

**Registered Charity Number: 1140105**  
**Company Number: 07461229**

## **Sheffield Young Carers Project**

### **ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**For the year ended 31 March 2021**

## **Sheffield Young Carers Project**

### **Contents**

	<b>Page</b>
Legal and administrative information	1
Trustees' annual report	2 - 15
Independent examiner's report	16
Statement of financial activities	17
Balance sheet	18
Statement of cashflow	19
Notes to the accounts	20 - 24

## **Sheffield Young Carers Project**

### **Legal and administrative information For the year ended 31 March 2021**

#### **Trustees**

Emma Betts	Chair	Resigned 13 May 2021
Catherine Sinclair	Deputy Chair	Resigned 17 September 2020
Andrew J Wood	Treasurer	
Rosie Valerio		
Martine Standish		Resigned 13 May 2021
Lynda Gill		
Helena Parsons		
Sheryl Roberts		Resigned 2 July 2021
David Stockdale		
Steven Brookfield		Appointed 19 November 2020
Sara Rehman		Appointed 19 November 2020
Anna Toyne		Appointed 19 November 2020

#### **Key management**

Sara Gowen	Managing Director
------------	-------------------

#### **Charity number**

1140105

#### **Company number**

07461229

#### **Principal address**

Unit R7B Riverside Block  
Sheaf Bank Business Park  
20 Prospect Road  
Sheffield  
S2 3EN

#### **Independent Examiner**

Sarah Lightfoot, FCA DChA  
On behalf of:  
VAS Community Accountancy  
The Circle  
33 Rockingham Lane  
Sheffield  
S1 4FW

## Sheffield Young Carers Project

### Trustees' annual report For the year ended 31 March 2021

The trustees are pleased to present their annual directors' report together with the financial statements of the charity for the year ending 31 March 2021 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the 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 in October 2019.

#### Our vision, values, mission and strategic objectives

Sheffield Young Carers Project (SYC) is the only dedicated service for young carers in the city. Our vision is **'to work with young carers to make a difference for life'**. Young carers are always at the heart of what we do: our service model is rights-based and needs-led, helping us to identify, engage and support this very hidden and hard-to-reach group. We have an excellent reputation for high-quality service delivery and effective awareness-raising work. But we want to do more. We want to **make a difference for life for all young carers**.

Since April 2019, we have been commissioned to support young people affected by familial substance misuse. Whilst this has not changed our overall objectives, we approach this support with the same vision, mission and principles. Many young people affected by familial substance misuse have also been young carers as part of their lived experience. However, we have adapted our support to ensure that we provide a high quality and relevant support around the issues of substance misuse, its impact on young people and families, as well as linking strategically into meetings and networks around substance misuse issues in Sheffield. We will review our vision and strategy as we progress our work and are able to source ongoing funding for this work.

#### Our values, mission and strategic objectives

Our values are:

- **Inclusion:** we welcome and involve everyone, and challenge discrimination, to improve the lives of all young carers
- **Innovation:** we reflect and change to always do the best we can
- **Inspiration:** we share our expertise and energy to inspire positive change
- **Impact:** we see and nurture potential to make lasting change in young carers' lives

#### SYC's Mission:

1. We aim to promote the needs and rights of children and young people who are carers.
2. We are committed to involving and inspiring children and young people, families and the wider community to create lasting change for young carers.
3. We recognise that children and young people experience discrimination and oppression. We are committed to challenging this and to advocating for the rights of individuals and groups.
4. We will learn from, develop and share best practice to continually improve our service and enable others to improve the lives of young carers.

#### Strategic objectives:

1. To put young carers' participation and voice at the heart of all we do.
2. To use a whole family approach to increase the social inclusion, educational outcomes and emotional and physical wellbeing of young carers.
3. To raise awareness and enable others to identify and support young carers; working in partnership to embed long term change.
4. To continue to improve and innovate whilst maintaining quality, strategic direction and financial stability.

#### Public benefit

Children and young people aged 8 to 25 in Sheffield are enabled to access age-appropriate respite and breaks/activities that includes recreation and support that builds self-confidence and resilience. These promote opportunities for young carers to reach their full potential through equal access to education, social and career opportunities.

## Sheffield Young Carers Project

### Trustees' annual report - continued For the year ended 31 March 2021

We actively seek to provide a high-quality service to those young people and their families who may have previously been socially and financially excluded.

We facilitate young people being personally empowered as individuals and groups so that they actively participate in the planning, delivery and evaluation of Sheffield Young Carers and its activities.

In setting our objectives and planning our activities the trustees have given careful consideration to the Charity Commission's public benefit guidance.

#### Progress towards our vision

Our work with young people has recently enabled us to make a number of significant steps forward for young carers and young people affected by familial substance misuse in Sheffield and beyond. For example:

- We led on the development of Young Carers National Voice bringing together 18 young carers services from across England to provide a vehicle for young carers voices to be heard nationally. Young carers identify a campaign theme and have focused in 20-21 on education.
- Integration of the new Hidden Harm service for young people affected by familial substance misuse into our service.
- Our strategic partnership work with Sheffield Health and Social Care Trust and Sheffield Carers Centre has led to the development of training course for all staff at the trust – there is now a rolling programme of courses to support the identification of carers and young carers being hosted by Sheffield Children's Safeguarding Board
- Ongoing funding success despite the pandemic impacting on what funds were available – recent success includes a National Lottery grant for four years and a new grant to develop our education work from the British and Foreign Schools Society.

#### Evidencing impact and need

Over the last year, we have continued to develop the methods and techniques for measuring the impact of our work. This has included development of our monitoring tool, My Life My Journey to reflect changes in our service. We are developing an online version of the tool to facilitate ease of completion and in recognition of the ongoing need to provide online as well as face to face services as a consequence of the Covid-19 pandemic. The report into a longitudinal research study in association with the University of Sheffield has been published. The external and internal reviews of our measurement tools and impact are forming part of a strategic review, the focus in 2021-22 will be on the impact of Covid-19 on our service and delivery plus lessons learnt from the changes and adaptations we have made.

In addition, we continue to take part in research and consultation work – feeding in the views of our young people into local and national surveys. We started our national research project with the London School of Economics in January 2021, funded by the National Institute for Health Research. We are also working with the University of Sheffield and two other young carers services to devise a tool to identify and measure inappropriate and excessive caring, as a follow on from the Crook Public Service Fellowship research undertaken in 2018-19.

#### Young people at the heart of all we do

Sheffield Young Carers is **young-person led and responsive**. We work city-wide with all communities across Sheffield and we have a very strong ethos of participation. We regularly consult young people and adults to gather and test new ideas and, as well as the support we provide to young people and families, we always try to involve them in the ongoing development and delivery of our service. Young people attend and contribute to our annual strategic away day and young people and their families also:

- participate in evaluation events
- receive training and support so that they can play an active role in the recruitment of staff
- provide verbal and written feedback on all aspects of our service using our bespoke monitoring and evaluation tools.

**Action Group** is our young people's voice and influence group for members of our service who want to advocate for young people within our service and beyond. Members get access to training courses, group project sessions, external voice and influence opportunities and accreditation. Our Action Group plays a critical role in our awareness raising and influencing work by engaging in external reviews and consultations, informing the city's action plan for young carers, and formulating recommendations for local councillors, MPs – and even the Prime Minister.

## Sheffield Young Carers Project

### Trustees' annual report - continued For the year ended 31 March 2021

**Young Carers National Voice**, we have worked with a number of other local young carers services to develop a young carers national voice. The first face to face meeting was in February 2020 and this year the focus has been on a campaign for every school to have a Young Carers Lead. There are ongoing plans to develop further campaigns and provide a mechanism where young carers voices can be heard from local to national level. This includes feeding into the new All Party Parliamentary Group for Young Carers and Young Adult Carers (APPG). Our Action Group worked with Paul Blomfield, MP for Sheffield Central in calling for the APPG.

#### Activities provided

The main areas of charitable activity are the provision of support groups, individual sessions, advice and information, family support, training and awareness work including outreach work in schools and other organisations where young carers/young people affected by familial substance misuse can be identified and supported. For the financial year 2020-21, our activities are set out below. The activities have continued during the Covid-19 pandemic but have changed to include both online and face-to-face activities and support.

#### **SYC Direct**

Flexible and responsive support for young carers and young people affected by familial substance misuse aged 8-25 across Sheffield to provide respite and build resilience and confidence. Through SYC Direct, young people are offered one year of support which includes:

- A home visit to meet the young person and their family (Online only during Covid-19 pandemic)
- Four x one-to-one sessions, in school where possible or online, based on the needs and interests identified by the young person
- A minimum of one term of evening groups. Each term's programme is planned around the needs identified by the group members that term\*
- Access to school holiday activities for one year, including trips, a summer residential and fun events for the whole family
- Training and participation opportunities
- Advocacy and case working
- Signposting and referrals where appropriate (including access to counselling)
- Opportunities to stay engaged with the project after the core year of support has finished

#### \*SYC groups:

During the Covid-19 pandemic we have run the groups online, starting initially with respite and fun activities and developing the group work programme online as the pandemic continued to prevent face to face group work. The following are the groups we ran during 2020-21:

- Weekly group for 12-16 year olds.
- Weekly group for 8-12 year olds

Current funders: Sheffield City Council contract, BBC Children in Need, Henry Smith Charity, National Lottery Community Fund.

#### **Family Project**

This project is available to families where there is a young person providing care. Families receive intensive one-to-one support through home visits over 12 sessions, with the aim of reducing the caring that the young person is doing and improve life for the whole family.

Families can receive support on a wide range of issues including re-engaging into substance misuse or mental health services, housing issues, budgeting, access to small pots of funding, training around parenting, and help with overcoming conflict in the family.

Parents can also access our parent networking events to meet other adults in similar situations to share experiences and have respite from home. Transport to / from these events is provided where needed.

## **Sheffield Young Carers Project**

### **Trustees' annual report - continued For the year ended 31 March 2021**

We also run a group work programme for parents to build confidence and develop their skills and have a Community Engagement Worker who can support parents to access ongoing activities and support in their local areas as our provision is ending.

Current funder: National Lottery Community Fund

#### **SYC Action Group**

- For young people aged 12-25 who have been members of SYC within the last year and want to be more involved in running SYC
- Access to training courses, group project sessions, external voice and influence opportunities and accreditation (sessions during 2020-21 have been a mixture of face-to-face and online)
- Consultation and involvement from elected reps from 8-12 year olds groups
- Members can be part of the group for up to two years.

Current funders: BBC Children in Need

#### **Development and Strategic Work**

SYC work city-wide to ensure good quality support is available to young carers and young people affected by substance misuse in their families, both on a strategic and operational level. We provide information, training and resources to young people and professionals in all fields and coordinate a schools network to support local schools to develop best practice. We are also active members on a range of strategic boards and networks working to influence policy and practice in order to improve the lives of young carers and young people affected by substance misuse in their families city-wide. The development and strategic work has continued during the year despite the restrictions with all activity going online.

Current funders: Sheffield City Council contract, Paul Hamlyn, own fundraising through sponsorship, events and donations

#### **Young Carers Activity Fund**

- Up to £300 to give individual or groups of young carers a break from their caring role
- SYC administers the Young Carers Activity Fund on behalf of SCC
- For full details, see: [www.sheffieldyoungcarers.org.uk/young-carers-activity-fund](http://www.sheffieldyoungcarers.org.uk/young-carers-activity-fund)

Current funders: Sheffield City Council (as part of the SCC contract – see under SYC Direct)

In 2020/21 42 individual applications and 11 school grants were agreed, totalling £13,063.

#### **Fundraising and PR**

SYC aims to raise the profile of young carers and young people affected by substance misuse in their families by generating PR opportunities where possible. We also work hard to ensure the organisation has enough money to continue its work, through both grants and community / corporate fundraising.

In this financial year we received a number of donations from a range of donors including:

- Community organisations, e.g. Sheffield Sabrecats;
- Companies including Debenhams;
- Individual 'one-off' donations;
- Online donations (via our website (Stripe payments), JustGiving, Amazon Smile and Virgin Money Giving);
- Regular gifts via our website (GoCardless payments).

#### **Administration**

SYC has a core office team who support the other staff in their roles and ensure the organisation's monitoring, finances and reporting are all maintained accurately.

## Sheffield Young Carers Project

### Trustees' annual report - continued For the year ended 31 March 2021

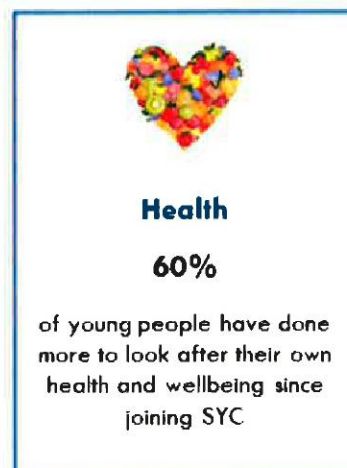
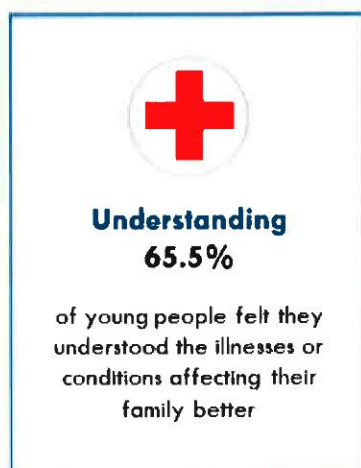
#### Achievements and performance

##### Impact of our work

One of our main aims is to reduce the impact of caring on young lives. We have achieved this within the year in a number of ways. Looking at the outcomes for young carers and families, we are able to evidence the different ways that the impact has been reduced from increased confidence and wellbeing to increased skills and access to support at schools and in other services. However, this has been a very difficult year for young carers and their families, we have recorded lower levels of progress and impact for many young carers as they have faced increased caring responsibilities within the pandemic, often spending 24hrs a day at home with little respite.

**The support that we offer at SYC is tailored to young carers' needs.** During their time with us, every young person is supported to complete 'My Life, My Journey', our bespoke monitoring tool. Our tool includes a series of outcome measures which each young carer rates themselves against and a number of key questions which allow our support workers to get to know them better. Each young carer is also encouraged to set a personal goal: something that they would like to achieve with our help and support.

**The impact of SYC's direct work with young people is illustrated by the following outcomes for young people**



## Sheffield Young Carers Project

Trustees' annual report - continued  
For the year ended 31 March 2021

The impact of SYC's direct work with young people is illustrated by the following outcomes for young people – continued



### Information & Skills

**41.4%**

of young people have gained more information and skills to help them feel safe when they're caring



### Talk

**42.9%**

of young people have gained increased knowledge about who they can talk to and get support from within their education / work setting



### Managing emotions

**53.7%**

of young people have felt more able to manage their emotions since joining SYC



### Confidence

**61.1%**

of young people have felt more confident since joining SYC



### Feeling good about self

**71.9%**

of young people have felt better about themselves since joining SYC



### Activities with other people

**41.9%**

of young people have taken part in more activities with people since joining SYC



### Make Friends

**56.7%**

of young people felt they were more able to make friends since joining SYC

## Sheffield Young Carers Project

### Trustees' annual report - continued For the year ended 31 March 2021

#### On outcomes achieved:

While all young people achieved improvements in some areas, this year's figures are lower than usual. Where narrative was provided, the main theme was Covid-19 and restrictions making them feel less sure of how to keep safe and increased anxiety around their family members' safety. Some also told us that the restrictions impacted on their confidence as well as on their ability to take part in activities and make friends.

**Sheffield Young Carers (SYC) is young-person led and responsive. We work city-wide with all communities across Sheffield and we have a very strong ethos of participation.** We regularly consult young people and adults to gather and test new ideas and we always try to involve them in the ongoing development and delivery of our service. As well as this more routine involvement, young carers attend and contribute to our annual strategic away day; participate in our evaluation events; and play an active role in the recruitment of staff. **As a young carers project, we also work hard to ensure that young carers' voices are heard, both locally and nationally.** We do this by facilitating opportunities for young carers themselves, as well as representing young carers on a wide range of local and national networks and working groups, e.g. Sheffield's Mental Health Partnership Network.



**Action Group** is our young carers' voice and influence group, for members of our service who want to advocate for young carers within our service and beyond. Our Action Group plays a critical role in our awareness raising and influencing work by engaging in external reviews and consultations, informing the city's action plan for young carers, and formulating recommendations for local councillors, MPs – and even the Prime Minister.

**We have continued to develop our national voice work** with the establishment of the Young Carers National Voice (YCNV). It is a group for young carers from across the country to come together and campaign collectively on issues that are important to them. There are now young carers from 18 young carers services across England engaged in the network. This year YCNV focused on education, producing a Young Carers Identification Guide for education providers which has been distributed nationally with the Children's Society, and a petition calling for a Young Carers Lead in every school in the country.

#### Ensuring regular feedback and evaluation

As well as working closely with young carers and their families to ensure that our work remains relevant and effective and reflects their needs and wishes, **we regularly consult our staff, trustees and volunteers, and the professionals that we work with throughout Sheffield**, to ensure that all parts of our community are involved in our work.

In 2020, we conducted evaluation interviews with 16 professionals who refer into our service or are engaged in our strategic and development work. The following are quotes from the report, outlining the impact of our partnership working:

- There was very positive feedback on the website and social media campaigns: *"Always check in on website which is great and always up to date" and "I follow your social media posts which are excellent, especially Face Book, with young people at the heart of your campaigns, also excellent!"*
- Across all partners Sheffield Young Carers was highly regarded and seen as a well-connected organisation bringing a strong voice to wider system change: *"very positive reputation" and "brings a young people perspective to a network dominated by adult services very effectively."*
- All respondents recognised and supported Sheffield Young Carers role in *"enabling the wider system to recognise young carer needs and meet them in other settings"*.
- It was unanimously understood that SYC cannot respond to all young carers and that all services and settings need to make their setting work for young carers – for example *"it is vital to change the environment around young carers to make a difference."* Evidence of SYC effectiveness in achieving this included *"young carers was a gap. Sheffield Young Carers input has led to Sheffield Health and Social Care Trust now engaging with carers and young carer issues more systematically."*

#### Impact of SYC's Family Project

*"Thank you so much for helping me. You don't know how much this means to me. I really feel like you have been the only service who have helped and listened to us."*

Cared-for parent

## Sheffield Young Carers Project

### Trustees' annual report - continued For the year ended 31 March 2021

#### Our one-to-one support for families

Last year we were able to provide Family Project support to **119** individuals from **86** different families. We contacted **33 new families**, who took up our full service offer (a combination of intensive one-to-one support, formal group work and informal social activities). The Covid-19 pandemic and lockdowns had a major impact on the families we supported, with increases in stress, food poverty, isolation and anxiety about the virus. We moved to a remote service, contacting cared for parents by phone and online e.g. what's app and zoom, initially contacting all families in their year of support with weekly contact. We were able to begin taking on new families after the first quarter which impacted on the numbers of families we supported in the year. However, we have achieved 82.5% of target for 2020-2021, despite the impact of Covid-19, delays in picking up new families and the number of historic families who have been in contact with the team.

*"Enjoy meeting new people. Being able to relate with other people in the group. Feel being listened to. Being able to reflect on the past in a positive way."*

Cared for parent

#### Our group work programme

As well as providing intensive one-to-one support to families, last year we provided parent networking events and a bespoke online group work programme for adults being cared for by a young carer (also known as 'cared-for people'). **18 sessions** were delivered including:

- Book club
- Guest speaker from Health Watch
- Workpays employment advice session
- Soap-making and other crafts

In total, **67** unique individuals accessed our group work programme for cared-for people prior to lockdown.

#### Our community engagement work

Our Community Engagement Worker (CEW) made 64 contacts with a wide range of voluntary and statutory partners as part of a mapping exercise to identify local activities. Our CEW left in September 2020, their work was very constrained by the Covid-19 lockdown restrictions. We recruited to a newly defined Family Engagement Worker role and they started in post in June 2021.

#### Community Support

Last year, the Family Project team made **33 referrals** for **22 families** to a range of community services including counselling, benefits, aids and adaptations, employment support, health and social care services.

In terms of funding and grants for our families, we carried out **82** interventions for **47 families** and secured **£44,160** in additional benefits and one-off small grants. We were involved in fewer benefits interventions this year, mainly due to benefits being rolled-over rather than reviewed, due to the pandemic.

#### Family Project outcomes

Project outcome	Percentage
Young carers will feel more confident, happier and more relaxed	<b>79%</b> reported feeling more confident, happier and more relaxed as a result of Family Project support
Cared-for people will feel more confident, better supported and less isolated	<b>80%</b> reported feeling more confident, better supported and less isolated as a result of FP support
Young carers will experience a 10% reduction (on average) in their caring hours	<b>72%</b> reported experiencing a reduction in their caring hours as a result of Family Project support

## Sheffield Young Carers Project

### Trustees' annual report - continued For the year ended 31 March 2021

#### Strategic development and awareness raising

As well as providing direct support to young carers and their families, **we have also worked hard this year to provide a wide range of professionals with the information, support and skills that they need to identify and support young carers within their own settings.** As well as our routine casework with young carers' schools, colleges and workplaces, their social workers and any health professionals who are working with their families etc., we have provided training and advice to more than 55 organisations (including health services, education providers and the local voluntary sector) and more than 800 professionals, to help them identify and support young carers themselves and raise awareness on our behalf. We have trained senior learning mentors, trainee nurses, medical students, safeguarding officers, school governors and school nurses. We have also provided advice, training and resources to more than 90 schools and alternative education providers, who belong to our Schools Network. All of this work has been delivered remotely in 2020-21 but has enabled us to reach a wider audience, including adult mental health doctors and consultants, who may not have been able to release the time to attend a face to face training session.

Given that many young carers are hidden from view, **it is very hard to develop an accurate picture of the number of young carers who are being supported by other professionals and organisations in Sheffield.** Even those we ask directly are often unable to specify exactly how many young carers attend their school or belong to their GP practice, for example. Over the past year, however, we have been working closely with Sheffield City Council, to help them develop a **Young Carers Register** for the city. The Register will be piloted in schools in 2021. We hope that this will provide us all with a much better understanding of how many young people are caring in the city and the type of support they need.

Our strategic and awareness raising work is critical because, **ultimately, we want everyone in Sheffield to 'think young carer' and to understand (and where possible, prevent) the significant impact that caring responsibilities can have on a young person's emotional wellbeing, as well as their life chances.**

#### Covid19 crisis service provision

SYC very quickly adapted its service to phone/online support from 16 March 2020, the shift to working from home and without face-to-face contact was swift and effective with staff offering at least one weekly check-in call with all supported young people and families, as well as online group work. In the first lockdown 180 young people and their families that SYC works with have also benefited from food deliveries, vouchers and multi-agency support around everything from rent to safeguarding and domestic violence concerns. Digital exclusion was a particular issue and SYC was able to secure emergency funding from Paul Hamlyn Foundation in April 2020 to purchase laptops, headphones and internet access where required to ensure that all young people in our service were able to access the online support.

The subsequent lockdowns and different restrictions within the tier system have meant that we have adapted our service regularly during 2020-21. We were able to resume some face to face work in September 2020, enabling one-to-one work in schools and one face-to-face evening group. The service has continued to offer online and remote working, often blending the offer to suit the needs of young people and their families. We have not been able to return to home visiting in this year but aim to return to delivering all aspects of our work face to face within the next year (government restrictions allowing).

#### Some of the challenges

For much of 2020-21, young people were often no longer getting the 'break' from caring whilst at school, college or work which, coupled with additional financial and benefits pressures as well as the stress of lock down, led to increasing the need for mental health support. SYC secured additional funding to develop a counselling offer in partnership with Free To Be You, which has been running since July 2020. We will continue to offer this service in 2021 as the need for mental health support will be felt as we come out of lockdown. Young carers have taken on more caring responsibilities and SYC anticipate a spike in demand for services as lockdown eases, when more families are being assessed again. The knock-on effect of the initial lockdown where we were unable to take on new service users, is the growth of our waiting list. This is gradually reducing but will continue to be an issue within the coming financial year. To mitigate this challenge, we have increased the hours of project worker support to be able to support more young people at any one time.

## **Sheffield Young Carers Project**

### **Trustees' annual report - continued For the year ended 31 March 2021**

#### **Learning from lockdown**

Providing more online support was an area SYC had wanted to expand into before the lockdown and so this has certainly been the time to work on that. As a result the charity will be looking to keep online support available which will be of particular use to young people who struggle to travel or who feel less comfortable in face-to-face situations. The move to online has also enabled SYC's Action Group, a group of young carers who campaign around their rights, to meet with young carers across the country more easily. First result is top tips for education providers to identify and support young carers during and post-Covid crisis.

#### **SYC's financial position in relation to Covid19 crisis**

SYC entered the Covid19 crisis in a strong financial position, having secured all of our funding for the financial year 2020-21. Our funders have been very supportive, recognising that our service has had to adapt and change, and have been flexible on the relevant targets and outputs related to their funding stream. We have confirmed changes to grants/outcomes as relevant with each funder. The financial stability and funders support has enabled SYC to maintain all of its staff team, without using the Government's furlough scheme or any other financial offer for support. We enter the financial year 2021-22 with funding secured, including a new 4-year National Lottery grant for our emotional wellbeing work. Some of our activity underspent from last year will also be carried forward with the agreement of funders.

#### **Financial review**

The results for the period ended 31 March 2021 are shown on the accompanying financial statements.

The principal funding sources for the Charity are contractual income from Sheffield City Council and grant funding from National Lottery Community Fund, BBC Children in Need, Henry Smith Charity and Paul Hamlyn Foundation. Other funds are obtained through various charitable trusts and foundations, and other sources including events and donations.

#### **Reserves Policy**

As at 31 March 2021 the Charity held free reserves of £153,178 (these are general funds not including fixed assets) (2020: £107,319). In addition to free reserves, the charity holds £75,363 of designated funds (2020: £63,852).

At the annual review of the policy in August 2021, an assessment of the current closure costs and other financial risks were made. The Board of Trustees determined that the target reserves at 31 March 2021 should be £81,923, and £94,517 for 31 March 2022, based on current costs of closure and taking into account current secured funding.

The increase in free reserves in the last financial year has been due to successful community and other unrestricted fundraising, alongside a reduction in activity and other costs which would normally be allocated to the unrestricted fundraising secured.

The Board of Trustees welcomes the current position in light of the current pandemic and the potential future impact on charitable trusts funding due to increased demand and lower rates of return on their investments. SYC is also anticipating increased demand within the service as well as supporting current service users as the longer-term impact of the pandemic plays out. SYC will be using some of the free reserves to employ a young people's project worker to provide one-to-one support and to part-fund a supporter engagement officer to diversify our funding base in anticipation of the ending of major grants within the next three years.

## Sheffield Young Carers Project

### Trustees' annual report - continued For the year ended 31 March 2021

#### Future plans

We have worked hand-in-hand with young people for 24 years, carrying out meaningful research, developing effective services, and amplifying the voice of young carers and young people affected by familial substance misuse in Sheffield and beyond. We want to turn our learning into practice by making sure that local and national policies are not only in place but are also being implemented effectively on the ground. We believe that this is the only way to ensure that every young person - regardless of age, postcode or background - is identified and supported as soon as possible, to help prevent early childhood experiences from having a negative, long-lasting impact on the rest of their lives.

We will be undertaking a review and evaluation of the impact on our service – for all stakeholders – of the Covid-19 pandemic and subsequent restrictions upon our work. We will review how both remote and online working has been delivered, its successes and challenges, as well as explore how the new blended model of a mixture of online and face to face has subsequently worked. We will conduct a survey of our service users to understand their experience and if the pandemic has impacted on the quality of the service we deliver. Within this review, we will bear in mind that 2020-21 was a unique year and we will continue to retain our focus on key priority areas for growth, albeit adapted with our learning from the last year.

Our priority growth areas over the next 3-5 years are:

**We will strengthen our work with education and health providers** – *maximising existing partnership work to improve identification processes and secure more opportunities/sources of support for young carers*

Building on our successful identification work with Sheffield schools, we will continue to work in partnership with [Learn Sheffield](#) to develop a sustainable and transferable model to help achieve their ambitious target of identifying all young carers in Sheffield schools. We will continue to build up the membership of our Schools Network, our work with further education colleges and universities. We will also build on our identification and support work with health providers (e.g. Sheffield CCG, Primary Care, Sheffield Health and Social Care Trust) to embed real change from the top down and on the ground.

**We will increase our digital presence** – *increasing our profile and developing new forms of identification and support for young carers, families and professionals*

Drawing on our experience of digital and phone support during the Covid19 crisis and the success of our direct support offer and in consultation with young people, we will develop new (or signpost young people and their families to existing) online resources and support services. This will help us overcome some of the common barriers preventing young people from accessing direct support, e.g. being unable to leave the house, or suffering from low confidence. This will enable us to reach young people we don't currently support in Sheffield and potentially young carers all over the UK.

We will continue to use our website and social media accounts to disseminate our learning and good practice (including the findings of our research) and to work with a national network of young carers services, allowing us to benefit from each other's experience and combine our work with the work of others.

**We will campaign for young carers' rights on a local and national level** - *maintaining the momentum of our strategic development work at a local and national level to ensure meaningful policies and practices are in place*

We will continue to actively campaign for the rights of young carers in partnership with: MPs and councillors; strategic education bodies such as Higher Education Progression Partnership (HEPP); national carers' organisations, including Carers trust (we became members in April 2020) and young carers' services across the UK.

**We will turn our learning into practice** – *working closely with young carers and using their voice to drive change on a local and national level*

We will share our experience on the ground to inform and guide others, including national bodies in a position to identify and support young carers in their own right, e.g. Ofsted. We will amplify the voice of young people in Sheffield by developing regional contacts and networks to combine the voice of young people across the region. We will engage with national organisations to ensure we continue to learn from others and share our learning and experience more widely. These regional and national partnerships will enable us to influence policy and practice more effectively, and to secure more support and services for young carers and young people affected by familial substance misuse.

## **Sheffield Young Carers Project**

### **Trustees' annual report - continued For the year ended 31 March 2021**

#### **Structure, governance and management**

Sheffield Young Carers Project was incorporated on 6 December 2010 and registered as a charity on 28 January 2011 and is governed by its Memorandum and Articles of Association. Its legal status is that of a company limited by guarantee (Company No. 7461229) and a registered charity (Charity No. 1140105). It has no share capital and the liability of each member in the event of winding up is limited to £1. Overall management of the Charity is the responsibility of the Trustee Directors who are elected and co-opted under the terms of the Memorandum and Articles of Association. Day to day project activity is carried out by staff and volunteers.

The Charity is governed by its constitution. The objectives of the charity are:

1. To establish and manage a centre in Sheffield to provide support for young carers in Sheffield
2. To advance the education of the general public, other related statutory and voluntary organisations in the causes and effects of caring on young people.

#### **Recruitment and support of trustees**

The Board of Trustees are recruited, inducted and trained under the Appointment of Trustees Policy. All trustees undertake basic safeguarding training and a DBS check every three years. Safeguarding training is also provided to the whole Board on a bi-annual basis by SYC's designated safeguarding lead. Trustees stand for a three-year period and can stand for re-election. The trustees are re-elected at the annual general meeting.

#### **SYC's partnerships and networks**

SYC engages in a range of networks and partnerships at a local and national level to meet its vision, mission and objectives. These include:

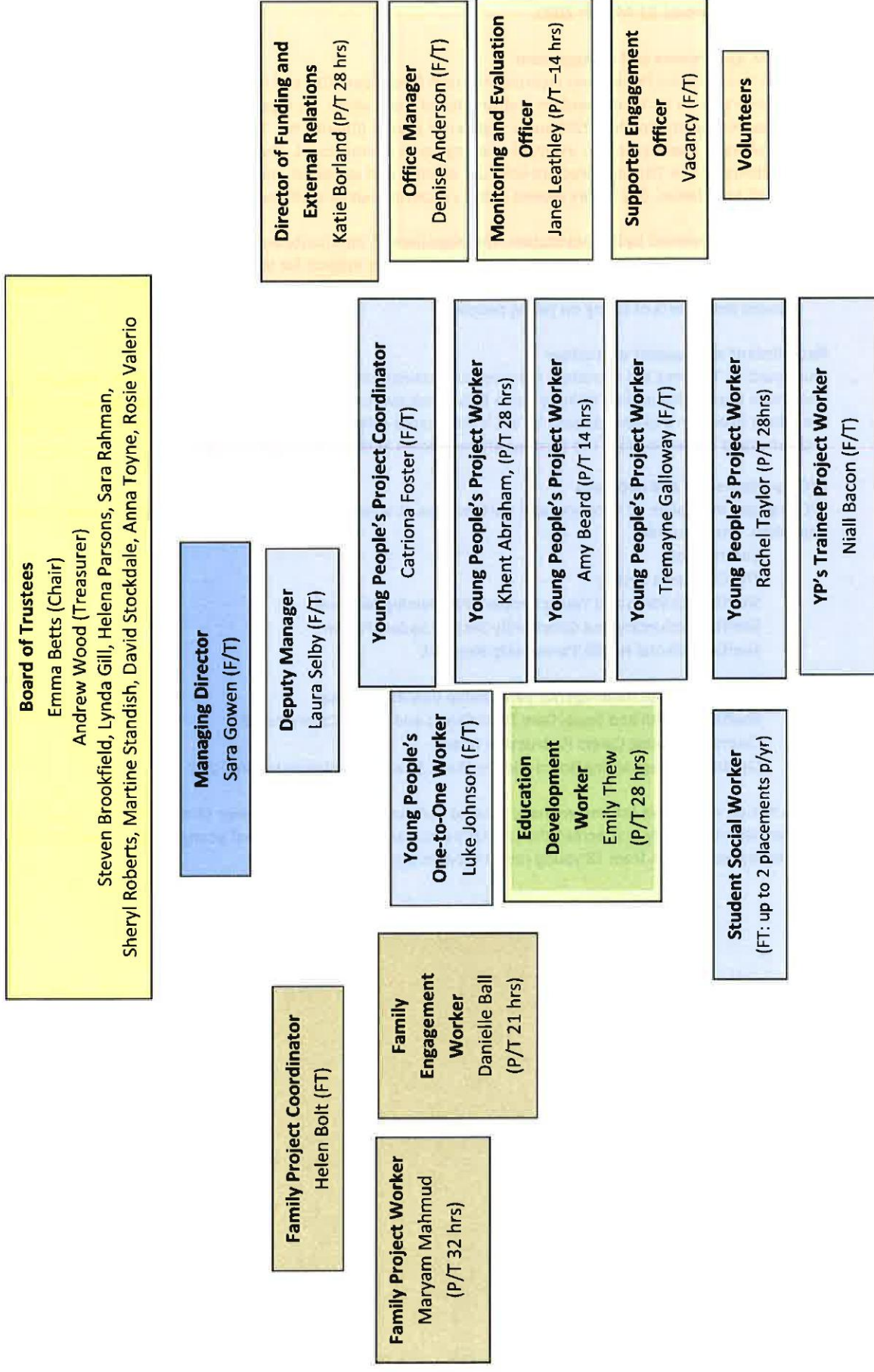
- Carers Trust
- The Children's Society
- Sheffield Children and Young People's Partnership Network
- Sheffield Voluntary and Community Sector Leaders Forum
- Sheffield Mental Health Partnership Network

We sit on a number of multi-agency partnership boards including:

- Sheffield Health and Social Care Trust Carers and Young Carers Board
- Carers and Young Carers Partnership Board
- Children's Safeguarding Board Hidden Harm Strategy Implementation Group

This is not an exhaustive list and we have worked collaboratively with a number of statutory and voluntary sector agencies within the city and across the UK. Of particular note is the national young carers voice network which includes representation from 18 young carers services across the UK.

## Sheffield Young Carers Organisational and Staffing Structure – 2021



## Sheffield Young Carers Project

### Trustees' annual report - continued For the year ended 31 March 2021

#### Investment policy

The trustees have considered the most appropriate policy for investing funds subject to the overriding requirement of maintaining liquidity of funds.

#### Risk management

The Board of Trustees oversees a risk register, which is reviewed every two months at the Board meetings. The risk register uses a RAG rating to highlight any particular risks with the actions recorded and reviewed at the following meetings. The main risks identified in 2020-21 were:

- SYC closure of services for limited period based on government advice. The impact on young carers and their families of loss of service and support at a time when there is increased risk of illness and potential death. Mitigated by our ability to deliver remotely and online services to young people and families.
- Loss of project funding: all funding that was due to end in 2020-21 is secured or covered by underspend.
- Increased waiting list: this is ongoing issue, to ameliorate risk we have taken on additional staff and offered increased hours.

To mitigate the additional risk in relation to the Covid19 pandemic, we developed operational levels (red, amber and green based on National Youth Agency model) and appropriate risk assessments for all activities, staff and office functions, including online delivery protocol for working with children and vulnerable adults. We also reviewed our IT and data protection in light of home-working and the use of office laptops/equipment outside of SYC offices.

#### Small company provisions

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

The trustees declare that they have approved the trustees' report above on 25-08-21 and signed on behalf of the trustees by:



Andrew Wood  
Trustee

## **Independent Examiner's report to the trustees of Sheffield Young Carers Project ("the Company")**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

### **Responsibilities and basis of report**

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

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

### **Independent examiner's statement**

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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

Signed:

  
Sarah Lightfoot, FCA, DChA  
On behalf of:  
VAS Community Accountancy  
The Circle  
33, Rockingham Lane  
Sheffield  
S1 4FW

Date:

31 August 2021

## Sheffield Young Carers Project

### Statement of financial activities (incorporating the income and expenditure account) For the year ended 31 March 2021

		Unrestricted funds	Restricted funds	Total 2021	Unrestricted funds	Restricted funds	<i>restated</i> Total 2020
Notes		£	£	£	£	£	£
<b>Income from:</b>							
Donations and grants	2	190,472	11,386	201,858	150,713	15,830	166,543
Charitable activities	3	173,489	271,143	444,632	169,388	258,253	427,641
Investments		16	-	16	73	-	73
<b>Total income</b>		<b>363,977</b>	<b>282,529</b>	<b>646,506</b>	<b>320,174</b>	<b>274,083</b>	<b>594,257</b>
<b>Expenditure on:</b>							
Fundraising activities		1,902	-	1,902	541	1,259	1,800
Charitable activities	4	305,607	250,288	555,895	234,408	252,691	487,099
<b>Total expenditure</b>		<b>307,509</b>	<b>250,288</b>	<b>557,797</b>	<b>234,949</b>	<b>253,950</b>	<b>488,899</b>
<b>Net income/(expenditure)</b>		<b>56,468</b>	<b>32,241</b>	<b>88,709</b>	<b>85,225</b>	<b>20,133</b>	<b>105,358</b>
Transfers between funds	14	2,779	(2,779)	-	-	-	-
<b>Net movement in funds</b>		<b>59,247</b>	<b>29,462</b>	<b>88,709</b>	<b>85,225</b>	<b>20,133</b>	<b>105,358</b>
Total funds brought forward		173,393	76,394	249,787	88,168	56,261	144,429
<b>Total funds carried forward</b>		<b>232,640</b>	<b>105,856</b>	<b>338,496</b>	<b>173,393</b>	<b>76,394</b>	<b>249,787</b>

# Sheffield Young Carers Project

## Balance sheet

As at 31 March 2021

	Notes	2021 £	2020 £
<b>Fixed Assets</b>			
Tangible Assets	9	4,099	2,222
<b>Current assets</b>			
Debtors	10	998	998
Cash at bank and in hand		360,022	266,600
<b>Total current assets</b>		<b>361,020</b>	<b>267,598</b>
Creditors: amounts falling due within one year	11	(26,623)	(20,033)
<b>Net current assets</b>		<b>334,397</b>	<b>247,565</b>
<b>Total assets less current liabilities</b>		<b>338,496</b>	<b>249,787</b>
Creditors: amounts falling due after more than one year		-	-
<b>Total net assets</b>		<b>338,496</b>	<b>249,787</b>
<b>Funds of the Charity</b>			
General funds		157,277	109,541
Designated funds	13	75,363	63,852
Total unrestricted funds		232,640	173,393
Restricted income funds	14	105,856	76,394
<b>Total funds</b>	15	<b>338,496</b>	<b>249,787</b>

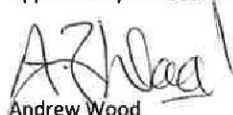
For the year ending 31 March 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The director's acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to small companies' regime.

Approved by the board on 25-08-21 and signed on their behalf by:

  
 Andrew Wood  
 Trustee

## Sheffield Young Carers Project

### Statement of cashflow

For the year ended 31 March 2021

	Notes	2021 £	2020 £
<b>Reconciliation of net expenditure to net cash flow from operating activities</b>			
Net income/(expenditure) for the year (as per the SOFA)	88,709	105,358	
Adjustments for:			
(Increase)/decrease in debtors	-	(998)	
Increase/(decrease) in creditors	6,590	10,697	
Investment income	(16)	(73)	
Depreciation	<u>1,613</u>	<u>741</u>	
<b>Cash flows from operating activities</b>			
Net cash provided by/(used in) operating activities		96,896	115,725
<b>Cash flows from investing activities</b>			
Investment income	16	73	
Purchase of fixed assets	<u>(3,490)</u>	<u>(2,963)</u>	
<b>Net cash (used in)/provided by investing activities</b>		(3,474)	(2,890)
<b>Change in cash and cash equivalents</b>		<u>93,422</u>	<u>112,835</u>
<b>Cash and cash equivalents at the beginning of the year</b>		266,600	153,765
<b>Cash and cash equivalents at the end of the year</b>		<u><u>360,022</u></u>	<u><u>266,600</u></u>

## Sheffield Young Carers Project

### Notes to the Accounts For the year ended 31 March 2021

#### 1 Accounting Policies

##### (a) Basis of preparation

Sheffield Young Carers Project is a charitable company in the United Kingdom limited by guarantee. In the event that the charity is wound up the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the company information on page 1 of these financial statements.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (second edition), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) and with the Charities Act 2011.

The charity meets the definition of a public benefit entity as defined under FRS102. The financial statements are presented in sterling which is the functional currency of the charity and are rounded to the nearest £1.

##### (b) Income

Income is recognised in the SOFA when the charity has entitlement to the funds, any performance conditions attached to the monies have been met, the receipt of the income is probable and its amount can be reliably measured.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

##### (c) Expenditure and liabilities

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

##### (d) Tangible fixed assets

All items of capital expenditure below £500 are written off as incurred.

Depreciation has been calculated to write down the cost or valuation, less estimated residual value, of all tangible fixed assets over their expected useful lives on a straight line basis:  
Computer and I.T. equipment                      4 years straight line

##### (e) Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

##### (f) Trade debtors

Trade debtors are amounts due from customers for services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the company will not be able to collect all amounts due according to the original terms of the receivables.

##### (g) Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

##### (h) Fund accounting

Unrestricted funds are donations and other income receivable or generated for the objects of the organisation without further specified purpose and are available as general funds.

Designated funds are funds set aside at the discretion of the trustees for specific projects.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific artistic projects being undertaken by the charity.

##### (i) Pensions

The organisation has a defined contributions pension scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme.

##### (j) Operating lease rentals

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

##### (k) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

## Sheffield Young Carers Project

### Notes to the Accounts - continued For the year ended 31 March 2021

#### 2 Income from donations and grants

		Unrestricted funds	Restricted funds	Total 2021	Unrestricted funds	Restricted funds	restated Total 2020
		£	£	£	£	£	£
<b>Funder</b>	<b>Project</b>						
Buttle UK	Items for specific families	-	1,150	1,150	-	-	-
Cutler's Company Charitable Trust	Holiday activities	-	-	-	-	2,000	2,000
Dixon Pitchfork Charitable Trust Fund	Activities	-	-	-	-	750	750
Glasspool	Items for specific families	-	-	-	-	840	840
Paul Hamlyn Foundation	Growth Fund	100,000	-	100,000	100,000	-	100,000
Paul Hamlyn Foundation	Expert Support Package	30,000	-	30,000	30,000	-	30,000
Paul Hamlyn Foundation	Emergency Fund	20,000	-	20,000	-	-	-
Carers Trust	Emergency Fund	-	1,500	1,500	-	-	-
Sheffield Family Holiday Fund/ Family Holiday Association	Family holidays	-	-	-	-	2,990	2,990
The James Neill Trust Fund	Emotional Wellbeing	-	2,000	2,000	-	-	-
The James Neill Trust Fund	Holiday activities	-	-	-	-	2,000	2,000
The Spirit of Sheffield Children's Trust	Christmas gifts and IT	-	2,736	2,736	-	-	-
The Spirit of Sheffield Children's Trust	Holiday activities	-	-	-	-	4,250	4,250
The Worshipful Company of Pewterers	Holiday activities	-	3,000	3,000	-	3,000	3,000
500 Together	Items for specific families	-	1,000	1,000	-	-	-
		150,000	11,386	161,386	130,000	15,830	145,830
Donations		40,472	-	40,472	20,713	-	20,713
		<b>190,472</b>	<b>11,386</b>	<b>201,858</b>	<b>150,713</b>	<b>15,830</b>	<b>166,543</b>

#### 3 Income from charitable activities

		Unrestricted funds	Restricted funds	Total 2021	Unrestricted funds	Restricted funds	restated Total 2020
		£	£	£	£	£	£
<b>Funder</b>	<b>Project</b>						
BBC Children in Need	Action Group - 2017-2020	-	-	-	-	9,890	9,890
BBC Children in Need	Action Group - 2021-2023	-	9,414	9,414	-	-	-
BBC Children in Need	Young People's Project - Support worker - 2017-2020	-	6,764	6,764	-	26,852	26,852
BBC Children in Need	Young People's Project - Support worker - 2021-2023	-	22,293	22,293	-	-	-
Big Lottery	Family Project 3	-	107,220	107,220	-	99,382	99,382
Big Lottery	Today for Tomorrow Project	-	99,052	99,052	-	96,529	96,529
Henry Smith Charlty	Young People's Project - Support worker	-	26,400	26,400	-	25,600	25,600
Sheffield City Council	Young Carers and Hidden Harm Service	172,020	-	172,020	164,000	-	164,000
		172,020	271,143	443,163	164,000	258,253	422,253
Student placement fees		-	-	-	4,252	-	4,252
Other income		1,469	-	1,469	1,136	-	1,136
		<b>173,489</b>	<b>271,143</b>	<b>444,632</b>	<b>169,388</b>	<b>258,253</b>	<b>427,641</b>

#### 4 Expenditure on charitable activities

	Direct Project Costs	Direct salary costs (note 6)	Support costs (note 5)	Total 2021
	£	£	£	£
SYC direct	35,751	177,592	84,667	298,010
Family Project	2,325	70,255	19,224	91,804
Action Group	2,384	5,343	-	7,727
Development	20,933	31,203	73,384	125,520
Activities and grants	32,834	-	-	32,834
	<b>94,227</b>	<b>284,393</b>	<b>177,275</b>	<b>555,895</b>

#### Prior year comparison

	Direct Project Costs	Direct salary costs (note 6)	Support costs (note 5)	Total 2020
	£	£	£	£
SYC direct	51,619	163,968	81,405	296,992
Family Project	4,633	72,446	17,908	94,987
Action Group	4,178	5,064	171	9,413
Development	2,874	16,722	50,877	70,473
Activities and grants	15,234	-	-	15,234
	<b>78,538</b>	<b>258,200</b>	<b>150,361</b>	<b>487,099</b>

# Sheffield Young Carers Project

## Notes to the Accounts - continued For the year ended 31 March 2021

### 5 Support costs

	Note	2021 £	restated 2020 £
Support salary costs	6	123,665	107,026
Other Staff Costs		7,311	8,820
Office Costs		18,624	15,295
Premises and Utilities		14,094	13,416
Depreciation		1,613	741
Professional fees		11,150	4,531
Governance costs		818	532
		<b>177,275</b>	<b>150,361</b>

### 6 Staff Costs

	2021 £	2020 £
Salaries	367,403	327,654
Employer's National Insurance	31,254	28,673
Employer's Allowance	(4,000)	(3,000)
Pension costs	13,401	11,881
	<b>408,058</b>	<b>365,208</b>

No employee received emoluments of more than £60,000. The average number of employees during the period was 17 (2020: 15).

### 7 Fees to independent examiner's organisation

	2021 £	2020 £
Fee for independent examination	<b>2,520</b>	<b>2,400</b>
Other fees paid to Independent examiner's organisation for payroll, IT support and room hire	<b>2,826</b>	<b>1,548</b>

### 8 Trustees remuneration and expenses, and the cost of key management personnel

The trustees were not paid or received any other benefits from employment with the charity in the year (2020: Enil). No trustees were reimbursed expenses during the year (2020: One trustee was reimbursed expenses of £27). No charity trustee received payment for professional or other services supplied to the charity (2020: Enil).

The key management personnel of the charity comprise the trustees and the Managing Director. The total employee benefits of the key management personnel of the charity were £50,890 (2020: £48,260).

### 9 Tangible Fixed Assets

	Computer and I.T. equipment £	Total £
<b>Cost or Valuation</b>		
As at 1 April 2020	2,963	2,963
Additions	3,490	3,490
Disposals	-	-
<b>As at 31 March 2021</b>	<b>6,453</b>	<b>6,453</b>
<b>Depreciation</b>		
As at 1 April 2020	741	741
Charge this period	1,613	1,613
Disposals	-	-
<b>As at 31 March 2021</b>	<b>2,354</b>	<b>2,354</b>
<b>Net Book Value</b>		
<b>As at 31 March 2021</b>	<b>4,099</b>	<b>4,099</b>
As at 31 March 2020	<b>2,222</b>	<b>2,222</b>

### 10 Debtors

	2021 £	2020 £
Prepayments	<b>998</b>	<b>998</b>

### 11 Creditors: amounts falling due within one year

	Note	2021 £	2020 £
Trade creditors		399	406
Accruals		2,520	2,400
Other creditors		1,660	1,519
Taxation and social security		7,909	6,408
Deferred income	12	14,135	9,300
		<b>26,623</b>	<b>20,033</b>

## Sheffield Young Carers Project

### Notes to the Accounts - continued For the year ended 31 March 2021

#### 12 Deferred income

	2021 £	2020 £
Deferred Income brought forward	9,300	-
Released in the year	(9,300)	-
Deferred in the year	14,135	9,300
Deferred income at the end of the financial year	<b>14,135</b>	<b>9,300</b>

Deferred income relates to monies given by funders in advance of the agreed contract/grant time periods.

#### 13 Designated funds

	Balance at 01-Apr-20 £	Income £	Expenditure £	Transfers £	Balance at 31-Mar-21 £
Strategic and development work	6,842	-	(6,842)	-	-
Paul Hamlyn Foundation: Growth Fund	30,269	100,000	(98,502)	(3,490)	28,277
Paul Hamlyn Foundation: Expert Support Package	10,596	30,000	(21,819)	-	18,777
Paul Hamlyn Foundation: Emergency Fund	-	20,498	(20,498)	-	-
Sheffield City Council: Young Carers and Hidden Harm Service	16,145	172,020	(159,856)	-	28,309
	<b>63,852</b>	<b>322,518</b>	<b>(307,517)</b>	<b>(3,490)</b>	<b>75,363</b>

Strategic and development work Unrestricted grants/donations given to cover core costs have been set aside to help support strategic and development work. This fund was fully utilised during the year.

Paul Hamlyn Foundation: Growth Fund This unrestricted grant was received towards core funding to support strategic and operational development and growth. The trustees have chosen to designate this fund, to better identify the costs incurred for this work.

Paul Hamlyn Foundation: Expert Support Package This unrestricted grant was received towards costs identified to realise growth plans and support organisational development. The trustees have chosen to designate this fund, to better identify the costs incurred for this work. The transfer represents the purchase of fixed assets, with no restrictions on use.

Paul Hamlyn Foundation: Emergency Fund This additional funding was received to support the work done during the covid-19 pandemic and lockdown. It was used to purchase IT equipment to enable young carers to fully participate in schooling.

Sheffield City Council: Young Carers and H This funding is a contract to provide a service but the trustees have chosen to designate this fund, to better identify the costs incurred for this work.

#### Prior year comparison

	Balance at b/fwd £	Income £	Expenditure £	Transfers £	Balance at c/fwd £
Strategic and development work	6,842	-	-	-	6,842
Paul Hamlyn Foundation: Growth Fund	-	100,173	(69,904)	-	30,269
Paul Hamlyn Foundation: Expert Support Package	-	30,000	(19,404)	-	10,596
Sheffield City Council: Young Carers and Hidden Harm Service	-	164,000	(147,855)	-	16,145
	<b>6,842</b>	<b>294,173</b>	<b>(237,163)</b>	<b>-</b>	<b>63,852</b>

#### 14 Restricted funds

	Balance at 01-Apr-20 £	Income £	Expenditure £	Transfers £	Balance at 31-Mar-21 £
BBC Children in Need: Action Group - 2017-2020	4,187	-	(4,187)	-	-
BBC Children in Need: Action Group - 2021-2023	-	9,414	(3,540)	-	5,874
BBC Children in Need: Young People's Project - Support worker - 2017-2020	8,443	6,764	(10,922)	-	4,285
BBC Children in Need: Young People's Project - Support worker - 2021-2023	-	22,293	(14,025)	-	8,268
Big Lottery Awards for All	1,920	-	-	-	1,920
Big Lottery: Family Project 1	781	-	-	(781)	-
Big Lottery: Today for Tomorrow Project	14,498	99,052	(92,255)	-	21,295
Big Lottery: Family Project 3	21,665	107,220	(91,804)	-	37,081
Buttle UK: Items for specific families	369	1,150	(1,519)	-	-
Dixon Pitchfork Charitable Trust Fund: Activities	750	-	(750)	-	-
Henry Smith Charity: Young People's Project - Support worker - 2017	2,359	-	-	(2,359)	-
Henry Smith Charity: Young People's Project - Support worker	14,593	26,400	(21,219)	2,359	22,133
Sheffield City Council: Young Carers Activity Fund	1,886	-	(1,886)	-	-
Sheffield Family Holiday Fund/ Family Holiday Association: Family activities	99	-	(99)	-	-
Sheffield Family Holiday Fund/ Family Holiday Association: Family holidays	199	-	(199)	-	-
The Worshipful Company of Pewterers: Holiday activities	1,262	3,000	(1,262)	-	3,000
The Cutlers Company Charitable Trust: Holiday activities	1,385	-	(1,385)	-	-
The Spirit of Sheffield Children's Trust: Christmas gifts and IT	-	2,736	(2,736)	-	-
James Neil Trust: Emotional Wellbeing	-	2,000	-	-	2,000
500 Together: Items for specific families	-	1,000	(1,000)	-	-
Carers Trust: Emergency Fund	-	1,500	(1,500)	-	-
Westfield Health	1,998	-	-	(1,998)	-
	<b>76,394</b>	<b>282,529</b>	<b>(250,288)</b>	<b>(2,779)</b>	<b>105,856</b>

All funds are restricted to the projects or activities as specified by the funders. Transfers in the year from Big Lottery and Westfield Health represent completed projects where the funders have agreed any remaining funds can be spent on general activities. The Henry Smith Charity funds have been combined, to be spent on the extended project by March 2022.

## Sheffield Young Carers Project

### Notes to the Accounts - continued For the year ended 31 March 2021

#### 14 Restricted funds - continued

Prior year comparison

	Balance at b/fwd £	Income £	Expenditure £	Transfers £	Balance at c/fwd £
BBC Children in Need: Action Group	3,710	9,890	(9,413)	-	4,187
BBC Children in Need: Young People's Project - Support worker	6,376	26,852	(24,785)	-	8,443
Big Lottery Awards for All	1,920	-	-	-	1,920
Big Lottery: Family Project 1	1,778	-	(997)	-	781
Big Lottery: Family Project 2	16,255	-	(16,255)	-	-
Big Lottery: Family Project Development	1,259	-	(1,259)	-	-
Big Lottery: Today for Tomorrow Project	3,326	96,529	(85,357)	-	14,498
Bottle UK: Items for specific families	1,943	-	(1,574)	-	369
Dixon Pitchfork Charitable Trust Fund: Activities	350	750	(350)	-	750
Glasspool: Items for specific families	-	840	(840)	-	-
Henry Smith Charity: Young People's Project - Support worker	2,359	-	-	-	2,359
Henry Smith Charity: Young People's Project - Support worker	11,907	25,600	(22,914)	-	14,593
Sheffield City Council: Young Carers Activity Fund	1,886	-	-	-	1,886
Sheffield City Council: Young Peoples Project	19	-	(19)	-	-
Sheffield Family Holiday Fund/ Family Holiday Association: Family activities	99	-	-	-	99
Sheffield Family Holiday Fund/ Family Holiday Association: Family holidays	149	2,990	(2,940)	-	199
The Worshipful Company of Pewterers: Holiday activities	927	3,000	(2,665)	-	1,262
Westfield Health	1,998	-	-	-	1,998
Big Lottery: Family Project 3	-	99,382	(77,717)	-	21,665
The Cutlers Company Charitable Trust: Holiday activities	-	2,000	(615)	-	1,385
The James Neill Trust Fund: Holiday activities	-	2,000	(2,000)	-	-
The Spirit of Sheffield Children's Trust: Holiday activities	-	4,250	(4,250)	-	-
	<b>56,261</b>	<b>274,083</b>	<b>(253,950)</b>	<b>-</b>	<b>76,394</b>

#### 15 Net assets by fund

	General funds £	Designated funds £	Restricted funds £	Total 2021 £
Tangible fixed assets	4,099	-	-	4,099
Net current assets	153,178	75,363	105,856	334,397
	<b>157,277</b>	<b>75,363</b>	<b>105,856</b>	<b>338,496</b>
Prior year comparative				
	General funds £	Designated funds £	Restricted funds £	Total 2020 £
Tangible fixed assets	2,222	-	-	2,222
Net current assets	107,319	63,852	76,394	247,565
	<b>109,541</b>	<b>63,852</b>	<b>76,394</b>	<b>249,787</b>

#### 16 Operating lease commitments

As at 31 March 2021 the charity was committed to making the following payments under non-cancelable operating leases as follows:

	2021 £	2020 £
Payable within 1 year	852	1,136
Payable between 1-5 years	-	852
	<b>852</b>	<b>1,988</b>

#### 17 Related party transactions

Cathy Sinclair, a trustee for part of the year, was also Chair of the BBC children in Northern Advisory Committee. The charity receives BBC Children in Need funding but the BBC have a strict conflict of interest policy. Cathy remains conflict free as she takes no part in any discussion or decision relating to the grants awarded to Sheffield Young Carers.

There have been no other related party transactions during the year that are not disclosed above or in note 8.

#### 18 Restatement of income

Notes 2 "Income from donations and grants" and note 3 "Income from charitable activities" have been reanalysed to better identify grants given which are not conditional on delivering certain levels of service.

Notes 4 "Expenditure on charitable activities" and 5 "Support costs" have been reanalysed to present expenditure by activity, rather than by natural classification.