

Company Registration No. 07463849 (England and Wales)

Charity No. 1141823

Imagine Act and Succeed

(A registered charity and company limited by guarantee)

**Annual Report of the Trustees
and Financial Statements
for the Year Ended
31 March 2024**



IMAGINE ACT AND SUCCEED

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IMAGINE ACT AND SUCCEED

REFERENCE AND ADMINISTRATIVE INFORMATION

Key Management Personnel (at 31 March 2024):

Trustees	Mr P Cassidy Mr S Howard Mrs B A Latham Mr M Routledge Mr P A Rowlinson Mrs K Waring
Company Secretary	Mr P Cassidy
Chief Executive Officer	Mrs R Gorman
Strategic Head of Operations	Ms J Pilkington
Strategic Head of Operations	Ms M Thomas
Head of Business	Ms L Nuttall
Lead Strategic Finance	Mr S Jones
Company number	07463849
Registered charity number	1141823
Registered office	110 Chapel Street Leigh Lancashire WN7 2DB Tel: 01942 807009 www.imagineactandsucceed.co.uk
Auditor	MHA Richard House 9 Winckley Square Preston PR1 3HP

IMAGINE ACT AND SUCCEED

TRUSTEES' REPORT

The trustees, who are also directors of the charity for the purposes of the Companies Act, submit their annual report and the audited financial statements for the year ending 31 March 2024, 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 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) published in October 2019.

The charity is a charitable company limited by guarantee and not having a share capital and is exempt from the requirement to use the word 'limited' as part of its name. It is governed by a memorandum and articles of association and was incorporated on 8 December 2010 to take over, from 1 July 2011, the activities of IAS (Services) Limited, an incorporated company which was originally founded in 1988.

Structure, governance and management

Imagine Act and Succeed became a charity in July 2011 when the owners of IAS Services gifted their shares, assets and cash reserves to the charity so the long-term support of people and welfare of staff could be protected and developed.

A new Board was developed from the previous shareholders and is still growing as new members are identified and inducted into the values and work of the Board. We had 6 Trustees at April 2024, and it is our intention to attract additional Trustees in the coming months.

The Board meets bi-monthly or more often if urgent business arises. The Board has a planned annual agenda, and this is to ensure all the Charity's activities are considered and to make sure there is time for thorough governance, but also for good work to be appreciated and celebrated.

Sub-committees are established to complete work in particular areas, and one has been established to oversee the charity's Investment Strategy. The Board will delegate the sub-committee's work and final authority remains with it. A new sub-committee has been set up to look at new developments. The sub-committees will be a mix of Board members and operational staff and these partnerships will be able to draw on the necessary skills, creativity and knowledge.

Board members have jointly developed a Trustee Handbook, which clearly identifies their roles and responsibilities in the governance of the charity and the means by which this will be achieved. The Handbook drew on information from the Charity Commission and was based around its suggested good practice. Induction for new trainees reinforces the handbook and is individually tailored to each Board member's requirements.

The Board of Trustees had one additional half day meeting to look at the strategic direction of the Charity in light of the challenging environment it operates in.

Board members are also committed to spending time with people the charity supports, their families and support staff, so they will develop the relationships to have effective communication and insight into the work of the charity. They will be mindful not to undermine the work of the operational teams.

Imagine Act and Succeed has an experienced and creative senior management team led by the Chief Executive appointed by the Board. Each geographical area has a dedicated management team responsible for the development of services which are person centred and innovative. The local teams have access to support from H.R, Accountancy, Business, Payroll and other specialist functions so they can concentrate on their main task of leading staff teams to provide the best possible support to individuals. Each team reports regularly to the Board on their work and how they are meeting the agreed objectives in the charity's annual business plan.

The trustees continually examine the major strategic business and operational risks which the charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

IMAGINE ACT AND SUCCEED

TRUSTEES' REPORT

Key management personnel remuneration

The combined salaries of the Key Management Personnel, including employer National Insurance and pension contributions, are £288,583. These salaries have been reviewed and agreed by the trustees, and are comparable with salaries paid to similar staff in medium size charities in the social care sector. The salaries and benefits are considerably lower than for counterparts in the statutory sector, but the compensation is working in an organisation, where you can see the difference your contribution makes. The sense of identity with the organisation, and the sense of responsibility for its success is also very different.

Public Benefit Statement

Our memorandum of association describes our public benefit as being to meet the needs of people who have a learning disability and to support people to reach their full potential. Without prejudice to the generality of the foregoing to support people with a disability to have choice and control over their lives, be valued and contributing members of their communities and be part of a wide network of friends, neighbours and family. The support will extend to their families, friends and local community with the aim of creating a society that is welcoming and inclusive of everyone.

Our statement of purpose, written by the people we support, their families, staff, commissioners and other allies in 2004 explains our focus as being:

- We seek to develop a person centred organisation where everyone feels valued and sees that their contribution is making a difference
- We aim to create an environment where everybody's energy and creativity is focussed on getting better lives for people
- We support people to live as valued and contributing members of their communities where they are part of a wide network of friends, neighbours and family
- We do this through active listening, thoughtful practice, passionate commitment and by working towards people's dreams.

Objectives and activities

Imagine Act and Succeed's purpose is to provide support services that empower adults with a learning disability to have choice and control in their lives and enable them to have fulfilling lives. We work closely with the people we support, their families, friends and others to plan and deliver services in line with person centred approaches. Our Statement of Purpose encompasses our central philosophy and against which we measure everything we do.

Our main work has continued to focus on supporting people in their own homes (supported tenancies and shared ownership) in Wigan, Oldham and Trafford. We also have Community Support Teams in Wigan, Oldham and Salford that provide one to one support to people living at home with their families, or to people requiring lower levels of support in their own tenancies.

The Chief Executive and Senior Management team continue to manage and develop the organisation operationally and are supported by the Trustee Board. Major decisions or proposals affecting the charity are brought to the Board for discussion and decision.

The organisation became a charity in July 2011 and the Board continues to grow in membership. All appointed Trustees go through an induction process with existing Trustees, and key members of the operational staff. As part of the induction process new trustees are also given opportunities to meet some of the people and families we support and enabled to understand the organisation and how it functions and performs.

IMAGINE ACT AND SUCCEED

TRUSTEES' REPORT

Strategic report

Achievements and performance

We remained vigilant to the challenges of Covid-19, with staff testing if symptomatic. We had continued supply of lateral flow tests and PPE.

We retained Peninsula, a HR and Employment law consultancy to support us during the Covid-19 period, and we have continued our positive working relationship with advice and training for our leadership team.

We have been able to keep staff up to date with important information and changes to guidance using our text messaging service.

We also continue to face increased calls for data from external agencies such as CQC, Local authorities and Health Authorities and providing information to them.

We continue to work with awareness of staffs' mental health being affected by the pandemic, cost of living crisis and other issues, and we signpost to our Employee Assistance Programme that includes access to counselling. A number of our leaders have attended Mental Health training to support staff.

It was very important to us to thank our staff for their hard work and commitment and we were able to reward staff with Christmas vouchers and an uplift to the real living wage across the board.

We have always had strong relationships with our Health colleagues, however because Health took a lead in this area our relationships have become much stronger, and we are able to go to them directly with any queries and for advice. An example of this is our relationship with the Hospice in Wigan. We attend their training, and we can seek their advice at any time.

We are very proud of the organisation and our fantastic staff that have continued working tirelessly, always putting the people they support first. It is an incredible achievement and has been another challenging year yet again on many levels.

New Work and developments

Wharfedale is now fully occupied.

We are offered new work continuously across the board, and have started some new pieces of work. A number of new living models have been developed. They are apartment style, with people having their own front door. York Street has 5 apartments, purpose built for people who have some challenges. It has communal space and a sensory room.

Tyldesley Road has 6 apartments.

We reopened Rochdale Road in Oldham, and this has 3 apartments.

We're planning new developments with housing providers and local authorities.

Partnerships

We are established members of a number of different umbrella groups. These are VODG (Voluntary organisation Disability group), Learning Disability England and Care England, and Social Care Futures. This enables the sector to come together, share best practice and challenges and be a stronger voice for people with support needs. One outcome of the pandemic is strengthening of relationships with health authorities.

IMAGINE ACT AND SUCCEED

TRUSTEES' REPORT

Achievements and performance (continued)

CQC Inspections

All networks have overall CQC ratings of Good and networks are completing their PIR.

Safeguarding

As an organisation, we take the safeguarding of people very seriously. We have training for staff delivered by the local authorities and ourselves, this is a standard agenda item on team meetings and in private job consultations. All staff are aware of the process of recording anything that makes them uncomfortable through a whistleblowing policy. In many situations, staff are suspended prior to investigation as a way of keeping everyone safe. All instances are investigated thoroughly and this can and does lead to disciplinary hearings. All safeguarding is reported to the local authority through their tier system. Following any safeguarding we have an internal "lessons learnt" meeting.

In March 2023 it came to our attention that there were discrepancies in finances for a number of people supported. We suspended a staff member and carried out a thorough investigation. This was in partnership with the local authority and the police were involved. We found that £138,520 split between 10 people had been taken. At 31 March 2024 £54,231 had been repaid, leaving a balance of £84,289 that will be paid back to people, and is included in creditors. The suspended staff member was dismissed and this led to a deep dive into all our finance systems, banks and processes, to try and ensure this cannot happen again. An additional member of the finance team has been employed whose primary responsibility is auditing of peoples finances and has no dealings with the operational teams.

We are now represented on our Local Authorities Safeguarding board.

Stepping Out

Stepping Out is well established and has developed extensively since its creation to the point of offering a wide range of possibilities to many people. It has a real focus on health; well-being and employment with a gardening project and two shops inside Extra Care Schemes offering purposeful employment experience for people we support. This also offers the community a service for those who need support with shopping and gardening. Stepping Out also offer a dog walking service. This has enabled many elderly people to be able to keep their pet dog whilst living in extra care. The service that Stepping Out offer to people has led to relationships and connections that would not have developed ordinarily. Over 50 people now receive support within Stepping Out, both internal and external to IAS. Stepping Out continues to flourish with new developments and opportunities.

Recruitment issues

The Recruitment Coordinator continues to work hard to recruit new staff and explores new creative ways to attract staff.

We have needed to use agencies to supply temporary staff as a second member of staff more so than in the earlier part of the financial year.

Now we are able to pay the real living wage we are seeing a positive shift in the number of new staff coming through.

We have been involved with a number of initiatives to encourage recruitment levels. Our involvement in the Local Authority "Care to Join us" campaign has resulted in new people joining the social care workforce and working with us. This has now gone on to greater partnership working trying to professionalise social care in the publics eyes. We are working in partnership with Universities, colleges and schools to send a positive message about working in social care.

We continue to explore creative options to enhance our offer to staff e.g. offering free driving lessons to new applicants.

IMAGINE ACT AND SUCCEED

TRUSTEES' REPORT

Disabled employees

The charity gives full consideration to applications for employment from disabled persons where a disabled person can adequately fulfil the requirements of the job. Where existing employees become disabled, it is the charity's policy wherever practicable to provide continuing employment under normal terms and conditions and to provide training and career development and promotion disabled employees wherever appropriate. We have actively used Access to work which staff have felt is beneficial.

Employee engagement

We have always acknowledged that good ideas come from everywhere and that staff perform at their maximum capacity when they see that their contribution matters. Involvement in the development of the service creates a sense of ownership and responsibility for what we do, and how we do it. Each staff member will be regularly involved in job consultation, attend team meetings, and have an ongoing appraisal – all opportunities to put ideas forward and be listened to. Service development Forums and occasional task groups are further ways in which staff can be involved and contribute. Each Senior Manager reports annually to the Board on their work and how they are meeting the agreed objectives in the charity's annual business plan. We have sent staff anonymous questionnaires for their feedback.

A working group for finance was set up to ensure people's money was safeguarded.

Involvement of People we support

As an organisation, we are person centred and people are at the heart of what we do. There is a belief in the organisation that people we support and their families and friends need to have control over the support. We gather this information through one-page profiles, reviews, My Day learning logs, Peoples Forums (discussing topics and issues about their support and what's going on in the wider world) and Relatives forums, and Tenants meetings.

We continue to use technology to ensure that people we support stayed connected to their family and friends, and the organisation.

We have also sent feedback questionnaires to family members of the people we support.

Wellbeing

We have been well aware of the Cost of Living crisis and its impact on our workforce, and people we support. We formed a working group to look at how we can support staff and people during this time.

An initiative that has come from this was creation of a regular bulletin containing information and advice for saving money, or for discounts, or energy saving information. This goes out to all staff via our text messaging service.

We have introduced a Menopause policy, to ensure the necessary support is known and offered to employees when needed.

We carry out Health assessments for Night Workers to ensure that staff are not made ill as a consequence of working night shifts.

IMAGINE ACT AND SUCCEED

TRUSTEES' REPORT

Financial review & reserves policy

This year we committed to giving staff the real living wage and support recruitment. This has been aided with some Local Authorities reflecting in their 2023/24 rate uplifts the need for transition to the RLW for support.

For 2023/24 we budgeted for a deficit of £257k, excluding interest and gains from investments. We finished the year with an operating surplus of £9,123. This was achieved with increased income, and reduced agency costs. The organisation ended the financial year with a surplus of £73,334, including investment gains of £64,211 and interest receivable of £66,939. We continue to astutely manage budgets whilst negotiating hourly rates with the local authorities.

The charity began its life with assets of just over £2 million, which were a combination of cash reserves and the fixed assets of our offices. 12 years on, our combined assets are over £4.3 million.

Total reserves at 31 March 2024 are £4,312,257, which are all unrestricted funds. After the deduction of tangible fixed assets, total free reserves are £3,866,196. The Charities Commission recommends having reserves equivalent to six months operating costs to ensure stability and security, and our reserves policy is to ensure we have reserves of six months or over. We estimate that we are now at this figure.

Investments policy

The Board established an Investment Strategy sub-committee, which meets twice a year to review existing investments and to consider further options when the cash balance is high. The sub-committee is made up of three trustees and the CEO. These meetings were held remotely during this financial year.

Currently just over £4.3 million is invested in a mixture of a Managed Investment Portfolio, one-year fixed rate deposit accounts, and interest-bearing bank accounts. We also have fixed assets with a carrying value in the accounts of just over £0.44 million in the shape of 3 fully paid up offices. The majority of the charities accessible cash reserve is in a savings account accruing interest.

Plans for future periods

Priorities for the coming 12-18 months include:

- **Employment of people with disabilities**
We currently employ two people with learning disabilities and are hoping to increase this.
- **House Model, housing partners and assistive technology**
In some areas we have been working with the local authority to create area based models, whereby people have their own front door but are part of a supportive community close by to other supported tenants. We believe this is a safer model; it results in less isolation, provides better outcomes and is cost effective.
- **Right Support**
Over a number of years, we have developed a culture in IAS where we are focussed on getting the support right for people. This includes not under or over supporting people and the use of technology. Other providers find this particularly difficult in positive behaviour support situations. We have learned that getting the environment, support and technology right for people reduces an over reliance on paid support. This is a marketable product that is invaluable to people, families, providers and health and social care. Electronic care planning was tested out this year in an extra care scheme using a product called Nourish. Unfortunately intermittent access to the internet proved difficult and we are currently exploring other models.

IMAGINE ACT AND SUCCEED

TRUSTEES' REPORT

Plans for future periods (continued)

- **Cost of living**
We are looking at creative ways to support staff during the Cost of Living crisis. We are using our text messaging service to signpost staff to money saving advice or available offers and discounts. We have debuted Wagestream, a financial wellbeing app for staff. Our EAP also offers financial advice and information to staff. We continue via an active working group to come up with new ideas and ways to help staff.
- **Recruitment**
Recruitment continues to be a significant and challenging pressure in some areas. We are continuing to recruit staff using a variety of sources.

Fundraising

We have considered the requirements of the Charities (Protection and Social Investment) Act 2016 regarding disclosures concerning fundraising and fundraising standards and confirm that these do not apply to the charity.

Statement of trustees' responsibilities

The trustees (who are also directors of Imagine Act and Succeed for the purposes of company law) are responsible for preparing the Trustees' Report (including the Strategic Report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. 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 auditor is unaware, and the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

IMAGINE ACT AND SUCCEED

TRUSTEES' REPORT

Auditor

Following the merger of MHA Moore and Smalley with MHA, the charitable company's independent auditor has now become MHA.

The auditor, MHA, is deemed to be reappointed under section 487(2) of the Companies Act 2006.

This report, which incorporates the Strategic Report, was approved by the board of Trustees on November 12, 2024 and signed on its behalf

Peter Rowlinson

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Mr P A Rowlinson – Trustee

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS

OF

IMAGINE ACT AND SUCCEED

Opinion

We have audited the financial statements of Imagine Act and Succeed (the 'charitable company') for the year ended 31 March 2024, which comprise the Statement of Financial Activities, Balance Sheet, Cash Flow Statement 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 2024, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

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

Conclusions relating to going concern

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

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the trustees annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS

OF

IMAGINE ACT AND SUCCEED

Opinion on other matters prescribed by the Companies Act 2006

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

- the information given in the trustees' report (incorporating the strategic report and the directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the strategic report and the directors' report have been prepared in accordance with applicable legal requirements.

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 strategic report and the directors' report.

Matters on which we are required to report by exception

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

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

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS

OF

IMAGINE ACT AND SUCCEED

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

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 specific procedures for this engagement and the extent to which these are capable of detecting irregularities, including fraud is detailed below:

- Enquiries with management about any known or suspected instances of non-compliance with laws and regulations;
- Enquires with management about any known or suspected instances of fraud;
- Review of minutes of board meetings;
- Examination of journal entries and other adjustments to test for appropriateness and identify any instances of management override of controls;
- Review of legal and professional expenditure to identify any evidence of ongoing litigation or enquiries;
- Auditing the risk of fraud in income, including through the testing of income cut off at the period end, and through income transaction testing, to provide evidence that income is completely stated in the financial statements.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

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

Use of report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Nicola Mason MA(Cantab) ACA DChA
 Senior Statutory Auditor
 For and on behalf of MHA, Statutory Auditor
 Preston, United Kingdom

November 14, 2024

MHA is the trading name of MacIntyre Hudson LLP, a limited liability partnership in England and Wales (registered number OC312313).

IMAGINE ACT AND SUCCEED**STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME & EXPENDITURE ACCOUNT)****FOR THE YEAR ENDED 31 MARCH 2024**

	Note	Unrestricted funds £	Restricted funds £	Total funds 2024 £	Total funds 2023 £
Income from					
Charitable activities:					
Supported tenancies		10,951,854	-	10,951,854	9,563,982
Community support team		613,577	-	613,577	516,762
Stepping Out		27,539	-	27,539	55,206
Investments:					
Interest receivable		66,939	-	66,939	25,955
Dividends receivable		30,089	-	30,089	25,066
Total income		11,689,998	-	11,689,998	10,186,971
Expenditure on					
Raising funds	2	16,467	-	16,467	17,438
Charitable activities	3	11,664,408	-	11,664,408	10,429,833
Total expenditure		11,680,875	-	11,680,875	10,447,271
Net income/(expenditure) for the year before other recognised gains/(losses)		9,123	-	9,123	(260,300)
Investment gains/(losses)	10	64,211	-	64,211	(69,835)
Net income/(expenditure) for the year		73,334	-	73,334	(330,135)
Transfer between funds		-	-	-	-
Net movement in funds		73,334	-	73,334	(330,135)
Reconciliation of funds:					
Fund balances brought forward		4,238,923	-	4,238,923	4,569,058
Fund balances carried forward		4,312,257	-	4,312,257	4,238,923

All of the above results are derived from continuing activities. All gains and losses recognised in the year are included above. The result for the year for Companies Act purposes comprises the net incoming resources for the year net of unrealised profits and losses on investments and was a surplus of £9,123 (2023: deficit of £260,300),

IMAGINE ACT AND SUCCEED**BALANCE SHEET****AS AT 31 MARCH 2024**

	Note	Designated funds £	Unrestricted funds £	Restricted funds £	Total funds 2024 £	Total funds 2023 £
Fixed assets						
Tangible fixed assets	9	-	446,061	-	446,061	473,739
Investments	10	-	1,736,393	-	1,736,393	1,658,560
		-	2,182,454	-	2,182,454	2,132,299
Current assets						
Debtors	11	-	498,112	-	498,112	397,924
Cash at bank and in hand		-	2,644,787	-	2,644,787	2,667,250
		-	3,142,899	-	3,142,899	3,065,174
Creditors: Amounts falling due within one year	12	-	(1,013,096)	-	(1,013,096)	(958,550)
Net current assets		-	2,129,803	-	2,129,803	2,106,624
Net assets		-	4,312,257	-	4,312,257	4,238,923
Funds						
Designated funds		-	-	-	-	-
Unrestricted funds		-	4,312,257	-	4,312,257	4,238,923
Restricted funds		-	-	-	-	-
Total funds	14	-	4,312,257	-	4,312,257	4,238,923

These financial statements were approved by the trustees on November 12, 2024 and signed on their behalf by:

Peter Rowlinson

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Mr P A Rowlinson – Trustee

Company Registration Number: 07463849

IMAGINE ACT AND SUCCEED**CASH FLOW STATEMENT****FOR THE YEAR ENDED 31 MARCH 2024**

	2024	2023
	£	£
Net income/(expenditure) for the year	73,334	(330,135)
<i>Adjustments for:</i>		
Investment income	(97,028)	(51,021)
(Gain) / loss on investments	(64,211)	69,835
Depreciation	20,735	24,314
(Profit) / loss on disposal of tangible fixed assets	15,280	-
(Increase) / decrease in debtors	(100,188)	(45,574)
Increase / (decrease) in creditors	54,546	201,155
Net cash (used in) / provided by operating activities	(97,532)	(131,426)
Cash flows from investing activities:		
Investment income	97,028	51,021
Purchase of tangible fixed assets	(8,337)	(32,617)
Proceeds from the sale of tangible fixed assets	-	-
Purchase of investments	(395,240)	(155,297)
Proceeds from sale of investments	366,280	138,815
Movement in cash held as investments	15,338	8,854
Net cash (used in) / provided by investing activities	75,069	10,776
Change in cash and cash equivalents in the year	(22,463)	(120,650)
Cash and cash equivalents at the beginning of the year	2,667,250	2,787,900
Cash and cash equivalents at the end of the year	2,644,787	2,667,250
Analysis of cash and cash equivalents		
Cash in hand	1,392	2,348
Cash at bank	2,643,395	2,664,902
	2,644,787	2,667,250

IMAGINE ACT AND SUCCEED

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

Accounting policies

1 Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value.

Imagine Act and Succeed meets the definition of a public benefit entity under FRS 102.

The charity has availed itself of Paragraph 4(1) of Schedule 1 of the Large and Medium-sized Companies and Groups (Accounts and Reports) Regulations 2008 and adapted the Companies Act formats to reflect the special nature of the charity's activities.

Going concern

The trustees are required to assess whether the use of going concern is appropriate, i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The Trustees make this assessment in respect of a period of at least one year from the date of authorisation of the accounts. At the date of approving these accounts, the trustees have a reasonable expectation that the charity has sufficient cash resources to enable it to meet its liabilities as they fall due for at least 12 months from the date of approval. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

Company status

The company is a company limited by guarantee. The members of the company are the trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

Fund accounting

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

Restricted funds are those which have been provided for a specific purpose.

Designated funds are set aside by the trustees out of unrestricted general funds for specific purposes or projects.

Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

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

IMAGINE ACT AND SUCCEED

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies (continued)

Income (continued)

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Expenditure

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.

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of the resources. Detailed analyses of the expenditure, including irrecoverable VAT where applicable, are provided in the notes to the accounts.

Tangible fixed assets

Tangible fixed assets costing more than £500 are capitalised and included at cost including any incidental expenses of acquisition.

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected economic lives as follows:

- | | | |
|------------------------------------|---|-------------------|
| • Land and buildings | - | 2% straight line |
| • Fixtures, fittings and furniture | - | 25% straight line |
| • Office equipment | - | 25% straight line |

Investments

Investments are initially recognised at their transaction value and subsequently measured at their market value as at the balance sheet date. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year.

All gains and losses are taken to the statement of financial activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

Debtors

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

Creditors

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due.

IMAGINE ACT AND SUCCEED

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies (continued)

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.

Pensions

The company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. Contributions payable for the year are charged in the SOFA.

Taxation

The company is a registered charity and therefore exempt from taxation.

Government grants

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

A grant that specifies performance conditions is recognised in income when the performance conditions are met. Where a grant does not specify performance conditions it is recognised in income when the proceeds are received or receivable. A grant received before the recognition criteria are satisfied is recognised as a liability.

Judgements and key sources of estimation uncertainty

In the application of the charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

The Trustees do not believe that there are any estimates and assumptions which have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities.

IMAGINE ACT AND SUCCEED**NOTES TO THE FINANCIAL STATEMENTS****FOR THE YEAR ENDED 31 MARCH 2024****2 Expenditure**

	Direct costs £	Support costs £	2024 £	2023 £
Expenditure on raising funds:				
Investment management fees	16,467	-	16,467	17,438
Expenditure on charitable activities:				
Provision of high-quality residential care facilities and related consultancy services (note 3)	11,236,375	428,033	11,664,408	10,429,833
	11,252,842	428,033	11,680,875	10,447,271

3 Expenditure on charitable activities

	2024 £	2023 £
Salaries	10,404,389	9,326,379
Motor and travel	8,667	12,313
Computer support	52,158	42,761
Property costs	5,562	5,314
Repairs and maintenance	7,270	19,778
Other staff costs	289,508	341,435
Sundry	45,555	49,158
Depreciation	20,735	24,314
Loss on disposal of fixed assets	15,280	-
Heat and light	12,730	11,922
Printing, postage and stationery	27,634	25,225
Telephone	48,550	39,705
Insurance	101,671	100,348
Reimbursement of service user monies (see below)	138,520	-
Governance costs (note 4)	100,949	81,100
Support costs allocated - salaries	385,230	350,081
	11,664,408	10,429,833

The above expenditure relates to the one charitable activity: Provision of high-quality residential care facilities and related consultancy services.

Included above is an amount of £138,520 (2023: £nil) for reimbursement of service user monies. In March 2023 it came to our attention that there were discrepancies in finances for a number of people supported. We suspended a staff member and carried out a thorough investigation. This was in partnership with the local authority and the police were involved. We found that £138,520 split between 10 people had been taken. At 31 March 2024 £54,231 had been repaid, leaving a balance of £84,289 that will be paid back to people, and is included in creditors. The suspended staff member was dismissed and this led to a deep dive into all our finance systems, banks and processes, to try and ensure this cannot happen again. An additional member of the finance team has been employed whose primary responsibility is auditing of peoples finances and has no dealings with the operational teams.

IMAGINE ACT AND SUCCEED**NOTES TO THE FINANCIAL STATEMENTS****FOR THE YEAR ENDED 31 MARCH 2024****4 Governance costs**

	2024 £	2023 £
Audit	16,800	15,900
Legal and professional fees	41,346	26,302
Support costs allocated - salaries	42,803	38,898
	<u>100,949</u>	<u>81,100</u>

5 Net incoming resources

	2024 £	2023 £
The net incoming resources are stated after charging:		
Depreciation	20,735	24,314
Audit fee	14,000	13,250
	<u>20,735</u>	<u>13,250</u>

6 Analysis of staff costs, Trustee remuneration and expenses, and cost of key management personnel

	2024 £	2023 £
Payroll costs were:		
Wages and salaries	9,762,758	8,740,932
Social security costs	765,656	695,464
Pension costs	304,008	278,962
	<u>10,832,422</u>	<u>9,715,358</u>

The number of employees whose remuneration for the year exceeded £60,000 was:

	2024 £	2023 £
£60,000 to £69,999	-	1
£70,000 to £79,999	1	-

The trustees were not paid and did not receive any other benefits from employment with the charity in the year (2023: £nil). No out of pocket expenses were reimbursed to trustees during the year (2023: £nil). No charity trustee received payment for professional or other services supplied to the charity (2023: £nil).

The key management personnel of the charity comprise the Trustees, the Chief Executive Officer, the Strategic Heads of Operations, the Head of Business, and the Lead Strategic Finance. The total employee benefits of the key management personnel, including employer National Insurance and pension contributions, were £288,583 (2023: £270,781).

IMAGINE ACT AND SUCCEED**NOTES TO THE FINANCIAL STATEMENTS****FOR THE YEAR ENDED 31 MARCH 2024****7 Staff numbers**

The average number of employees during the year was:

	2024 No	2023 No
Full and part time	439	413
Full time equivalents	315	295

8 Pension costs

The charity operates a defined contribution pension scheme in respect of its staff, the assets of which are held separately from those of the charity. Contributions made by the charity to the scheme during the year amounted to £304,008 (2023: £278,962). At the year-end £43,231 (2023: £45,573) was owed to the scheme in respect of contributions.

9 Tangible fixed assets

	Freehold land and buildings £	Fixtures, fittings & furniture £	Office equipment £	Total £
Cost				
At 1 April 2023	531,781	22,833	131,278	685,892
Additions	-	-	8,337	8,337
Disposals	-	-	(30,075)	(30,075)
At 31 March 2024	531,781	22,833	109,540	664,154
Depreciation				
As at 1 April 2023	89,948	16,678	105,527	212,153
Charge for the year	10,636	2,485	7,614	20,735
Eliminated on disposals	-	-	(14,795)	(14,795)
At 31 March 2024	100,584	19,163	98,346	218,093
Net book value				
As at 31 March 2024	431,197	3,670	11,194	446,061
As at 31 March 2023	441,833	6,155	25,751	473,739

IMAGINE ACT AND SUCCEED**NOTES TO THE FINANCIAL STATEMENTS****FOR THE YEAR ENDED 31 MARCH 2024****10 Investments**

	2024 £	2023 £
Market value at 1 April 2023	1,658,560	1,720,767
Additions at cost	395,240	155,297
Disposal proceeds	(366,280)	(138,815)
Net investment gains/(losses)	64,211	(69,835)
Movement in cash held on deposit by investment agents	<u>(15,338)</u>	<u>(8,854)</u>
Market value at 31 March 2024	<u>1,736,393</u>	<u>1,658,560</u>

Listed investments are represented by:

	2024 £	2023 £
Fixed interest	302,361	24,298
Corporate bonds	118,451	79,459
Equities	837,599	763,867
Real assets	157,901	204,223
Commodities	25,032	22,731
Absolute return	223,270	311,862
Multi asset class	-	15,003
Liquidity	-	150,000
Cash held by investment managers on temporary deposit	<u>71,779</u>	<u>87,117</u>
Total investments	<u>1,736,393</u>	<u>1,658,560</u>

Investments are valued at market value at the year-end as determined by the charity's investment managers, Evelyn Partners Investment Services Limited.

11 Debtors

	2024 £	2023 £
Trade debtors	141,225	143,364
Other debtors	7,398	1,746
Prepayments and accrued income	<u>349,489</u>	<u>252,814</u>
	<u>498,112</u>	<u>397,924</u>

IMAGINE ACT AND SUCCEED**NOTES TO THE FINANCIAL STATEMENTS****FOR THE YEAR ENDED 31 MARCH 2024****12 Creditors: Amounts falling due within one year**

	2024 £	2023 £
Trade creditors	86,189	110,062
PAYE and social security	190,479	181,441
Other creditors	375,393	369,213
Accruals and deferred income	361,035	297,834
	<u>1,013,096</u>	<u>958,550</u>

13 Related party transactions

There were no related party transactions during the current or previous year.

14 Funds**Unrestricted funds**

	Brought forward at 1 April 2023 £	Income £	Expenditure £	Gains, losses and transfers £	Carried forward at 31 March 2024 £
Unrestricted funds	4,238,923	11,689,998	(11,680,875)	64,211	4,312,257
	<u>4,238,923</u>	<u>11,689,998</u>	<u>(11,680,875)</u>	<u>64,211</u>	<u>4,312,257</u>

Restricted funds

There were no restricted fund balances at 31 March 2024. There was no restricted income received during the year ended 31 March 2023 or the year ended 31 March 2024.