.

Maureen Freely
Chair

Director's Report

It was my continuing honour to lead English PEN as director, as part of a deeply driven and highly effective team. The strength and commitment of this team was particularly displayed during this incredibly challenging year. English PEN shifted successfully to home working from March 2020, and continued to deliver to an incredibly high level. Whilst our residency programme had to be paused, we continued to deliver a wide-ranging programme of activity, including a shift to digital events which reached wide audiences in the UK and internationally. I am deeply grateful to every member of the English PEN staff team and board, along with all of our partners who have stood with us throughout this year.

We are deeply grateful to the funders who support our work. In particular, I would like to thank our core funders, the Arts Council England, the Sigrid Rausing Trust and the T S Eliot Foundation. These three key funders support our core work to celebrate great literature and the transmission of ideas in myriad ways.

We are also hugely thankful to the funders of specific strands of our work. This includes support from the Booker Foundation; the Authors' Licensing and Collecting Society; Fondation Jan Michalski; the Blavatnik Family Foundation for the PEN Pinter Prize; and Open Society Foundations. Along with core support, Arts Council England also awards us the funding to deliver PEN Translates.

There are many other funders and individual donors who have contributed to prizes, to our campaigning and our core costs. Thank you to you all.

Members are the backbone of English PEN's work, and we benefit from a dedicated membership who believe strongly in English PEN's values. Members support our work in various ways, from simply being a member and providing us with the gravitas of your voice, to actively engaging in our campaigns, events and translation work. We are honoured to have you with us.

Alongside our individual members, we are deeply grateful to all of our Silver PEN partners for their support for English PEN. In 2020/21 this included David Higham Associates, Penguin Radom House, Harper Collins, Hachette UK, London Book Fair, Amazon UK and Pushkin Press.

As we mark the English PEN centenary in 2021 our work, our collaborations and our projects will continue to develop and grow. We look forward to having you join us for the conversation.

Daniel Gorman
Director

Impact

Campaigning for International Writers at Risk

Throughout 2020-21, English PEN has continued to support writers around the world through our campaign programmes.

Writers at Risk

We continue to use our website and other platforms to support writers at risk. As well as highlighting their situations and encouraging supporters to take action, we continue to share and promote their work and writing. Examples include:

- Public statements on a range of cases of concern, including PEN Belarus, Julian Assange in the UK, Shady Habash in Egypt, Hopewell Chin'ono in Zimbabwe, Dr Abduljalil Al-Singace in Bahrain, and many more.
- Featuring pieces on our online magazine, PEN Transmissions, by Belarusian Nobel laureate Svetlana Alexievich (tr. Sasha Dugdale), Turkish poet and academic Can Bahadır Yüce, Kurdish writer and former English PEN resident Nurcan Baysal, and Zimbabwean author Tsitsi Dangarembga;
- Securing media coverage to highlight writers of concern, including extensive coverage of Amanuel Asrat being awarded the 2020 PEN Pinter Prize for an International Writer of Courage, and an article on *Middle East Eye* marking Galal El-Behairy's 1000th day in detention;
- Social media campaigns for writers at risk, including Maria Ressa from the Philippines (as part of the Hold the Line coalition);
- Vigils (both online and socially distanced) with partners including ALQST and RSF.

Collaboration

We work closely with PEN International and our sister centres around the world, including through dedicated advocacy groups on specific countries and on cases of mutual concern. Examples include:

- Being an active member of the PEN Belarus Action Group. Recent actions include [a joint statement](#) calling for an end to the repression in Belarus, with a focus on the many writers, artists, and cultural workers who have been persecuted in retaliation for speaking out.
- Working with PEN International and sister PEN centres on the [Liu Xiaobo Anniversary Campaign](#), marking 10 years since he was announced as winner of the Nobel Peace Prize and highlighting a number of current cases of concern in PRC.

We also collaborate with other organisations to maximise our impact and reach. Examples include:

- Joining Committee to Protect Journalists and over 190 press freedom and human rights organisations in [writing to the UN Secretary General António Guterres](#) calling for immediate action to secure the release of imprisoned journalists at risk due to the spread of COVID-19.
- Joining colleagues at the Gulf Centre for Human Rights and [more than 150 other NGOs](#) in calling for the death sentences handed down to four Yemeni journalists to be overturned.
- Joining over 100 organisations in [urging states to take action on Egypt](#) at the UN Human Rights Council.

Trustees' annual report

Over the course of 2020/21 we welcomed the release of a number of writers of concern, including:

- Iranian poet and human rights defender Narges Mohammadi
- British-Australian academic Kylie Moore
- Bahraini human rights defender Nabeel Rajab
- Saudi women's rights activist Loujain Al-Hathloul.

PENWrites

In October 2020, we launched PENWrites, our year-long letter-writing campaign in support of writers in prison and at risk. Between October 2020 and March 2021, we focused on four featured cases – Amanuel Asrat in Eritrea, Nedim Türfent in Turkey, PEN Belarus, and Pham Doan Trang in Vietnam - encouraging members and supporters to send messages of solidarity.

The feedback from the writers and their families, as well as from participants in the campaign, has been very positive. The impact of these messages is best expressed by the recipients themselves: Eritrean writer Amanuel Asrat's family sent the following response on receiving the first batch of letters:

It is so amazing to receive the most comforting and uplifting letters. Words cannot express how grateful we are to be aware that there are many people standing in solidarity with us and our brother. I have gone through and been touched by each word on every letter. Many thanks to English PEN for all you are doing for our brother

Engagement in the campaign has been both UK-wide and worldwide: messages have been sent from Argentina, Australia, Austria, Azerbaijan, Canada, Czechia, Finland, France, Germany, Ireland, Italy, Luxembourg, Mexico, Myanmar, Norway, New Zealand, South Africa, and the United States. Thirteen organisations, primarily sister PEN centres, had joined as partners on this project by March 2021. PENWrites has been covered in the media, including in a piece by President Philippe Sands, 'Writers need PEN more than ever', published by *The Guardian*, as well as on social media channels.

<https://www.theguardian.com/books/booksblog/2020/oct/15/writers-need-pen-more-than-ever>

Turkey programme

In 2020, we secured additional funding to build on our long-standing work in support of writers from Turkey, and in January 2021 we welcomed our new Turkey Programme Coordinator to the team. This additional capacity will allow us to continue our work in Turkey on a sustainable basis, to ensure we have access to reliable information from inside the country, and to develop our work in the following ways:

- Research: mapping and monitoring existing campaigns and activities in support of writers in Turkey;
- Advocacy: supporting writers at risk in Turkey through monitoring and campaigns where appropriate;
- Residencies: providing respite residencies for writers from Turkey;
- Emergency Funds: responding to urgent requests for financial support from writers;
- Solidarity: support for writers from Turkey in the UK through the provision of general advice, a regular meeting space for networking, and access to relevant events.

Trustees' annual report

Emergency grants

We are grateful to our funders for enabling us to reallocate funds from our residency programme (on hold due to the pandemic) to create an emergency fund for writers at risk. This has enabled us to continue to provide practical support to colleagues around the world: we have administered 7000 GBP of these funds to writers from a range of countries, including Egypt, Honduras, Turkey, the UK, and Ukraine. We also continue to have a good relationship with the Prisoners of Conscience Appeal Fund and the TS Eliot Foundation and remain very grateful for their support in this area.

Writers in residence

Due to the ongoing Coronavirus pandemic, we were not able to host any residencies for international writers in 2020-21. We maintained contact with former residents and worked with our funders to ensure that writers who may have benefited from the residency programme continued to receive practical support through the creation of the aforementioned emergency fund. Together with our newly-appointed Turkey Programme Coordinator, we will also be working to develop residencies and other forms of concrete support for writers at risk from Turkey in 2021-22.

Visa and asylum support

English PEN provided support to a number of writers applying for visas or seeking asylum in the UK.

PEN Uganda: Make Space

Our work with our sister centre PEN Uganda to support their initiative to create a library for writers in exile has had to be paused due to the impact of COVID-19. We aim for this to be relaunched in 2021/22.

Roundtable discussions

In 2020/21 English PEN co-hosted a private roundtable with ARTICLE 19 to discuss academic freedoms in the UK, including discussion of the government's white paper on this topic.

UK Campaigns

English PEN submitted responses to the following consultations in 2020-21:

Hate Crime Laws: A Consultation Paper – Law Commission.

- In this consultation the Law Commission made a number of proposals for reform. It recommended that decisions on what 'protected characteristics' should be included in hate crime and hate speech laws should be dependent on a 'demonstrable need' based on evidence of prevalence. It also recommended that the laws around hate speech, currently found in Part 3 and 3A of the Public Order Act 1986, should be standardised and streamlined. The Commission also recommended that 'insulting' words should no longer be included in any criminal definition. In our consultation response, English PEN welcomed these proposals. If hate speech laws continue to be a part of our legal framework, then measures that simplify and narrow the definition of what constitutes hate speech should reduce the 'chill' on freedom of expression.
- The commission also recommended removing the 'private dwelling' protection for hate speech. English PEN strongly opposes such a change to the law.

Trustees' annual report

Indeed, we recommend the inclusion of a 'private conversation' defence to protect private speech that happens to take place in public.

- Finally, the commission asks whether the concept of 'privileged' speech that currently operates in defamation law could also be introduced for hate speech. English PEN believes that there should be an absolute right of citizens to repeat and republish words spoken in parliament, courts, and other official settings.
- You can see our full response here: [https://www.englishpen.org/wp-content/uploads/2021/01/Hate Crime Consultation EnglishPEN Response Autumn 2020.pdf](https://www.englishpen.org/wp-content/uploads/2021/01/Hate_Crime_Consultation_EnglishPEN_Response_Autumn_2020.pdf)

Harmful Online Communications: The Criminal Offences - Law Commission.

- The consultation proposed an overhaul of the criminal offences governing electronic communications, including social media. English PEN has consistently called for the reform of these offences. The Law Commission proposed abolition of the current offences, which criminalise 'grossly offensive' messages alongside threats and abuse. In our consultation response, we welcomed this proposal. In its place, the Law Commission proposed a harm-based offence. If there are to be laws that criminalise certain kinds of online communications, then we consider such an approach to be preferable to the current law. In general, restrictions on freedom of expression only become permissible when they infringe on other human rights, and only then if the curbs on free speech are limited and proportional. However, in our response we expressed concern at the 'serious psychological distress' standard for harm that the Law Commission proposes. Without recourse to objective clinical standards, the law would almost certainly be too vague and subjective, and therefore cast a 'chill' on freedom of expression.
- Throughout our response, we also distinguish between messages that are broadcast to the world at large (for example on a blog or to all one's social media followers) and messages that are addressed to one or more individuals (for example via email, direct message, or a 'tagged' social media post). The Law Commission's proposals do not distinguish between these two conceptually different types of message, and we believe that they should. Measures that might be proportionate when applied to targeted/addressed communications could cast an undue 'chill' on freedom of expression speech if applied to all social media and web posts.
- You can see our full response here: [https://www.englishpen.org/wp-content/uploads/2021/01/Online Communications Consultation Response English PEN.pdf](https://www.englishpen.org/wp-content/uploads/2021/01/Online_Communications_Consultation_Response_English_PEN.pdf)

Freedom of Expression Online - House of Lords Digital and Communications Committee. English PEN also provided a response to the House of Lords Digital and Communications Committee regarding their inquiry into Freedom of Expression Online. Much of this mirrored our response to the Online Harms White Paper. In summary:

- International Context: When making proposals on matters that affect freedom of expression in the United Kingdom, we urged the Committee to consider the international implications of any recommendations.
- 'Rights based approach': When looking at the regulation of online content, we recommended the adoption of a 'rights-based' regulatory model, where a regulator would ask social media companies to develop terms of service that protect not only the right to safety, but also freedom of expression and privacy rights.

Trustees' annual report

- **Clarity of approach:** We expressed our support for the abolition of the Communications Act 2003 c.21, section 127 offences and the removal of offences based on concepts of 'offence' or 'annoyance' therein. However, we call for any new offences proposed to be linked to tangible, demonstrable *harm* to the recipient of a communication, and for objective standards to be utilised in the assessment of this.
- **Anonymity:** We strongly support the right of social media users and those operating their own websites to do so anonymously or pseudonymously.
- **Online vs offline:** we expressed support for the idea that online and offline content should be treated equally under the law

Covid-19 Response

English PEN was a founding partner of a rapid response Authors' Emergency Fund to support authors affected financially by the pandemic. This project was led by the Society of Authors, and was in partnership with the TS Eliot Foundation, the Royal Literary Fund, Amazon UK, Arts Council England and others. This launched in March 2020.

Engagement and events on Freedom of Expression

English PEN staff took part in a number of events and conferences around freedom of expression, including:

- The Global Conference for Media Freedom (hosted by Canada);
- PEN International's Writers in Prison Committee Conference;
- The Thomson Reuters Trust Conference;
- Launch of the Safe Refuge for Journalists report authored by Professor Can Yeğinsu (English PEN is among the organisations to have endorsed the report);
- Lawyer-led seminar on artists visas for the UK (hosted by British Council & Creative Europe).

Translating World Literature

2020-21 saw English PEN's Writers in Translation programme build on its successes in grant-giving, online publishing, events programming and advocacy. International Translation Day successfully took place online and brought together 250 translators, PEN Translates awarded 36 grants to books from 27 countries, and PEN Transmissions commissioned work and interviews from 57 international writers.

PEN Translates

PEN Translates has now supported over 300 books from over 60 languages, developing literary diversity in the UK whilst ensuring translators are paid properly for their work. In 2020-21, PEN Translates

- Supported 36 books from 29 publishers, 27 countries and 20 languages
- Awarded 74% of grants to women and non-binary writers and 65% of grants to women and non-binary translators
- Gave awards for the first time to titles from Algeria, Benin, Guinea and Guadeloupe, and books translated from Gun, Kurmanji and Latin
- Supported the first novel from South Sudan ever to be translated into English, and the first collection of Kurdish speculative fiction ever to be published in the UK.

Trustees' annual report

PEN Translates has particularly supported small publishers at the vanguard of literary translation, for whom 100% of translations costs are awardable. In 2020-21, it:

- Awarded 78% of grants to small presses
- Awarded 44% of grants to publishing houses outside London.

PEN Translates-supported titles have been recognised by national and international prizes. In 2020-21:

- *Hurricane Season* by Fernanda Melchor, translated by Sophie Hughes, was shortlisted for the 2020 Man Booker International prize
- *The Eighth Life* by Nino Haratischwili, translated by Ruth Martin and Charlotte Collins, won the 2020 Warwick Prize for Women in Translation.

International Translation Day

On 30 September, we held the 11th International Translation Day (ITD) – the first programme to be hosted entirely online. In line with our broader events strategy during the COVID-19 pandemic, we harnessed this pivot to the digital to increase capacity, include international participants and audiences, and develop programming. The programme was day-long, featuring eight sessions and 32 speakers from 11 countries, and was attended by 250 audience-members. Panels explored diversifying translation, translation across UK regions, translation practices internationally, the effects of COVID-19 on the lives of translators, and translating the Booker Prizes into and out of English. There were also non-language-specific workshops, opportunities to pitch to leading UK publishers, the announcement of the Oxford-Weidenfeld Prize, and a headline conversation with Fernanda Melchor and Sophie Hughes.

The response was extremely positive, with attendees calling the programme 'incredibly insightful, passionate and honest'; 'herculean'; 'wholly insightful'; and 'an oasis in these hard times'.

The programme was generously supported by ALCS, the Booker Prize Foundation and the National Centre for Writing.

PEN Transmissions

PEN Transmissions is English PEN's online magazine for international and translated voices. *PEN Transmissions* has become a key platform during the COVID-19 pandemic. It was quickly recognised that demand for online publishing would rise, and that *PEN Transmissions* could be harnessed as a space to platform conversations planned as part of PEN's events programme. As such, in an editorial on 30 March, we announced that we would be doubling *PEN Transmissions'* output, moving to weekly publication. This publishing schedule continued throughout 2020-21, during which *PEN Transmissions*:

- Commissioned 43 essays and interviews by writers in 31 countries
- 61% of writers commissioned identified as women or non-binary
- 60% of commissioned voices were writers of colour
- The magazine was read by over 39,900 readers in 167 countries
- Featured voices as diverse as Olivia Laing, Ingrid Persaud, Taqralik Partridge, Kavita Puri, Scholastique Mukasonga, Maryse Condé, Tsitsi Dangarembga, Priyamvada Gopal, Mia Couto, Steven Hall, Robert Jones, Jr., and Svetlana Alexievich
- In collaboration with the British Museum and Edmund de Waal, published a series of pieces exploring the theme of exile.
- Published a week of in conversation pieces with the speakers programmed to speak at the cancelled London Book Fair.

Celebrating Literary Talent

Our 2020-2021 events programmes continued to focus on platforming international voices and UK writers to speak to the key areas of English PEN's work. Due to the Coronavirus pandemic we were not able to hold events in-person, but made a very successful transition to online programming, reaching total audiences of over 15,700 throughout 2020/21.

2021 marks the Centenary of English PEN, and this is being marked through a major programme of work titled Common Currency in partnership with arts organisations across England including Nottingham UNESCO City of Literature, Off the Shelf, Southbank Centre, Bristol Festival of Ideas, METAL, and New Writing North, supported by Arts Council England and other funders. This programme of work will continue throughout 2021, with partners across the UK and Ireland.

At least 85% of our events were presented in collaboration, we worked with established artistic partners including the British Museum, British Council, International Booker Prize, Hay Festivals, National Centre for Writing, Free Word, the Society of Authors, Refugee Tales, Poetry Translation Centre.

Due to Coronavirus outbreak, the planned English PEN Literary Salon at London Book Fair was unable to go ahead in March 2020, However, we chose to platform the conversations as a week-long series on PEN Transmissions in April 2020. These commissioned pieces featured Dean Atta, Lavie Tidhar, Eley Williams, Irenosen Okojie and Hazel Barkworth and were read by 950 people from 90 countries

Event Highlights

Common Currency

The English PEN Centenary project Common Currency commenced on 11 October 2020 with a virtual event with author Fatima Bhutto held in partnership with Durham Book Festival. We also co-hosted multiple events with Bristol Festival of Ideas, a creative writing project with Off the Shelf, and a digital residency with Zambian-Ghanaian writer, literary critic, and editor Efemia Chela with Literature Works. Common Currency will continue throughout 2021.

Library of Exile

We successfully held a series of four online events in collaboration with the British Museum as part of Edmund de Waal's 'library of exile' installation. These events featured writers including Edmund de Waal, Elif Shafak, Kavita Puri, Hamid Ismailov, Taqralik Partridge, Shaul Bassi, James Thornton, Ma Jian, Flora Drew, Dima Wannous, Selma Dabbagh and Alia Trabucco Zerán. The events reached online audiences of over 8000 in over 50 countries.

Prizes

2020 PEN Pinter Prize: Linton Kwesi Johnson

British writer Linton Kwesi Johnson was awarded the 2020 PEN Pinter Prize in a digital event in October 2020 in collaboration with the British Library. He named Eritrean poet and journalist Amanuel Asrat as the International Writer of Courage. Over 900 people attended the online event. This year for the first time we also commissioned a writer to create a piece especially for the occasion; award-winning poet Jay Bernard wrote a new poem in tribute to Linton Kwesi Johnson

2020 PEN Ackerley Prize: Alison Light

The 2019 PEN Ackerley Prize was awarded to Alison Light for her memoir *A Radical Romance* (Penguin)

2020 PEN Hessel-Tiltman Prize: Anita Anand

The 2020 PEN Hessel-Tiltman Prize was awarded to Anita Anand for *The Patient Assassin* (Simon & Schuster).

Literature Programmers Peer Group

As a result of the uncertainty around events and public gatherings, English PEN founded an online group of over 150 people for live literature programmers to share experiences, concerns, successes, and to support one another.

Membership

Membership of English PEN as of 31 March 2021 was 1008, with 190 new members joining us throughout the year. This year we also welcomed three new Honorary Members – Nedim Türfent, Zehra Doğan and Awet Fissehaye.

Throughout the year, membership processing systems were streamlined and harmonised. The membership database was updated to better serve our needs, and work was done on implementing new CRM software.

Efforts were made to enhance the membership experience for supporters of English PEN, particularly during the pandemic. This included the implementation of a regular members' Zoom call, to provide community, mutual support and closer engagement with PEN's work at this very difficult time. This initiative included conversations with Philippe Sands, Nurcan Baysal, Kerri ní Dochartaigh, Margie Orford, Pilar Quintana, Lisa Dillman, Hanna Komar, Abraham Zere and many others.

English PEN also launched a new concessionary membership category in the summer of 2020. This aims to help to remove barriers to participation for those on low or unreliable incomes, and is in accord with English PEN's stated aims of supporting readers and writers who are underrepresented in the literary world.

Trustees' annual report

Communications

Press highlights

2020–21 media coverage highlights include: PEN Pinter Prize 2020 features on BBC Radio 4, [Front Row](#); [The Guardian](#) and [Channel 4 News](#) and Philippe Sands' [The Guardian](#) piece on PENWrites.

Website

In June 2020, we launched a new website for English PEN with refreshed branding and additional flexibility to add new page designs and remodel sections. The layout of every page, including the homepage, can be designed using any combination of imagery and text seen across the site. English PEN web traffic now regularly reaches up to 15,000 unique page views monthly.

Social media

We increased our Twitter following by 1,900 to a total of 50,200 by March 2021, our Instagram reached 2,744 followers, our LinkedIn page has reached 27,599 followers and our Facebook following grew to 11,738.

Digital engagement

As well as continuing monthly emails to our three core audiences (members, bulletin subscribers, PENWrites subscribers) we commissioned a *Common Currency* trailer which was shown at all digital events organised as part of the centenary year.

Trustees' annual report

Financial review

The net result for the year, a surplus of £251k comprises a surplus on unrestricted funds of £109.6k and a surplus of £141.3k on restricted funds, the latter a reflection of restricted project income received and not yet spent.

Income for the year showed an increase on the previous year, at £718k (2020: £641k). Expenditure at £494k also showed an increase (2020: £447k).

The increase in income is primarily due to restricted project funds, with membership income and core grant funding for the year ended 31 March 2021, comparable with the previous year.

The increase in expenditure is mainly attributable to greater expenditure on projects funded through restricted funds, particularly the centenary programme.

At 31 March 2021, unrestricted free reserves – that is, unrestricted funds excluding those represented by fixed assets – were £377k including designated funds of £50k. This is greater than our reserve policy of holding the equivalent of a minimum of six months' operating costs. The designated funds are to support a development post, with expenditure to be completed by the end of March 2023. Restricted funds of £467k, were held at the year end.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The charity maintains and reviews a risk register, which focuses on the major strategic and operational risks the charity faces, including mitigating actions to reduce each risk to a level the trustees consider acceptable. The risk register is reviewed and maintained by the director and reviewed in detail by the trustees annually.

The major risks faced by the charity are:

- Financial sustainability
- Reputational risk
- Recruiting and retaining appropriate trustees and staff

Reserves policy

The trustees have adopted a risk-based approach to determine an appropriate level of reserves and it is the charity's policy to hold unrestricted free reserves to cover operating costs for six months. At 31 March 2021, unrestricted free reserves were £377k, of which £222k is equivalent to approximately six months running costs.

Going concern

The financial statements have been prepared on a going concern basis.

Trustees' annual report

The trustees have given due consideration to the working capital and cash flow requirements and consider current and forecast cash resources to be sufficient to cover the working capital requirements of the charity for at least 12 months from the date of signing this report and the financial statements.

Statement of trustees' responsibilities

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

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity 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 business.

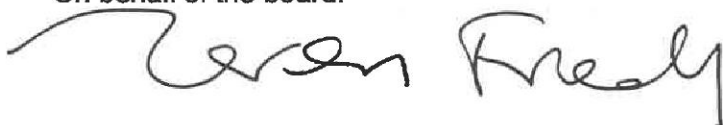
The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding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

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

Statement as to disclosure of information to auditors

So far as the trustees are aware, there is no relevant information (as defined by Section 418 of the Companies Act 2006) of which the charitable company's auditors are unaware, and each trustee has taken all the steps that they ought to have taken as a trustee in order to make them aware of audit information and to establish that the charitable company's auditors are aware of that information.

On behalf of the board:



Maureen Freely, Chair
19 October 2021

Independent auditor's report to the members of English PEN

Opinion

We have audited the financial statements of English PEN (the 'charitable company') for the year ended 31 March 2021 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (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 2021 and 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 Auditors 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 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.

Conclusion relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt that the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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

English PEN

Report and financial statements for the year ended 31 March 2021

Independent auditor's report to the members of English PEN

financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

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

- the information given in the Report of the Trustees for the financial year for which the financial statements
- the Report of the Trustees 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 Report of the Trustees.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where 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;
- 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.

Responsibilities of trustees

As explained more fully in the Statement of Trustees Responsibilities, 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.

Our 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 a Report of the Independent Auditors 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.

English PEN

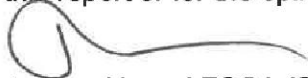
Report and financial statements for the year ended 31 March 2021

Independent auditor's report to the members of English PEN

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

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.



Jeremy Harrod FCCA (Senior Statutory Auditor)
For and on behalf of Grant Harrod Lerman Davis LLP
Chartered Accountants
Statutory Auditors
1st Floor
Healthaid House
Marlborough Hill
Harrow
Middlesex
HA1 1UD

Date: 19/10/21

English PEN
Report and financial statements for the year ended 31 March 2021

Statement of financial activities for the year ended 31 March 2021

	Notes	Unrestricted funds £	Restricted funds £	Total 2020/21 £	Total 2019/20 £
Income and endowments from:					
Donations and legacies	2	136,018	-	136,018	126,724
Charitable activities:					
<i>Community Engagement</i>		37,500	67,600	105,100	114,934
<i>Writers in Translation</i>		18,500	177,692	196,192	145,340
<i>Campaigns & Writers at Risk</i>		32,083	105,824	137,907	111,041
<i>Prizes</i>		-	12,000	12,000	12,000
<i>Other charitable income</i>		117,261	-	117,261	115,144
Other trading activities	3	1,712	-	1,712	1,081
Investments	4	5,624	2,330	7,954	9,430
Other	5	3,967	-	3,967	5,130
Total income		352,665	365,446	718,111	640,823
Expenditure on:					
Raising funds	6	9,422	-	9,422	7,470
Charitable activities:	7,8				
<i>Community Engagement</i>		54,659	51,238	105,897	67,333
<i>Writers in Translation</i>		105,433	119,454	224,887	205,035
<i>Campaigns & Writers at Risk</i>		70,779	35,292	106,071	125,603
<i>Prizes</i>		9,106	17,912	27,018	24,044
<i>Other charitable expenditure</i>		20,759	-	20,759	17,594
Total expenditure		270,158	223,896	494,055	447,079
Net operating income/ (expenditure) before gains/ (losses) on investments		82,507	141,550	224,056	193,744
Net (losses)/ gains on investments	14	27,101	(236)	26,865	(31,734)
Net movement in funds		109,608	141,313	250,921	162,009
Funds brought forward		276,173	325,213	601,385	439,376
Funds carried forward		385,781	466,526	852,307	601,385

All of the above results are derived from continuing activities and there are no other gains or losses than those stated above.

A comparative statement of financial activities is presented on page 36

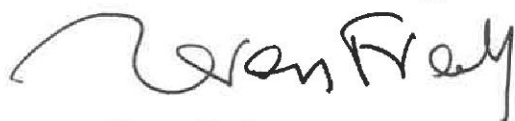
English PEN

Report and financial statements for the year ended 31 March 2021

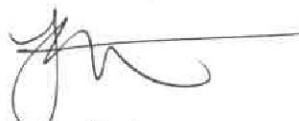
Balance sheet as at 31 March 2021

	Notes	Unrestricted funds £	Restricted funds £	31 March 2021 £	31 March 2020 £
Fixed assets					
Tangible fixed assets	13	8,892	-	8,892	8,250
Investments	14	164,553	71,650	236,203	189,995
		<u>173,445</u>	<u>71,650</u>	<u>245,095</u>	<u>198,245</u>
Current assets					
Debtors	15	6,545	-	6,545	23,041
Cash at bank and in hand		<u>218,584</u>	<u>438,445</u>	<u>657,030</u>	<u>459,508</u>
		225,129	438,445	663,575	482,549
Creditors					
Amounts falling due within one year	16	<u>(12,793)</u>	<u>(43,569)</u>	<u>(56,362)</u>	<u>(79,407)</u>
Net current assets		<u>212,335</u>	<u>394,876</u>	<u>607,213</u>	<u>403,142</u>
Net assets		<u>385,781</u>	<u>466,526</u>	<u>852,308</u>	<u>601,387</u>
Funds	17				
Unrestricted - general		335,781	-	335,781	276,173
Unrestricted - designated		50,000	-	50,000	-
Restricted		<u>-</u>	<u>466,526</u>	<u>466,526</u>	<u>325,213</u>
Total funds		<u>385,781</u>	<u>466,526</u>	<u>852,307</u>	<u>601,385</u>

The financial statements were approved by the Board on 19 October 2021 and signed on its behalf by:



Maureen Freely
Chair



Joanna Stocks
Treasurer

Company number: 05747142

English PEN
Report and financial statements for the year ended 31 March 2021

Statement of cash flows for the year ended 31 March 2021

	Note	Total £	Total 2019/20 £
Net cash provided by/ (used in) operating activities	A	192,827	190,389
Cash flows from investing activities:			
Interest on bank deposits		39	82
Dividends on investments		7,915	9,348
Net cash provided by investing activities		7,954	9,430
Cash flows from financing activities:			
Purchase of fixed assets		3,259	8,863
Repayment of finance lease		-	-
Net cash used in financing activities		3,259	8,863
Change in cash and cash equivalents in the year		197,522	190,955
Cash and cash equivalents brought forward		459,508	268,533
Cash and cash equivalents carried forward		657,030	459,508

Note A: Reconciliation of net expenditure to net cash flow from operating activities

Net income/ (expenditure) for the year (as per the statement of financial activities)	250,921	162,009
Depreciation charges	2,617	2,404
Loss/Gain on disposal of asset	0	2,991
Interest on bank deposits	(39)	(82)
Dividends on investments	(7,915)	(9,348)
(Gains)/losses on revaluation of investments	(46,208)	31,734
Decrease/ (increase) in debtors	16,496	2,239
(Decrease)/ increase in creditors	(23,045)	(1,559)
Net cash provided by/ (used in) operating activities	192,827	190,388

English PEN

Report and financial statements for the year ended 31 March 2021

Accounting policies

a) Basis of preparation

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 UK and Republic of Ireland (FRS 102) (effective 1st January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The financial statements have been prepared on a going concern basis, under the historical cost convention and on an accruals basis.

b) Income

Income is recognised and included in the accounts when the following criteria are met: the charity is entitled to the funds; any performance criteria attached to the item(s) of income have been met; there is sufficient certainty that the receipt of the income is probable; and the amount can be measured reliably.

Income received in advance of an event or a provision of other specified service is deferred until the criteria for income recognition are met.

c) Expenditure

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Wherever possible, costs are directly attributed to these headings. Where costs cannot be directly attributed to particular headings they, have been allocated to activities on a basis consistent with the use of resources.

- Support costs include all expenditure not directly related to charitable activities e.g. general office costs, administration, management and governance.

- Governance costs are those costs incurred in the governance of the charity and are primarily associated with the constitutional and statutory requirements.

- Support costs, including governance, are allocated to expenditure on raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in notes 8 and 9.

d) Fund accounting

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or the funds raised for particular restricted purposes.

Unrestricted funds are funds which are available for use at the discretion of the trustees in furtherance of the charitable objectives of the charity

e) Tangible fixed assets

Items with a value greater than £1,000 are capitalised. Tangible fixed assets are stated at cost less accumulated depreciation. Provision is made for depreciation on all tangible assets at rates calculated to write off the cost of each asset over its expected useful life, as follows:

- Fixtures, fittings, computers & software - 25% per annum on a reducing balance basis.

f) Investments

Investments are stated at market value as at the balance sheet date. Any gain or loss on revaluation is taken to the Statement of Financial Activities in the period to which they relate.

g) Pension costs

Pension contributions payable to employee defined contribution pension schemes are charged to the Statement of Financial Activities in the period to which they relate.

English PEN
Report and financial statements for the year ended 31 March 2021

Notes to the financial statements

2 Donations and legacies

	Unrestricted	Restricted	2021	2020
	£	£	£	£
Donations	33,813	-	33,813	23,177
Memberships	62,205	-	62,205	57,547
Silver PEN members	3,000	-	3,000	5,000
Silver PEN partners	37,000	-	37,000	41,000
	136,018	-	136,018	126,724

3 Other trading activities

	Unrestricted	Restricted	2021	2020
	£	£	£	£
Fundraising events	-	-	-	-
Other	1,712	-	1,712	1,081
	1,712	-	1,712	1,081

4 Investment income

	Unrestricted	Restricted	2021	2020
	£	£	£	£
Dividends	5,585	2,330	7,915	9,348
Bank interest	39	-	39	82
	5,624	2,330	7,954	9,430

5 Other income

	Unrestricted	Restricted	2021	2020
	£	£	£	£
Royalty income	1,238	-	1,238	1,554
Other	2,728	-	2,728	3,576
	3,967	-	3,967	1,554

6 Analysis of expenditure on raising funds

	Unrestricted	Restricted	2021	2020
	£	£	£	£
Direct costs	6,247	-	6,247	5,529
Governance costs (note 8)	103	-	103	107
Support costs (note 8)	3,072	-	3,072	1,833
	9,422	-	9,422	7,470

English PEN
Report and financial statements for the year ended 31 March 2021

Notes to the financial statements

7 Analysis of expenditure

	Direct staff costs (note 11) £	Direct costs (non-staff) £	Support costs (note 8) £	Total 2021 £	Total 2020 £
<i>Raising funds</i>					
Direct costs of fundraising	6,247	-	3,176	9,422	7,470
<i>Charitable activities</i>					
Community Engagement	49,496	20,710	35,690	105,897	67,333
Writers in Translation	28,776	120,317	75,794	224,887	205,035
Campaigns & Writers at Risk	57,266	13,056	35,749	106,071	125,603
Prizes	7,318	10,594	9,106	27,018	24,044
Other charitable expenditure	-	13,763	6,997	20,759	17,594
	142,856	178,440	163,336	484,632	439,609
Total expenditure	149,103	178,440	166,512	494,055	447,079

English PEN
Report and financial statements for the year ended 31 March 2021

Notes to the financial statements

8 Allocation of support costs

The charity allocates its support costs (including Governance costs) as follows:

	Expenditure on raising funds	Expenditure on charitable activities	Total support costs 2021	Total support costs 2020
	£	£	£	£
Support costs				
Staff costs (note 11)	2,173	111,775	113,948	48,508
Printing, postage and stationery	21	1,057	1,078	1,338
Travel, accommodation & subsistence	5	263	268	3,366
IT & web costs	8	391	398	11,770
Insurance	52	2,657	2,709	2,753
Rent	635	32,658	33,293	31,141
Subscriptions	8	419	427	274
Bank charges & similar	23	1,205	1,229	1,034
Other costs	98	5,035	5,133	7,129
Depreciation	50	2,567	2,617	2,404
Governance costs (note 9)	103	5,309	5,412	6,429
	3,176	163,336	166,512	116,145

Support and Governance costs are allocated based on the direct spend on those activities.

9 Governance costs

Governance costs are broken down as follows:

	Expenditure on raising funds	Expenditure on charitable activities	Total governance costs 2021	Total governance costs 2020
Legal fees	-	-	-	-
Audit fees	80	4,120	4,200	4,200
Board costs	4	231	236	279
Insurance	17	875	892	751
Other	2	83	84	2,336
	103	5,309	5,412	7,566

10 Net income/ (expenditure) for the year

This is stated after charging:

	Total 2021	Total 2020
	£	£
Operating leases - equipment	2,361	1,999
Depreciation	2,617	2,404
Loss on disposal of fixed assets	-	(2,990)
Auditors' remuneration	4,500	4,500
	9,478	5,913

English PEN
Report and financial statements for the year ended 31 March 2021

Notes to the financial statements

11 Staff costs and trustees' remuneration and expenses

The aggregate payroll costs were:

	Total 2021 £	Total 2020 £
Wages and salaries	235,389	166,763
Social security costs	18,877	12,679
Pension costs	11,049	7,012
Subtotal payroll costs	265,315	186,454
Temporary staff and interns	-	450
Other staff costs	4,602	450
Total staff costs	269,916	187,354

The charity considers its key management personnel comprise the trustees and the director. No employee received an annual remuneration in excess of £60,000 (2020: nil).

During the year, two trustees each received £250 and one trustee received £150 for chairing public programme events (2020: £255 to one trustee).

During the year, one trustee received reimbursed expenses in connection with Board meetings amounting to £133 (2020: £1,021 to one trustee).

The average number of full-time equivalent employees (including casual and part-time staff) during the year were as follows:

	Total 2021	Total 2020
Writers in Translation	0.9	0.7
Campaigns & Writers at Risk	1.4	1.0
Public Programmes	1.3	1.0
Fundraising	0.1	0.1
Management, administration & governance	3.0	1.9
	6.6	4.7

The average head count number of staff during the year was 8 (2020: 6.3)

12 Grants payable

The charity made the following grants during the year:

	Grants to institutions £	Grants to individuals £	Total 2021 £	Total 2020 £
Writers in Translation	79,522		79,522	97,948
Writers at Risk (relief grants)		7,554	7,554	6,990
	79,522	7,554	87,076	83,146

English PEN
Report and financial statements for the year ended 31 March 2021

Notes to the financial statements

12 Grants payable continued

Recipients of institutional grants for PEN projects were as follows:

	Total 2021 £	Total 2020 £
And Other Stories Publishing	4,308	3,210
Arc Publications	1,137	-
Aurora Metro Publications Ltd	-	1,985
Bloodaxe Books	2,000	-
Boiler House Press	1,850	-
Carcenet Press Ltd	-	2,250
Cassava Republic Press	-	2,000
Charco Press	4,398	9,550
Comma Press	7,874	9,051
DAS Editions	2,535	-
Daunt Books	1,750	-
Dedalus Ltd	3,040	5,190
Fitzcarraldo Editions	4,403	2,203
Francis Boutle Publishers	1,000	1,000
Fum D'Estampa Press	2,250	-
Granta Publications	-	998
Haus Publishing	-	2,500
Istros Books	6,775	117
Jacaranda Books Art Music Ltd	-	2,225
Jantar Publishing	2,528	-
Latin American Bureau	-	1,220
Lolli Editions	90	-
Neem Tree Press	1,055	-
One World Publications	-	4,813
Peepal Tree	2,300	2,300
Peirene Press Ltd	1,000	1,000
Penguin Random House UK	1,500	2,942
Pushkin Press	3,000	-
Quercus	-	525
Scotland Street Press	2,803	2,803
Scribe Publications	2,250	6,959
Smokestack Books	3,000	1,000
Strangers Press	-	2,050
Stripes Press	500	-
The Emma Press Limited	-	152
The History Press	-	7,250
The Poetry Translation Centre Ltd	1,500	7,250
The Random House Group Ltd	-	2,162
Tilted Axis Press CIC	10,083	10,150
Tiny Owl	250	250
Verso t/a New Left Books	-	1,500
World Editions	4,346	1,346
	79,522	97,949

English PEN
Report and financial statements for the year ended 31 March 2021

Notes to the financial statements

13 Tangible fixed assets

	Fittings, computers & software £	Total 2021 £	Total 2020 £
Cost			
At 1 April 2020	9,167	9,167	57,700
Additions	3,259	3,259	8,863
Disposals	-	-	(57,396)
At 31 March 2021	<u>12,426</u>	<u>12,426</u>	<u>9,167</u>
Depreciation			
At 1 April 2020	917	917	52,920
Charge for the year	2,617	2,617	2,404
Disposals	-	-	(54,407)
At 31 March 2021	<u>3,534</u>	<u>3,534</u>	<u>917</u>
Net Book Value			
At 31 March 2021	<u>8,892</u>	<u>8,892</u>	<u>8,250</u>

14 Fixed asset investments

	Total 2021 £	Total 2020 £
Market value as at 1 April	189,995	221,729
Unrealised gains/ (losses) on investments	26,865	(31,734)
Market Value as at 31 March	<u>236,203</u>	<u>189,995</u>
Historical Cost	<u>151,208</u>	<u>151,208</u>

	Market Value 2021 £	Cost 2021 £	Market Value 2020 £	Cost 2020 £
City of London Investment Trust	56,470	31,397	47,467	31,397
M&G Investment (Charifund)	71,001	44,160	57,658	44,160
Halifax (Bankers Investment Trust)	17,739	9,334	12,984	9,334
Witan Investment	19,343	19,343	-	-
COIF Fixed Interest (CCLA)	71,650	66,317	71,886	66,317
	<u>236,203</u>	<u>170,551</u>	<u>189,995</u>	<u>151,208</u>

English PEN
Report and financial statements for the year ended 31 March 2021

Notes to the financial statements

15 Debtors

	Total 2021 £	Total 2020 £
Trade debtors	-	21,200
Accrued income	-	-
Prepayments	5,545	841
Other debtors	1,000	1,000
	6,545	23,041

16 Creditors: amounts falling due in less than one year

	Total 2021 £	Total 2020 £
Trade creditors	8,267	14,444
Social security and other taxes	(1,627)	-
Deferred income	38,121	55,201
Accruals and other creditors	11,600	9,761
	56,362	79,407

Deferred income relates to grant income received in advance, which is deferred to the accounting period to which it relates.

Movement in deferred income during the year was as follows:

	Total 2021 £	Total 2020 £
Deferred income brought forward	55,201	62,924
Released in year	(32,080)	(62,924)
Deferred in year	15,000	55,201
Deferred income carried forward	38,121	62,924

English PEN
Report and financial statements for the year ended 31 March 2021

Notes to the financial statements

17 Movement in funds

	At 31 March 2020 £	Income £	Expenditure £	Gain/(loss) on investments £	At 31 March 2021 £
Restricted:					
Community Engagement					
Arts Council England	74,700	67,600	51,238	-	91,062
Essex Book Festival	249	-	-	-	249
Joyce Carr Doughty Trust	-	-	-	-	-
Prison Writing Competition Campaign	2,270	-	-	-	2,270
Salisbury World	1,870	-	-	-	1,870
	<u>79,089</u>	<u>67,600</u>	<u>51,238</u>	<u>-</u>	<u>95,451</u>
Writers in Translation					
ALCS	-	5,000	3,271	-	1,729
Arts Council England	134,574	116,952	100,291	-	151,235
Booker Prize Foundation	-	5,000	3,271	-	1,729
British Council	-	50,740	10,950	-	39,790
Fondation Jan Michalski	7,390	-	1,670	-	5,720
	<u>141,964</u>	<u>177,692</u>	<u>119,454</u>	<u>-</u>	<u>200,202</u>
Campaigns & Writers at Risk					
Anonymous donor	4,051	-	3,580	-	471
Open Society Foundations (OSF) (Writers in Residence)	29,010	104,824	30,251	-	103,583
OSF (Criminal defamation)	1,013	-	-	-	1,013
Prisoners of Conscience Appeal Fund	1,480	1,000	1,000	-	1,480
Open Rights Group	6,292	-	-	-	6,292
The Joseph Rowntree Charitable Trust	3,051	-	462	-	2,589
	<u>44,897</u>	<u>105,824</u>	<u>35,292</u>	<u>-</u>	<u>115,428</u>
Prizes					
Blavatnik	1	10,000	9,992	-	9
Hessell-Tiltman Prize fund (dividends)	(12,624)	2,330	5,920	-	(16,213)
Ruth Maxted (PEN Pinter)	-	2,000	2,000	-	-
	<u>(12,623)</u>	<u>14,330</u>	<u>17,912</u>	<u>-</u>	<u>(16,205)</u>
Investments					
Hessell-Tiltman Prize fund	71,886	-	-	(236)	71,650
	<u>325,213</u>	<u>365,446</u>	<u>223,896</u>	<u>(236)</u>	<u>466,526</u>
Subtotal restricted funds					
	<u>276,173</u>	<u>352,665</u>	<u>270,158</u>	<u>27,101</u>	<u>385,781</u>
Unrestricted:					
General unrestricted funds	<u>276,173</u>	<u>352,665</u>	<u>270,158</u>	<u>27,101</u>	<u>385,781</u>
Total funds	<u>601,385</u>	<u>718,111</u>	<u>494,055</u>	<u>26,865</u>	<u>852,307</u>

English PEN
Report and financial statements for the year ended 31 March 2021

Notes to the financial statements

17 Purposes of restricted funds

Community Engagement

- Arts Council England supported English PEN's centenary project, Common Currency
- Essex Book Festival funded creative writing workshops and a panel event as part of the Writing on the Inside prison writing project
- Joyce Carr Doughty Charitable Trust funded a writer in residence at HMP Leicester
- Prisons Writing Competition Campaign is supported by various donations from English PEN supporters
- Salisbury World supported the 20:20 Vision workshop programme

Writers in Translation

- ALCS supported International Translation Day
- Arts Council England supported English PEN's core activities and Writers in Translation programme
- Bloomberg LP supported English PEN's Writers in Translation programme, including PEN Transmissions
- The Booker Prize Foundation supported International Translation Day
- The British Council supported the Quarabic Anthology Project
- Fondation Jan Michalski supported PEN Transmissions

Campaigns & Writers at Risk

- An anonymous donor supported English PEN's Writers in Residence programme
- Open Society Foundations (OSF) supported English PEN's Writers at Risk projects, including the Writers in Residence programme
- Prisoners of Conscience Appeal Fund supported individual writers at risk internationally
- The Joseph Rowntree Reform Trust funded English PEN's campaign for libel reform in Northern Ireland and Scotland
- Open Rights Group, Big Brother Watch and English PEN raised funds for Privacy not Prism and for future legal work to stop UK mass

Prizes

- The Blavatnik Family Foundation supported the PEN Pinter Prize
- The Hessell-Tiltman Prize Fund supported an annual literary prize awarded for a non-fiction book of specifically historical content. Marjorie Hessell-Tiltman was a member of PEN. As well as the capital sum, English PEN benefits from dividends received quarterly
- Ruth Maxted supported the PEN Pinter prize

English PEN
Report and financial statements for the year ended 31 March 2021

Notes to the financial statements

18 Analysis of net assets between funds

	Tangible fixed assets £	Investments # £	Net current assets £	Total funds 2021 £	Total funds 2020 £
Restricted funds	-	71,650	394,876	466,526	325,213
Unrestricted funds	8,892	164,553	212,335	385,781	276,175
Total funds	8,892	236,203	607,212	852,307	601,387

19 Operating lease commitments

At 31 March 2021 English PEN had no annual commitments under operating leases expiring within one year (2020: nil).

20 Related party transactions

There were no related party transactions during the year, other than those disclosed in note 11 to the financial statements.

English PEN
Report and financial statements for the year ended 31 March 202

Comparative statement of financial activities for the year ended 31 March 2020

	Notes	Unrestricted funds £	Restricted funds £	Total 2019/20 £	Total 2018/19 £
Income and endowments from:					
Donations and legacies	2	126,724	-	126,724	147,493
Charitable activities:					
<i>Community Engagement</i>		17,500	97,434	114,934	22,873
<i>Writers in Translation</i>		17,500	127,840	145,340	137,564
<i>Campaigns & Writers at Risk</i>		35,000	76,041	111,041	58,330
<i>Prizes</i>		-	12,000	12,000	12,000
<i>Other charitable income</i>		115,144	-	115,144	115,144
Other trading activities	3	1,081	-	1,081	19,846
Investments	4	7,099	2,330	9,430	9,267
Other	5	5,130	-	5,130	673
Total income		325,178	315,645	640,823	523,190
Expenditure on:					
Raising funds	6	7,470	-	7,470	5,195
Charitable activities:					
<i>Community Engagement</i>	7,8	44,675	22,658	67,333	107,412
<i>Writers in Translation</i>		74,168	130,867	205,035	182,095
<i>Campaigns & Writers at Risk</i>		63,815	61,789	125,603	125,681
<i>Prizes</i>		6,338	17,706	24,044	17,642
<i>Other charitable expenditure</i>		17,594	-	17,594	16,472
Total expenditure		214,060	233,020	447,079	454,497
Net operating income/ (expenditure) before gains/ (losses) on investments		111,118	82,625	193,744	68,693
Net (losses)/ gains on investments	14	(31,760)	26	(31,734)	2,635
Net movement in funds		79,358	82,651	162,009	71,328
Funds brought forward		196,814	242,562	439,376	368,048
Funds carried forward		276,172	325,213	601,385	439,376

All of the above results are derived from continuing activities and there are no other gains or losses than those stated above.

