



SWAN ADVOCACY NETWORK

TRUSTEES' REPORT & FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

Charity Number: 1125679

Registered Company Number: 06599429

SWAN ADVOCACY NETWORK

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Swan Advocacy Network

Report of the Trustees

The Trustees present their report and financial statements for year ended 31st March 2023.

Reference and Administrative Details

Charity Name	SWAN Advocacy Network	
Charity Number	1125679	
Company Registration Number	06599429	
Trustees	Ms Claire Tough Mr Alan Guyver Mr John Leyden Mr Peter Harding Mrs Lynda Corwin Mr Povanen Veerappapillay Mr Mahrus Jalil	Chair Treasurer (resigned 19 May 2022) (appointed 24 November 2022) (appointed 24 November 2022)
Chief Executive	Vikki Holloway	
Registered Office	Hi Point Thomas Street Taunton Somerset TA2 6HB	
Bankers	CAF Bank Limited 25 Kings Hill Avenue West Malling ME19 4JQ	
Auditors	A C Mole Chartered Accountants and Statutory Auditors Stafford House Blackbrook Park Avenue Taunton Somerset TA1 2PX	

Swan Advocacy Network

Report of the Trustees

Chair's Introduction to the Annual Report and Financial Statements 2023

Welcome to the SWAN Annual Report 2022-2023 and Financial Statement for the financial year ending on 31st March 2023.

During this past year we have experienced a number of successes, but I would like to begin this introduction by celebrating the exceptional team we have at SWAN and thanking everyone for their resilience in what have been very challenging times for us all.

I would like to thank Vikki, our dedicated CEO, as she has steered the organisation with the support of the Trustees and her senior team to push the boundaries and validate our services to ensure we are favourably placed to attract new business and broader contracts outside of our current area of operation. The environment continues to be very competitive, and technology brings competition closer still, but we continue to deliver high quality advocacy services.

Thanks also to our staff who work tirelessly to uphold people's rights, stakeholders and funders for their support and commitment and the generosity of our volunteers who continue to enrich the quality of the services we can provide.

The last 12 months, starting in April 2022, has been a period of consolidation and reflection, as we start to gear-up for future challenges. Gaining the Advocacy Quality Performance Mark (AQPM) and the Charity Excellence Framework Quality Mark has externally validated our approach to advocacy and the importance of delivering excellence; enabling us to also focus on strengthening the organisation.

We have also expanded our Board of trustees and welcomed 3 new members to our number ensuring we are diversifying and expanding our skills and expertise to become more strategic in our thinking and reflective of our client base. We have worked with the Senior Leadership Group to develop the new Corporate Strategy 2022-27 and undergone a self-assessment to strengthen our governance arrangements. We look forward to working together and supporting a full Board review in 2023.

Finally, I would like to thank my fellow trustees for their invaluable help and support and look forward to our combined endeavours to deliver new opportunities for SWAN in the future.



Claire Tough
Chair of Board of Trustees

Swan Advocacy Network
Report of the Trustees
For the year ended 31 March 2023

We believe that everyone has the right to be heard and respected, that everyone has the right to choice in decisions about them and that everyone has the right to be safe. Our core values of Inclusion, Impartiality, Impact and Innovation run through our Charity and are at the heart of everything we do. SWAN's Vision is to ensure that those who are most marginalised in society have influence on the decisions that affect their lives and to create a more just and equal society.

Objectives of the Charity

SWAN's objectives are expressed in the governing document, as follows:

The objects for which the Company is established are:

- a) the relief of those in need, by reason of youth, age, ill-health, disability, financial hardship, or other disadvantage in particular but not exclusively by the delivery of advocacy, money management and debt counselling.*
- b) the advancement of education in particular but not exclusively through the delivery of self-advocacy, training and end of life planning.*
- c) the advancement of human rights, conflict resolution or reconciliation or the promotion of religious or racial harmony or equality and diversity, in particular but not exclusively by the provision of statutory advocacy and victim support services.*

Primarily, but not solely, in counties across the South West of England or adjoining the South West.

The purpose of the organisation is primarily delivered through the provision of advocacy. During 2022/23 SWAN provided 32,452 advocacy hours and helped 4,190 individuals to have their voice heard, including:

- Independent Mental Capacity Advocacy (IMCA) which supports people who are deemed under the Mental Capacity Act to lack capacity for particular decisions.
- Independent NHS Complaints Advocacy (IHCA) that can support anyone with making a complaint about a health treatment that was funded by the NHS.
- Independent Mental Health Advocacy (IMHA) which mainly supports people who are sectioned under the Mental Health Act.
- Independent Care Act Advocacy (ICAA) which makes sure that the person's rights and wishes are properly respected, and they have a strong involvement in all decisions affecting them.
- Professional, non-statutory advocacy that falls outside of the statutory legislation framework.
- VOCAS provides an enhanced adult advocacy service along with practical and emotional support to victims of crime and anti-social behaviour (ASB).

Despite continued economic challenges and upheaval, SWAN has continued to deliver high quality services to all clients in need of advocacy. This year has been a time of consolidation and reflection on all that has been learned to ensure a progressive and sustainable future for the organisation. SWAN delivers statutory advocacy services throughout the South West of England including rural (Somerset and South Gloucestershire), city (Bristol) and island (Isle of Wight) contracts. Victims of Crime Advocacy is also delivered in city and rural locations. All require a local and responsive approach, and SWAN tailor the services to the individual requirements of the contracts.

Swan Advocacy Network
Report of the Trustees
For the year ended 31 March 2023

Governing Documents

Swan Advocacy is a company limited by guarantee and is governed by a Memorandum and Articles of Association that determine its legal framework. Prior to September 2008, Swan Advocacy was an unincorporated charity operating under the name South Wiltshire Advocacy Network. The work of this charity has since continued under the incorporated body. The company was incorporated on 21 May 2008 and registered as a charity on 1 September 2008. For the purposes of the registered company and legal requirements, it is referred to as "Swan Advocacy", however it now trades as 'SWAN' (South West Advocacy Network) and will be referred to as such in the remainder of this document.

Accreditation

In April 2022 we were recredited for a further three years with the Advocacy Quality Performance Mark (AQPM), the only accreditation specifically aimed at Advocacy organisations. The accreditation report highlighted our excellent approach to advocacy: *'It is clear that SWAN provides good quality, person-centred advocacy and that this is supported by sound policies and procedures and that these are in line with AQPM standards. We were delighted to hear stakeholders and those who had accessed the advocacy service, speak of confident advocates' strong independence and no fear in challenging the local authority or NHS. Advocates gave strong and robust examples of challenging decision makers, with no fear and lots of support to do so'.*

In September 2022 SWAN was also awarded the Charity Excellence Framework Quality Mark, an annual accreditation process that compares our organisational performance and governance with sector averages. We achieved an overall performance rate of 64% and 65% for governance and leadership and this continues to be a work in progress through ongoing Board and organisational development activities.

Responsibilities of the Board

SWAN Board of Trustees, who are directors of the company, work closely with the Chief Executive to set the strategic direction of the organisation. It is their responsibility to safeguard the assets of the Charity and ensure the financial statements comply with the relevant acts and legislation. Trustees must not approve the financial statements unless they are satisfied that they give a 'true and fair' view of the state of affairs of the Charity.

The Board meet regularly to consider organisational policies and risk and monitor any significant issues concerning the work of the Charity; four full board meetings took place during 2022/2023. Between Board meetings a further four Evaluation days took place; these meetings provide operational input from different business areas to allow Trustees to build relevant knowledge to aid strategic decision making. The Chair of the Board and Chief Executive met at intervals between Board meetings and the Treasurer and Director of Finance met on a quarterly basis to monitor financial performance at a detailed level. An external review of the Board was agreed at the February 2022 Board meeting and will be implemented in the next financial year.

Risk Management

A comprehensive Board Assurance Framework and Strategic Risk Register is in place and is agreed on an annual basis. Trustees review the major risks to the organisation on a quarterly basis at Board meetings. Systems are in place to monitor, and control identified risks to mitigate the impact they may have on the Charity. The Senior Leadership Group review the operational and strategic risks on a systematic basis by way of standing agenda items to ensure that current and emerging risks are considered regularly and raised to the Board if required.

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Report of the Trustees
For the year ended 31 March 2023

Organisational structure

The operation of the organisation is delegated to a full-time Chief Executive who is supported by a Senior Leadership Group including Director of Business Development and Marketing and a Director of Finance and Central Support; two Head of Services who lead on day-to-day operations, a Volunteer Manager and a Training Manager. The operational area has a head office in Taunton and two hub offices, one in Bristol and one on the Isle of Wight.

Staffing

During 2022/23 SWAN employed on average 76 staff, equivalent to 49 full time positions and the work of the Charity has been enhanced by 12 volunteers. SWAN staff and volunteers have a wide array of skills and experiences, all advocates are either qualified or registered to complete the required level of training in Independent Advocacy. All supervisors and managers complete the ILM accredited programme which is bespoke to SWAN.

Remuneration Policy for Staff

Employee salaries are set at a specific scale and level which is reflective of similar organisations pay. An incremental rise is considered every April following the completion of a positive appraisal review. Any substantial changes to remuneration are agreed by the Board as required.

Review of Charity Activities

Purpose and Impact

The organisation was set up in 1999 as South-Wiltshire Advocacy Network, an independent advocacy charity working in Wiltshire. The charity has since evolved and grown to deliver services across the South West of England and beyond, providing a model of advocacy for the purposes of furthering the charity objects. Our Vision and Mission have recently been revisited as part of the 2022-2027 Strategy:

Our Vision:

'A world without discrimination, with true social justice, where people are treated as equals and have influence on decisions that affect their lives'

Our Mission:

'To be a fair and inclusive employer, respected by all stakeholders for delivery high quality, person centred and innovate services that ensure equal access to rights'

We have developed a model of advocacy which ensures everyone, including the most vulnerable members of our communities have the same rights and opportunities as their fellow citizens. Our services are free at the point of delivery, confidential and non-judgemental. We work with people from all walks of life and have supported thousands of the most disadvantaged and marginalised people to have their voices heard and their choices respected by those that are making decisions about their future.

Promotion of Advocacy

SWAN demonstrates below, some of the activities we undertake to promote advocacy and engage with professionals, individuals and communities to provide information on advocacy and build stakeholder relationships.

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Report of the Trustees
For the year ended 31 March 2023

Promotion of Advocacy (continued)

In November 2022 SWAN attended The Carnival of Practice Event with 70 people attending from social work teams. This event was delivered in partnership with the MCA and DoLS Service Manager to increase knowledge and learning regarding responsibilities in respect of advocacy. The sessions included a guide to working with advocates and understanding the advocate's role. SWAN staff presented various aspects of advocacy with a short presentation explaining the different types of advocacy and videos of advocates explaining their role in the organisation. Two advocates also talked through case studies live at the event in Somerset.

In March 2022 we attended the Somerset Council Safeguarding conference where we had a stall throughout the day providing information and guidance for professionals on making referrals and working with independent advocacy. We provided a workshop highlighting the benefits and purpose of involving Independent Advocacy in safeguarding procedures.

VOCAS attended the Bristol Pride event in July 2022 which was a great opportunity to meet and introduce our service to 40+ other organisations that also attended. Volunteers helped with the stall, and we spoke with, and provided information to LGBTQ+, War Veterans, NHS, Big Issue and more, with the aim of increasing awareness and individuals and professionals ability to access the service.

Victim of Crime Advocacy Service (VOCAS)

VOCAS provides enhanced adult advocacy alongside practical and emotional support to victims of crime and anti-social behaviour across Avon and Somerset. VOCAS empowers and enables individuals to cope and recover from their experience as a victim of crime. The total number of referrals has reduced slightly but our number of ongoing cases increases year on year. This is due to the complexity of the cases and the multiple issues that need to be addressed for victims of crime. Some 29% of our referrals were self-referrals and 42% were from partner organisations who we welcome working with. A third of our cases, categorised under a variety of crime types involve domestic abuse.

Independent Mental Capacity Advocacy (IMCA)

Our IMCA service provides independent advocacy for people who are deemed to lack capacity and have no-one else to represent them in decisions being made about their life. This may include where they live, what medical treatment they receive, what care and support they need or as part of 'protective measures' to ensure they are safe from harm or neglect. IMCA advocates also work with people who are subject to a Deprivation of Liberty Order (DoLS) to ensure that restrictions are purely necessary, and that mental capacity and best interest decisions have been fairly made, or whether an application to the court of protection is necessary. During 2022/23 we supported 1,364 individuals providing 7,236 hours of Mental Capacity Advocacy, with 498 people subject to a DoLS.

Independent Mental Health Advocacy (IMHA)

IMHA supports people detained under a mental health section, a Community Treatment Order or Guardianship, an informal inpatient at a mental health hospital or a Carer of a qualifying patient. Advocates help people to understand their rights in relation to their legal situation, their medication, and their right (or not) to leave the place of detention, either permanently or temporarily. Advocates help individuals to communicate with professionals and raise their own issues or complaints and assist them to access health or local authority records and legal support. Advocates offer support at ward rounds, care plan meetings, appeals and tribunals. In the year we provided IMHA services throughout the operating areas and supported 1,124 individuals by providing 7,884 hours of Advocacy.

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Independent Care Act Advocacy (ICAA)

Local Authorities have a legal responsibility under the Care Act of 2014 to arrange for an independent advocate to represent and support a person who has a 'substantial difficulty' in understanding the Care Act process & has no other appropriate person to support them. 'Substantial difficulty' may be as a result of a learning disability, or a physical or mental health condition. The aim is to enable people to be involved in the process and to be supported as fully as possible in understanding what is happening, why and what it may mean for them to ensure their wishes and feelings are at the heart of the process. During the year we provided 5,468 hours of Advocacy to 704 people.

Independent Health Complaints Advocacy (IHCA)

This service is provided to anyone over the age of 18 who has a complaint about any NHS funded service within the previous year. We support people to consider the outcome they would like from making the complaint and we adapt the level of advocacy support required during the complaint process to suit the person who is making the complaint. We also provide a range of self-advocacy tools for people to pursue their own complaint if they feel able to do so. Health complaints can be long and complicated with many cases staying active for more than 12 months. During the year we provided support to 282 individuals through 2,278 hours of support.

Community or Generic Advocacy

Community advocates work with individuals who have difficulties being involved in decisions that affect them due to learning difficulties, physical health or mental health issues, acquired brain injury and dementia, to be afforded fair and equal treatment through knowledge of all available options and access to relevant information and professional advice. Community advocates can support people with benefits assessments, medical appointments, employment issues, gaining access to care and support, working with their care provider and to have their views heard by others, including making complaints. Throughout Somerset and South Gloucestershire, we supported 400 individuals providing 3,500 hours of Community Advocacy during 2022/23.

Every Victim Matters

Funded by The National Lottery Fund since 2015, Stand Against Racism & Inequity (SARI)'s Every Victim Matters (EVM) project provides a specialist casework service for hate crime victims and delivers training, education and empowerment sessions to professionals and community groups in Bath & North East Somerset, North Somerset and Somerset. SARI provide the casework element, but commission specialist partners to support the delivery of the training element and to reach more LGBTQ+ and disabled people who face hate crime.

The Diversity Trust deliver the specialist LGBTQ+ element and in June 2020 SWAN became SARI's disability specialist partner. Each reporting year SWAN commits to delivering 7 Awareness Sessions (for professionals), 4 of which would be delivered with the other partners and 3 independently, and 3 Empowerment Sessions (for community groups) to be delivered independently. Our Director, Niki Westerling, continues to lead SWAN's EVM project.

During the reporting period SWAN:

- Delivered two in-person Empowerment Sessions in BaNES to SWALLOW's and one in North Somerset to People First's Men's Group
- Delivered in-person Awareness Sessions to Volunteer Advocates in Somerset and to Trauma Breakthrough in BaNES
- Contributed to the four 'Open Access' virtual sessions led by SARI with The Diversity Trust

We produced an Easy Read Evaluation Form for Empowerment session attendees with learning disabilities and are now working with the EVM partners to develop accessible course materials and Toolkits.

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Volunteering

Growing the volunteer offer is a vital aspect of SWAN's 2022-27 Strategy as we recognise that volunteers bring skills, expertise, time, and passion to our cause. They can help us to diversify the thinking, skills and experiences that underpin our activities and connect that activity to the external world in a way that is real, meaningful, and informative. Volunteers bring their 'own' experience whilst engaging in their volunteering activities and in 2022 we have recruited a diverse range of volunteers who bring their unique perspectives and skills.

From our Board of Trustees to our Volunteer Advocates, we now have members who can identify with and reflect the diverse communities in which we deliver our services.

With the cost-of-living crisis impacting on people's availability to volunteer we have been keen to support volunteers looking to access paid employment to gain the skills and knowledge to do this successfully. Three of our volunteers have found paid employment within SWAN in this period.

Training

Following the restrictions of the pandemic the training department moved back into providing face to face training but retained some of the delivery methods initiated in 2021/2022. We have aimed to provide a blend of responsive and flexible training styles that can fit in with and complement the staff members working routines and levels of expertise. Our 5 key areas of training include:

- Mandatory training in Health and Safety, GDPR, Equality and Diversity, Safeguarding for Adults and Safeguarding for Children and Young People. Safeguarding Reporting and Suzy Lamplugh (Lone Worker) procedures have been delivered in-person by managers.
- External training accessed from stakeholder partners across all the contractual geographical areas for practising advocates' continuous professional development. External training assists team members to work within the finer details of more complex practice and to stay up to date with legislative changes and the possible impacts of such on their practice. This includes a variety of subjects such as domestic abuse, autism, mental health and ILM accredited training for managers.
- The Independent Advocacy Qualification delivered in partnership with Crescent Training Limited and ARC England where SWAN registered/qualified 25 new advocates during the reporting period. SWAN provides in house assessment for the City and Guilds level 3 diploma in Independent Advocacy and the newer level 4 in Independent Advocacy.
- Internal Workshops have been provided in-person or online in a deliberately flexible manner through regularly run workshops. This has afforded staff greater choice and opportunity to refresh their knowledge and skills and has provided speedier access to training for newer members of staff. The workshop structures are focussed on reviewing practice and any applicable legislation in 'real-time' with updates and developments for any discipline.

Furthermore, SWAN cements continuous professional development and reflective practices into everyday work and team members are encouraged to make their own links and subscriptions to access newsletters, training and bulletins from stakeholder and partners in health and social care and related fields. This has been a key focus in 2022/23, SWAN has worked hard to ensure that all team members have access to knowledge, accredited training and information to build on skills and knowledge so that all team members can achieve their goals and aspirations in advocacy practice.

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Report of the Trustees
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Achievements

Equality, Diversity and Inclusion Workforce Group

SWAN launched its EDI group on 31 March 2022, and met 6 times in 2022-2023. This group, which includes workforce members from all levels representing all equality strands, consults on key policies, procedures and decisions related to equality issues within SWAN. The members are developing an organisational EDI Strategy with ambitious, but achievable, aims. The EDI Workforce Group also give us an opportunity to work with our current non-white, disabled and LGBT workforce, to learn how we can better support them, and ensure our workplace is open and inclusive.

Social Work Student Placements

Our Practice Educator supports social work students on placements at SWAN and has had great success during 2022-23. This provides SWAN with the opportunity to build professional relationships and create a real understanding of advocacy within other services. SWAN worked with two social work students during the reporting period and the first student completed her 100-day social work placement with SWAN in February 2023. During this time SWAN benefitted from 700+ hours of support. The student reported learning about the importance of including the person in assessments and in decision making; also, about working from a person centred and rights-based perspective. The second student started her 70-day placement in February 2023 and following this, the model will be integrated into other services.

Be Heard Programmes

SWAN delivers self-advocacy workshops throughout the delivery areas. The programmes are aimed at supporting individuals to gain the skills and confidence to advocate for themselves where possible. We have provided workshops on the Isle of Wight, in Somerset in partnership with the Recovery College and in South Gloucestershire. Some of these workshops are for public access and others have been designed for specific groups such as the Women's Institute, Healthwatch and Learning Disabilities Partnership.

Following a period of national restriction, organising in person workshops proved challenging at times, however, a consistent approach has enabled these workshops to successfully go ahead and provide benefit for all of those in attendance. Feedback has been heartening and a Be Heard client used the opportunity to gain the knowledge and confidence to join SWAN as a Volunteer Advocacy Coach. Using her unique skills as an Expert by Experience she helps SWAN to ensure that we are inclusive and offer the right level of support to those who have experienced periods of mental ill health.

Independent Health Complaints Advocacy

SWAN was successful in the bid for the Isle of Wight IHCA Service, and this launched in April 2022. It was a pleasure to mobilise this contract and integrate it into the services that SWAN already provides on the island.

Local Authority online training package

SWAN worked with a Local Authority to create an online training package aimed towards social work professionals, Social Care staff and related stakeholder partners. The subject matter was Safeguarding Adults and SWAN assisted with material regarding provision of advocacy, it's purposes and principles and the role of the Independent Advocacy in Safeguarding procedures.

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Customer Satisfaction

SWAN works with a broad array of people and organisations, below is a selection of comments from stakeholders, staff and clients.

"I wanted to email to thank you so much for attending the inquest yesterday and for all the support you provided leading up to it. My family have told me numerous times since yesterday how wonderful you were and how much of a comfort it was to have you there. We are thrilled with the outcome; it doesn't change what happened but to hear she died due to neglect provided us with the clear final answer we needed." **IHCA Client**

From a patient: *"Thank you for helping me in there (a care review meeting). I wouldn't have found the words if it wasn't for you"*. **IMHA Client**

"Just want to let you know my appeal was granted and the help and support what Sharon gave me was amazing, no way would I have won without her help and support she was amazing. The fact she was with me during the appeal supporting me was brilliant as I was so nervous. She went through a massive bundle of papers sorting them out etc... just brilliant. So a big thankyou to her and SWAN". **Generic Client**

"Volunteering as an Advocate helps me to enhance my own skills and prepare me for future careers. The team are very friendly and welcoming and this makes you feel valued and confident". **Volunteer Advocate loW**

"SWAN provided a valuable opportunity to work with victims of crime. I intend to be a detective after university, so doing my placement at SWAN allowed me to interact with people and see the criminal justice system from different perspectives." **Criminology Student, VOCAS**

"The induction programme was organised, engaging and well planned into stages. It provided a good overview of SWAN's history, culture and values and how my role fits into the organisation. I was able to quickly develop the skills and knowledge required to effectively carry out my role through the extensive training and supervision opportunities offered. A personalised approach was used from the start, staff appear to be valued and supported as individuals". **Advocate**

"I would like to say a big "THANK YOU" for your patience, your understanding and your concerns for the client. I can promise you every second has been appreciated in barrel loads. My total respect". **Professional**

Feedback from our Social Work Students

"The support and guidance I have received from my practice supervisor/educator has been incredible. She has always treated me as a colleague and has supported me with any obstacles I have faced throughout in a compassionate and caring manner. I will be very sad to leave the organisation, and I am very thankful to all of them for making my time in the organisation positive and meaningful. I wish all of them the very best for the future". **Student 1**

"The team demonstrates an open and safe environment to share best practice throughout the organisation, and everybody works hard within the team, always putting the client first, ensuring their views are heard, demonstrating what good practice looks like. I feel that any future students will be lucky to have the opportunity to learn from SWAN and to work alongside the team." **Student 2**

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Public Benefit

The trustees consider that they have complied with their duty under the Charities Act 2011 to have regard to the public benefit guidance issued by the Charity Commission.

The advocacy services provided by Swan Advocacy directly benefit those in society who are at their most vulnerable, due to age, illness, disability, in poverty or are socially excluded or a situation that they find themselves in e.g. bereavement, victim of crime.

SWAN works within its charitable objectives to support people to have a voice, to uphold their rights, to prevent discrimination and to gain the support and care that they need and are entitled too as well as resolve complaints, concerns and difficulties. As well as our direct beneficiaries a wide range of others in society in general benefit, including those who come into contact with and care for our direct beneficiaries.

Often the role the advocate has undertaken will influence and change working practice with statutory or other care providers thus benefiting the wider society and communities we work in.

We work with our commissioners to identify gaps in provision and any barriers to people receiving the support and care they are entitled too. We believe that it is important to promote the benefits of non-statutory services with our commissioners, in terms of early intervention, preventative support and building personal and community resilience.

In addition to supporting clients to find resolutions to issues, clients tell us that receiving advocacy support enables them to feel more empowered, take control of their lives and the learning of self-advocacy skills and approaches assists them in their future lives.

Financial Review, Reserves and Investment Policy

Details of Swan Advocacy's activities in 2022/23 is shown in the statement of financial activities on page 16.

We continue to win new business and retain existing business by providing high quality, effective, efficient and value for money services.

The Board have examined the charity's requirement for reserves considering the main risks facing the organisation, such as cover of costs that might arise from sudden end of contract and to ensure sufficient cash flow to finance current operation. Our continual regular forecasting will ensure we monitor income, expenditure and our reserves to ensure we meet changing obligations.

Swan Advocacy holds cash in excess of working capital required within our CAF gold account. The amounts of interest earned during the year was £2,931 (2022 - £80). Our investment policy is such that we ensure that our excess working capital is available for use at all time

Future Plans

We believe the need for advocacy is important to protect and promote the rights of those least heard in society and our current services and future plans are to further our growth throughout England by building on the successes of 2022/23.

The challenges of recent years have provided the opportunity for us to think differently about what works and to become more creative with our ideas. By embracing new ways of working and being bold in our vision we aim to reach more people than we would have previously anticipated. We will work with clients and stakeholders to evaluate the current provision and co-produce new models of service delivery in readiness for contracts that are due for tender and ensure that we are well placed to bid for new services throughout the operating area. We also recognise that opportunities are often better sought collaboratively, and we will be pursuing new partnerships with like-minded organisations to meet the needs of more people in a variety of different ways.

As we grow and become more geographically spread out and diverse, we will continue to develop and embed a healthy organisational culture; all managers will complete the ILM accredited management programme which is

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Report of the Trustees For the year ended 31 March 2023

Future Plans (continued)

bespoke to SWAN and delivered by our HR Partners, Access2hr. We have plans in place to ensure that the workforce continues to receive the best possible Independent Advocacy training through our new relationship with ARC England. Our SWAN Training Manager will continue to assess and train the workforce to ensure that SWAN is able to meet the requirements of the new Level 4 Independent Advocacy Qualification. To understand the impact of our services we will be developing more ways to assess our outcomes so that the services we deliver are informed by those that use them and for us to demonstrate the impact that our services have.

Trustees' Responsibilities

The trustees (who are also directors of Swan Advocacy Network for the purposes of company law) are responsible for preparing the Trustees' Report (incorporating the directors' report) and the financial statements in accordance with 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).

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 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 Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable United Kingdom accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charitable charity will continue in business.

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

In so far as the Trustees are aware:

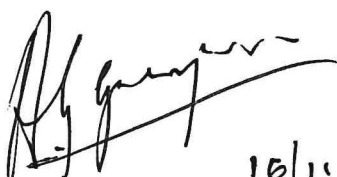
- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the Trustees have taken all the steps they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

Signed on behalf of the Trustees



Claire Tough, Chair

Alan Guyver, Treasurer


16/11/23

Swan Advocacy Network

Independent Auditors' Report to the Trustees of SWAN Advocacy Network For the year ended 31 March 2023

Opinion

We have audited the financial statements of Swan Advocacy Network ("the charitable company") for the year ended 31 March 2023 which comprise Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2023 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 Charities Act 2011.

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 Swan Advocacy Network's ability to continue as a going concern for a period of at least 12 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, including the trustees' report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Swan Advocacy Network

Independent Auditors' Report to the Trustees of SWAN Advocacy Network For the year ended 31 March 2023

Matters on which we are required to report by exception

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

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require 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;
- the financial statements are not in agreement with the accounting records and returns;
- 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 the Trustees

As explained more fully in the Trustees' Responsibilities Statement, set out on page 10, 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 they 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 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.

Auditors' 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:

Identifying and assessing potential risks of material misstatement due to irregularities

We considered the following when identifying and assessing risks of material misstatement due to irregularities, including fraud and non-compliance with laws and regulations:

- the legal and regulatory framework in which the charitable company operates
- the sector in which the charitable company operates
- the control environment and controls established to mitigate such risks
- the results of our enquiries of management about their identification and assessment of risks of irregularities
- discussions with the audit engagement team about where fraud might occur
- the incentives for fraud.

Swan Advocacy Network

Independent Auditors Report to the Trustees of SWAN Advocacy Network For the year ended 31 March 2023

Laws and regulations which are considered to be significant to the charitable company include those relating to the requirements of financial reporting framework FRS102, the Companies Act 2006, the Charities Act 2011, UK tax legislation, employment law and health and safety. In addition, we consider other laws and regulation which may not directly impact the financial statements but may impact on the operation of the charitable company.

As a result of these procedures we concluded, in accordance with International Auditing Standards, that a risk in relation to the potential for management override of controls existed.

Audit responses to risks identified

We undertook audit procedures to respond to the risks identified, and designed our audit testing to respond to these risks. The additional procedures we undertook included the following:

- gaining an understanding of the charitable company's procedures for ensuring compliance with laws and regulations
- testing the appropriateness of journal entries and other adjustments
- considering whether accounting estimates were indicative of potential bias
- considering whether any transactions arose outside the normal course of business
- making enquiries of management
- corroborating our enquiries through review of Board Minutes and correspondence.

We also communicated relevant laws and regulations and potential fraud risks to all engagement team members and remained alert to any indicators of fraud or non-compliance with laws and regulations throughout the audit.

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.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with part 4 of the Charities (Accounts and Reports) Regulations 2008. 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.



A C Mole Chartered Accountants and Statutory Auditor
Stafford House
Blackbrook Park Avenue
Taunton Somerset TA1 2PX

Date: 16th November 2023

Swan Advocacy Network

Statement of Financial Activities (Incorporating the Income and Expenditure Account) for the Year Ended 31 March 2023

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Income from:					
Donations and legacies		42	-	42	994
Charitable activities:					
Revenue contracts and grants	3	1,863,063	-	1,863,063	1,547,956
Fee income		184,704	-	184,704	186,933
Investment income	2	2,931	-	2,931	80
Other income		1,875	-	1,875	3,239
Total income		2,052,615	-	2,052,615	1,739,202
Expenditure on:					
Raising funds	4	-	-	-	903
Charitable activities	4	2,009,347	-	2,009,347	1,646,437
Total expenditure		2,009,347	-	2,009,347	1,647,340
Net income and Net movement in funds		43,268	-	43,268	91,862
Reconciliation of funds					
Total funds at 1 April 2022		625,877	-	625,877	534,015
Total funds at 31 March 2023	10	669,145	-	669,145	625,877

All of the charity's operations are classed as continuing. The charity has no recognised surpluses or deficits other than the net income for the year. The movement on reserves is shown above.

The notes shown on pages 19 to 27 form part of these financial statements.

Swan Advocacy Network

Registered Company Number: 06599429

Balance Sheet
as at 31 March 2023

	Notes	31 March 2023		31 March 2022	
		£	£	£	£
Fixed Assets					
Tangible assets	6		16,226		17,945
Investments	7		<u>1</u>		<u>1</u>
			16,227		17,946
Current Assets					
Debtors	8	271,036		238,077	
Cash at bank and in hand		<u>432,297</u>		<u>441,800</u>	
		703,333		679,877	
Creditors					
Amounts falling due within one year	9	<u>50,415</u>		<u>71,946</u>	
		50,415		71,946	
Net Current Assets			<u>652,918</u>		<u>607,931</u>
Total Assets Less Current Liabilities			<u>669,145</u>		<u>625,877</u>
The Funds of the Charity:					
Unrestricted Funds	10		<u>669,145</u>		<u>625,877</u>
Total Charity Funds	10		<u>669,145</u>		<u>625,877</u>

These accounts have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006 and with the Financial Reporting Standard 102.

The financial statements were approved by the Trustees and signed their behalf by:



Claire Tough
Chair of Trustees

Alan Guyver
Treasurer

Date: 16. NOV 2023.


16/11/23

The notes shown on pages 19 to 27 form part of these financial statements.

Swan Advocacy Network

Statement of Cash Flows for the Year Ended 31 March 2023

	Notes	31 March 2023 £	31 March 2022 £
Cash flows from operating activities			
Net cash (used in) by operating activities	15a	(3,583)	(12,080)
Cash flows from investing activities			
Interest from investments		2,931	80
Purchase of equipment		(8,851)	(19,175)
Net cash (used in) investing activities		<u>(5,920)</u>	<u>(19,095)</u>
Change in cash in the reporting period		<u>(9,503)</u>	<u>(31,175)</u>
Cash at the beginning of the reporting period		441,800	472,975
Cash at the end of the reporting period	15b	<u><u>432,297</u></u>	<u><u>441,800</u></u>

The notes shown on pages 19 to 27 form part of these financial statements.

Swan Advocacy Network

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

1. Accounting Policies

a. Accounting convention

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) (issued October 2019) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) and the Charities Act 2011. The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless stated otherwise within these notes.

b. Public benefit entity

Swan Advocacy meets the FRS102 definition of a public benefit entity.

c. Going concern

The financial statements have been prepared on a going concern basis as the trustees consider that the charity has adequate resources to continue in operational existence for the foreseeable future.

d. Income

i) Voluntary income

Voluntary income received by way of donations and gifts is included in full in the Statement of Financial Activities ("SOFA") when received.

ii) Revenue contracts and grants

Revenue grants are recognised in the period in which they are receivable. Contract income is recognised in the period in which it is receivable and when the contract service has been provided. Contract income received in advance is deferred.

e. Expenditure

The charity's cost of operating includes staff costs, rent and other related costs. Such costs are allocated between charitable activities, fundraising and support costs. All costs are accounted for on an accruals basis. Costs include attributable VAT which cannot be recovered.

Costs are allocated to different activities on the basis of staff time spent in each type of activity.

f. Pension costs

The charity contributes amounts between 3% and 6% of salary to individual personal pension arrangements for members of staff. The pension cost represents the employer contributions payable by the charity to these funds.

g. Tangible fixed assets

Fixed assets are capitalised and depreciated over their estimated useful lives. The rates applicable are as follows:

- Office Equipment 20% on cost
- Computer Equipment 33% on cost

Fixed assets are reviewed for impairment if evidence comes to light that the recoverable amount of a functional fixed asset is below its net book value.

h. Leases

Rentals payable under operating leases are taken to the statement of income and expenditure on a straight-line basis over the lease term.

Swan Advocacy Network

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

1. Accounting Policies (Continued)

i. Funds

The charity maintains various types of funds as follows:

- Restricted funds are those which are used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes.
- Unrestricted funds are funds which are expendable at the discretion of Trustees in furtherance of the objects of the charity.
- Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

j. Debtors

Debtors are measured at the amounts the charity anticipates it will receive from a debt. Prepayments are valued at the amount prepaid.

k. Cash at bank and in hand

Cash at bank and in hand includes cash and cash on deposit.

l. Creditors

Creditors are recognised when the charity has an obligation to transfer economic benefits to a third party. Creditors are usually recognised at their settlement amount or the amount received as an advance payment for goods or services it must provide.

m. Financial Instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

n. Consolidated financial statements

The financial statements are single entity accounts. The charity is exempt from the requirement to prepare group accounts as the subsidiary company is currently dormant.

2. Investment Income

	Total 2023 £	Total 2022 £
Bank and other interest receivable	2,931	80

3. Income: Revenue Contracts and Grants

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Contracts	1,863,063	-	1,863,063	1,448,061
Grants	-	-	-	99,895
	1,863,063	-	1,863,063	1,547,956

In 2022 contracts and grants of £99,895 were in Restricted Funds.

Swan Advocacy Network

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

4. Expenditure

	Staff Costs	Other Costs	Depreciation	Total 2023	Total 2022
	£	£	£	£	£
Fundraising and Publicity	-	-	-	-	903
Charitable Activities	1,729,984	268,793	10,570	2,009,347	1,646,437
Total Expenditure	1,729,984	268,793	10,570	2,009,347	1,647,340

In 2022 the analysis was £1,378,647 staff costs, £256,678 other costs and £12,015 depreciation.

Expenditure is stated after charging:

	2023	2022
	£	£
Depreciation	10,570	12,015
Trustee indemnity insurance	475	461
Audit fee	6,300	6,300
Operating lease rentals - property	33,641	33,641

Staff costs:

	2023	2022
	£	£
Wages and salaries	1,424,368	1,111,731
Social security costs	112,802	79,217
Pension costs	73,198	52,307
Travel	67,874	44,514
Recruitment and training	51,742	67,091
Redundancy	-	23,787
	1,729,984	1,378,647

Analysis of governance and support costs

	Staff costs	Other costs	Governance	Total
	£	£	£	£
Wages and salaries	1,724,175	-	5,809	1,729,984
General office costs	-	273,063	-	273,063
External audit and accountancy fees	-	-	6,300	6,300
	1,724,175	273,063	12,109	2,009,347

The charity identifies the costs of its support function and governance.

Wages and salaries are allocated to specific activities on the basis of time.

General office costs are either allocated directly to specific activities or apportioned on the basis of time.

Support costs and governance activities are ultimately apportioned across the fundraising and publicity activities and charitable activities.

The key management personnel of the charity comprise the trustees, Chief Executive, Director of Operations, Director of Income Generation and Director of Finance and Central service. The total employee benefits of the key management personnel is £149,561 (2022: £164,137).

Swan Advocacy Network

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

4. Expenditure (continued)

The average monthly number of employees (employee head count) during the period was 76 (2022: 64).

Employees are involved in advocacy work, management, administration and fundraising.

No employee earned more than £60,000 (2022: none).

In addition to the employed staff SWAN is dependent on volunteer advocates to provide its service during the year. Volunteers undertake a variety of roles within Swan Advocacy and contribute their time, skills and experience for the benefit of the organisation and its beneficiaries. Primarily volunteers are advocates supporting clients on a 121 basis to resolve their particular issues and ensure their rights are protected and their voices heard. Volunteers also undertake other tasks such as administration, marketing and fundraising. Volunteers add significant value to the services delivered by Swan and enrich the organisation through their diverse skills, experiences and interests.

No Trustee received any remuneration for services as a Trustee (2022: none). Travel and meeting expenses for 2 Trustees of £561 (2022: 3 Trustees - £741) were reimbursed during the year.

No Trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during this period (2022: none).

The charity paid pension contributions to a range of personal pension funds on behalf of staff members. All of these schemes are defined contribution schemes where both the employer and the employee make contributions. At the year end contributions of £8,971 (2022: £7,511) were unpaid.

The charity has total commitments under operating leases expiring as follows:

	2023	Premises 2022
Less than 1 year	£11,000	£11,000
1 to 5 years	£18,333	£29,333

5. Taxation

SWAN Advocacy Network is a registered charity and as such is not liable for taxation on any surplus from its charitable activities.

6. Fixed Assets

	Office Equipment £	Computer Equipment £	Total £
Cost			
At 1 April 2022	14,144	85,934	100,078
Additions	1,358	7,493	8,851
At 31 March 2023	<u>15,502</u>	<u>93,427</u>	<u>108,929</u>
Depreciation			
At 1 April 2022	11,516	70,617	82,133
Charge for year	1,326	9,244	10,570
At 31 March 2023	<u>12,842</u>	<u>79,861</u>	<u>92,703</u>
Net Book Value			
At 31 March 2023	<u><u>2,660</u></u>	<u><u>13,566</u></u>	<u><u>16,226</u></u>
At 31 March 2022	<u><u>2,628</u></u>	<u><u>15,317</u></u>	<u><u>17,945</u></u>

Swan Advocacy Network

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

7. Investments

	2023 £	2022 £
Investment in subsidiary	1	1
	<u>1</u>	<u>1</u>

The subsidiary company, Swan Training Services Limited, has never traded and is dormant. It has assets of £1, being 1 £1 ordinary share.

8. Debtors

	2023 £	2022 £
Trade debtors	263,347	225,826
Prepayments and accrued income	7,689	12,251
	<u>271,036</u>	<u>238,077</u>

9a. Creditors: Amounts falling due within one year

	2023 £	2022 £
Trade creditors	7,927	7,133
Other tax and social security costs (including pensions)	35,623	32,910
Accruals	6,865	6,403
Deferred income	-	25,500
	<u>50,415</u>	<u>71,946</u>

9b. Deferred Income

	At 1 April 2022 £	Deferred in year £	Released in year £	At 31 March 2023 £
Somerset Contract	25,500	-	(25,500)	-
	<u>25,500</u>	<u>-</u>	<u>(25,500)</u>	<u>-</u>

Contract income received in advance is deferred.

Swan Advocacy Network

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

10. Description of Funds

	As at 1 April 2022 £	Income £	Expenditure £	Transfers £	As at 31 March 2023 £
Unrestricted Funds	625,877	2,052,615	(2,009,347)	-	669,145
Total Funds	<u>625,877</u>	<u>2,052,615</u>	<u>(2,009,347)</u>	<u>-</u>	<u>669,145</u>

Unrestricted Funds

The unrestricted funds comprises the accumulated surpluses and deficits which have neither been restricted by conditions imposed by donors, nor have been designated by the trustees for specific purposes.

11. Description of Funds - Comparative year ended 31 March 2022

	As at 1 April 2021 £	Income £	Expenditure £	Transfers £	As at 31 March 2022 £
Restricted Funds					
National Lottery Fund (LWAS)	1,572	99,895	(101,467)	-	-
Wiltshire Community Foundation (CMA)	4,855	-	(4,855)	-	-
Total Restricted Funds	<u>6,427</u>	<u>99,895</u>	<u>(106,322)</u>	<u>-</u>	<u>-</u>
Unrestricted Funds	527,588	1,639,307	(1,541,018)	-	625,877
Total Unrestricted Funds	<u>527,588</u>	<u>1,639,307</u>	<u>(1,541,018)</u>	<u>-</u>	<u>625,877</u>
Total Funds	<u>534,015</u>	<u>1,739,202</u>	<u>(1,647,340)</u>	<u>-</u>	<u>625,877</u>

Restricted Funds

The National Lottery Reaching Communities Fund – Living Well Advocacy Service

SWAN received funding from The National Lottery Reaching Communities funding programme. This will fund the "Living Well Advocacy Service" project, this project helped Swan extend and enhance its service to people with long term health conditions.

The grant will fully fund the project, including salaries costs as well as training, equipment and overheads.

Wiltshire Community Foundation – Community Money Advice

SWAN received funding from Wiltshire Community Foundations, Coronavirus Response & Recovery Grant. This partially funded a pilot of the Community Money Advice South Wiltshire project, the project provides free, non-judgemental support for people who are struggling with money or are in debt.

Unrestricted Funds

The unrestricted funds comprises the accumulated surpluses and deficits which have neither been restricted by conditions imposed by donors, nor have been designated by the trustees for specific purposes.

Swan Advocacy Network

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

12. Analysis of Net Assets between Funds

Fund balances as at 31 March 2023 are represented by:

	Unrestricted Funds £	Restricted Funds £	Total 2023 £
Fixed Assets	16,227	-	16,227
Current Assets	703,333	-	703,333
Creditors: amounts falling due within one year	(50,415)	-	(50,415)
	<u>669,145</u>	<u>-</u>	<u>669,145</u>

Fund balances as at 31 March 2022 are represented by:

	Unrestricted Funds £	Restricted Funds £	Total 2022 £
Fixed Assets	17,946	-	17,946
Current Assets	679,877	-	679,877
Creditors: amounts falling due within one year	(71,946)	-	(71,946)
	<u>625,877</u>	<u>-</u>	<u>625,877</u>

13. Capital Commitments

The Charity had no capital commitments at 31 March 2023 (2022: Nil).

Swan Advocacy Network

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

14. Statement of Financial Activities - Comparative year ended 31 March 2022

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Income from:					
Donations and legacies		994	-	994	779
Charitable activities:					
Revenue contracts and grants		1,448,061	99,895	1,547,956	1,362,430
Fee income		186,933	-	186,933	162,678
Investment income		80	-	80	125
Other income		3,239	-	3,239	25,348
Total income		1,639,307	99,895	1,739,202	1,551,360
Expenditure on:					
Raising funds		903	-	903	551
Charitable activities		1,540,115	106,322	1,646,437	1,379,431
Total expenditure		1,541,018	106,322	1,647,340	1,379,982
Net income and Net movement in funds		98,289	(6,427)	91,862	171,378
Reconciliation of funds					
Total funds at 1 April 2021		527,588	6,427	534,015	362,637
Total funds at 31 March 2022		625,877	-	625,877	534,015

Swan Advocacy Network

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

15. Notes to the cash flow statement

a. Reconciliation of net income to net cash flow from operating activities

	31 March 2023	31 March 2022
Net income for the reporting period as per the Statement of Financial Activities	43,268	91,862
Adjustments for:		
Depreciation	10,570	12,015
Interest from investments	(2,931)	(80)
(Increase) in debtors	(32,959)	(123,689)
(Decrease) / Increase in creditors	(21,531)	7,812
Net cash (used in) by operating activities	<u>(3,583)</u>	<u>(12,080)</u>

b. Reconciliation of net cashflow to movement in net funds

	31 March 2023	31 March 2022
(Decrease) in cash in the period	(9,503)	(31,175)
Cash and cash equivalents at 1 April 2022	441,800	472,975
Cash and cash equivalents at 31 March 2023	<u>432,297</u>	<u>441,800</u>

c. Analysis of net funds

	Balance 1 April 2022	Cash flow	Balance 31 March 2023
Cash at bank and in hand	441,800	(9,503)	432,297
	<u>441,800</u>	<u>(9,503)</u>	<u>432,297</u>