

COMPANY REGISTRATION NUMBER: 08436073

CHARITY REGISTRATION NUMBER: 1153773

Ace (Anglia) Limited
Company Limited by Guarantee
Unaudited financial statements
31 March 2022

Ace (Anglia) Limited
Company Limited by Guarantee
Financial statements
Year ended 31 March 2022

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Ace (Anglia) Limited

Company Limited by Guarantee

Trustees' annual report (incorporating the directors' report)

Year ended 31 March 2022

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2022.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Companies Act 2006 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 published in October 2019.

Reference and administrative details

Registered charity name	Ace (Anglia) Limited
Charity registration number	1153773
Company registration number	08436073
Principal office and registered office	Red Gables Ipswich Road Stowmarket Suffolk IP14 1BE

The trustees

The trustees who served during the year and at the date of approval were as follows:

K Chate
M Crawley
P Robbins

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Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 March 2022

Ace Anglia Advisory Group

H Turner - President
A Keighley
M Conquer
T De Roy
S Largent
H Lucas
P Parker

Staff Team

A Clark - CEO
K Murray - HR and Operations Director
J Chew - Co-production Project Lead/ TVS Advocate
A Berrington - TVS Managing Advocate
B Warren - Senior TVS Advocate
A Irons - Senior TVS Advocate
C Warren - Bookkeeper
D Hill - Accessible Information Design Lead
D Driver - Peer Educator Project Lead
A Oliver-Wilson - Peer Educator Project Co-ordinator
I Akers - Design Co-ordinator

Staff leaving Ace during this period

None

Self-Advocates/Peer Educators

H Lucas
J Mayo
S Largent
I Dunstan
M Conquer

Subcontractors

Thinklusive - M Clark

Bankers

CAF Bank Ltd
25 Kings Hill Avenue
King Hill
West Malling
Kent
ME19 4JQ

Scottish Widows PLC
PO Box 883
Leeds
LS1 9TY

Independent examiner

L Thurston FCCA
Lovewell Blake LLP
Chartered accountants
First Floor Suite
2 Hillside Business Park
Bury St Edmunds
IP32 7EA

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Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 March 2022

Objectives and activities

The charity's objects are to provide assistance, advice, representation and services which will directly relieve the need or disability of vulnerable people and to promote, organise and facilitate the co-operation and partnership working between third sector, statutory and other relevant bodies in the achievement of the purposes within the area of benefit including Cambridgeshire, Essex, Norfolk and Suffolk.

In shaping our objectives for the future and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit. The trustees give careful consideration to the accessibility of its services for those on low incomes. The money Ace Anglia Limited receives is mainly from grants. Ace will charge a fee to an organisation to cover the costs of some of the work we do. For example, our easy read translation service. All the advocacy services at Ace Anglia Limited are free at the point of contact. No charge is made for people with learning disabilities.

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Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 March 2022

Achievements and performance

The charity's aims during the year have continued to be:

- To support people to have a powerful and effective voice.
- To support people to be in control of their lives and in control of the support they get.
- Providing an independent forum for people to get their views heard and to be involved in the local authority, health and other agency planning processes affecting their lives.
- To support people to speak up and make decisions in all areas of their life.

April 2021 began with the easing of Covid restrictions in the UK. Ace started to look at how the organisation would work post COVID.

We commissioned an external organisation, Paradigm, to help us coproduce a way forward for Ace Anglia. Paradigm insisted that it was essential that this project involves all those involved in Ace Anglia namely Suffolk People First, The Advisory Group, the Board of Trustees and Ace staff.

Paradigm used the principles of **Appreciative Inquiry** to guide this process. It is a way of working that we have found to be highly engaging and successful with diverse groups of people within organisations. The plan was to engage with the different 'stakeholder' groups who make up Ace Anglia. This was achieved by one online workshop for each of the 4 steps lasting 2.5 hours.

The review began with an initial online workshop for 1.5 hours which involved everyone. And from then, Paradigm facilitated each group of stakeholders separately. This ensured that people felt included in all areas of this review.

Each group has a specific role at Ace Anglia and by gathering their thoughts, from their perspective and based on their contribution to Ace it helped to understand the whole picture.

Paradigm also facilitated 10 one-to-one conversations with staff. These individual conversations were aimed to discover as much as possible about the culture and the way we work in order to support thinking around succession planning and sustainability.

After the four stages, paradigm shared the ideas and learning from all groups with the whole staff team, in the form of a short-narrated video. The video highlighted the emerging themes.

Finally, before drafting the report, paradigm hosted a large group event to share what was heard and learnt. This was an opportunity for everyone to contribute ideas that would shape some of the key messages and recommendations for the final report.

The final report was presented to trustees and staff team. The first recommendation we implemented was to increase the management team. The aim of this was to give management support to the CEO and support succession planning.

Kathryn Murray was promoted to HR and Operations Director. Together the CEO and the Operations Director began to implement the Paradigm recommendations.

We made the decision to change the way we all work at Ace Anglia. We consulted with trustees, self-advocates and staff and then adopted a blended approach to working with a phased return to working in the office and the community. This was written up in a new hybrid working policy. The advocates working on 'One to One formal advocacy' followed recommendations from other organisations regarding visits to advocacy partners and professionals. Almost all the organisations favoured a hybrid working approach.

Ace did not want to lose what we had learned from the lockdown.

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Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 March 2022

The whole team had worked extremely hard to make adjustments and find alternative ways of working with people with a learning disability and autism. This included supporting and teaching people how to use technology. Self-advocates and staff wanted to continue to use these new skills that they had learnt to work more efficiently, safely, and conveniently. As Suffolk is a rural county, travelling less cuts our organisations carbon footprint.

Self-Advocacy - Achievements and performance

April 2021

"How Do We Heal"

We won the Film Competition for the "How Do We Heal" piece

<https://www.aceanglia.com/how-do-we-help-everyone-heal-ics-film-competition>

Education

Ace advocates presented a 2hr Seminar about advocacy to first year social work Students at the University of Suffolk.

Interviews

Interviewed Georgia Chimbani (Director ACS)

<https://www.aceanglia.com/seb-interviews-georgia-chimbani-director-of-adult-and-community-services-for-suffolk-county-council>

May 2021

Paradigm Review

We started the Paradigm consultation in May. Ace organised self- advocates and kept staff and trustees informed of the meetings.

June 2021

Skills For Care

ACE presented at the Skills for Care online conference. The recording of the presentation is hosted on the Skills for care website

<https://www.skillsforcare.org.uk/Learning-development/ongoing-learning-and-development/Supporting-people-with-everyday-technology/Supporting-people-with-everyday-technology.aspx>

Fairer Access to healthy Leisure Activities

This is a new 1 year pilot project funded by Public Health Suffolk.

The project is looking at barriers and good practice in 6 sport and leisure companies in Suffolk. We started by hosting an online coproduction session as a starting point for planning the project.

Picnic In the park

To help people come back to our groups in safe and comfortable settings we arranged a new style of outdoor meeting. Ace Ipswich "Picnic in Park" was introduced and was a huge success. Approximately 20/25 people came along to the first event. <https://www.aceanglia.com/ace-anglia-is-on-tour>

July 2021

The Future of Advocacy Consultation

Ace facilitated this online consultation for Suffolk County Council. 58 people attended an online meeting, we shared this information and recording with commissioners.

Picnic in the Park

We had another 4 of these group meetings in July in Bury, Stowmarket, Felixstowe and Sudbury, the numbers varied as some people were still reluctant to meet in public. <https://www.aceanglia.com/?s=picnic>

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Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 March 2022

August 2021

Planning meetings for SPF in September, arranging transport, booking venues, booking stallholders, booking speakers, catering arrangements and making accessible presentations.

September 2021

Fairer Access Project

Filming started for this project

SLDPB

Suffolk Learning Disability Partnership Board online meeting to sign off the Joint Learning Disability Strategy for Suffolk.

October 2021

Learning Disability and Autism Coproduced Outcomes

Ace supported self-advocates to record an audio version of the Learning Disability and Autism Outcomes. Ace supported self-advocates to present this recording at the I.E.S Alliance Board online meeting. This was well received.

Talk Tech 3 Online

In 2021 our theme for this online conference was, **"Can using technology to include and involve people lead to better outcomes for everyone?"** 85 Tickets sold
Event page views 763

Suffolk People First Online

May 2021

Theme **"How are we doing, What's next, What do we need"**

Online Conference

<https://www.aceanglia.com/resource/suffolk-people-first-online-may-2021>

80 Tickets sold

Event page views 500

Suffolk People First Online

September 2021

The theme of this conference was **Employment and Volunteering Opportunities** <https://www.aceanglia.com/resource/suffolk-people-first-online-september-2021>

80 Tickets sold

Event page views 400

Suffolk People First Online

December 2021

The theme was **Let's talk Mental Health**

83 Tickets sold

575 page views

January 2022

Joint Suffolk Learning Disability Strategy.

We made the promotional films for the Learning Disability Strategy soft online launch. More promotional work has been planned for the launch leading up to a live event later in this year.

Monday Weekly Self Advocacy Group

These sessions ran through lockdown and ended March 2022

Fortnightly Online Evening Self Advocacy Sessions

The sessions that started in 2021 proved to be successful and self-advocates have decided they would like to keep them as a permanent feature in our self-advocacy timetable.

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Year ended 31 March 2022

Strategy Launch

On Wednesday 26th January Ace facilitated and hosted the soft launch of the Suffolk Joint Learning Disability Strategy. This was an online launch, the physical Launch was scheduled for May 2022

February 2022

My Health Focus Group (1)

The focus groups are linked directly to the Suffolk Joint Learning Disability Strategy. Ace facilitated the first meeting for this group, it was very popular, we had good attendance and lots of great conversation. 61 attended 469 views

My Home Focus Group (1)

See above for detail

35 attended 267 views

March 2022

Suffolk People First Online

The theme for this meeting was Housing.

We started to see numbers for the online Suffolk People First dropping off at this point. Due to the opening of day services and people finding their way in the community again. Attendees 50 -Views 191

Strategy Films

Throughout March, we carried on making films for the focus groups.

The films included people sharing lived experiences, peoples and professionals' stories, and tips for living a good ordinary life. These were very well received on social media platforms and have been widely shared as examples of good practice.

Health and peer educator projects

2021-2022

Events

April 2021

Student nurse and peer educators Q+A

July 2021

West Suffolk governing body

October 21

Level 2 project

Women's Bike Tour

November 2021

Skills Event

Stowmarket Christmas Fayre

February 2022

DWP job and Wellbeing fair

March 2022

Mentally healthy community event

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Year ended 31 March 2022

Meetings

April 2021

Student nurse pre meet meeting

May 2021

Mid Suffolk and Babergh + Wellbeing Suffolk Network meeting

June 2021

Profound and multiple learning disabilities involvement

ACE/LD nurses - once a month

August 2021

Hospital passports

Annual Health Check with Ace

Learning Disability and Autism transformation steering group

August 2021

Social prescribing meeting

Suffolk flu summit

September 2021

Learning Disability and Autism pathways

Young people's network newspaper article

September 2021

Social prescribing meeting

Annual health check meeting

Learning Disability and Autism pathways

Forest Heath & West Suffolk networking

Stowmarket INT

September 2021

Social prescribing training meeting

Annual health check update

October 2021

Annual Health Check meeting

Quality improvement funding

Improving the health of people with learning disabilities and autistic people Learning Disability and Autism

Transformation Steering Group

November 2021

Priority 1 local offer

December 2021

Learning Disability COVID booster planning event.

Let's talk about women's mental health and wellbeing

January 2022

Suffolk Parent Carer Forum

March 2022

LD BAME reach and engagement

Wellbeing Suffolk network event

Health meeting x 44

Annual health check workshops x 20

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Year ended 31 March 2022

Formal Advocacy - Achievements and performance

Our approach to face-to-face advocacy remained consistent throughout this period. A person's wishes/wants and feelings are always the main priority. An Advocacy plan is completed for each case to establish what the person wants to achieve from advocacy support and how they want to access it. The person, therefore, can decide between face to face, online or a mixture of both - unless we are in a national lockdown. We continued to be person lead/person centred as much as practically possible despite an epidemic.

Meetings initiated and arranged by the local authority and health professionals were predominantly online. This benefited some people who found travelling more difficult and those who found meetings in person with lots of professionals intimidating.

In October 2021, Ace expressed an interest in bidding for the All Age Advocacy Service contract. At that point, we were in partnership with Voicability; working under the TVS (Total Voice Suffolk) contract with Suffolk Family Carers, RAD, SUF, Age UK and Impact.

Voicability decided to form a partnership with RAD, excluding all other existing partners, including Ace. Instead, they would 'take everything in house' when bidding for the new contract. Ace were pursuing other opportunities with Pohwer, SUF and SFC's and were keen to form a new partnership. The three organisations met regularly and had extremely positive meetings about the tender and the possibility of a new advocacy partnership in Suffolk.

Ace decided that they would like to take on the Children's advocacy element of the contract as well as the adults. We had an experienced Children's advocate within the team already. Ace felt that leading on the contract would change the culture of the organisation and decided Pohwer were better placed. POHWER were well established and had the infrastructure to be lead provider. So, the four organisations devised a proposal -

POHWER would provide the single point of access but beneficiaries would still be able to access the service via the trusted relationships they have with their existing advocacy organisation. We would work as a partnership to agree pathways.

We would deliver an integrated service where, as far as possible the same advocate would be able to support people throughout their advocacy journey. **Principles and commitments**

- An open and equal partnership built on trust and transparency
- A service which values the lived experience of our beneficiaries and recognises the specialisms and knowledge which each partner brings
- Open communication through regular partnership meetings to discuss and resolve any issues
- Commitment to developing a community of practice - opportunities for regular peer support for advocates across the partnership
- A flexible model which evolves throughout the contract term to meet the changing needs of the partners and our beneficiaries
- A partnership agreement with each organisation so expectations are understood, including agreed activity levels and budgets
- A shared approach to training with an agreed learning and development plan designed by all partners
- An agreement between the partners about what name the service would operate under and the branding for this.

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Year ended 31 March 2022

We compiled lots of information regarding our social value, our staff and our experience. We had lots of discussions around the name of the service and branding until we were all happy.

POhwer put together a presentation which would be shown, not only to commissioners, but also to a board of self-advocates. Ace's design team did an amazing job of amending the presentation to make it accessible and appealing to the self-advocates. And we won!

The new contract was to start on 1st April 2022.

Gaining the QPM was another significant achievement for this department in this period.

The advocacy quality performance mark

The Quality Performance Mark (QPM) has been developed with the advocacy sector. As with previous versions it is firmly based on the principles of the **Advocacy Charter** and is a tool for independent advocacy services to use to demonstrate that they are providing all of their advocacy delivery to a set of **recognised and respected standards**.

It is also used by many organisations as a **developmental tool**. It can support organisations to think about and improve their advocacy delivery and the policies and procedures that support advocates to deliver the best services they can.

The stages of the assessment involved:

- **Pre-Assessment Questionnaire**
- **Working Agreement -**
- **Desktop Assessment** - This included a review of the organisations completed Assessment Workbook, a pre-defined selection of the organisation's policies and procedures and a selection of anonymised case files and reports
- **Site Visit(s)** - meeting with key staff and stakeholders.

Training/Knowledge sharing

- HEAR ME, SEE ME: autism advocacy and communication in a healthcare setting, including a first-hand account.
- Section 117 Aftercare
- 2 advocates took part in the working group, In Partnership with Families - in relation to supervised contact.
- SEND Advocacy training
- Health Inequalities
- Liberty Protection Safeguards - SCIE webinar
- Personal Health Budgets - Blackbelt
- IMHA for people with LD and A - Blackbelt/NTDi

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Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 March 2022

Ace design department - achievements and performance

The Accessible Information Design has had a busy year in between April 2021 and March 2022. We have been involved in a lot of great projects. This year we have continued to grow and develop the design department and website - by recruiting a full-time member of staff member to redesign and update our website. We started working with Learning Disability England to help create an accessible housing toolkit for people, this included 14 documents in both easy read and plain English.

We won a bid to create easy-read documents for the Local Government Association. We co-produced an easy read version of the Supporting adults with a learning disability to have better lives framework with self-advocates.

We are easy read partners for the NHS Independent LeDeR Advisory Group. We create agendas, minutes, and meeting papers in easy read for them. We have also translated the LeDeR Policy into easy read. We have produced easy read letters and leaflets to send to bereaved families telling them about LeDeR.

We have worked on a great project about fairer access to leisure activities and facilities in Suffolk. We worked to create easy read gym member applications and surveys for places like Everyone Active. Here is a list of some of the organisations the Accessible Information Design Department have worked with over the year:

- 360 Healthcare
- Accelerated Access Collaborative
- Cardinal Medical Practice
- East of England Ambulance Service Trust
- East Suffolk and North Essex NHS Foundation Trust
- Essex County Council
- Everyone Active
- Local Government Association
- Mental health and learning disabilities and autism services
- Mid Suffolk Council
- NHS Dorset Clinical Commissioning Group
- NHS England
- NHS Suffolk and North East Essex
- One Life Suffolk
- Peninsula Practice
- Public Health Suffolk
- Skills for Care
- Suffolk and Norfolk Foundation Trust
- Suffolk County Council
- Suffolk Safeguarding Partnership
- West Suffolk Hospital
- Work Well Suffolk

Film video and photography

As a department we have started to work on creating a new website. We have co-produced this with people with learning disabilities and professionals. The new design of the Ace website will be able to highlight projects we have created, share stories about self-advocates, showcase new work, promote new events Ace are facilitating and signpost other organisations. Our new design for the website is very accessible and we want to reach a wider audience and grow our online presence further.

We have created videos, photography and resources for all of ace projects.

Ace (Anglia) Limited

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Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 March 2022

Our clients include:

Fairer Access to Healthy Leisure Activities -films and presentations Public Health Suffolk Learning disability strategy - films and presentations SCc
Health films - presentation's - resources. CCG
Filmed interviews for training and social media. SCC

Social media and websites

Suffolk Ordinary Lives Website -
www.suffolkordinarylives.org
Ace Anglia Website
www.aceanglia.com

Partners and collaborators

Ace continue to collaborate and work in partnership with a wide range of organisations not only in Suffolk but also regionally nationally and in other countries. This lists **some** of the many organisations and individuals we work with:

LDE Learning Disability England
Suffolk Family Carers
SPCN
SUF
VoiceAbility
Powher
Age UK Suffolk
IMPACT
Leading Lives
Healthwatch Suffolk
Avenues East
Inclusion East
Suffolk County Council
NHS England
Ipswich and East Suffolk CCG
West Suffolk CCG
Great Yarmouth and Waveney CCG
North Herts People First
Learning Disability Liaison Nurses NFST
Norfolk and Suffolk Foundation Trust
NHS England
United Response
Dimensions
The Houses of Parliament
Orwell Housing
Suffolk Police
ISCRE
Travel training SCC
Opening Doors -Norfolk
Ipswich Hospital
Mid Suffolk Disability Forum.
Suffolk Art link
University of Suffolk

Ace (Anglia) Limited

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Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 March 2022

Financial review

The statement of financial activities reflects operational activity for the year ended 31 March 2022

Income from donations and legacies increased in the year to £354,317 (2021: £334,978) which has contributed to an overall increase in total income which amounted to £480,592 (2021: £467,861). Expenditure on charitable activities during the year totalled £433,755 (2021: £361,713). The net movement on unrestricted funds amounted to a surplus of £46,837 (2021: £106,148) as at the year end date.

Principal funding sources

The principal funding source for the charity for the year was the grants received from Suffolk County Council and income from Total Voice Suffolk./ Powher We were also funded by various health bodies, IESCCG, WSCCG, NHS England and we have had opportunities for project work with LD England and Public Health Suffolk.

We have increased our design revenue by included digital content and film and audio whilst continuing to develop Accessible Information resources for local and national agencies

Reserves policy

The trustees' policy is to maintain adequate reserves for the following purposes:

- To enable the charity to fulfill statutory and legal obligations to employees and others;
- To provide a contingency fund to meet unforeseen falls in income or increases in expenditure;
- To allow for the orderly wind up of the charity if required.

Based on this policy and the current level of economic uncertainty, the trustees general aim is to maintain reserves which are the equivalent of no less than six month's expenditure which would amount to £216,878 (2021: £180,857). Against a background of considerable change in the provision and funding of care and significant uncertainty regarding the charity's sources of income the trustees have accumulated reserves above this level and at 31 March 2022 the charity's free reserves amount to £391,118 (2021: £354,886).

The trustees plan to utilise reserves over the next twelve months in supporting the charity's sustainability, investing in project development and co-production capacity, increasing staff resilience through developing and funding women's health and mental health policies and updating the charity's IT resources.

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Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 March 2022

Plans for future periods

Implement the paradigm recommendations

Strengthen the management structure

Continue to support the Learning Disability Strategy for Suffolk

Continue to develop and strengthen the Learning Disability Strategy Focus Groups

My Home

My Life

My Voice

My Health

Look for sustainable funding options for Ace

Continue to ensure people have a voice

Continue to work in co-production

Produce high quality accessible information

Produce high quality film and media

Employ more people with learning disabilities

Support its staff team

Strengthen its trustee board

To secure funding to enable Ace to work in partnership locally regionally and nationally

Explore digital opportunities.

Introduce the ideas and changes to self and group advocacy developed in previous year.

Work in coproduction with Powher and its partner organisations to secure ongoing formal advocacy contracts.

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Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 March 2022

Structure, governance and management

Governing document and principal activities

ACE (Anglia) Limited is a registered charity and a company limited by guarantee. The charitable company was incorporated on 8 March 2013 (number 08436073) and became a registered charity number (number 1153773) on 12 September 2013. The company was established under a Memorandum of Association, which sets out its objects and powers and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

The charitable company took over the activities of the previous unincorporated charity, registered number 1021800, which had been operational as a registered charity since 1993.

Recruitment and appointment to the board of trustees

The directors of the company are also charity trustees for the purposes of charity law. Under the Memorandum and Articles of Association, members may appoint a trustee at any general meeting. The trustees may also appoint a person willing to act as a trustee, but they must be re-appointed by the members at the next annual general meeting. One third of the trustees retire in rotation but are eligible for re-election.

The current trustees, who are also directors for the purposes of the Companies Act, are shown on the reference and administrative details of these accounts. Trustees are invited to serve for a minimum of 4 years and new Trustees may be co-opted.

Further trustees may be appointed at any time, at the discretion of the trustees in accordance with the charity's recruitment policy.

Trustee induction and training

The current trustees are familiar with the work of the charity. New trustees meet with the Chair and CEO to familiarise themselves with the charity and the context within which it operates. Each trustee is given a specific oversight responsibility to an area of the charity's work. The meeting would cover:

- The obligations of being a trustee.
- An overview of the services which the charity provides.
- The main documents which set out the operational framework for the charity including the constitution.
- The financial position as set out in the latest published accounts.
- Future plans and objectives.

Organisational structure

The charity is governed by the trustees, who meet at least 4 times a year, and are responsible for the strategic direction and policy of the charity.

The advisory group is made up of experts by experience. This strong team of self-advocates look at what people with learning disabilities are telling us in our groups, conferences and consultations. They feed this information into the board of trustees and work with them and the staff team to coproduce a plan for the future work of the organisation.

The charity employs a Chief Executive who is responsible for the day-to-day provision of services, ensuring that project objectives are met managing the team of advocates, administrative staff and volunteers. This is achieved with the support of project leads.

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Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 March 2022

Risk management

The trustees have reviewed the financial and operating risks pertaining to the charity and identified key risks to the charity. Policies and procedures are in place to mitigate the risks identified. The board reviews and re-appraises risk on an on-going basis.

Independent examiner reappointment

A resolution to appoint L Thurston of Lovewell Blake LLP as independent examiner will be proposed at the next trustees meeting.

Small company provisions

This report has been prepared taking advantage of the small companies' exemption of section 415A of the Companies Act 2006.

The trustees' annual report was approved on 19 December 2022 and signed on behalf of the board of trustees by:



P Robbins
Trustee

Ace (Anglia) Limited

Company Limited by Guarantee

Independent examiner's report to the trustees of Ace (Anglia) Limited

Year ended 31 March 2022

I report to the charity trustees on my examination of the financial statements of the company for the year ended 31 March 2022 which comprise the statement of financial activities (including income and expenditure account), balance sheet and the related notes.

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 financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the financial statements 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 company's financial statements 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 charity'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 Association of Chartered Certified Accountants, 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 that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements 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 financial statements 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.

 21/12/22

L Thurston FCCA
Independent Examiner

Lovewell Blake LLP
Chartered accountants
First Floor Suite
2 Hillside Business Park
Bury St Edmunds
IP32 7EA

Ace (Anglia) Limited

Company Limited by Guarantee

Statement of financial activities (including income and expenditure account)

Year ended 31 March 2022

		2022		2021
		Unrestricted	Total funds	Total funds
	Note	funds	£	£
		£		
Income and endowments				
Donations and legacies	5	354,317	354,317	334,978
Charitable activities	6	126,240	126,240	132,726
Investment income	7	35	35	157
Total income		<u>480,592</u>	<u>480,592</u>	<u>467,861</u>
Expenditure				
Charitable activities	8	<u>433,755</u>	<u>433,755</u>	<u>361,713</u>
Total expenditure		<u>433,755</u>	<u>433,755</u>	<u>361,713</u>
Net income and net movement in funds		<u>46,837</u>	<u>46,837</u>	<u>106,148</u>
Reconciliation of funds				
Total funds brought forward		464,709	464,709	358,561
Total funds carried forward		<u>511,546</u>	<u>511,546</u>	<u>464,709</u>

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

The notes on pages 20 to 27 form part of these financial statements.

Ace (Anglia) Limited

Company Limited by Guarantee

Balance sheet

31 March 2022

	Note	2022 £	£	2021 £	£
Fixed assets					
Tangible fixed assets	11		10,143		9,668
Current assets					
Debtors	12	40,286		74,749	
Cash at bank and in hand		<u>476,948</u>		<u>392,269</u>	
		517,234		467,018	
Creditors: Amounts falling due within one year	13	<u>(15,831)</u>		<u>(11,977)</u>	
Net current assets			501,403		455,041
Total assets less current liabilities			<u>511,546</u>		<u>464,709</u>
Net assets			<u>511,546</u>		<u>464,709</u>
Funds of the charity					
Unrestricted funds			511,546		464,709
Total charity funds	15		<u>511,546</u>		<u>464,709</u>

For the year ending 31 March 2022 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

These financial statements were approved by the board of trustees and authorised for issue on 19 December 2022, and are signed on behalf of the board by:



P Robbins
Trustee

Company registration number: 08436073

The notes on pages 20 to 27 form part of these financial statements.

Ace (Anglia) Limited

Company Limited by Guarantee

Notes to the financial statements

Year ended 31 March 2022

1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Red Gables, Ipswich Road, Stowmarket, Suffolk, IP14 1BE.

2. Statement of compliance

The charity constitutes a public benefit entity as defined by FRS 102. 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

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.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

Income

Income is included in the statement of financial activities when entitlement has passed to the charity, it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.

Ace (Anglia) Limited

Company Limited by Guarantee

Notes to the financial statements *(continued)*

Year ended 31 March 2022

3. Accounting policies *(continued)*

Income *(continued)*

- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Operating leases

Lease payments are recognised as an expense over the lease term on a straight-line basis. The aggregate benefit of lease incentives is recognised as a reduction to expense over the lease term, on a straight-line basis.

Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Office equipment	- 25% straight line
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Ace (Anglia) Limited

Company Limited by Guarantee

Notes to the financial statements *(continued)*

Year ended 31 March 2022

3. Accounting policies *(continued)*

Financial instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

4. Limited by guarantee

The charity is a company limited by guarantee and does not have share capital. Every member of the charity undertakes to contribute such amounts, not exceeding £10 as may be required in the event of a winding up.

Ace (Anglia) Limited

Company Limited by Guarantee

Notes to the financial statements (continued)

Year ended 31 March 2022

5. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022
Donations			
Grants			
Suffolk County Council	151,610	—	151,610
NHS Ipswich & East Suffolk CCG	165,600	—	165,600
West Suffolk CCG	12,680	—	12,680
NHS England & NHS Improvements	8,205	—	8,205
Learning Disability England	3,300	—	3,300
Other Grants	12,922	—	12,922
	<u>354,317</u>	<u>—</u>	<u>354,317</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2021
Donations			
Donations	526	—	526
Grants			
Suffolk County Council	145,650	—	145,650
NHS Ipswich & East Suffolk CCG	132,540	—	132,540
West Suffolk CCG	16,450	—	16,450
NHS England & NHS Improvements	24,085	—	24,085
Norfolk & Suffolk FT	4,440	—	4,440
Learning Disability England	2,427	—	2,427
Other Grants	8,860	—	8,860
	<u>334,978</u>	<u>—</u>	<u>334,978</u>

6. Charitable activities

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Advocacy and other services	<u>126,240</u>	<u>126,240</u>	<u>132,726</u>	<u>132,726</u>

7. Investment income

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Interest on bank deposits	<u>35</u>	<u>35</u>	<u>157</u>	<u>157</u>

Ace (Anglia) Limited

Company Limited by Guarantee

Notes to the financial statements (continued)

Year ended 31 March 2022

8. Expenditure on charitable activities

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Staff costs	336,948	336,948	263,864	263,864
Staff travel expenses	5,580	5,580	3,215	3,215
Staff and advocate training	684	684	1,577	1,577
Staff recruitment	792	792	1,084	1,084
Transport costs	188	188	44	44
Finance charges	1,823	1,823	1,796	1,796
Venue hire	118	118	—	—
Professional fees	15,655	15,655	16,011	16,011
Support costs	71,967	71,967	74,122	74,122
	<u>433,755</u>	<u>433,755</u>	<u>361,713</u>	<u>361,713</u>

Analysis of support costs

	2022 £	2021 £
Rent	9,522	12,996
Telephone	5,049	5,843
Postage and stationery	1,819	1,156
Insurance	1,972	1,962
Computer costs	35,361	41,904
Sundry expenses	5,019	4,106
Depreciation	4,117	3,320
Independent examination fee	2,406	1,860
Bad debt write off	6,702	975
	<u>71,967</u>	<u>74,122</u>

9. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2022 £	2021 £
Wages and salaries	306,566	241,019
Social security costs	23,941	17,746
Employer contributions to pension plans	6,441	5,099
	<u>336,948</u>	<u>263,864</u>

The average head count of employees during the year was 15 (2021: 12).

Key Management Personnel

The Key Management Personnel comprise the senior management team as listed on the reference and administrative details in the accounts. The total amount of employee benefits (including pension contributions) received by senior management for their services to the charity was £59,073 (2021: £56,289).

No employee received employee benefits of more than £60,000 during the year (2021: Nil).

Ace (Anglia) Limited

Company Limited by Guarantee

Notes to the financial statements *(continued)*

Year ended 31 March 2022

10. Trustee remuneration and expenses

No trustee received any remuneration during the year (2021: £Nil). One trustee was reimbursed expenses of £8 during the year (2021: £Nil).

11. Tangible fixed assets

	Office equipment £
Cost	
At 1 April 2021	32,868
Additions	4,592
At 31 March 2022	37,460
Depreciation	
At 1 April 2021	23,200
Charge for the year	4,117
At 31 March 2022	27,317
Carrying amount	
At 31 March 2022	10,143
At 31 March 2021	9,668

12. Debtors

	2022 £	2021 £
Trade debtors	26,710	70,100
Prepayments and accrued income	13,576	4,649
	40,286	74,749

13. Creditors: Amounts falling due within one year

	2022 £	2021 £
Trade creditors	4,704	4,223
Accruals and deferred income	2,034	1,818
Social security and other taxes	7,756	4,912
Other creditors	1,337	1,024
	15,831	11,977

14. Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to the defined contribution plans was £6,441 (2021: £5,099).

Ace (Anglia) Limited

Company Limited by Guarantee

Notes to the financial statements *(continued)*

Year ended 31 March 2022

15. Analysis of charitable funds

Year ended 31 March 2022

General funds

	At 1 April 2021	Income	Expenditure	Transfers	At 31 March 2022
	£	£	£	£	£
General Funds	364,554	464,442	(427,735)	—	401,261

Designated funds

	At 1 April 2021	Income	Expenditure	Transfers	At 31 March 2022
	£	£	£	£	£
Contingency Funds	70,525	—	—	—	70,525
Big Messages	9,090	—	—	—	9,090
Accessible Information	20,540	16,150	(6,020)	—	30,670
	100,155	16,150	(6,020)	—	110,285
Total funds	464,709	480,592	(433,755)	—	511,546

Year ended 31 March 2021

General funds

	At 1 April 2020	Income	Expenditure	Transfers	At 31 March 2021
	£	£	£	£	£
General Funds	278,946	447,011	(361,403)	—	364,554

Designated funds

	At 1 April 2020	Income	Expenditure	Transfers	At 31 March 2021
	£	£	£	£	£
Contingency Funds	70,525	—	—	—	70,525
Big Messages	9,090	—	—	—	9,090
Accessible Information	—	20,850	(310)	—	20,540
	79,615	20,850	(310)	—	100,155
Total funds	358,561	467,861	(361,713)	—	464,709

Purposes of designated funds:

Contingency Funds - this fund represents amounts set aside in a separate bank account, adopted as a formal designated fund under a previous annual review. The fund aims to cover contingency expenses such as redundancy and wages should the charity need to cover such costs for closure or winding up. The designated fund is reviewed periodically.

Big Messages – income designated to promote SCC services for people with learning disabilities.

Accessible Information – production of accessible information conforming to the accessible information standards 2017.

Ace (Anglia) Limited

Company Limited by Guarantee

Notes to the financial statements *(continued)*

Year ended 31 March 2022

16. Analysis of net assets between funds

As at 31 March 2022

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Tangible fixed assets	10,143	—	10,143
Current assets	501,403	—	501,403
Net Assets	511,546	—	511,546

As at 31 March 2021

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Tangible fixed assets	9,668	—	9,668
Current assets	455,041	—	455,041
Net Assets	464,709	—	464,709

17. Operating lease commitments

The total future minimum lease payments under non-cancellable operating leases are as follows:

	2022 £	2021 £
Not later than 1 year	1,440	114
Later than 1 year and not later than 5 years	2,880	—
	4,320	114

18. Related parties

The Charity made payments in respect of related party transactions amounting to £Nil (2021: £27,433) to Thinklusive C.I.C a company controlled by M Clark, in this year the Charity made payments to Thinklusive amounting to £14,430 (2021: £Nil) which M Clark operates as a sole trader. M Clark is the son of A Clark who is a key management personnel of the Charity. The Charity also made payments in respect of transactions amounting to £25,224 (2021: £48) to I Akers who is also a close relation to A Clark.

These transactions were made on normal commercial terms. The Charity had no other related party transactions in this or the prior year.