

CLEAN SHEET

England & Wales · Charity number 1154034

Details

Status Registered

Legal form CIO

Registered 2013-10-01

Register [View on the Charity Commission register](#)

Contact

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22 Upperton Road
Eastbourne
East Sussex
BN21 1BF

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Website www.cleansheet.org.uk

Activities

Objects: THE OBJECTS OF THE CIO ARE, IN ACCORDANCE WITH THE CHRISTIAN PRINCIPLES SET OUT IN THE STATEMENT OF FAITH, FOR THE PUBLIC BENEFIT:-4.1 TO PROMOTE SOCIAL INCLUSION TO PREVENT IN PARTICULAR (BUT NOT EXCLUSIVELY) PRISONERS AND EX-OFFENDERS FROM BEING SOCIALLY EXCLUDED, RELIEVING THE NEEDS OF PEOPLE WHO ARE SOCIALLY EXCLUDED AND ASSISTING THEM TO INTEGRATE INTO SOCIETY; AND 4.2 TO RELIEVE THE NEEDS OF PRISONERS AND EX-OFFENDERS WHO AS A RESULT OF IMPRISONMENT ARE SUFFERING THE EFFECTS OF UNEMPLOYMENT, FINANCIAL HARDSHIP, ILL HEALTH AND DISABILITY.

Activities: Clean Sheet is a Christian charity supporting former prisoners into sustainable employment, education or training to help break the cycle of re-offending. Sustainable employment provides dignity and resources for independent living which changes lives for good.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Education/training, Economic/community Development/employment
- **Who:** Other Defined Groups

Geography

- Scotland
- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£322,284	£307,765	-	-
2024-03-31	£282,654	£251,728	-	-
2023-03-31	£99,274	£244,041	-	-
2022-03-31	£239,326	£231,632	-	-
2021-03-31	£279,823	£233,617	-	-

Trustees

Name	Role	Appointed
Amanda Coyle	Chair	2021-11-19
Andrew Newell		2025-02-07
Simon May		2025-02-07
Stephen Lawes		2019-09-26

CLEAN SHEET

England & Wales - Charity number 1154034

Accounts

Charity registration number 1154034 (England and Wales)

CLEAN SHEET

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025



CLEAN SHEET

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	A Coyle	
	S Lawes	
	R Gwynn	
	A Newell	(Appointed 7 February 2025)
	S May	(Appointed 7 February 2025)
Senior management	S Graham	Chief Executive Officer
Charity number (England and Wales)	1154034	
Principal address	c/o Caladine Chartered Certified Accountants Chantry House 22 Upperton Road Eastbourne East Sussex BN21 1BF	
Independent examiner	John Caladine FCCA CTA FCIE Caladine Limited Chantry House 22 Upperton Road Eastbourne East Sussex BN21 1BF	
Bankers	TSB 400/402 Derby Street Bolton BL3 6LS	

CLEAN SHEET

CONTENTS

	Page
Chair's review	1
Trustees' report	2 - 6
Statement of Trustees' responsibilities	7
Independent examiner's report	8 - 9
Statement of financial activities	10
Statement of financial position	11
Notes to the financial statements	12 - 23

CLEAN SHEET

CHAIR'S REVIEW

FOR THE YEAR ENDED 31 MARCH 2025

It has been another milestone year in the life of Clean Sheet. We continued to be at the forefront of supporting people with *all* types of convictions to find employment, including those with the most complex convictions. Not every organisation does this – some people who come to us have been turned down for support elsewhere because of a complex conviction. But this inevitably begs the question, how do they get the help they need to find work, especially as employment reduces the risk of reoffending? I am proud that Clean Sheet plays a crucial part in filling this gap.

A considerable outcome was to see 158 men and women with convictions find work or training in 2024-2025. Almost 40% of those securing employment had complex convictions – no mean feat! Our internal data shows that those with complex convictions take longer to find work and as a result, we have seen fewer outcomes overall compared to the previous year. But this in some ways is less of a factor – if we are helping people with convictions, including those with the toughest offences, to find work or training, move forward positively and not reoffend, that is a win. Also notable is the fact that our average job sustainment rate over 12 months (for those engaged with us) was still high at 67%.

Our Members (people with convictions) include those who have never worked before, have mental health issues, have learning needs and/or have faced other challenges, such as family breakdown, homelessness or addiction. The journey is not easy and there are often ups and downs but it's certainly worth it. As one Member, 'Graham' said:

"It would have been so easy to write me off as just another lost cause like so many have done in the past, but instead [Clean Sheet] saw my potential and provided that vital support. Their empathetic and focused approach doesn't just help individuals, it makes our communities stronger by providing a service that provides positive outcomes. I am forever grateful that when I needed someone in my corner, Clean Sheet... was there."

The team worked hard this year to build our funding base and their efforts were rewarded with securing two 3-year funding grants. These have provided much-needed stability at a time when both the charity and Criminal Justice sectors are facing considerable upheaval and change.

As we look to the year ahead, we know that further challenges are on the horizon. Public perception is still a massive barrier to people with convictions finding work. It's yet to be seen what impact the National Insurance increase will have on charities and the wider business landscape in terms of jobs and the economy. But we are also hopeful – our Christian faith is foundational to that. It's what gives us motivation and encouragement. We will continue to provide support to people of all faiths and none, hopefully inspiring them in their journeys to move forward and find hope for the future.



Amanda Coyle
Chair

Date: *30 May 2025*

CLEAN SHEET

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2025

The Trustees present their annual report and financial statements for the year ended 31 March 2025.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Constitution, the Charities Act 2011 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)" (effective 1 January 2019).

Objectives and Activities

The charity is established as a Charitable Incorporated Organisation (CIO) and its activities are regulated by its Constitution.

The objects of the charity are:

1. to promote social inclusion to prevent, in particular (but not exclusively) prisoners and ex-offenders from being socially excluded, relieving the needs of people, who are socially excluded and assisting them to integrate into society.
2. to relieve the needs of prisoners and ex-offenders, who as a result of imprisonment are suffering the effects of unemployment, financial hardship, ill health and disability.

Vision and Mission

Clean Sheet's vision is that people with convictions:

- have significant opportunities to secure employment; and
- reintegrate and impact positively on their communities.

Clean Sheet's mission is to improve individual lives and contribute to safer communities by providing employment opportunities for people with convictions to enable them to reach their full potential.

Public benefit

The Trustees confirm that they have given due regard to public benefit guidance published by the Charity Commission. Helping people with convictions secure employment has a positive effect on communities, helping to reduce reoffending and create a safer society.

The Trustees remain committed to the mission of Clean Sheet and seek to ensure that new developments and current work continue to deliver outcomes that contribute to the mission of the organisation, therefore ensuring that public benefit remains strong.

CLEAN SHEET

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

Achievements and Performance

Significant activities and achievements against objectives

Clean Sheet successfully provided tailored remote employment support nationally to people with convictions, over the age of 18. Through this support, Clean Sheet helped 158 Members (people with convictions) to secure work or training during the financial year – 111 into work and 47 into work-related training. Members found employment in a variety of industries, from entry level to management roles. Industries included: construction and trades; distribution, transport and warehouse; hospitality and catering; facilities management, and retail.

Clean Sheet has an Employers Directory of over 100 organisations that have committed to receiving applications from people with convictions to be considered on merit and skill, rather than their conviction. During the year, Clean Sheet onboarded six new employers to be added to the Directory and five new training providers. This opened up opportunities for Members in a number of areas including logistics, social care and telecoms.

Clean Sheet's job sustainment rate remained at a significant level. On average, 66% Members continued to engage with Clean Sheet in the 12 months after they had found work (to March 2025). Of those who engaged, an average of 67% were still in work at the end of 12 months. This is a considerable result as it shows Members successful sustaining employment which is a strong indicator of living crime-free and not reoffending.

Member feedback highlighted the impact of the support. These included:

"...I wanted to say thank you for all the help and guidance you have provided over the last year. It has been a huge pillar of stability and support in my life. I genuinely wouldn't be in the place I am now without you. And I will never be able to thank you enough for that."

"... it was so good to have someone believing in me, encouraging me to go for roles."

"I would say the best thing about the service has been you. You've kept me on track, gently nudging when needed, available to help. I've always felt able to ask any questions, no matter how seemingly insignificant."

"One of my interviews was with an employer I came across through the Clean Sheet Directory. Being able to go into an interview and not be pre-judged, was amazing. Not all companies are like that."

"One of the most valuable aspects of being a Clean Sheet member is that the organisation provided excellent support and resources for individuals seeking to better themselves and their circumstances. Clean Sheet regularly shared both training information and job opportunities which not only helped to find work but also aimed to reduce reoffending rates. What impressed me most was their focus on skill-building to enable individuals to reach their full potential. I benefited from CV building, training opportunities and interviewing techniques. These invaluable resources not only enhance my professional development but will also equip me with the necessary skills to enhance in my future career. The social value that Clean Sheet demonstrated was evident. The network of organisations associated with Clean Sheet certainly played a crucial role in empowering individuals like myself to reach their full potential and contribute positively to society."

CLEAN SHEET

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

In addition to the core remote employment support, Clean Sheet also delivered training workshops on disclosure (i.e. how to talk to an employer about a conviction) in three prisons. A total of 99 individuals undertook this training to help build their skills and confidence in disclosing. Feedback comments included:

"It outlined the things I need to work on and the steps I need to take and reminded me of long-forgotten interview techniques."

"I found learning about unspent and spent convictions and when to disclose most useful."

"I found it useful to learn how to disclose on an application form in a way that leaves the door open."

"I now know what and when I need to tell the employer and more importantly how to do it well."

"The workshop helped me to build my confidence and skills in disclosing."

Lastly, Clean Sheet continued to partner with PricewaterhouseCoopers (PwC), a global accountancy firm, to provide mock interview skills sessions for Members. These proved invaluable to Members to help them in their interview confidence and ability. Feedback comments included:

"I really enjoyed taking part in the skills workshop; I found it invaluable getting to learn different types of interviews from different interviewers and practising my skills in a safe environment. I would highly recommend a skills workshop like this to anyone and I'm really grateful to PWC for their time and knowledge and also Clean Sheet for hosting a great session. Thank you!"

"I am genuinely so happy that I was able to take part in this interview workshop; I admit I was very nervous, to the extent I was going to pull out, but I'm so glad I didn't. I'm truly grateful to the interviewers for their support, kindness and positivity. I felt truly lifted up at the end, and more positive about myself. Thank you so much."

"The feedback from the interviewers gave me the confidence to believe that I can perform well in an interview situation. They provided positive and constructive feedback that I will definitely be applying to future interviews."

Staff and volunteers

Clean Sheet had a staff team of 14 people during the course of the year (FTE 8.4). The staff team comprised of six Employment Team Advisers, a Members Team Lead, an Employer Engagement Officer, a Fundraising and Communications Officer, a Programme Facilitator (prison contract), an Operations Manager, a Partnership Manager, a Fundraising Manager and a CEO. In addition, Clean Sheet had two volunteers – one volunteer chaplain and one CV volunteer.

CLEAN SHEET

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

Partnerships

Clean Sheet worked in partnership with a number of organisations and was grateful to its prison and community partners throughout the year. During 2024-2025, these partnerships included:

- Community Partners: Dorset Police and Crime Commissioner; Kent, Surrey and Sussex Probation; Suffolk Police and Crime Commissioner/Suffolk Community Foundation; Surrey Police and Crime Commissioner; and Sussex Community Foundation
- Prisons: HMP Fosse Way, HMP Hewell and HMP Thameside

Sincere thanks go to Clean Sheet's supporters and its grant funders including: The AS Charitable Trust, The Langley Trust, The National Lottery, The Noel Buxton Trust and The Trusted Executive Charitable Foundation.

Financial Review

Clean Sheet finished the previous financial year (ending March 2024) with a deficit of £3,222. However, Clean Sheet was able to offset this deficit and had a closing financial position at the end of March 2024 of £11,297.

Reserves policy

Clean Sheet's policy is that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to three months' expenditure. This has been calculated at £83,000. The Trustees consider that reserves at this level would ensure that, in the event of a significant drop in funding, they would be able to continue the charity's current activities while consideration was given to ways in which additional funds could be raised. Despite this, it was not possible to have reserves equalling this amount during the financial year. Clean Sheet has a plan in place to secure multi-year funding in order to put the charity on a more stable footing financially and will also seek to build up reserves over the next three years.

Structure, Governance and Management

Clean Sheet was founded in 2010. It is a Charitable Incorporated Organisation (CIO), registered with the Charity Commission on 1st October 2013.

The CIO was established under a Constitution, which established the objects and powers of the charity and is governed under this Constitution. In the event of the CIO being wound up, the members of the CIO have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.

Clean Sheet does not pay its Board members apart from reimbursing expenses and providing indemnity insurance.

During the financial year, the Trustees delegated to the Chief Executive Officer (CEO) full control over the operation of Clean Sheet within policy. The CEO attended meetings of the Board. It was the duty of the CEO to further the mission of Clean Sheet and to ensure that management was efficient, effective and ran in accordance with good business practice.

CLEAN SHEET

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

The Trustees who served during the year and up to the date of signature of the financial statements were:

M Maiden	(Resigned 7 February 2025)
A Coyle	
S Lawes	
R Gwynn	
A Newell	(Appointed 7 February 2025)
S May	(Appointed 7 February 2025)

Recruitment and appointment of trustees

New trustees will be recruited with due regard for their skills, knowledge and experience to enable the effective administration of the charity. A copy of the constitution and any amends to it, plus a copy of the latest Annual Report and Accounts will be made available to trustees on or before their first appointment. Any new trustee will be appointed for a term of three years by a resolution passed at a proper convened meeting of the charity trustees.

There were two new trustees appointed during the financial year. Clean Sheet is looking to expand its trustees and will seek a trustee(s) with lived experience, where possible.

Organisational structure

Clean Sheet is structured as follows:

- Frontline – six Employment Team Advisers, a Members Team Lead and a Programme Facilitator (prison contract)
- Officers – an Employer Engagement Officer and a Fundraising and Communications Officer
- Managers – Operations Manager, Partnership Manager and Fundraising Manager
- CEO

The Trustees' report was approved by the Board of Trustees.



A Coyle
Chair

Date: 23 May 2025

CLEAN SHEET

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2025

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales 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 charity and of the incoming resources and application of resources of the charity for that year.

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;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- 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 sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

CLEAN SHEET

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF CLEAN SHEET

I report to the Trustees on my examination of the financial statements of Clean Sheet (the charity) for the year ended 31 March 2025.

Responsibilities and basis of report

As the Trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011.

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable 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, the independent examiner must be a member of a body listed in section 145 of the Charities Act 2011. 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.

Your attention is drawn to the fact that the charity has prepared the financial statements in accordance with the relevant version of the Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn. I understand that this has been done in order for the financial statements to provide a true and fair view in accordance with UK Generally Accepted Accounting Practice.

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 charity as required by section 130 of the Charities Act 2011.
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements give a true and fair view, which is not a matter considered as part of an independent examination.

CLEAN SHEET

INDEPENDENT EXAMINER'S REPORT (CONTINUED)

TO THE TRUSTEES OF CLEAN SHEET

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 financial statements to be reached.



John Caladine FCCA CTA FCIE

Caladine Limited
Chantry House
22 Upperton Road
Eastbourne
East Sussex
BN21 1BF

Dated: 4 June 2025

CLEAN SHEET

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2025

		Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
	Notes						
Income and endowments from:							
Donations and legacies	3	169,648	73,818	243,466	204,110	2,200	206,310
Charitable activities	4	78,409	-	78,409	76,158	-	76,158
Other income	5	409	-	409	186	-	186
Total income		<u>248,466</u>	<u>73,818</u>	<u>322,284</u>	<u>280,454</u>	<u>2,200</u>	<u>282,654</u>
Expenditure on:							
Raising funds	6	37,187	5,805	42,992	26,422	-	26,422
Charitable activities	7	202,129	62,644	264,773	223,106	2,200	225,306
Total expenditure		<u>239,316</u>	<u>68,449</u>	<u>307,765</u>	<u>249,528</u>	<u>2,200</u>	<u>251,728</u>
Net income and movement in funds		9,150	5,369	14,519	30,926	-	30,926
Reconciliation of funds:							
Fund balances at 1 April 2024		<u>(3,222)</u>	<u>-</u>	<u>(3,222)</u>	<u>(34,148)</u>	<u>-</u>	<u>(34,148)</u>
Fund balances at 31 March 2025		<u>5,928</u>	<u>5,369</u>	<u>11,297</u>	<u>(3,222)</u>	<u>-</u>	<u>(3,222)</u>

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

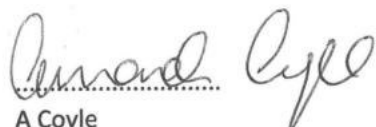
CLEAN SHEET

STATEMENT OF FINANCIAL POSITION

AS AT 31 MARCH 2025

	Notes	2025 £	£	2024 £	£
Current assets					
Trade and other receivables	14	8,740		5,633	
Cash at bank and in hand		166,160		17,796	
		<u>174,900</u>		<u>23,429</u>	
Current liabilities	15	(163,603)		(26,651)	
Net current assets/(liabilities)			<u>11,297</u>		<u>(3,222)</u>
The funds of the charity					
Restricted income funds	18		5,369		-
Unrestricted funds	19		5,928		(3,222)
			<u>11,297</u>		<u>(3,222)</u>

The financial statements were approved by the Trustees on 23 May 2025



A Coyle
Chair

CLEAN SHEET

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies

Charity information

Clean Sheet is a Charitable Incorporated Organisation governed by its Constitution dated 1 October 2013.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Constitution, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention.

The principal accounting policies adopted are set out below.

1.2 Going concern

From 1 April 2023 the charity was no longer a subsidiary of Langley House Trust. The Langley House Trust has agreed to provide three grants of £100k each to Clean Sheet between 1 April 2023 up to 31 March 2026 to support Clean Sheet in its onward sustainability. The second tranche of funding was recognised in this financial year. The charity continues to seek further funding from partners and grant making trusts to ensure operations can continue beyond March 2026 once the support from The Langley House Trust ends. The charity's financial statements have been prepared on a going concern basis which assumed an ability to continue operating for the foreseeable future.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

CLEAN SHEET

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies (Continued)

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations and Grants are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

1.5 Expenditure

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

1.6 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.7 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include trade and other receivables and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

CLEAN SHEET

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies (Continued)

Basic financial liabilities

Basic financial liabilities, including trade and other payables and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade payables are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade payables are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.8 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.9 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Critical accounting estimates and judgements

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.

CLEAN SHEET

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

3 Income from donations and legacies

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Donations and gifts	7,648	-	7,648	5,310	-	5,310
Grants	162,000	73,818	235,818	198,800	2,200	201,000
	<u>169,648</u>	<u>73,818</u>	<u>243,466</u>	<u>204,110</u>	<u>2,200</u>	<u>206,310</u>

4 Income from charitable activities

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Activity		
Prisons, partners and employers	<u>78,409</u>	<u>76,158</u>

5 Other income

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Insurance claims receivable	<u>409</u>	<u>186</u>

CLEAN SHEET

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

6 Expenditure on raising funds

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Fundraising and publicity						
Seeking donations, grants and legacies	-	-	-	540	-	540
Staff travel and subsistence	-	385	385	-	-	-
Fundraising agents	-	5,420	5,420	-	-	-
Other fundraising costs	-	-	-	311	-	311
Staff costs	37,187	-	37,187	25,571	-	25,571
	<u>37,187</u>	<u>5,805</u>	<u>42,992</u>	<u>26,422</u>	<u>-</u>	<u>26,422</u>

CLEAN SHEET

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

7 Expenditure on charitable activities

	Prisons, partners and employers	Prisons, partners and employers
	2025 £	2024 £
Direct costs		
Staff costs	176,943	148,566
Staff travel	9,779	6,860
	<u>186,722</u>	<u>155,426</u>
Share of support and governance costs (see note 8)		
Support	74,309	65,498
Governance	3,742	4,382
	<u>264,773</u>	<u>225,306</u>
Analysis by fund		
Unrestricted funds	202,129	223,106
Restricted funds	62,644	2,200
	<u>264,773</u>	<u>225,306</u>

CLEAN SHEET

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

8 Support costs allocated to activities

	2025	2024
	£	£
Staff costs	44,581	39,740
Telephone	4,284	2,701
Insurance	1,895	1,773
Postage and stationery	1,496	1,145
Subscriptions	1,650	939
IT costs and support	13,276	12,027
Payroll bureau	1,252	2,156
Meetings and training	4,158	3,602
Recruitment costs	942	911
Other costs	775	504
Governance costs	3,742	4,382
	<u>78,051</u>	<u>69,880</u>
<u>Analysed between:</u>		
Prisons, partners and employers	<u>78,051</u>	<u>69,880</u>

	2025	2024
	£	£
Governance costs comprise:		
Independent examination fees	756	720
Accountancy	2,484	3,360
Legal and professional	435	279
Trustees travel and meeting costs	67	23
	<u>3,742</u>	<u>4,382</u>

9 Net movement in funds

	2025	2024
	£	£
The net movement in funds is stated after charging/(crediting):		
Fees payable to the charity's independent examiner:		
- for the independent examination of the charity's financial statements	756	720
- for other financial services	<u>2,484</u>	<u>3,360</u>

CLEAN SHEET

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

10 Trustees

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year. Trustees had travel and meeting costs of £67 (2024: £23) met by the charity.

11 Employees

The average monthly number of employees during the year was:

	2025 Number	2024 Number
	14	12
Employment costs	2025	2024
	£	£
Wages and salaries	233,992	197,773
Social security costs	12,415	7,554
Other pension costs	12,304	8,550
	258,711	213,877

The equivalent number of full-time staff during the year was 8.4 (2024: 8.3).

There were no employees whose annual remuneration was more than £60,000.

Remuneration of key management personnel

The remuneration of key management personnel was as follows:

	2025 £	2024 £
Aggregate compensation	58,920	57,762

12 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

CLEAN SHEET

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

13 Fixed assets

On the 1 April 2023 when the charity separated from the Langley House Trust Group, various computer and other equipment was transferred which previously had been fully expensed.

14 Trade and other receivables

	2025	2024
	£	£
Amounts falling due within one year:		
Trade receivables	6,020	2,966
Other receivables	2,720	2,667
	<u>8,740</u>	<u>5,633</u>

15 Current liabilities

	Notes	2025	2024
		£	£
Other taxation and social security		3,203	2,848
Deferred income	16	156,250	21,763
Other payables		1,990	-
Accruals		2,160	2,040
		<u>163,603</u>	<u>26,651</u>

16 Deferred income

	2025	2024
	£	£
Other deferred income	<u>156,250</u>	<u>21,763</u>

Deferred income relates to the provision of services to be performed in the future financial year.

	2025	2024
	£	£
Deferred income is included within:		
Current liabilities	<u>156,250</u>	<u>21,763</u>
Movements in the year:		

CLEAN SHEET

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

16 Deferred income (Continued)

Deferred income at 1 April 2024	21,763	115,000
Released from previous periods	(21,763)	(115,000)
Resources deferred in the year	156,250	21,763
	<u>156,250</u>	<u>21,763</u>
Deferred income at 31 March 2025	<u>156,250</u>	<u>21,763</u>

17 Retirement benefit schemes

	2025	2024
	£	£
Defined contribution schemes		
Charge to profit or loss in respect of defined contribution schemes	<u>12,304</u>	<u>8,550</u>

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

18 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	At 1 April 2024	Incoming resources	Resources expended	At 31 March 2025
	£	£	£	£
The National Lottery Community Fund	-	60,000	(56,693)	3,307
Suffolk Community Fund	-	4,818	(4,818)	-
New Ground Project	-	3,000	(1,133)	1,867
Fundraising	-	6,000	(5,805)	195
	<u>-</u>	<u>73,818</u>	<u>(68,449)</u>	<u>5,369</u>
Previous year:	At 1 April 2023	Incoming resources	Resources expended	At 31 March 2024
	£	£	£	£
Away Day July 2023	-	2,200	(2,200)	-
	<u>-</u>	<u>2,200</u>	<u>(2,200)</u>	<u>-</u>

CLEAN SHEET

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

18 Restricted funds (Continued)

Away Day July 2023

£2,200 was received from the A.S. Charitable Trust for the away day on 19-20 July 2023.

The National Lottery Community Fund

During the year, the charity was awarded a grant of £260k to be paid out in quarterly instalments over the next three years. This grant is to be utilised for the Reaching Communities/Partnerships programme.

Suffolk Community Fund

This fund represents monies given to fund the provision of remote employment support for people with convictions living or resettling in Suffolk.

New Ground Project

Monies received to assist with the creation of online resources and Member feedback input to accelerate the job search capabilities of people with convictions.

Fundraising

Monies received to develop a new fundraising strategy.

19 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 April 2024 £	Incoming resources £	Resources expended £	At 31 March 2025 £
General funds	(3,222)	248,466	(239,316)	5,928
Previous year:	At 1 April 2023 £	Incoming resources £	Resources expended £	At 31 March 2024 £
General funds	(34,148)	280,454	(249,528)	(3,222)

CLEAN SHEET

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

20 Analysis of net assets between funds

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £
At 31 March 2025:			
Current assets/(liabilities)	5,928	5,369	11,297
	<u>5,928</u>	<u>5,369</u>	<u>11,297</u>
	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
At 31 March 2024:			
Current assets/(liabilities)	(3,222)	-	(3,222)
	<u>(3,222)</u>	<u>-</u>	<u>(3,222)</u>

21 Related party transactions

There were no disclosable related party transactions during the year (2024 - none).

CLEAN SHEET

England & Wales - Charity number 1154034

Accounts

CLEAN SHEET

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024



CLEAN SHEET

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	M Maiden A Coyle S Lawes R Gwynn	
Senior management	S Graham	Chief Executive Officer
Charity number	1154034	
Principal address	c/o Caladine Chartered Certified Accountants Chantry House 22 Upperton Road Eastbourne East Sussex BN21 1BF	
Independent examiner	John Caladine FCCA CTA FCIE Caladine Limited Chantry House 22 Upperton Road Eastbourne East Sussex BN21 1BF	
Bankers	TSB 400/402 Derby Street Bolton BL3 6LS	

CLEAN SHEET

CONTENTS

	Page
Chair's review	1
Trustees' report	2 - 6
Statement of Trustees' responsibilities	7
Independent examiner's report	8 - 9
Statement of financial activities	10
Statement of financial position	11
Notes to the financial statements	12 - 21

CLEAN SHEET

CHAIR'S REVIEW

FOR THE YEAR ENDED 31 MARCH 2024

2023-2024 has been a formative year for Clean Sheet. We came out of the Langley House Trust Group (by mutual agreement), after having joined it in 2019 and became our own independent charity again. It is a mark of the strength of the team and the organisation that we have been able to build up our infrastructure and funding whilst delivering solid outcomes during a year of transition and change.

We are delighted that we have helped 197 people with convictions to find work or training during the year and that the average job sustainment rate over 12 months (for those engaged with us) was 72%. This demonstrates that the right support can make all the difference to someone turning their life around after a conviction.

Some of our Members (people with convictions) have never worked before, some have had lengthy prison sentences, others struggle with their mental health and others face challenging life situations, such as family breakdown, homelessness or addiction. What stands out is that our team consistently tries to support each person, providing practical advice and guidance around job searching and being an encouraging voice when things seem hopeless.

Our Member's feedback shows what an impact this makes: *"Clean Sheet has been a solid pillar of support for me.... [They] have provided me with the tools to help me find employment, treated me with respect and have been a real and substantial factor, in getting me back into employment."*

We continue to take steps forward as a charity and during the year, we delivered new workshops in prisons on disclosure (how to talk to an employer about a conviction). We continued to work with PricewaterhouseCoopers (PwC) to deliver a mock interview skills session for our Members. We are indebted to them for their support in helping to build up Members' skills and confidence.

The year ahead offers a small amount of trepidation but a significant amount of hope. The funding landscape is the toughest it has ever been. And yet, we see change every day – which makes the whole journey worthwhile. As a Christian charity, working with people of all faiths and none, we have a "solid rock on which we stand" and this helps us to weather every storm.



Michael Maiden

Chair

Date: 10/07/24

CLEAN SHEET

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2024

The Trustees present their annual report and financial statements for the year ended 31 March 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Constitution, the Charities Act 2011 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)" (effective 1 January 2019).

Objectives and Activities

The charity is established as a Charitable Incorporated Organisation (CIO) and its activities are regulated by its Constitution.

The objects of the charity are:

1. to promote social inclusion to prevent, in particular (but not exclusively) prisoners and ex-offenders from being socially excluded, relieving the needs of people, who are socially excluded and assisting them to integrate into society.
2. to relieve the needs of prisoners and ex-offenders, who as a result of imprisonment are suffering the effects of unemployment, financial hardship, ill health and disability.

Vision and Mission

Clean Sheet's vision is that people with convictions:

- have significant opportunities to secure employment; and
- reintegrate and impact positively on their communities.

Clean Sheet's mission is to improve individual lives and contribute to safer communities by providing employment opportunities for people with convictions to enable them to reach their full potential.

Public benefit

The Trustees confirm that they have given due regard to public benefit guidance published by the Charity Commission. Helping people with convictions secure employment has a positive effect on communities, helping to reduce reoffending and create a safer society.

The Trustees remain committed to the mission of Clean Sheet and seek to ensure that new developments and current work continue to deliver outcomes that contribute to the mission of the organisation, therefore ensuring that public benefit remains strong.

CLEAN SHEET

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

Achievements and Performance

Significant activities and achievements against objectives

Clean Sheet successfully provided tailored remote employment support nationally to people with convictions, over the age of 18. Through this support, Clean Sheet helped 197 Members (people with convictions) to secure work or training during the financial year – 138 into work and 59 into work-related training. Members found employment in a variety of industries, from entry level to management roles. Industries included: construction and trades; distribution, transport and warehouse; hospitality and catering; facilities management, and retail.

Clean Sheet has an Employers Directory of over 100 organisations that have committed to receiving applications from people with convictions to be considered on merit and skill, rather than their conviction. During the year, Clean Sheet onboarded five new employers to be added to the Directory and four new training providers. This opened up opportunities for Members in a number of areas including the water supply industry, charity sector and finance (training).

Clean Sheet's job sustainment rate remained high. On average, 74% Members continued to engage with Clean Sheet in the 12 months after they had found work (to March 2024). Of those who engaged, an average of 72% were still in work at the end of 12 months. This is a significant result as it shows Members successful sustaining employment which is a strong indicator of living crime-free and not reoffending.

Member feedback highlighted the impact of the support. These included:

"The Employers Directory was full of companies who would look past my conviction and see me, with all the life skill and experience I have."

"One of my interviews was with an employer I came across through the Clean Sheet Directory. Being able to go into an interview and not be pre-judged, was amazing. Not all companies are like that."

"The best thing about Clean Sheet's support? Knowing there are people who understand the challenges and frustrations of searching for work with a criminal conviction."

"Clean Sheet has been great. I received many emails and calls...encouraging me to keep looking. [They] listened and were very consistent and concerned. This is a great feeling. Clean Sheet was a morale booster and a friend-in-the-corner when I was close to unemployment depression..."

In addition to the core remote employment support, Clean Sheet also delivered training workshops on disclosure (i.e. how to talk to an employer about a conviction) in three prisons and in some Police and Crime Commissioner-funded areas. A total of 99 individuals undertook this training to help build their skills and confidence in disclosing. Feedback comments included:

"It has given me a huge insight into disclosure and how to word it and new techniques into doing it better."

"I have learnt lots of dos and don'ts. Valuable information on how to phrase a disclosure."

"It has given me confidence in how to speak to an employer about my conviction. Before today I thought I had little chance of getting a job on release but today has shown me that being in prison is not the end of the world."

CLEAN SHEET

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

Lastly, Clean Sheet continued to partner with PricewaterhouseCoopers (PwC), a global accountancy firm, to provide mock interview skills sessions for Members. These proved invaluable to Members to help them in their interview confidence and ability. Feedback comments included:

"I haven't had an interview for over 10 years, so the mock interviews really helped me. I got good feedback which I will use when I have a real interview."

"Incredibly valuable advice from people who clearly care and really want the best for everybody, giving up their time to share their invaluable knowledge. My confidence in myself has skyrocketed and I now believe I can tackle interviews as well as anyone. Society may have written us off but they clearly hadn't and I am hugely appreciative to them for sharing their time and expertise. I cannot recommend this highly enough. Thank you so much!"

"The feedback from the interviewers gave me the confidence to believe that I can perform well in an interview situation. They provided positive and constructive feedback that I will definitely be applying to future interviews."

Staff and volunteers

Clean Sheet had a staff team of 14 people during the course of the year (FTE 8.3). The staff team comprised seven Employment Team Advisers, a Members Team Lead, an Employer Engagement Officer, a Fundraising and Communications Officer, a Programme Facilitator (prison contract), a Partnership Manager, an Operations Manager and a CEO. In addition, Clean Sheet had three direct volunteers – one volunteer chaplain and two CV volunteers.

Partnerships

Clean Sheet worked in partnership with a number of organisations and was grateful to its prison and community partners throughout the year. During 2023-2024, these partnerships included:

- Community Partners: Essex Police, Fire and Crime Commissioner; Dorset Police and Crime Commissioner; Suffolk Police and Crime Commissioner; Surrey Police and Crime Commissioner; and Sussex Community Foundation
- Prisons: HMP Fosse Way, HMP Hewell and HMP Thameside

Sincere thanks go to Clean Sheet's supporters and its grant funders including: The AS Charitable Trust, The Langley Trust, The Noel Buxton Trust and The Trusted Executive Charitable Foundation.

Financial Review

Clean Sheet finished the previous financial year (ending March 2023) with a deficit of £34,148. However, Clean Sheet was able to offset most of this deficit during this financial year. The closing financial position at the end of March 2024 was a small deficit of £3,222.

CLEAN SHEET

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

Reserves policy

Clean Sheet's policy is that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to three months' expenditure. This has been calculated at c.£63,000. The Trustees consider that reserves at this level would ensure that, in the event of a significant drop in funding, they would be able to continue the charity's current activities while consideration was given to ways in which additional funds could be raised. Despite this, it was not possible to have reserves equaling this amount during the financial year. Clean Sheet has a plan in place to secure multi-year funding in order to put the charity on a more stable footing financially and will also seek to build up reserves over the next three years.

Structure, Governance and Management

Clean Sheet was founded in 2010. It is a Charitable Incorporated Organisation (CIO), registered with the Charity Commission on 1st October 2013.

The CIO was established under a Constitution, which established the objects and powers of the charity and is governed under this Constitution. In the event of the CIO being wound up, the members of the CIO have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.

Between 2019 and March 2023, Clean Sheet was a subsidiary of the Langley House Trust Group, a larger Christian charity housing people with convictions. This was a mutually beneficial relationship, with Langley providing infrastructure and financial support to Clean Sheet and Clean Sheet providing a tangible route for people with convictions to find work (an area that was outside Langley's core expertise). Both charities evolved and developed in the years that followed and in November 2022, the Langley Group Board made the strategic decision to focus more solely on its housing and care expertise over the next five years. As a result, from 1st April 2023, Clean Sheet became an independent charity again, with the Langley Group committing to provide grant support to Clean Sheet for three years.

Clean Sheet does not pay its Board members apart from reimbursing expenses and providing indemnity insurance.

During the financial year, the Trustees delegated to the Chief Executive Officer (CEO) full control over the operation of Clean Sheet within policy. The CEO attended meetings of the Board. It was the duty of the CEO to further the mission of Clean Sheet and to ensure that management was efficient, effective and ran in accordance with good business practice.

The Trustees who served during the year and up to the date of signature of the financial statements were:

M Maiden

A Coyle

S Lawes

R Gwynn

CLEAN SHEET

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

Recruitment and appointment of trustees

New trustees will be recruited with due regard for their skills, knowledge and experience to enable the effective administration of the charity. A copy of the constitution and any amends to it, plus a copy of the latest Annual Report and Accounts will be made available to trustees on or before their first appointment. Any new trustee will be appointed for a term of three years by a resolution passed at a proper convened meeting of the charity trustees.

There were no new trustees appointed during the financial year. Clean Sheet is looking to expand its trustees and will seek a trustee(s) with lived experience, where possible.

Organisational structure

Clean Sheet is structured as follows:

- Frontline – seven Employment Team Advisers, a Members Team Lead and a Programme Facilitator (prison contract)
- Officers – an Employer Engagement Officer and a Fundraising and Communications Officer
- Managers – a Partnership Manager and an Operations Manager
- CEO

The Trustees' report was approved by the Board of Trustees.



M Maiden

Chair

Date: 10/07/24

CLEAN SHEET

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2024

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales 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 charity and of the incoming resources and application of resources of the charity for that year.

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;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- 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 sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

CLEAN SHEET

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF CLEAN SHEET

I report to the Trustees on my examination of the financial statements of Clean Sheet (the charity) for the year ended 31 March 2024.

Responsibilities and basis of report

As the Trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable 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.

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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 charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

CLEAN SHEET

INDEPENDENT EXAMINER'S REPORT (CONTINUED)

TO THE TRUSTEES OF CLEAN SHEET

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 financial statements to be reached.



John Caladine FCCA CTA FCIE

Caladine Limited
Chantry House
22 Upperton Road
Eastbourne
East Sussex
BN21 1BF

Dated: 15 July 2024

CLEAN SHEET

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2024

		Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £
	Notes				
Income and endowments from:					
Donations and legacies	3	204,110	2,200	206,310	54,558
Charitable activities	4	76,158	-	76,158	44,716
Other income	5	186	-	186	-
Total income		280,454	2,200	282,654	99,274
Expenditure on:					
Raising funds	6	26,422	-	26,422	33,107
Charitable activities	7	223,106	2,200	225,306	210,934
Total expenditure		249,528	2,200	251,728	244,041
Net income/(expenditure) and movement in funds		30,926	-	30,926	(144,767)
Reconciliation of funds:					
Fund balances at 1 April 2023		(34,148)	-	(34,148)	110,619
Fund balances at 31 March 2024		(3,222)	-	(3,222)	(34,148)

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

CLEAN SHEET

STATEMENT OF FINANCIAL POSITION

AS AT 31 MARCH 2024

		2024		2023	
	Notes	£	£	£	£
Current assets					
Trade and other receivables	14	5,633		400	
Cash at bank and in hand		17,796		88,214	
		<u>23,429</u>		<u>88,614</u>	
Current liabilities	15	(26,651)		(122,762)	
Net current liabilities			(3,222)		(34,148)
Net assets excluding pension liability			(3,222)		(34,148)
			<u></u>		<u></u>
The funds of the charity					
Unrestricted funds			(3,222)		(34,148)
			<u>(3,222)</u>		<u>(34,148)</u>

The financial statements were approved by the Trustees on 01/07/24



M Maiden
Chair

CLEAN SHEET

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

Charity information

Clean Sheet is a Charitable Incorporated Organisation governed by its Constitution dated 1 October 2013.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Constitution, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention.

The principal accounting policies adopted are set out below.

1.2 Going concern

From 1 April 2023 the charity was no longer a subsidiary of Langley House Trust. The Langley House Trust has agreed to provide three grants of £100k each to Clean Sheet between 1 April 2023 up to 31 March 2026 to support Clean Sheet in its onward sustainability. The first tranche of funding was recognised in this financial year. The charity continues to seek further funding from partners and grant making trusts to ensure operations can continue beyond March 2026 once the support from The Langley House Trust ends. The charity's financial statements have been prepared on a going concern basis which assumed an ability to continue operating for the foreseeable future.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

CLEAN SHEET

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies (Continued)

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations and Grants are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

1.5 Expenditure

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

1.6 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.7 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include trade and other receivables and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

CLEAN SHEET

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies (Continued)

Basic financial liabilities

Basic financial liabilities, including trade and other payables and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade payables are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade payables are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.8 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.9 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Critical accounting estimates and judgements

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.

CLEAN SHEET

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

3 Income from donations and legacies

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Donations and gifts	5,310	-	5,310	7,234	-	7,234
Grants	198,800	2,200	201,000	47,324	-	47,324
	<u>204,110</u>	<u>2,200</u>	<u>206,310</u>	<u>54,558</u>	<u>-</u>	<u>54,558</u>

4 Income from charitable activities

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Activity		
Prisons, partners and employers	<u>76,158</u>	<u>44,716</u>

5 Other income

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Insurance claims receivable	<u>186</u>	<u>-</u>

CLEAN SHEET

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

6 Expenditure on raising funds

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Fundraising and publicity		
Seeking grants	540	-
Other fundraising costs	311	-
Staff costs	25,571	33,107
	<u>26,422</u>	<u>33,107</u>

7 Expenditure on charitable activities

	Prisons, partners and employers 2024 £	Prisons, partners and employers 2023 £
Direct costs		
Staff costs	148,566	139,989
Staff travel	6,860	13,875
Miscellaneous	-	152
	<u>155,426</u>	<u>154,016</u>
Share of support and governance costs (see note 8)		
Support	65,498	53,756
Governance	4,382	3,162
	<u>225,306</u>	<u>210,934</u>
Analysis by fund		
Unrestricted funds	223,106	210,934
Restricted funds	2,200	-
	<u>225,306</u>	<u>210,934</u>

CLEAN SHEET

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

8 Support costs allocated to activities

	2024	2023
	£	£
Staff costs	39,740	41,605
Telephone	2,701	2,502
Insurance	1,773	312
Postage and stationery	1,145	371
Subscriptions	939	1,261
IT costs and support	12,027	2,942
Payroll bureau	2,156	1,571
Meetings and training	3,602	1,467
Recruitment costs	911	75
Other costs	504	1,650
Governance costs	4,382	3,162
	<u>69,880</u>	<u>56,918</u>

Analysed between:

Prisons, partners and employers	69,880	56,918
	<u>69,880</u>	<u>56,918</u>

	2024	2023
	£	£
Governance costs comprise:		
Independent Examination fees (2023: Audit fees)	720	2,000
Accountancy and bookkeeping	3,360	1,000
Legal and professional	279	-
Trustees travel and meeting costs	23	162
	<u>4,382</u>	<u>3,162</u>

9 Net movement in funds

	2024	2023
	£	£
The net movement in funds is stated after charging/(crediting):		
Fees payable for the independent examination of the charity's financial statements	<u>720</u>	<u>2,000</u>

CLEAN SHEET

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

10 Trustees

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year. Trustees had travel and meeting costs of £23 (2023: £162) met by the charity.

11 Employees

The average monthly number of employees during the year was:

	2024 Number	2023 Number
	12	12
Employment costs	2024	2023
	£	£
Wages and salaries	197,773	193,236
Social security costs	7,554	13,413
Other pension costs	8,550	8,052
	213,877	214,701

The equivalent number of full-time staff during the year was 8.3 (2023: 8).

There were no employees whose annual remuneration was more than £60,000.

Remuneration of key management personnel

The remuneration of key management personnel was as follows:

	2024 £	2023 £
Aggregate compensation	57,762	58,111

12 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

CLEAN SHEET

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

13 Fixed assets

On the 1 April 2023 when the charity separated from the Langley House Trust Group, various computer and other equipment was transferred which previously had been fully expensed.

14 Trade and other receivables

	2024	2023
	£	£
Amounts falling due within one year:		
Trade receivables	2,966	400
Other receivables	2,667	-
	<u>5,633</u>	<u>400</u>

15 Current liabilities

	Notes	2024	2023
		£	£
Other taxation and social security		2,848	2,896
Deferred income	16	21,763	115,000
Trade payables		-	60
Other payables		-	1,180
Accruals		2,040	3,626
		<u>26,651</u>	<u>122,762</u>

16 Deferred income

	2024	2023
	£	£
Other deferred income	<u>21,763</u>	<u>115,000</u>

Deferred income relates to the provision of services to be performed in the future financial year.

CLEAN SHEET

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

16 Deferred income (Continued)

	2024 £	2023 £
Deferred income is included within:		
Current liabilities	21,763	115,000
Movements in the year:		
Deferred income at 1 April 2023	115,000	10,100
Released from previous periods	(115,000)	(10,100)
Resources deferred in the year	21,763	115,000
Deferred income at 31 March 2024	21,763	115,000

17 Retirement benefit schemes

	2024 £	2023 £
Defined contribution schemes		
Charge to profit or loss in respect of defined contribution schemes	17,100	16,104

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

18 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	At 1 April 2023 £	Incoming resources £	Resources expended £	At 31 March 2024 £
Away Day July 2023	-	2,200	(2,200)	-

Away Day July 2023

£2,200 was received from the A.S. Charitable Trust for the away day on 19-20 July 2023.

CLEAN SHEET

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

19 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 April 2023 £	Incoming resources £	Resources expended £	At 31 March 2024 £
General funds	(34,148)	280,454	(249,528)	(3,222)
Previous year:	At 1 April 2022 £	Incoming resources £	Resources expended £	At 31 March 2023 £
General funds	110,619	99,274	(244,041)	(34,148)

20 Related party transactions

During the year the charity received £100,000 from the Langley House Trust, of which A Coyle and S Lawes are also Trustees.

There were no other disclosable related party transactions during the year (2023 - none).

CLEAN SHEET

England & Wales - Charity number 1154034

Accounts



CLEAN SHEET

A Charitable Incorporated Organisation

ANNUAL REPORT & ACCOUNTS

For the 12 months ended 31st March 2023

Charity No. 1154034

www.cleansheet.org.uk



KEY INFORMATION

AMBASSADORS

Ian Acheson
Keith Fraser
Dominic Headley
Erwin James
James Timpson OBE
Iqbal Wahhab OBE

TRUSTEE BOARD MEMBERS

Chair Michael Maiden BA, CQSW, DMS

Trustees Robert Gwynn BA
Stephen Lawes BA, ACA
Amanda Coyle MSc, MBA, TksA

COMPANY SECRETARY Simon Herbert ACA

PRINCIPAL OFFICE 3-4 The Square, Manfield Avenue, Coventry, CV2 2QJ

CHARITY NUMBER 1154034

PRINCIPAL ADVISORS

External Auditors Crowe U.K. LLP, Statutory Auditors, 4th Floor,
St. James' House, St. James' Square, Cheltenham, GL50 3PR

Bankers TSB, Bolton Daubhill Branch, PO Box 373, Leeds, LS14 9GQ

Website www.cleansheet.org.uk



CONTENTS

Chair's Review	4
Strategic Report	5
Trustees' Report	9
Trustees' Responsibility Statement	13
Independent Auditors' Report	14
Statement of Financial Activities	17
Statement of Financial Position	19
Statement of Cashflow	19
Statement of Changes in Reserves	20
Notes to the Accounts	21



CHAIR'S REVIEW

Clean Sheet is an award-winning charity that helps people with criminal convictions to find employment. The men and women that Clean Sheet works with are talented but marginalised, facing multiple barriers to starting over after their conviction(s). We seek to create positive and transformative social change by reducing reoffending, reducing future victims of crime and creating a safer society. We provide a tailored employment support service, working with Clean Sheet Members (people with convictions) for as long as it takes them to find work. Our engagement and job retention rate remains high post-employment – with average engagement at 66% 12-months post-employment, with 70% of those on average still in work. During the year, we were delighted to reach a key milestone – helping our 1000th Member to overcome the disadvantage of their convictions to find work over the last five years.

A significant achievement was being awarded The Queen's Award for Enterprise which was formally announced during the year. We are incredibly proud of this accolade that reflects the hard work, dedication and commitment of the team. We were also delighted to receive the Corbett Network's Founder's Award, a key Criminal Justice Award. During the year, we continued to partner with PricewaterhouseCoopers (PwC, a multi-national accounting firm) to provide mock interview skills for our Members – we are very thankful for their ongoing support.

**CLEAN SHEET MEMBER
QUOTE: 'Rachel':**

*"Clean Sheet is the epitome
of h.o.p.e in action – they
Help Other People Excel!"*

2022/23 was a formative year for Clean Sheet. During the year, the Langley House Trust Group Board decided that Clean Sheet would come out of the Langley Group at the end of the financial year, due to a re-focus of the Group's strategic direction. Consequently, Clean Sheet underwent a major transition in the latter part of the year and is now independent again. We are indebted to the Langley Group for all their support since 2019 (when Clean Sheet became part of the Group) and also for the commitment to continue offering substantial financial support over the next three years. Clean Sheet also faced some financial pressures during the year and developing and growing Clean Sheet's funding base is an ongoing and major focus.

The Clean Sheet staff have shown consistent dedication and commitment throughout the year and have continued to work hard to go the extra mile when supporting Members. The Clean Sheet Board continue to be a great source of wisdom, encouragement and support. As a Christian charity we work with people of all faiths and none and our services are open to all. Our faith inspires hope as we work and we are grateful that we can impart that sense of hope to the men and women that we work with. As one Member said: "Clean Sheet is the epitome of h.o.p.e in action – they Help Other People Excel!"

A handwritten signature in black ink, appearing to read "Michael Maiden".

Michael Maiden

Chair, Clean Sheet Board

12th July 2023



STRATEGIC REPORT

ABOUT US

Clean Sheet is an award-winning charity with a simple purpose – to offer people with convictions the hope of a better future by finding real, permanent employment. Clean Sheet has an established track record of helping people with convictions to find work and reached a milestone of helping over 1,000 men and women to secure employment in the last five years. Clean Sheet is a Christian charity working with people of all faiths and none and its services are open to all.

In 2019, Clean Sheet became part of the Langley House Trust Group, a larger charity housing people with convictions. This was a positive 'meeting of minds' with Langley providing infrastructure and financial support to Clean Sheet and Clean Sheet provided a tangible route for people with convictions to find work (an area that was outside Langley's core expertise). Both charities evolved and developed over the years and in November 2022, the Langley Group Board made the strategic decision to focus more solely on its housing and care expertise over the next five years. As a result, from 1st April 2023, Clean Sheet became an independent charity again, with the Langley Group committing to provide grant support to Clean Sheet for three years.

CHARITABLE OBJECTIVES

The charity is established as a Charitable Incorporated Organisation (CIO) and its activities are regulated by its Constitution.

The objects of the charity are:

1. to promote social inclusion to prevent, in particular (but not exclusively) prisoners and ex-offenders from being socially excluded, relieving the needs of people, who are socially excluded and assisting them to integrate into society.
2. to relieve the needs of prisoners and ex-offenders, who as a result of imprisonment are suffering the effects of unemployment, financial hardship, ill health and disability.

VISION AND MISSION

Clean Sheet's vision is that people with convictions:

- have significant opportunities to secure employment; and
- reintegrate and impact positively on their communities.

Clean Sheet's mission is to improve individual lives and contribute to safer communities by providing employment opportunities for people with convictions to enable them to reach their full potential.



PERFORMANCE 2022/23

Member Outcomes

During 2022/23, Clean Sheet supported 168 Members (people with convictions) to find work or training. Clean Sheet also crossed a milestone of helping more than 1,000 Members to find work in the last five years. Clean Sheet also maintained a high engagement and job retention rate post-employment – with average engagement at 66% at 12-months post-employment, with 70% of those on average still in work.

Financial Performance

Clean Sheet's funding came from a range of sources: investment from the Langley House Trust Group, prisons, community partnerships, grant funding, employers' contributions and supporter donations.

2022/23 was a challenging year for Clean Sheet financially. While income from employers was more than anticipated and grant income was close to budget, other income streams (e.g. prisons and partner income) was lower than anticipated, with some delays in commissioning. Clean Sheet has a plan in place for building its funding base in 2023/24.

Developing the Clean Sheet Offer

During the year, Clean Sheet worked on expanding its offer in helping people with convictions to talk about their conviction with an employer (disclosure). This is a key area of job search support and could provide opportunities to deliver this support more widely, both within prisons and in the community.

Staff and Volunteers

During 2022/23 Clean Sheet employed 13 staff, comprising the Chief Operating Officer, Community Development Manager, Partnership Manager, Marketing and Fundraising Officer, Employer Engagement Officer, Members Team Lead and seven Employment Team Advisors. Clean Sheet was also supported by a volunteer Chaplain.

Awards

During 2022/2023, Clean Sheet's work and impact was recognised by two awards – the first was The Queen's Award for Enterprise. Over the five years measured by the award, Clean Sheet helped 976 people with convictions to find work. In addition, 85 people progressed into Further Education, two into Higher Education and 58 people started their own businesses. The Queen's Award for Enterprise is the most prestigious business award in the country, with winning organisations able to use the esteemed Queen's Award Emblem for five years from April 2022. This is a significant accolade and has helped to raise Clean Sheet's profile. The second award was The Corbett Network's Founders award, a key Criminal Justice award.



GROWTH FOR 2023/24

The Trustees have considered the organisation's ongoing viability. There are plans for development and growth, covering direct Member outcomes (people into work or training), broader outcomes (e.g. increasing confidence in disclosure or training others in the sector), financial sustainability and strengthening Clean Sheet's offer.

Clean Sheet will continue to develop grant relationships, paid partnerships with employers, capitalise on prison commissioning opportunities, develop its supporter base and work with regional and national partners on contract opportunities, as and when these arise.

PARTNERSHIPS

Clean Sheet is grateful to all its prison and community partners, including the Ministry of Justice and the Surrey Police and Crime Commissioner, the Sussex Police and Crime Commissioner and the Essex Police, Fire and Crime Commissioner.

Clean Sheet has partnerships in place with prisons and community partners, which enabled it to deliver its services throughout the country. During 2022/23, these partnerships included:

- Prisons: HMP Hewell, HMP Stafford, HMP Thameside and HMP Usk
- Community Partners: My Options Trust, Langley House Trust, Surrey Police and Crime Commissioner, Sussex Police and Crime Commissioner, Essex Police, Fire and Crime Commissioner

CLEAN SHEET MEMBER QUOTE: 'Peter':

"...your kind words and encouragement were so pivotal in those early weeks upon release and have given me the confidence to find my path back into society. Without your support, care and what seemed like endless time, the murky waters would have been harder to navigate."

Clean Sheet is extremely thankful to PricewaterhouseCoopers (PwC) for its partnership in running mock interview skills sessions for Clean Sheet Members.

Finally, special thanks go to Clean Sheet's funders: The Albert Hunt Trust, The AS Charitable Trust, The Haberdashers' Company, The Noel Buxton Trust and The Trusted Executive Charitable Foundation.

THANKS

Special thanks also go to Clean Sheet's supporters who have loyally supported the work of the organisation through the year.



FINANCIAL REVIEW

Clean Sheet has recorded a deficit during the financial year of £144,766 (2021/22: £7,694 surplus). However, this deficit was offset by Langley Group support (£139,983) given in 2021-2022 which was utilised during the 2022-2023 financial year. The Langley Group's support has been significant in ensuring the viability of the charity.

The strategic report was approved by the Clean Sheet Board on 12th July 2023 and signed on its behalf by:

A handwritten signature in black ink, appearing to read "Michael Maiden".

Michael Maiden

CHAIR OF THE CLEAN SHEET BOARD

12th July 2023





TRUSTEES' REPORT

Clean Sheet became a subsidiary of the Langley House Trust Group in 2019. During the financial year, the charity fell within the Langley House Trust Group ('the Group') reporting structure. Due to a change in focus in the Group's strategic direction, Clean Sheet became an independent charity again on 1st April 2023.

The accounts have been prepared in accordance with the accounting policies set out in Note 1 to the accounts and comply with the charity's governing document and the Statement of Recommended Practice, 'Accounting and Reporting by Charities'.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Clean Sheet was founded in 2010. It is a Charitable Incorporated Organisation (CIO), registered with the Charity Commission on 1st October 2013.

The CIO was established under a constitution, which established the objects and powers of the charitable company and is governed under this constitution and the Group's Financial Regulations. In the event of the CIO being wound up, the members of the CIO have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.

The Clean Sheet Board (herein the CS Board) reported to the Langley House Trust Group Board (herein the Group Board) throughout the financial year. The CS Board is responsible for major strategic decisions and has ultimate responsibility for the conduct and financial stability of Clean Sheet. Trustees serve for the term as specified in the Constitution, with new Trustees being elected based on need.

Clean Sheet does not pay its Board members apart from reimbursing expenses and providing indemnity insurance (covered by the Group insurance).

During the financial year, the CS Board delegated to the Chief Operating Officer (COO) full control over the operation of Clean Sheet within policy. The COO attended meetings of the CS Board. It was the duty of the COO to further the mission of Clean Sheet and to ensure that management was efficient, effective and ran in accordance with good business practice.

The Group has an Audit, Risk & Compliance Committee and a People Committee, which covered Clean Sheet as a subsidiary charity. The Committees have clear Terms of Reference and report directly to the Group Board.

The People Committee advised the CS Board on the remuneration and the conditions of employment of staff. The Group's policies and procedures (where applicable) applied to Clean Sheet. The CS Board monitored and reviewed the quality, effectiveness and timeliness of information provided by the COO.



PUBLIC BENEFIT

The Trustees confirm that they have given due regard to public benefit guidance published by the Charity Commission. Helping ex-offenders secure employment has a positive effect on communities, helping to reduce reoffending and create a safer society.

The CS Board remains committed to the mission of Clean Sheet and seeks to ensure that new developments and current work continue to deliver outcomes that contribute to the mission of the organisation, therefore ensuring that public benefit remains strong.

STATEMENT OF THE CHARITY'S SYSTEM OF INTERNAL CONTROL

During the financial year, Clean Sheet's system of internal control sat within the Langley House Trust Group system of internal control.

The Group Board has responsibility for establishing and maintaining a system of internal control and reviewing its effectiveness in how it relates to the Group including subsidiaries.

Both the Group Board and the CS Board recognise that no system of internal control can provide absolute assurance against material misstatement or loss or eliminate all risk of failure to achieve business objectives. The system of internal control implemented by the Group has been designed to manage key risks and provide reasonable assurance that planned business objectives and outcomes are achieved. It also exists to give reasonable assurance to the Group Board and the CS Board regarding the preparation and reliability of financial and operational information and the safeguarding of the Group's assets and interests.

In meeting their responsibilities, the Group Board have adopted a risk-based approach to internal controls, which are embedded within the normal management and governance process of the Group. This approach includes the regular evaluation of the nature and extent of risks to which the Group is exposed. The process adopted by the Group Board in reviewing the effectiveness of the system of internal control, together with some of the key elements of the control framework, includes:

Identification and evaluation of key risks – key risks to Clean Sheet were identified and were included in the Group's Summary Risk Map. Mitigating actions and controls were identified. The Summary Risk Map is formally reviewed by the full Board at least once a year.

Environment and control procedures – Clean Sheet abided by Group policies and procedures that were applicable, including health and safety, accounting, data protection, fraud and whistleblowing.

Information and financial reporting systems – the CS Board reviewed and approved the annual Clean Sheet budget before this was submitted to the Group Board for final approval. Financial reporting procedures included detailed management accounts and forecasts, which were reviewed by Clean Sheet's COO and were presented to the CS Board and Group Board. The CS



Board also reviewed key performance indicators to assess progress towards the achievement of key business objectives, targets and outcomes at each CS Board meeting.

The CS Board receive assurance through Clean Sheet being part of the Group internal audit cycle (which is approved annually by the Group's Audit, Risk & Compliance Committee). The Group Audit, Risk & Compliance Committee formally reviews the performance of Internal Auditors once a year.

The Prevention, Detection, Reporting and Recovery of Fraud and Financial Crime

The Group's Fraud and Prevention of Financial Crime Policies set out management responsibilities to ensure an adequate control system is in place to minimise the risk of fraud and other financial crimes such as money laundering and to ensure a reasonable likelihood of early detection. These Group policies also state the procedure to be followed in the event of suspected fraud, money laundering or other financial crime, including reporting requirements and any subsequent action to be taken for recovery. The Group Board confirms that there is an on-going process for identifying and managing significant risks of fraud and other financial crime faced by the Group. This process was in place throughout the year and was regularly reviewed by the Group Board. Clean Sheet operates within the boundaries of the Group policies related to this area.

EQUALITY AND DIVERSITY

The Group's approach to Equality, Diversity and Inclusion is set out in its Group Equality, Diversity and Inclusion Policy, which is reviewed annually and included within Clean Sheet's activities.

The Group understands the vital role Equality, Diversity and Inclusion plays in creating an environment in which staff and clients are able to reach their full potential. The Group appreciates and celebrates difference and individuality, respecting everyone as being made in God's image and having an intrinsic value, a view strongly upheld by the Trustees and senior management team. There is no place for racism or any other form of discrimination within the Group. It is not just illegal but goes against all that the Group stands for as outlined in its values. Group staff were asked to challenge any racist or discriminatory behaviour that they witnessed, experienced or heard about and then report it. The Group CEO's commitment was to ensure all allegations were investigated and appropriate action taken.

RESERVES

The charity's reserves are (£34,147) at the end of this financial year (2021/22: £110,619). The Group Reserves Policy is that funds, which have not been restricted to a specific use, should be maintained at a level of three months' expenditure. The Trustees consider that reserves at this level should ensure that in the event of a significant drop in funding, they will be able to continue the charity's current activities whilst consideration is given to a sustainable alternative strategy. The charity will be working to build up its reserves over the course of the financial year through increasing income and reducing expenditure.



HEALTH AND SAFETY

The CS Board and Clean Sheet employees maintain attention to and awareness of Health and Safety across the organisation (taking into account the remote working situation of all staff). The CS Board confirms compliance with all legal and regulatory requirements for charities registered under the Charities Act 2011.

The Trustees' report was approved by the CS Board on 12th July 2023 and signed on its behalf by:

A handwritten signature in black ink, appearing to read "Mike Maiden", written over a light blue horizontal line.

Michael Maiden

CHAIR OF THE CLEAN SHEET BOARD

12th July 2023





TRUSTEES' RESPONSIBILITY STATEMENT

The Trustees are responsible for preparing the Trustees' Annual 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).

Charity 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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charity 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 (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 statement
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees, who held office at the date of approval of this Trustees' report confirm that, so far as they are each aware, there is no relevant audit information of which the charity's auditors are unaware, and each Trustee has taken all steps that they ought to have taken as a Trustee to make themselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

CLEAN SHEET MEMBER QUOTE: 'Robert':

"The support is best described as caring, motivational and [investing in] mental wellbeing with a friendly understanding. I believe I received the best help available – better than I deserve."

The Trustees' responsibility statement was approved by the CS Board on 12th July 2023 and signed on its behalf by:

Michael Maiden

CHAIR OF THE CLEAN SHEET BOARD
12th July 2023



**Independent Auditor's Report to the
Members of Clean Sheet
For the Year ended 31 March 2023**

Independent Auditor's Report to the Trustees of Clean Sheet

Opinion

We have audited the financial statements of Clean Sheet ('the charity') for the year ended 31 March 2023 which comprise the statement of financial activities, the statement of financial position, the cash flow statement, the statement of changes in reserves 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 Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2023 and of its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity 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 trustee's 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 charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

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

Other information

The trustees are responsible for the other information contained within the annual report. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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

We have nothing to report in this regard.

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 Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient and proper accounting records have not been kept by the charity; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.



Independent Auditor's Report to the Members of Clean Sheet For the Year ended 31 March 2023

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 13, the trustees 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 charity'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 charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 145 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

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.

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.

Extent to which the audit was considered capable of detecting irregularities, including fraud

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We obtained an understanding of the legal and regulatory frameworks within which the charity operates, focusing on those laws and regulations that have a direct effect on the determination of material amounts and disclosures in the financial statements. The laws and regulations we considered in this context were the Charities Act 2011 together with the Charities SORP (FRS 102). We assessed the required compliance with these laws and regulations as part of our audit procedures on the related financial statement items.

In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which might be fundamental to the charity's ability to operate or to avoid a material penalty. We also considered the opportunities and incentives that may exist within the charity for fraud. The laws and regulations we considered in this context for the UK operations were taxation legislation and employment legislation.

Auditing standards limit the required audit procedures to identify non-compliance with these laws and regulations to enquiry of the Trustees and other management and inspection of regulatory and legal correspondence, if any.

We identified the greatest risk of material impact on the financial statements from irregularities, including fraud, to be within the timing of recognition of income, and the override of controls by management. Our audit procedures to respond to these risks included enquiries of management, and the Audit, Risk & Compliance Committee about their own identification and assessment of the risks of irregularities, sample testing on the posting of journals, reviewing accounting estimates for biases, reviewing regulatory correspondence including that with the Charity Commission, and reading minutes of meetings of those charged with governance.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it. In addition, as with any audit, there remained a higher risk of non-detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.



**Independent Auditor's Report to the
Members of Clean Sheet
For the Year ended 31 March 2023**

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees 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 charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Crowe UK LP

Crowe U.K. LLP

Statutory Auditor

4th Floor

St James House

St James' Square

Cheltenham

GL50 3PR

Date: *31 August 2023*



Clean Sheet
Statement of Financial Activities
For the Year ended 31 March 2023

		Unrestricted Funds	Restricted Funds	Total 2023	Total 2022
	Note	£	£	£	£
Income and Endowments					
Donations & Grants	2	54,558	-	54,558	200,219
Charitable Activities	3	44,716	-	44,716	39,107
Total Income		99,274	-	99,274	239,326
Expenditure					
Charitable Activities	4	244,041	-	244,041	231,632
Total Expenditure		244,041	-	244,041	231,632
Net income/net movement in funds		(144,767)	-	(144,767)	7,694
Reconciliation of funds					
Fund balances at 1 April 2022		110,619	-	110,619	102,925
Fund balances at 31 March 2023		(34,148)	-	(34,148)	110,619

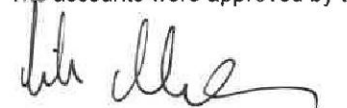
The notes on pages 21-25 form an integral part of these accounts.



Clean Sheet
Statement of Financial Position
For the Year ended 31 March 2023

	Note	2023	2022
		£	£
CURRENT ASSETS			
Debtors	7	400	1,150
Cash at bank		88,214	129,168
		<u>88,614</u>	<u>130,318</u>
CREDITORS			
Creditors: amounts falling due within one year	8	122,762	19,699
Net current assets		<u>(34,148)</u>	<u>110,619</u>
Total assets less current liabilities		<u>(34,148)</u>	<u>110,619</u>
FUND BALANCES			
Unrestricted funds			
General funds	9	(34,148)	110,619
		<u>(34,148)</u>	<u>110,619</u>

The accounts were approved by the Board on


Michael Maiden
Chair of the Clean Sheet Board


Simon Herbert
Company Secretary

The notes on pages 21-25 form an integral part of these accounts.



Clean Sheet
Statement of Cash Flow
For the Year ended 31 March 2023

	Note	2023	2022
		£	£
Cash flow from operating activities	12	(40,954)	16,451
Net increase in cash and cash equivalents		(40,954)	16,451
Cash and cash equivalents at 1 April		129,168	112,717
Cash and cash equivalents at 31 March		88,214	129,168



Clean Sheet
Statement of Changes in Reserves
For the Year ended 31 March 2023

	Total Reserves £
Balance at 31st March 2021	102,925
Surplus from Statement of Financial Activities	7,694
Balance at 31st March 2022	110,619
Deficit from Statement of Financial Activities	(144,767)
Balance at 31st March 2023	(34,148)



**Clean Sheet
Notes to the Accounts
For the Year ended 31 March 2023**

1 Accounting Policies

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019 - Charities SORP (FRS 102)).

Clean Sheet meets the definition of a public benefit entity under FRS 102.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

- a) Going concern
From 1st April 2023 the charity is no longer a subsidiary of Langley House Trust. Langley House Trust agreed to provide a grant of £300k to Clean Sheet between April 2023 up to March 2026 to support Clean Sheet in its onward sustainability. The charity's financial statements have been prepared on a going concern basis which assumes an ability to continue operating for the foreseeable future.
- b) Donated and grant income
Donated income and grants receivable are taken into account when received by the charity. Income received in circumstances where a claim for repayment of tax has been or will be made to HM Revenue & Customs is grossed up for the tax recoverable. Any amount of tax reclaimed from HM Revenue & Customs but not yet received is shown within the charity's debtors.
- c) Other income and expenditure
Investment income is taken into account when receivable and expenditure, including irrecoverable VAT, when incurred by the charity, regardless of when payment is made. Grants payable are taken into account at the earlier of when they are paid or become constructive obligations.
- d) Funds
Unrestricted funds are donations and other income received or generated for the objects of the charity without specified purpose and are available for purposes as directed by the trustees. Restricted funds are amounts received where the donor has specified the purpose for which it should be used.
- e) Debtors
Short term debtors are measured at transaction price, less any impairment.
- f) Cash at bank
Cash at bank is represented by cash deposits with financial institutions.
- g) Creditors
Short term creditors are measured at the transaction price.
- h) Pensions
The charity contributes to a defined contributions pension scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme.



Clean Sheet
Notes to the Accounts
For the Year ended 31 March 2023

i) Critical accounting estimates and areas of judgement

In the application of the charity's accounting policies, Trustees are required to make judgements, estimates, and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying 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 on-going basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised. If the revision affects only that period or in the period of the revision and future periods if the revision affects the current and future periods.

In the view of the Trustees, no assumptions concerning the future or estimation uncertainty affecting assets and liabilities at the balance sheet date are likely to result in a material adjustment to their carrying amounts in the next financial year.

2. Voluntary income

	Unrestricted Funds	Restricted Funds	2023	2022
	£	£	£	£
Grants	47,324	-	47,324	5,713
Donations and Gifts, including tax recoverable	7,234	-	7,234	194,506
	54,558	-	54,558	200,219

There was £4,175 of restricted voluntary income in 2022.

3. Income from Charitable Activities

	Unrestricted Funds	Restricted Funds	2023	2022
	£	£	£	£
Prisons, partners and Employers	44,716	-	44,716	39,107
	44,716	-	44,716	39,107

There was no restricted income from charitable activities in 2022.



Clean Sheet
Notes to the Accounts
For the Year ended 31 March 2023

4. Analysis of expenditure on charitable activities

	Activities undertaken directly £	Support Costs £	2023 £	2022 £
Prisons, Partners and Employers	232,875	11,166	244,041	231,632
	232,875	11,166	244,041	231,632

£Nil (2022: £4,175) of the above costs were attributable to restricted funds.

5. Allocation of support costs

	Prisons, Partners and Employers £	Total £	2022 £
Governance	3,162	3,162	2,640
Management	8,004	8,004	8,004
Total	11,166	11,166	10,644

Governance costs include payments to the auditors of £3,000 (2022: £2,250) for audit fees.

In common with many entities of similar size and organisation we use our auditors to assist with the preparation of the annual financial statements.

6. Staff & Trustees

	2023 £	2022 £
Wages and salaries	193,804	178,588
Social security costs	13,413	11,866
Other pension costs	8,052	6,159
	215,269	196,613

None of the trustees received any remuneration during the year and none were reimbursed any travelling expenses. The average number of staff employed during the year was 8 (2022: 7). During the year, there were £Nil donations (2022: £Nil) from trustees. There were no employees whose annual remuneration was £60,000 or more in the current or prior year. There were no redundancy or termination payments during this or the prior year.

Key Management Emoluments

	2023 £	2022 £
Aggregate emoluments paid to senior officers, including salary, employer's pension contributions and benefits-in-kind	58,111	59,266



Clean Sheet
Notes to the Accounts
For the Year ended 31 March 2023

7. Debtors

	2023	2022
	£	£
Trade Debtors	400	1,150
	<u>400</u>	<u>1,150</u>

8. Creditors: Liabilities falling due within one year

	2023	2022
	£	£
Trade creditors	60	10
Deferred Income	115,000	10,100
Taxation, social security and pension payable	4,076	5,015
Accruals	3,626	4,574
	<u>122,762</u>	<u>19,699</u>

Deferred income

	2023	2022
	£	£
Deferred income at start of the year	10,100	10,475
Resources deferred during the year	115,000	10,100
Amounts released during the year	(10,100)	(10,475)
	<u>115,000</u>	<u>10,100</u>

Deferred income relates to the provision of services to be performed in the future financial year.

9. Statement of Funds

	Brought forward	Income	Expenditure	Carried forward
			£	£
General unrestricted funds	110,619	99,274	(244,041)	(34,148)
Total funds	<u>110,619</u>	<u>99,274</u>	<u>(244,041)</u>	<u>(34,148)</u>



Clean Sheet
Notes to the Accounts
For the Year ended 31 March 2023

10. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total 2023	Total 2022
Fund balances at 31 March 2023 are represented by:				
Current Assets	88,614	-	88,614	130,318
Creditors: Amounts falling due within one year	(122,762)	-	(122,762)	(19,699)
	<u>(34,148)</u>	<u>-</u>	<u>(34,148)</u>	<u>110,619</u>

All amounts in 2022 also related solely to unrestricted funds.

11. Group and related transactions

Clean Sheet is a wholly owned subsidiary of Langley House Trust (incorporated as a Company Limited by Guarantee (No. 7888191) and registered as a charity with the Charity Commission (No. 1146304). The charity has taken advantage of the exemption provided by section 33.1A of FRS 102 not to disclose related party transactions with other group entities. Clean Sheet entered into no other related party transactions in 2023 or 2022.

Copies of the consolidated accounts of the Group can be obtained at its registered address: Langley House Trust, 3 & 4 The Square, Manfield Avenue, Walsgrave, Coventry, CV2 2QJ.

During the year Clean Sheet received grant income of £100,000 (2022: £178,830) from Langley House Trust which has been deferred as it relates to 2023-24.

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

	2023 £	2022 £
Net income for year to 31 March	(144,767)	7,694
Decrease / (increase) in debtors	750	8,475
Increase in creditors	103,063	282
Net cash flow from operating activities	<u>(40,954)</u>	<u>16,451</u>

13. Post Balance Sheet Events

From 1 April 2023 Clean Sheet became its own independent charity again moving out of the Langley House Trust group. Langley House Trust agreed to provide a grant of £300k to Clean Sheet between April 2023 up to March 2026 to support Clean Sheet in its onward sustainability.

CLEAN SHEET

England & Wales - Charity number 1154034

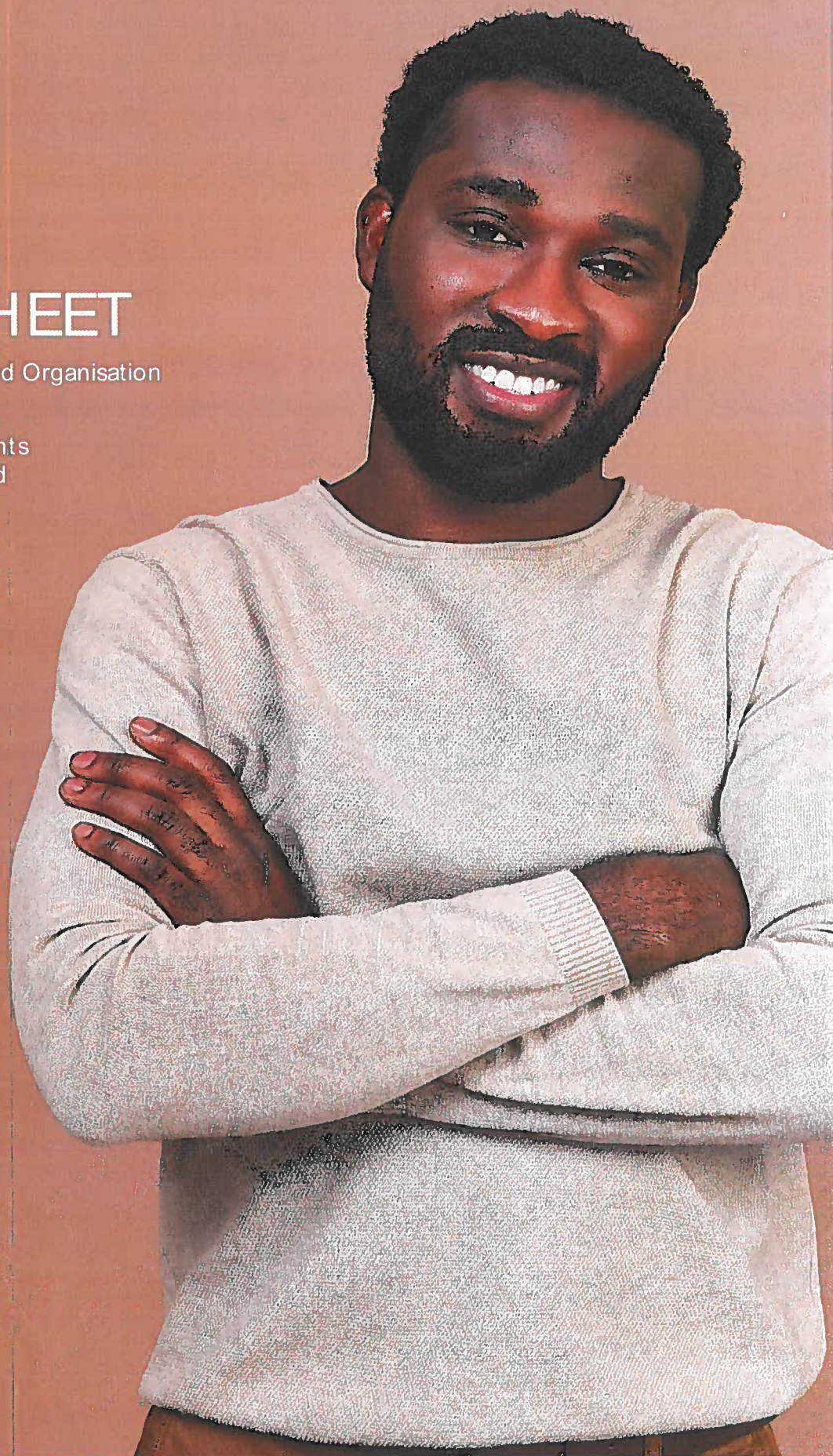
Accounts



CLEAN SHEET

A Charitable Incorporated Organisation

Annual Report & Accounts
For the 12 months ended
31st March 2022



cleansheet.org.uk
Charity No. 1154034

THE
**INVESTORS
IN PEOPLE**
AWARDS 2020
Finalist



FR Registered with
**FUNDRAISING
REGULATOR**



Key Information

AMBASSADORS

Ian Acheson
Keith Fraser
Dominic Headley
Erwin James
James Timpson OBE
Iqbal Wahhab OBE

TRUSTEE BOARD MEMBERS

Chair

Michael Maiden BA, DMS

Trustees

Robert Gwynn BA
Jane Gould Smith BCAI FRSA (until 1st March 2022)
Philip Hilton MA (Cantab) PhD (until 21st October 2021)
Stephen Lawes BA, ACA
Amanda Coyle MSc, MBA, TksA (appointed 19th November 2021)

COMPANY SECRETARY

David Wm. Reynolds FCMA, CGMA (until 31st October 2021)
Richard Floy BSc, FCCA (1st November 2021 to 31st March 2022)
Simon Herbert ACA (from 1st April 2022)

PRINCIPAL OFFICE

3-4 The Square, Manfield Avenue, Coventry, CV2 2QJ

CHARITY NUMBER

1154034

PRINCIPAL ADVISORS

External Statutory Auditors - Crowe U.K. LLP

4th Floor, St James House, St James' Square, Cheltenham, GL50 3PR

Bankers

TSB, Bolton Daubhill Branch, PO Box 373, Leeds, LS14 9GQ

Website

cleansheet.org.uk

Contents

Chair's review	4
Strategic report	5
Trustees' report	8
Trustees' responsibility statement	11
Queen's Award and Member Story	12
Independent auditors' report	14
Statement of financial activities	17
Statement of financial position	18
Statement of cash flow	19
Statement of changes in reserves	20
Notes to the accounts	21

“Thank you once again for
taking the time to listen.
You did not judge me,
you just tried to help me.”

Chair's Review

Clean Sheet's aim is to help people with convictions (our Members) to find employment and, through that, to create social change and a safer society. We do this by providing a tailored employment support service, working with Clean Sheet Members for as long as it takes for them to find work. In 2021/22, we were delighted to help over 280 Members to find employment or training – a 40% increase on the previous financial year. This was no small feat particularly as the country was still recovering from the Covid-19 pandemic.

Another huge achievement was being awarded the Queen's Award for Enterprise. This is an incredible accolade and reflects the hard work and passion of the Clean Sheet team throughout the years. Another highlight from 2021/22 was working to strengthen and expand our offer, including partnering with PricewaterhouseCoopers (PwC, a multi-national accounting firm) to provide mock interview skills to Members.

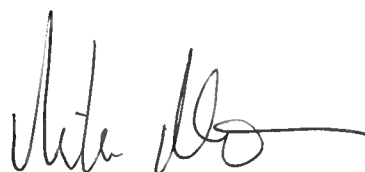
Clean Sheet also faced some unexpected challenges during 2021/22. Pressures on our employer engagement and grant funding functions led to some of the financial goals not being achieved and a greater reliance on the Langley House Trust Group. We are indebted to the Group for their support and are thankful for their commitment and belief as we move forward with our financial and growth plans.

The Clean Sheet staff have been tremendous during this financial year, working with diligence and care and regularly going the extra mile for Members. The Clean Sheet

Board have also been a great source of wisdom, encouragement and strength throughout the year and I am very grateful for their contribution and commitment. Special thanks go to Jane Gould Smith, Clean Sheet's Founder, who after several years of faithful service, stepped down as a trustee in March 2022.

As a Christian charity, working with people of all faiths and none, I am constantly encouraged by the hope that our faith brings and the fact that we can impart a sense of hope to the men and women we work with. Finding work with a conviction can be a thankless and demoralising task without help. Members often say that Clean Sheet helps to give them hope – they are grateful that someone is in their corner, spurring them on and helping them to overcome the barriers they face. This is a great encouragement and motivator and I am thankful for everyone who plays a part in this journey of change.

Yours,



Michael Maiden
Chair, Clean Sheet Board
29th July 2022

Strategic Report

ABOUT US

Clean Sheet is a national Christian charity with a simple purpose – to offer people with convictions the hope of a better future by finding real, permanent employment.

CHARITABLE OBJECTIVES

The charity is established as a Charitable Incorporated Organisation (CIO) and its activities are regulated by its Constitution. The objects of the charity are:

1. to promote social inclusion to prevent, in particular (but not exclusively) prisoners and ex-offenders from being socially excluded, relieving the needs of people, who are socially excluded and assisting them to integrate into society
2. to relieve the needs of prisoners and ex-offenders, who as a result of imprisonment are suffering the effects of unemployment, financial hardship, ill health and disability

VISION AND MISSION

Clean Sheet's vision is that people with convictions:

- have significant opportunities to secure employment; and
- reintegrate and impact positively on their communities

Clean Sheet's mission is to improve individual lives and contribute to safer communities by providing employment opportunities for people with convictions to enable them to reach their full potential.

IMPACT OF THE CORONAVIRUS (COVID-19) AND WIDER EVENTS

The Covid-19 pandemic continued during 2021/22 but it had less of an impact on Clean Sheet operationally and financially.

Although some restrictions were reimposed (including some lockdowns) these were relatively brief in comparison to the restrictions imposed during 2020/21. Many employers started to recruit again and there was a significant rise in job vacancies in some sectors (e.g. hospitality and catering, distribution and transport). One longer-term negative impact of Covid, however, is the pressure on grant funding which has intensified since the pandemic. Although society is moving towards living with Covid, the ongoing impact of the pandemic remains uncertain.

As Clean Sheet moves forward into 2022/23, the UK is now contending with a cost-of-living crisis and there is a war in Ukraine which is creating economic uncertainty. Both of these could have a knock-on impact on the employment market.

PERFORMANCE 2021/22

Member Outcomes

During 2021/22, Clean Sheet supported 224 Members (people with convictions) to find work and 60 people to find work-related training – a total of 284 outcomes (2020/21: 202). This represents an uplift of 41% from the previous financial year.

Financial Performance

While Member outcomes were positive for the year, Clean Sheet faced some unexpected challenges in 2021/22 that affected its performance and financial position. These related to two key areas (employer engagement and grant funding). As a result of this, with grant income obligations not being fulfilled in particular, there was a much greater financial reliance on the Langley House Trust Group in 2021/22. Clean Sheet has a plan for growth and building its funding base in 2022/23.

Improving Operational Practice and Strengthening the Clean Sheet Offer
Clean Sheet has continued to improve operational practice during the financial year. This included introducing checks and balances to help with performance management and introducing a new database system which has expanded reporting and tracking capabilities.

Clean Sheet has also worked on expanding its offer in two key areas during 2021/22:

1. Interview skills – Clean Sheet piloted a mock interview skills session with PwC (PricewaterhouseCoopers). This involved PwC staff providing interview skills and feedback to Members. Four Members took part in the pilot in January 2022 with the feedback being overwhelmingly positive. Future mock interview skills sessions will be rolled out going forwards.
2. CV support – a CV support programme has been developed which will involve engaging church volunteers to provide CV support to Members. The development of this programme has taken place during the financial year and work will be underway in 2022/23 to recruit volunteers.

Team Engagement

Team engagement has continued to be a key priority during the financial year due to the remote nature of the work and the challenges of meeting together in person (due to the ongoing impact of Covid-19). Clean Sheet has continued to hold weekly team 'coffee and chat' sessions (running twice each week) to connect the team. Clean Sheet has also introduced 'Being the Best for Members' team meetings which provides a platform for best practice sharing, problem solving, ideas innovation and communicating key organisational updates.

All Group staff took part in an Investors in People staff survey in the summer of 2021. The Clean Sheet team had an overall average score of 6.1 out of 7, higher than the IIP benchmark score average across all areas and in the upper band of scores across the Group as a whole.

Staff and Volunteers

During 2021/22 Clean Sheet employed 13 staff, comprising the Chief Operating Officer, a Community Development Manager, a Partnership Manager, a Marketing and Fundraising Officer, an Employer Engagement Officer, a Members Team Lead and seven Employment Team Advisors.

Awards

During March 2022, Clean Sheet was notified that it had won the Queen's Award for Enterprise. This was officially announced on 21st April 2022. Clean Sheet is one of 226 organisations nationally to be recognised with this award and only one of nine winners in the category of 'promoting opportunity through social mobility'. Over the five years measured by the award, Clean Sheet helped 976 people with convictions to find work. In addition, 85 people progressed into Further Education, two into Higher Education and 58 people started their own businesses. The Queen's Awards for Enterprise are the most prestigious business awards in the country, with winning organisations able to use the esteemed Queen's Award Emblem for the next five years. This is a significant accolade and could significantly raise Clean Sheet's profile.

GROWTH FOR 2021/2022

The Trustees have considered the organisation's viability as a going concern. There are plans for growth, governed by a three-year business plan (2022-2025), covering Member outcomes, financial

sustainability and strengthening and expanding Clean Sheet's offer. This includes developing the Clean Sheet Employer's Directory, growing the support provided to Members and pursuing further opportunities to see clear routes to jobs for people with convictions. This also includes rolling out a CV support programme (involving church volunteers) and developing a regular giving scheme.

The charity now undertakes its grant applications in-house which will help to build traction in grant funding. Clean Sheet will continue to develop paid partnerships with employers, capitalise on prison commissioning opportunities, develop its supporter base and work with regional and national partners on contract opportunities, as and when these arise.

PARTNERSHIPS

Clean Sheet is grateful to all its prison and community partners, including the Ministry of Justice and the Office of the Surrey Police and Crime Commissioner.

Clean Sheet has a number of partnerships in place with prisons and community partners, which enabled it to deliver its services throughout the country. During 2021/22, these partnerships included:

- Prisons: HMP Hewell, HMP Stafford and HMP Thameside
- Community Partners: Framework Housing Association, My Options Trust, Langley House Trust, St. Ann's Advice Group, St. Giles Trust, Surrey Police and Crime Commissioner, The Nehemiah Project and Trailblazers

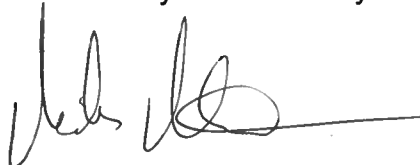
Special thanks go to Clean Sheet's funders: The Triangle Trust and The Trusted Executive Charitable Foundation.

THANKS

Special thanks also go to Clean Sheet's supporters who have loyally supported the work of the organisation through the year.

FINANCIAL REVIEW

Clean Sheet has recorded a surplus during this financial year of £7,694 (2020/21: £46,206). This was in large part due to investment from the Group, including financial support following the impact of COVID. Support from the Group accounted for 75% of this year's total income (2020/21: 61%). The Group's support has been significant in ensuring the viability of the charity.



Michael Maiden
Chair, Clean Sheet Board
29th July 2022

—
“I found everyone I spoke to very compassionate and caring, and non-judgmental of my past. The regular contact and check-ups were really good. The support provided and encouragement given were the best thing, you guys listen.”

Clean Sheet Member quote

Trustees' Report

Clean Sheet (CS) became a subsidiary of the Langley House Trust Group in 2019. As a result the charity now falls within the Langley House Trust Group ('the Group') reporting structure.

The accounts have been prepared in accordance with the accounting policies set out in Note 1 to the accounts and comply with the charity's governing document and the Statement of Recommended Practice, 'Accounting and Reporting by Charities'.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Clean Sheet was founded in 2010. It is a Charitable Incorporated Organisation (CIO), registered as a CIO with the Charity Commission on 1st October 2013.

The CIO was established under a constitution, which established the objects and powers of the charitable company and is governed under this constitution and the Group's Financial Regulations. In the event of the CIO being wound up, the members of the CIO have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.

The Clean Sheet Board (herein the CS Board) reports to the Langley House Trust Group Board (herein the Group Board). The CS Board is responsible for major strategic decisions and has ultimate responsibility for the conduct and financial stability of Clean Sheet. Trustees serve for the term as specified in the Constitution, with new Trustees being elected based on need.

Clean Sheet does not pay its Board members apart from reimbursing expenses and covering indemnity insurance (covered by the Group insurance).

The CS Board delegates to the Chief Operating Officer (COO) full control over the operation of Clean Sheet within policy. The COO attends meetings of the CS Board. It is the duty of the COO to further the mission of Clean Sheet and to ensure that management is efficient, effective and runs in accordance with good business practice.

The Group has an Audit, Risk & Compliance Committee and a People's Committee, which cover Clean Sheet as a subsidiary charity. The Committees have clear Terms of Reference and report directly to the Group Board.

The People's Committee advises the CS Board on the remuneration and the conditions of employment of staff. The Group's Policies and Procedures (where applicable) apply to Clean Sheet. The CS Board monitors and reviews the quality, effectiveness and timeliness of information provided by the COO.

PUBLIC BENEFIT

The Trustees confirm that they have given due regard to public benefit guidance published by the Charity Commission. Helping ex-offenders secure employment has a positive effect on communities, helping to reduce reoffending and create a safer society.

The CS Board remains committed to the mission of Clean Sheet and seeks to ensure that new developments and current work continue to deliver outcomes that contribute to the mission of the organisation, therefore ensuring that public benefit remains strong.

STATEMENT OF THE CHARITY'S SYSTEM OF INTERNAL CONTROL

Clean Sheet's system of internal control sits within the Langley House Trust Group system of internal control.

The Group Board has responsibility for establishing and maintaining a system of internal control and reviewing its effectiveness in how it relates to the Group including subsidiaries.

Both the Group Board and the CS Board recognise that no system of internal control can provide absolute assurance against material misstatement or loss or eliminate all risk of failure to achieve business objectives. The system of internal control implemented by the Group has been designed to manage key risks and provide reasonable assurance that planned business objectives and outcomes are achieved. It also exists to give reasonable assurance to the Group Board and the CS Board regarding the preparation and reliability of financial and operational information and the safeguarding of the Group's assets and interests.

In meeting their responsibilities, the Group Board have adopted a risk-based approach to internal controls, which are embedded within the normal management and governance process of the Group. This approach includes the regular evaluation of the nature and extent of risks to which the Group is exposed. The process adopted by the Group Board in reviewing the effectiveness of the system of internal control, together with some of the key elements of the control framework, includes:

Identification and evaluation of key risks – key risks to Clean Sheet have been identified and are included in the Group's Summary Risk Map. Mitigating actions and controls have been identified. The Summary Risk Map

is formally reviewed by the full Board at least once a year.

Environment and control procedures – Clean Sheet abides by Group policies and procedures that are applicable, including health and safety, accounting, data protection, fraud and whistleblowing.

Information and financial reporting systems – the CS Board reviews and approves the annual Clean Sheet budget before this is submitted to the Group Board for final approval. Financial reporting procedures include detailed management accounts and forecasts, which are reviewed by Clean Sheet's Chief Operating Officer and are presented to the CS Board and Group Board. The CS Board will also review key performance indicators to assess progress towards the achievement of key business objectives, targets and outcomes at each CS Board meeting.

The CS Board receive assurance through Clean Sheet being part of the Group internal audit cycle (which is approved annually by the Group's Audit, Risk & Compliance Committee). The Group Audit, Risk & Compliance Committee formally reviews the performance of Internal Auditors once a year.

The Prevention, Detection, Reporting and Recovery of Fraud and Financial Crime
The Group's Fraud and Prevention of Financial Crime Policies set out management responsibilities to ensure an adequate control system is in place to minimise the risk of fraud and other financial crimes such as money laundering and to ensure a reasonable likelihood of early detection. These Group policies also state the procedure to be followed in the event of suspected fraud, money laundering or other financial crime, including reporting requirements and any subsequent action

to be taken for recovery. The Group Board confirms that there is an on-going process for identifying, and managing significant risks of fraud and other financial crime faced by the Group. This process has been in place throughout the year and is regularly reviewed by the Group Board. Clean Sheet operates within the boundaries of the Group policies related to this area.

EQUALITY AND DIVERSITY

The Group's approach to Equality, Diversity and Inclusion is set out in its Group Equality, Diversity and Inclusion Policy, which is reviewed annually and included within Clean Sheet's activities.

The Group understands the vital role Equality, Diversity and Inclusion plays in creating an environment in which our staff and clients are able to reach their full potential. We appreciate and celebrate difference and individuality, respecting everyone as being made in God's image and having an intrinsic value, a view strongly upheld by our Trustees and senior management team. There is no place for racism or any other form of discrimination within the Group. It is not just illegal, but goes against all that we stand for as outlined in our values. Langley House Trust Group staff are asked to challenge any racist or discriminatory behaviour that they witness, experience or hear about and then report it. The CEO's commitment is to ensure all allegations are investigated and appropriate action taken.

RESERVES

The charity's reserves are £110,619 at the end of this financial year (2020/21: £102,925) all of which is unrestricted. This reserves position reflects the Langley Group investment made in the year to Clean Sheet. The Group Reserves Policy is that funds, which have not been restricted to a specific use, should be maintained at a level of three

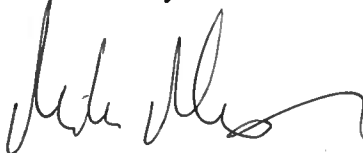
months' expenditure. The Trustees consider that reserves at this level should ensure that in the event of a significant drop in funding, they will be able to continue the charity's current activities whilst consideration is given to a sustainable alternative strategy. The reserves of the Group will be allocated should Clean Sheet require this.

HEALTH AND SAFETY

The CS Board and Clean Sheet employees maintain attention to and awareness of Health and Safety across the organisation (taking into account the remote working situation of all staff).

The CS Board confirms compliance with all legal and regulatory requirements for charities registered under the Charities Act 2011.

The Trustees' report was approved by the CS Board on 29th July 2022 and signed on its behalf by:



Michael Maiden
Chair, Clean Sheet Board

—
“Clean Sheet is [a] really essential service. It's not just helpful. I did a lot of the work to get this job myself, but without Clean Sheet I wouldn't have had the direction and support if I hadn't had someone to help steer me and guide me and support me. Hannah's advice/guidance was absolutely essential. This should be something all ex-offenders have access to.”

Clean Sheet Member quote

Trustees' Responsibility Statement

The Trustees are responsible for preparing the Trustees' Annual 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).

Charity 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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period.

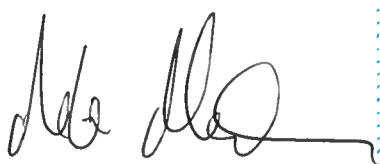
In preparing these financial statements the Trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charities SORP (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 statement
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees, who held office at the date of approval of this Trustees' report confirm that, so far as they are each aware, there is no relevant audit information of which the charity's auditors are unaware, and each Trustee has taken all steps that they ought to have taken as a Trustee to make themselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

The Trustees' responsibility statement was approved by the CS Board on 29th July 2022 and signed on its behalf by:



Michael Maiden
Chair, Clean Sheet Board

Clean Sheet has Been Awarded the Queen's Award for Enterprise!

We were delighted to be awarded with the Queen's Award for Enterprise! We are one of 226 organisations nationally to be recognised with this prestigious award. Announced on Thursday 21st April 2022, Clean Sheet was recognised for excellence in promoting opportunity through social mobility. We are only one of nine winners in this category.

Over the five years measured by this award, Clean Sheet helped 976 people with convictions to find work.

In addition, 85 people progressed into Further Education, two into Higher Education and 58 people started their own business.

Now in its 56th year, the Queen's Awards for Enterprise are the most prestigious business awards in the country, with winning organisations able to use the esteemed Queen's Award Emblem for the next five years.



Speaking about the award, Chief Operating Officer, Samantha Graham, said:

“We are absolutely thrilled to have won the Queen's Award for Enterprise! Helping people to move forward positively after prison so that they don't go on to reoffend or go back to prison is a win for everyone – it breaks the cycle of reoffending and helps to create a safer society. Every day we help to change lives and create social change and this is a real privilege, even though there are many setbacks that Clean Sheet Members have to overcome to find work. Our team shows incredible determination and care and we are so pleased that this hard work has been recognised by this award.”

Sandra's Story

I grew up on an estate in the north, I had quite a poor childhood but most of the people on the estate were the same so everyone was in the same boat. I had an average education, I didn't leave with any qualifications. I wasn't what you'd call a model student. My mother was an alcoholic. That was difficult.

I had my daughter in 1999 and got post-natal depression. There wasn't much support available – all I did was go to the doctors and he gave me pills. I started to drink heavily in my mid-late thirties. It just crept up on me. I ended up drink driving. The next thing I know, I had a blackout and ended up in hospital with multiple fractures. Thankfully nobody else got hurt. I went to court and got a 10-month custodial sentence and did 3 months inside.

Nothing prepares you for when you get cuffed in the court room, there was no time to say goodbye to your family. It was a complete shock.

I've applied for loads of jobs since [leaving prison]. Even though it wasn't a violent offence I just can't find something. I've had loads of knock backs. Especially when they say it's because of the conviction – I've paid the time, it's still messing with my head. I just want to be given a chance.

My hope for the future is definitely to remain in recovery. Because of my volunteer work, I'm hoping to get a paid role out of it – support role/recovery work/working with ex-offenders or not. I want to remain abstinent and to earn some money. I just want to live a happy, healthy life for as long as I've got left.



*Picture changed to protect identity.

**Independent Auditor's Report to the
Members of Clean Sheet
For the Year ended 31 March 2022**

Independent Auditor's Report to the Trustees of Clean Sheet

Opinion

We have audited the financial statements of Clean Sheet ('the charity') for the year ended 31 March 2022 which comprise the statement of financial activities; the statement of financial position, the cash flow statement, the statement of changes in reserves 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 Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

give a true and fair view of the state of the charity's affairs as at 31 March 2022 and of its income and expenditure, for the year then ended;

have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and

have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity 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 trustee's 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 charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

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

Other information

The trustees are responsible for the other information contained within the annual report. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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

We have nothing to report in this regard.

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 Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
sufficient and proper accounting records have not been kept by the charity; or

the financial statements are not in agreement with the accounting records and returns; or

we have not received all the information and explanations we require for our audit.

Independent Auditor's Report to the Members of Clean Sheet For the Year ended 31 March 2022

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 11, the trustees 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 charity'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 charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 145 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

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.

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.

Extent to which the audit was considered capable of detecting irregularities, including fraud

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We obtained an understanding of the legal and regulatory frameworks within which the charity operates, focusing on those laws and regulations that have a direct effect on the determination of material amounts and disclosures in the financial statements. The laws and regulations we considered in this context were the Charities Act 2011 together with the Charities SORP (FRS 102). We assessed the required compliance with these laws and regulations as part of our audit procedures on the related financial statement items.

In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which might be fundamental to the charity's ability to operate or to avoid a material penalty. We also considered the opportunities and incentives that may exist within the charity for fraud. The laws and regulations we considered in this context for the UK operations were taxation legislation and employment legislation.

Auditing standards limit the required audit procedures to identify non-compliance with these laws and regulations to enquiry of the Trustees and other management and inspection of regulatory and legal correspondence, if any.

We identified the greatest risk of material impact on the financial statements from irregularities, including fraud, to be within the timing of recognition of income, and the override of controls by management. Our audit procedures to respond to these risks included enquiries of management, and the Audit, Risk & Compliance Committee about their own identification and assessment of the risks of irregularities, sample testing on the posting of journals, reviewing accounting estimates for biases, reviewing regulatory correspondence including that with the Charity Commission, and reading minutes of meetings of those charged with governance.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it. In addition, as with any audit, there remained a higher risk of non-detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

**Independent Auditor's Report to the
Members of Clean Sheet
For the Year ended 31 March 2022**

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees 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 charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Crowe UK LLP

Crowe U.K. LLP

Statutory Auditor

4th Floor

St James House

St James' Square

Cheltenham

GL50 3PR

Date: 17 October 2022

Clean Sheet
Statement of Financial Activities
For the Year ended 31 March 2022

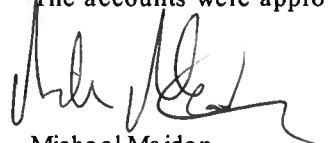
		Unrestricted Funds	Restricted Funds	Total 2022	Total 2021
	Note	£	£	£	£
Income and Endowments					
Donations & Grants	2	196,044	4,175	200,219	222,461
Charitable Activities	3	39,107	-	39,107	57,362
Total Income		<u>235,151</u>	<u>4,175</u>	<u>239,326</u>	<u>279,823</u>
Expenditure					
Charitable Activities	4	227,457	4,175	231,632	233,617
Total Expenditure		<u>227,457</u>	<u>4,175</u>	<u>231,632</u>	<u>233,617</u>
Net income/net movement in funds		<u>7,694</u>	<u>-</u>	<u>7,694</u>	<u>46,206</u>
Reconciliation of funds					
Fund balances at 1 April 2021		<u>102,925</u>	<u>-</u>	<u>102,925</u>	<u>56,719</u>
Fund balances at 31 March 2022		<u>110,619</u>	<u>-</u>	<u>110,619</u>	<u>102,925</u>

The notes on pages 21-25 form an integral part of these accounts.

Clean Sheet
Statement of Financial Position
For the Year ended 31 March 2022

	Note	2022	2021
		£	£
CURRENT ASSETS			
Debtors	7	1,150	9,625
Cash at bank		129,168	112,717
		<u>130,318</u>	<u>122,342</u>
CREDITORS			
Creditors: amounts falling due within one year	8	19,699	19,417
Net current assets	110,619	<u>102,925</u>	
Total assets less current liabilities		<u>110,619</u>	<u>102,925</u>
FUND BALANCES			
Unrestricted funds			
General funds	9	110,619	102,925
		<u>110,619</u>	<u>102,925</u>

The accounts were approved by the Board on 29/07/2022.



Michael Maiden
Chair of the Clean Sheet Board



Simon Herbert
Company Secretary

The notes on pages 21-25 form an integral part of these accounts.

Clean Sheet
Statement of Cash Flow
For the Year ended 31 March 2022

	Note	2022 £	2021 £
Cash flow from operating activities	12	<u>16,451</u>	<u>49,555</u>
Net increase in cash and cash equivalents		16,451	49,555
Cash and cash equivalents at 1 April		112,717	63,162
Cash and cash equivalents at 31 March		<u>129,168</u>	<u>112,717</u>

Clean Sheet
Statement of Changes in Reserves
For the Year ended 31 March 2022

	Total Reserves £
Balance at 31st March 2020	56,719
Surplus from Statement of Financial Activities	46,206
Balance at 31st March 2021	102,925
Surplus from Statement of Financial Activities	7,694
Balance at 31st March 2022	<u>110,619</u>

Clean Sheet
Notes to the Accounts
For the Year ended 31 March 2022

1 Accounting Policies

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019 - Charities SORP (FRS 102)).

Clean Sheet meets the definition of a public benefit entity under FRS 102.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

a) Going concern

The charity is a subsidiary of Langley House Trust, which has indicated that it will provide support for a period not less than 12 months from the date of approval of the financial statements. The charity's financial statements have therefore been prepared on a going concern basis which assumes an ability to continue operating for the foreseeable future. There is a note to the accounts where further information is required to justify this assumption.

b) Donated and grant income

Donated income and grants receivable are taken into account when received by the charity. Income received in circumstances where a claim for repayment of tax has been or will be made to HM Revenue & Customs is grossed up for the tax recoverable. Any amount of tax reclaimed from HM Revenue & Customs but not yet received is shown within the charity's debtors.

c) Other income and expenditure

Investment income is taken into account when receivable and expenditure, including irrecoverable VAT, when incurred by the charity, regardless of when payment is made. Grants payable are taken into account at the earlier of when they are paid or become constructive obligations.

d) Funds

Unrestricted funds are donations and other income received or generated for the objects of the charity without specified purpose and are available for purposes as directed by the trustees. Restricted funds are amounts received where the donor has specified the purpose for which it should be used.

e) Debtors

Short term debtors are measured at transaction price, less any impairment.

f) Cash at bank

Cash at bank is represented by cash deposits with financial institutions.

g) Creditors

Short term creditors are measured at the transaction price.

h) Pensions

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

Clean Sheet
Notes to the Accounts
For the Year ended 31 March 2022

i) Critical accounting estimates and areas of judgement

In the application of the charity's accounting policies, Trustees are required to make judgements, estimates, and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying 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 on-going basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised. If the revision affects only that period or in the period of the revision and future periods if the revision affects the current and future periods.

In the view of the Trustees, no assumptions concerning the future or estimation uncertainty affecting assets and liabilities at the balance sheet date are likely to result in a material adjustment to their carrying amounts in the next financial year.

2. Voluntary income

	Unrestricted Funds	Restricted Funds	2022	2021
	£	£	£	£
Grants	5,713	-	5,713	205,165
Donations and Gifts, including tax recoverable	190,331	4,175	194,506	17,296
	<u>196,044</u>	<u>4,175</u>	<u>200,219</u>	<u>222,461</u>

There was no restricted voluntary income in 2021.

3. Income from Charitable Activities

	Unrestricted Funds	Restricted Funds	2022	2021
	£	£	£	£
Prisons, partners and Employers	39,107	-	39,107	49,793
DWP Contracts	-	-	-	7,569
	<u>39,107</u>	<u>-</u>	<u>39,107</u>	<u>57,362</u>

There was no restricted income from charitable activities in 2021.

Clean Sheet
Notes to the Accounts
For the Year ended 31 March 2022

4. Analysis of expenditure on charitable activities

	Activities undertaken directly £	Support Costs £	2022 £	2021 £
Prisons, Partners and Employers	220,988	10,644	231,632	227,818
DWP Contract	-	-	-	5,799
	<u>220,988</u>	<u>10,644</u>	<u>231,632</u>	<u>233,617</u>

£4,175 (2021: £Nil) of the above costs were attributable to restricted funds.

5. Allocation of support costs

	DWP Contract £	Prisons, Partners and Employers £	Total £	2021 £
Governance	-	2,640	2,640	2,280
Management	-	8,004	8,004	8,004
Office costs	-	-	-	30
Total	<u>-</u>	<u>10,644</u>	<u>10,644</u>	<u>10,314</u>

Governance costs include payments to the auditors of £2,250 (2021: £2,200) for audit fees.

In common with many entities of similar size and organisation we use our auditors to assist with the preparation of the annual financial statements.

6. Staff & Trustees

	2022 £	2021 £
Wages and salaries	178,588	187,177
Social security costs	11,866	12,463
Other pension costs	6,159	5,762
	<u>196,613</u>	<u>205,402</u>

None of the trustees received any remuneration during the year and none were reimbursed any travelling expenses. The average number of staff employed during the year was 7 (2021: 8). During the year, there were £NIL donations (2021: £NIL) from trustees. There were no employees whose annual remuneration was £60,000 or more in the current or prior year. There were no redundancy or termination payments during this or the prior year.

Key Management Emoluments

	2022 £	2021 £
Aggregate emoluments paid to senior officers, including salary, employer's pension contributions and benefits-in-kind	<u>59,266</u>	<u>63,250</u>

Clean Sheet
Notes to the Accounts
For the Year ended 31 March 2022

7. Debtors

	2022	2021
	£	£
Trade Debtors	1,150	9,625
Prepayments	-	-
	<u>1,150</u>	<u>9,625</u>

8. Creditors: Liabilities falling due within one year

	2022	2021
	£	£
Trade creditors	10	-
Deferred Income	10,100	10,475
Taxation, social security and pension payable	5,015	4,453
Accruals	4,574	4,489
	<u>19,699</u>	<u>19,417</u>

Deferred income

	2022	2021
	£	£
Deferred income at start of the year	10,475	250
Resources deferred during the year	10,100	10,475
Amounts released during the year	(10,475)	(250)
	<u>10,100</u>	<u>10,475</u>

Deferred income relates to the provision of services to be performed in the future financial year.

9. Statement of Funds

	Brought forward	Income	Expenditure	Carried forward
			£	£
General unrestricted funds	102,925	235,151	(227,457)	110,619
Restricted funds	-	4,175	(4,175)	-
Total funds	<u>102,925</u>	<u>239,326</u>	<u>(231,632)</u>	<u>110,619</u>

Restricted funds are in relation to a grant received from the Trusted Executive Charitable Foundation for a Work Success CV support initiative.

Clean Sheet
Notes to the Accounts
For the Year ended 31 March 2022

10. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total 2022	Total 2021
Fund balances at 31 March 2022 are represented by:				
Current Assets	130,318	-	130,318	260,765
Creditors: Amounts falling due within one year	(19,699)	-	(19,699)	(40,300)
	<u>110,619</u>	<u>-</u>	<u>110,619</u>	<u>220,465</u>

All amounts in 2021 also related solely to unrestricted funds.

11. Group and related transactions

Clean Sheet is a wholly owned subsidiary of Langley House Trust (incorporated as a Company Limited by Guarantee (No. 7888191) and registered as a charity with the Charity Commission (No. 1146304). The charity has taken advantage of the exemption provided by section 33.1A of FRS 102 not to disclose related party transactions with other group entities. Clean Sheet entered into no other related party transactions in 2022 or 2021.

Copies of the consolidated accounts of the Group can be obtained at its registered address: Langley House Trust, 3 & 4 The Square, Manfield Avenue, Walsgrave, Coventry, CV2 2QJ.

During the year Clean Sheet received grant income of £178,830 (2021: £170,165) from Langley House Trust.

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

	2022 £	2021 £
Net income for year to 31 March	7,694	46,206
Decrease / (increase) in debtors	8,475	(5,642)
Increase in creditors	282	8,991
Net cash flow from operating activities	<u>16,451</u>	<u>49,555</u>

CLEAN SHEET

England & Wales - Charity number 1154034

Accounts



CLEAN SHEET

A Charitable Incorporated Organisation

Annual Report & Accounts

For the 12 months
ended 31st March 2021

cleansheet.org.uk | Charity No. 1154034

THE
**INVESTORS
IN PEOPLE**
AWARDS 2020
Finalist

 Registered with
**FUNDRAISING
REGULATOR**

 **INVESTORS
IN PEOPLE** | Gold
award 2020


UKAS
ISO 27001
INFORMATION SECURITY
MANAGEMENT

Key Information

PATRONS

The Rt Rev. James Langstaff (Bishop to Prisons)

AMBASSADORS

Ian Acheson

Keith Fraser

Dominic Headley

Erwin James

James Timpson OBE

Iqbal Wahhab OBE

TRUSTEE BOARD MEMBERS

Chair

Michael Maiden BA, CQSW, DMS

Trustees

Robert Gwynn BA

Jane Gould Smith BCAi FRSA

Philip Hilton MA (Cantab) PhD

Stephen Lawes BA, ACA

COMPANY SECRETARY

David Wm. Reynolds FCMA, CGMA

PRINCIPAL OFFICE

3-4 The Square, Manfield Avenue, Coventry, CV2 2QJ

CHARITY NUMBER

1154034

PRINCIPAL ADVISORS

External Auditors

Crowe U.K. LLP, Statutory Auditors, Fourth Floor,
St James House, St James Square, Cheltenham, GL50 3PR

Bankers

TSB, Bolton Daubhill Branch, PO Box 373, Leeds, LS14 9GQ

Website

cleansheet.org.uk

Contents

Chair's review	4
Strategic report	5
Trustees' report	8
Trustees' responsibility statement	11
Independent auditors' report	14
Statement of financial activities	17
Statement of financial position	18
Statement of cash flow	19
Statement of changes in reserves	20
Notes to the accounts	21

**"You have always
believed I would
get a job, and now
I have hit the jackpot!"**

Chair's Review

It would be fair to say that the last financial year (2020/21) has been like no other! The impact of Coronavirus has been far-reaching across society and across the world. The lockdowns and lack of economic activity made the operating environment extremely challenging for Clean Sheet.

The number of job opportunities available for Clean Sheet Members (people with convictions) reduced dramatically as employers stopped recruiting, furloughed staff or went out of business. Commissioning opportunities from prisons and partners also reduced or stopped altogether while organisations grappled with the impact of lockdown.

As a society, we are still continuing to move out of lockdown and adjust to this ever-changing situation. What I have been most impressed by throughout this last year is Clean Sheet's resilience to keep going and to move forward.

We continued to deliver our services without interruption to service delivery (a significant achievement given COVID). I am also delighted that despite the key challenges, we helped 202 people with convictions to find work or work-related training. We made a number of changes internally to strengthen how we supported our Members. Furthermore, we introduced new ways of connecting the team to help everyone stay connected during COVID.

We have our own 'roadmap' as we look ahead to the next three years, with solid plans to grow the number of people we

help to find work as well as establish and strengthen our funding base. We are indebted to the Langley House Trust Group (of which Clean Sheet is now a part), which has provided vital support during this time. I am grateful to all the Clean Sheet staff for their hard work, determination and tenacity, which has helped Clean Sheet to navigate through this year. I am also thankful to the Clean Sheet Board for their encouragement, fortitude and wisdom.

2021/22 is no doubt going to be a year full of change as we continue to move out of COVID. But I am assured that we will face the challenges – and opportunities – head on with good humour and hope.

As a Christian charity, working with people of all faiths and none, our hope in God has been paramount over this last year. We are thankful for God's faithfulness and provision and for being able to pass on some of that hope to others – not least to the people with convictions we support. In the words of an old hymn: "We have an anchor that keeps the soul, steadfast and sure while the billows roll...." What an encouragement indeed.

Yours,



Michael Maiden
Chair, Clean Sheet Board

Strategic Report

ABOUT US

Clean Sheet is a national Christian charity with a simple purpose – to offer people with convictions the hope of a better future by finding real, permanent employment.

CHARITABLE OBJECTIVES

The charity is established as a Charitable Incorporated Organisation (CIO) and its activities are regulated by its Constitution.

1. The objects of the charity are:
to promote social inclusion to prevent, in particular (but not exclusively) prisoners and ex-offenders from being socially excluded, relieving the needs of people, who are socially excluded and assisting them to integrate into society
2. to relieve the needs of prisoners and ex-offenders, who as a result of imprisonment are suffering the effects of unemployment, financial hardship, ill health and disability

MISSION

Clean Sheet's mission is to improve individual lives and contribute to safer communities by providing employment opportunities for people with convictions to enable them to reach their full potential.

POSITION WITHIN THE LANGLEY HOUSE TRUST GROUP

In September 2019, Clean Sheet became part of the Langley House Trust Group. Prior to this, Clean Sheet had been a small independent charity with a track record of helping people with convictions (Members) to find work. Clean Sheet has greatly benefitted from being part of the Group in terms of infrastructure and financial support at a critical time, particularly following the impact of the Coronavirus.

Clean Sheet continues to offer a clear route to employment within the broader Group housing and prison offer.

IMPACT OF THE CORONAVIRUS (COVID-19)

The impact of the Coronavirus has been far-reaching throughout the financial year. Whilst Clean Sheet's operating model has continued, the external environment in which the charity operated changed drastically. Key challenges included:

- Prisons not commissioning during lockdown
- Partners not being able to commission or pursue partnerships due to the impact of COVID
- Some Clean Sheet Employers going out of business and/or having to furlough staff
- Employers (Clean Sheet and non-) freezing recruitment
- Members being furloughed, fewer Members finding work and greater competition for employment

The financial year also saw three national lockdowns within the timeframe. Consequently, Clean Sheet's ability to secure income was significantly impacted and the support of the Langley Group was vital to its sustainability during this period.

Nevertheless, Clean Sheet initiated a number of changes following the impact of COVID which helped to strengthen its operating model and support for Members. Activity during the financial year included:

- Ramping up communications to Members during COVID to provide additional support to combat the negative impact of the pandemic (such as isolation, mental health)
- Implementing changes to the Member

engagement process to help maximise Member outcomes

- Undertaking a major revision of the Membership Module (work-readiness assessment tool)
- Changing the measuring of retention post-employment (to improve the data regarding the long-term impact of the charity's support)
- Training and supporting staff to help them to navigate the impact of COVID and grow the support they provided to Members

PERFORMANCE 2020/21

Member Outcomes

During 2020/21, Clean Sheet helped 172 Members (people with convictions) to find work and 30 people to pursue work-related training – a total of 202 outcomes (2019/20: 361). This was a significant achievement given the impact of COVID.

Strengthening Clean Sheet's Offer

As outlined above, Clean Sheet undertook a number of initiatives to strengthen its offer, including adapting its Member engagement process, revising the Membership Module and changing how the charity measured its long-term impact after Members had found work. These changes will continue to have a positive impact as the charity moves forward.

Sustainability

Despite the challenges of COVID, Clean Sheet made progress towards sustainability, refining and developing a business plan (2021-2024) to shape its strategic direction, mission outcomes, financial objectives and service offer. It continued to work to engage employers through a paid partnership model, pursue national strategic partnerships and develop its engagement with prisons.

Team Engagement

Team engagement was a key priority during the financial year, particularly following the impact of COVID, which prevented in-person gatherings. Clean Sheet introduced weekly team 'coffee and chat' sessions (running twice each week) as a way to connect the team. A COO (Chief Operating Officer) update continued to be provided and virtual training and team days took place at key points in the year. As part of building a culture of continuous improvement, Clean Sheet introduced an 'ideas forum' to identify ways of improving Clean Sheet's service, incorporating feedback from all levels of the organisation into the charity's business plan.

Awards

During 2020/21, Clean Sheet applied for a Criminal Justice Alliance Award and received praise for its application, but unfortunately was not shortlisted. Clean Sheet was encouraged to apply in the following year and will continue to seek opportunities to apply for awards of recognition.

Staff and Volunteers

During 2020/21 Clean Sheet employed 13 staff, comprising the Chief Operating Officer, a Community Development Manager, a Partnership Manager, a Marketing and Engagement Manager, a Members Team Lead and eight Employment Team Advisors.

—

"I found everyone I spoke to very compassionate and caring, and non-judgmental of my past. The regular contact and check-ups were really good. The support provided and encouragement given were the best thing, you guys listen."

GROWTH FOR 2021/2022

The Trustees have considered the organisation's viability as a going concern. There are plans for growth, governed by a three-year business plan (2021-2024), covering Member outcomes, financial sustainability and strengthening and expanding Clean Sheet's offer. This includes developing the Clean Sheet Employer's Directory, growing the support provided to Members and pursuing further opportunities to see clear routes to jobs for people with convictions.

In addition, the charity will seek to solidify its funding base, through a number of initiatives including securing grant funding, developing paid partnerships with employers, capitalising on prison commissioning opportunities, developing Clean Sheet's supporter base and working with regional and national partners on contract opportunities, as and when these arise.

As a member of the Fundraising Regulator the Group adheres to the Code of Fundraising Practice.

PARTNERSHIPS

Clean Sheet is grateful to all its prison and community partners, including the Ministry of Justice and the Office of the Surrey Police and Crime Commissioner.

Clean Sheet has a number of partnerships in place with prisons and community partners, which enabled it to deliver its services throughout the country (albeit in a more limited way following the impact of COVID). During 2020/21, these partnerships included:

- Prisons: HMP Brixton, HMP Ranby, HMP Stafford and HMP Thameside
- Community Partners: Fine Cell Work, Framework Housing Association, Langley House Trust,

St. Ann's Advice Group, St. Giles Trust and The Nehemiah Project

Special thanks go to Clean Sheet's funders: The Triangle Trust and the AB Charitable Trust.

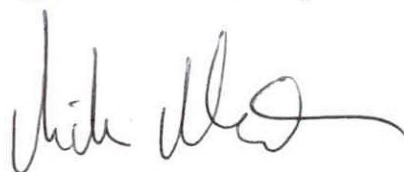
THANKS

Special thanks also go to Clean Sheet's supporters, who have loyally supported the work of the organisation through the year.

FINANCIAL REVIEW

Clean Sheet has recorded a surplus during the financial year of £46,206 (2019/20: £61,567). This was in large part due to investment from the Group, including financial support following the impact of COVID. Support from the Group accounted for 61% of the total income (2019/20: 70%). The Group's support has been significant in ensuring the viability of the charity.

The strategic report was approved by the Clean Sheet Board on 15th July 2021 and signed on its behalf by:



Michael Maiden
Chair, Clean Sheet Board
15th July 2021

—
"The support from Clean Sheet has been fantastic. The constant engagement and motivation from the organisation has helped me to keep my focus on obtaining employment and not become distracted or despondent. I was able to study...and build my confidence and self-esteem."

Trustees' Report

Clean Sheet is a subsidiary of the Langley House Trust Group. The charity falls within the Langley House Trust Group ('the Group') reporting structure.

The accounts have been prepared in accordance with the accounting policies set out in Note 1 to the accounts and comply with the charity's governing document and the Statement of Recommended Practice, 'Accounting and Reporting by Charities'.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Clean Sheet was founded in 2010. It is a Charitable Incorporated Organisation (CIO), registered as a CIO with the Charity Commission on 1st October 2013.

The CIO was established under a constitution, which established the objects and powers of the charitable company and is governed under this constitution and the Group's Financial Regulations. In the event of the CIO being wound up, the members of the CIO have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.

The Clean Sheet Board (herein the CS Board) reports to the Langley House Trust Group Board (herein the Group Board). The CS Board is responsible for major strategic decisions and has ultimate responsibility for the conduct and financial stability of Clean Sheet. Trustees serve for the term as specified in the Constitution, with new Trustees being elected based on need.

Clean Sheet does not pay its Board members apart from reimbursing expenses and covering indemnity insurance (covered by the Group insurance).

The CS Board delegates to the Chief

Operating Officer (COO) full control over the operation of Clean Sheet within policy. The COO attends meetings of the CS Board. It is the duty of the COO to further the mission of Clean Sheet and to ensure that management is efficient, effective and runs in accordance with good business practice.

The Group has an Audit, Risk & Compliance Committee and a People Committee, which cover Clean Sheet as a subsidiary charity. The Committees have clear Terms of Reference and report directly to the Group Board.

The People Committee advises the CS Board on the remuneration and the conditions of employment of staff. The Group's Policies and Procedures (where applicable) apply to Clean Sheet. The CS Board monitors and reviews the quality, effectiveness and timeliness of information provided by the COO.

PUBLIC BENEFIT

The Trustees confirm that they have given due regard to public benefit guidance published by the Charity Commission. Helping ex-offenders secure employment has a positive effect on communities, helping to reduce reoffending and create a safer society.

The CS Board remains committed to the mission of Clean Sheet and seeks to ensure that new developments and current work continue to deliver outcomes that contribute to the mission of the organisation, therefore ensuring that public benefit remains strong.

STATEMENT OF THE CHARITY'S SYSTEM OF INTERNAL CONTROL

Clean Sheet's system of internal control sits within the Langley House Trust Group system of internal control.

The Group Board has responsibility for establishing and maintaining a system of internal control and reviewing its effectiveness in how it relates to the Group including subsidiaries.

Both the Group Board and the Clean Sheet Board recognise that no system of internal control can provide absolute assurance against material misstatement or loss or eliminate all risk of failure to achieve business objectives. The system of internal control implemented by the Group has been designed to manage key risks and provide reasonable assurance that planned business objectives and outcomes are achieved. It also exists to give reasonable assurance to the Group Board and the Clean Sheet Board regarding the preparation and reliability of financial and operational information and the safeguarding of the Group's assets and interests.

In meeting their responsibilities, the Group Board have adopted a risk-based approach to internal controls, which are embedded within the normal management and governance process of the Group. This approach includes the regular evaluation of the nature and extent of risks to which the Group is exposed. The process adopted by the Group Board in reviewing the effectiveness of the system of internal control, together with some of the key elements of the control framework, includes:

Identification and evaluation of key risks – key risks to Clean Sheet have been identified and are included in the Group's Summary Risk Map. Mitigating actions and controls

have been identified. The Summary Risk Map is formally reviewed by the full Board at least once a year.

Environment and control procedures – Clean Sheet abides by Group policies and procedures that are applicable, including health and safety, accounting, data protection, fraud and whistleblowing.

Information and financial reporting systems – the Clean Sheet Board reviews and approves the annual Clean Sheet budget before this is submitted to the Group Board for final approval. Financial reporting procedures include detailed management accounts and forecasts, which are reviewed by Clean Sheet's Chief Operating Officer and are presented to the Clean Sheet Board and Group Board. The Clean Sheet Board will also review key performance indicators to assess progress towards the achievement of key business objectives, targets and outcomes at each Clean Sheet Board meeting.

The Clean Sheet Board receive assurance through Clean Sheet being part of the Group internal audit cycle (which is approved annually by the Group's Audit, Risk & Compliance Committee). The Group Audit, Risk & Compliance Committee formally reviews the performance of Internal Auditors once a year.

The Prevention, Detection, Reporting and Recovery of Fraud and Financial Crime

The Group's Fraud and Prevention of Financial Crime Policies set out management responsibilities to ensure an adequate control system is in place to minimise the risk of fraud and other financial crimes such as money laundering and to ensure a reasonable likelihood of early detection. These Group policies also state the procedure to be followed in the event of suspected fraud, money laundering or

other financial crime, including reporting requirements and any subsequent action to be taken for recovery. The Group Board confirms that there is an on-going process for identifying, and managing significant risks of fraud and other financial crime faced by the Group. This process has been in place throughout the year and is regularly reviewed by the Group Board. Clean Sheet operates within the boundaries of the Group policies related to this area.

EQUALITY AND DIVERSITY

The Group's approach to Equality, Diversity and Inclusion is set out in its Group Equality, Diversity and Inclusion Policy, which is reviewed annually and included within Clean Sheet's activities.

The Group understands the vital role Equality, Diversity and Inclusion plays in creating an environment in which our staff and clients are able to reach their full potential. We appreciate and celebrate difference and individuality, respecting everyone as being made in God's image and having an intrinsic value, a view strongly upheld by our Trustees and senior management team. There is no place for racism or any other form of discrimination within the Group. It is not just illegal, but goes against all that we stand for as outlined in our values. Langley House Trust Group staff are asked to challenge any racist or discriminatory behaviour that they witness, experience or hear about and then report it. The CEO's commitment is to ensure all allegations are investigated and appropriate action taken.

RESERVES

The charity's reserves are £102,925 (2019/20: £56,719) all of which is unrestricted. This reserves position reflects the Langley Group investment made in the year to Clean Sheet. The Group Reserves Policy is that funds, which have not been

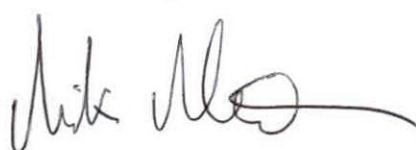
restricted to a specific use, should be maintained at a level of three months' expenditure. The Trustees consider that reserves at this level should ensure that in the event of a significant drop in funding, they will be able to continue the charity's current activities whilst consideration is given to a sustainable alternative strategy. The reserves of the Group will be allocated should Clean Sheet require this.

HEALTH AND SAFETY

The CS Board and Clean Sheet employees maintain attention to and awareness of Health and Safety across the organisation (taking into account the remote working situation of all staff).

The CS Board confirms compliance with all legal and regulatory requirements for charities registered under the Charities Act 2011.

The Trustees' report was approved by the CS Board on 15th July 2021 and signed on its behalf by:



Michael Maiden
Chair, Clean Sheet Board
15th July 2021

—
"My experience of Clean Sheet is a very positive one and I am grateful for all the support, encouragement and practical help that you have given me. Believe me when I say it has been an enormous help on many different levels and I would like to thank you [Clean Sheet] for your support. Knowing that someone is rooting for you increases confidence and reinforces the will to succeed."

Trustees' Responsibility Statement

The Trustees are responsible for preparing the Trustees' Annual 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).

Charity 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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charity 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 (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 statement
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees, who held office at the date of approval of this Trustees' report confirm that, so far as they are each aware, there is no relevant audit information of which the charity's auditors are unaware, and each Trustee has taken all steps that they ought to have taken as a Trustee to make themselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

The Trustees' responsibility statement was approved by the CS Board on 15th July 2021 and signed on its behalf by:

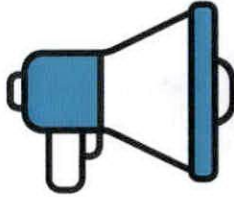


Michael Maiden
Chair, Clean Sheet Board
15th July 2021

202
Members



into
work,
training or
volunteering

 **460** people referred

Provided over
 **13,000**
hours of telephone support

 **96**
team coffee
chats to
stay connected

& 4000
 cups
of tea
drunk

**number of hours spent on
zoom... too many to count**

Andrew's Story

"I was a normal kid - nothing unusual about me! I left home at 18 to go to university, but I think I was too young then and if I went now I'd do a lot better. I started offending in 2001 after I dropped out of university. I wasn't arrested for my offence until February 2017. I knew what I was doing was wrong, but it was an addiction. I lost almost everything.

"[After I was released], I spent most of my days in the library when I first moved because it was warm and they had broadband internet access. I researched various organisations that could help me. Clean Sheet seemed quite different. They made no promises, which I liked. My interpretation was that Clean Sheet would support me as best they could and point me in the right direction. The Employers Directory is very self-directed, and I spoke to my adviser regularly via email and phone.

"It took me around 12 months to first get into work after release, starting out with temporary roles. I now have a job working for a facilities management company with lots of contracts all over the UK and the world.

"I needed emotional and pastoral support, and I got that in spades. You can really get yourself into a position where you can stand on your own two feet, and for that I'm really grateful. My Clean Sheet adviser never passed comment, of course, but allowed me to get things off my chest. For that she deserves an award for listening to me! Using that support and encouragement from Clean Sheet has helped, and I found a job."



*Name and picture changed to protect identity

**Independent Auditor's Report to the
Members of Clean Sheet
For the Year ended 31 March 2021**

Independent Auditor's Report to the Trustees of Clean Sheet

Opinion

We have audited the financial statements of Clean Sheet ('the charity') for the year ended 31 March 2021 which comprise the statement of financial activities, the statement of financial position, the cash flow statement, the statement of changes in reserves 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 Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2021 and of its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity 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 trustee's 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 charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

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

Other information

The trustees are responsible for the other information contained within the annual report. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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

We have nothing to report in this regard.

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 Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient and proper accounting records have not been kept by the charity; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Independent Auditor's Report to the Members of Clean Sheet For the Year ended 31 March 2021

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 11, the trustees 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 charity'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 charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 145 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

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.

Details of the extent to which the audit was considered capable of detecting irregularities, including fraud and non-compliance with laws and regulations are set out below.

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.

Extent to which the audit was considered capable of detecting irregularities, including fraud

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We identified and assessed the risks of material misstatement of the financial statements from irregularities, whether due to fraud or error, and discussed these between our audit team members. We then designed and performed audit procedures responsive to those risks, including obtaining audit evidence sufficient and appropriate to provide a basis for our opinion.

We obtained an understanding of the legal and regulatory frameworks within which the charity operates, focusing on those laws and regulations that have a direct effect on the determination of material amounts and disclosures in the financial statements. The laws and regulations we considered in this context were the Charities Act 2011 together with the Charities SORP (FRS 102). We assessed the required compliance with these laws and regulations as part of our audit procedures on the related financial statement items.

In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which might be fundamental to the charity's ability to operate or to avoid a material penalty. We also considered the opportunities and incentives that may exist within the charity for fraud. The laws and regulations we considered in this context for the UK operations were taxation legislation and employment legislation.

Auditing standards limit the required audit procedures to identify non-compliance with these laws and regulations to enquiry of the Trustees and other management and inspection of regulatory and legal correspondence, if any.

We identified the greatest risk of material impact on the financial statements from irregularities, including fraud, to be within the timing of recognition of income, and the override of controls by management. Our audit procedures to respond to these risks included enquiries of management, and the Audit, Risk & Compliance Committee about their own identification and assessment of the risks of irregularities, sample testing on the posting of journals, reviewing accounting estimates for biases, reviewing regulatory correspondence including that with the Charity Commission, and reading minutes of meetings of those charged with governance.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it. In addition, as with any audit, there remained a higher risk of non-detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

**Independent Auditor's Report to the
Members of Clean Sheet
For the Year ended 31 March 2021**

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees 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 charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.



Crowe U.K. LLP

Statutory Auditor

Fourth Floor

St James House

St James Square

Cheltenham

GL50 3PR

Date: 1 September 2021

Clean Sheet
Statement of Financial Activities
For the Year ended 31 March 2021

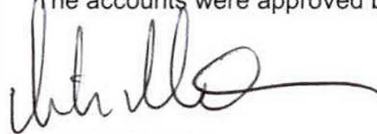
		Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
	Note	£	£	£	£
Income and Endowments					
Donations & Grants	2	222,461	-	222,461	222,985
Charitable Activities	3	57,362	-	57,362	34,535
Total Income		279,823	-	279,823	257,520
Expenditure					
Charitable Activities	4	233,617	-	233,617	195,953
Total Expenditure		233,617	-	233,617	195,953
Net income/net movement in funds					
		46,206	-	46,206	61,567
Reconciliation of funds					
Fund balances at 1 April 2020		56,719	-	56,719	(4,848)
Fund balances at 31 March 2021		102,925	-	102,925	56,719

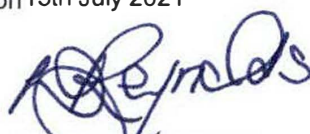
The notes on pages 21-25 form an integral part of these accounts.

Clean Sheet
Statement of Financial Position
For the Year ended 31 March 2021

	Note	2021	2020
		£	£
CURRENT ASSETS			
Debtors	6	9,625	3,983
Cash at bank		112,717	63,162
		<u>122,342</u>	<u>67,145</u>
CREDITORS			
Creditors: amounts falling due within one year	7	19,417	10,426
Net current assets		<u>102,925</u>	<u>56,719</u>
Total assets less current liabilities		<u>102,925</u>	<u>56,719</u>
FUND BALANCES			
Unrestricted funds			
General funds	8	102,925	56,719
		<u>102,925</u>	<u>56,719</u>

The accounts were approved by the Board on 15th July 2021


Michael Maiden
Chair of the Clean Sheet Board


David Warr. Reynolds
Company Secretary

The notes on pages 21-25 form an integral part of these accounts.

**Clean Sheet
Statement of Cash Flow
For the Year ended 31 March 2021**

	Note	2021	2020
		£	£
Cash flow from operating activities	10	49,555	62,862
Net increase in cash and cash equivalents		49,555	62,862
Cash and cash equivalents at 1 April		63,162	300
Cash and cash equivalents at 31 March		112,717	63,162

Clean Sheet
Statement of Changes in Reserves
For the Year ended 31 March 2021

	Total Reserves £
Balance at 31st March 2019	(4,848)
Deficit from Statement of Financial Activities	61,567
Balance at 31st March 2020	56,719
Surplus from Statement of Financial Activities	46,206
Balance at 31st March 2021	<u>102,925</u>

Clean Sheet
Notes to the Accounts
For the Year ended 31 March 2021

1 Accounting Policies

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019 - Charities SORP (FRS 102)).

Clean Sheet meets the definition of a public benefit entity under FRS 102.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

a) Going concern

The charity is a subsidiary of Langley House Trust, which has indicated that it will provide support for a period not less than 12 months from the date of approval of the financial statements. The charity's financial statements have therefore been prepared on a going concern basis which assumes an ability to continue operating for the foreseeable future. There is a note to the accounts where further information is required to justify this assumption. The impact of the worldwide COVID-19 pandemic has been significant in some areas of the Charity and less impactful in others. Whilst there may be uncertainty of the full impact of the COVID-19 virus we do not believe that this will have a material adverse effect on the charity's financial condition of liquidity.

b) Donated and grant income

Donated income and grants receivable are taken into account when received by the charity. Income received in circumstances where a claim for repayment of tax has been or will be made to HM Revenue & Customs is grossed up for the tax recoverable. Any amount of tax reclaimed from HM Revenue & Customs but not yet received is shown within the charity's debtors.

c) Other income and expenditure:

Investment income is taken into account when receivable and expenditure, including irrecoverable VAT, when incurred by the charity, regardless of when payment is made. Grants payable are taken into account at the earlier of when they are paid or become constructive obligations.

d) Funds:

Unrestricted funds are donations and other income received or generated for the objects of the charity without specified purpose and are available for purposes as directed by the trustees. Restricted funds are amounts received where the donor has specified the purpose for which it should be used.

e) Debtors:

Short term debtors are measured at transaction price, less any impairment.

f) Cash at Bank:

Cash at bank is represented by cash deposits with financial institutions.

g) Creditors:

Short term creditors are measured at the transaction price.

Clean Sheet
Notes to the Accounts
For the Year ended 31 March 2021

h) Critical accounting estimates and areas of judgement

In the application of the charity's accounting policies, Trustees are required to make judgements, estimates, and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying 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 on-going basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised. If the revision affects only that period or in the period of the revision and future periods if the revision affects the current and future periods.

In the view of the Trustees, no assumptions concerning the future or estimation uncertainty affecting assets and liabilities at the balance sheet date are likely to result in a material adjustment to their carrying amounts in the next financial year.

2. Voluntary income

	Unrestricted Funds	Restricted Funds	2021	2020
	£	£	£	£
Grants	205,165	-	205,165	216,900
Donations and Gifts, including tax recoverable	17,296	-	17,296	6,085
	<u>222,461</u>	<u>-</u>	<u>222,461</u>	<u>222,985</u>

There was no restricted voluntary income in 2020.

3. Income from Charitable Activities

	Unrestricted Funds	Restricted Funds	2021	2020
	£	£	£	£
Prisons, partners and Employers	49,793	-	49,793	10,900
DWP Contracts	7,569	-	7,569	23,635
	<u>57,362</u>	<u>-</u>	<u>57,362</u>	<u>34,535</u>

There was no restricted income from charitable activities in 2020.

Clean Sheet
Notes to the Accounts
For the Year ended 31 March 2021

4. Analysis of expenditure on charitable activities

	Activities undertaken directly £	Support Costs £	2021 £	2020 £
Prisons, Partners and Employers	217,504	10,314	227,818	172,251
DWP Contract	5,799	-	5,799	23,702
	<u>223,303</u>	<u>10,314</u>	<u>233,617</u>	<u>195,953</u>

£Nil (2020: £Nil) of the above costs were attributable to restricted funds.

The above costs include £2,200 (2020: £2,200) payable to the auditors in respect of audit fees

5. Staff & Trustees

	2021 £	2020 £
Wages and salaries	187,177	96,053
Social security costs	12,463	6,751
Other pension costs	5,762	3,437
	<u>205,402</u>	<u>106,241</u>

None of the trustees received any remuneration during the year and none were reimbursed any travelling expenses. The average number of staff employed during the year was 8 (2020 - 4). During the year, there were no donations (2020: £530) from trustees. There were no employees whose annual remuneration was £60,000 or more.

Key Management Emoluments

	2021 £	2020 £
Aggregate emoluments paid to senior officers, including salary, employer's pension contributions and benefits-in-kind	<u>63,250</u>	<u>32,664</u>

Clean Sheet
Notes to the Accounts
For the Year ended 31 March 2021

6. Debtors

	2021	2020
	£	£
Trade Debtors	9,625	2,000
Prepayments	-	1,983
	<u>9,625</u>	<u>3,983</u>

7. Creditors: Liabilities falling due within one year

	2021	2020
	£	£
Trade creditors	-	1,254
Deferred Income	10,475	250
Taxation, social security and pension payable	4,453	3,925
Accruals	4,489	4,997
	<u>19,417</u>	<u>10,426</u>

Deferred income

	2021	2020
	£	£
Deferred income at start of the year	250	-
Resources deferred during the year	10,475	250
Amounts released during the year	(250)	-
	<u>10,475</u>	<u>250</u>

Deferred income relates to the provision of services to be performed in the future financial year.

8. Statement of Funds

	Brought forward	Income	Expenditure	Carried forward
			£	£
General unrestricted funds	56,719	279,823	(233,617)	102,925
Total restricted funds	-	-	-	-
Total funds	<u>56,719</u>	<u>279,823</u>	<u>(233,617)</u>	<u>102,925</u>

Clean Sheet
Notes to the Accounts
For the Year ended 31 March 2021

9. Group and related transactions

Clean Sheet is a wholly owned subsidiary of Langley House Trust (incorporated as a Company Limited by Guarantee (No. 7888191) and registered as a charity with the Charity Commission (No. 1146304). The charity has taken advantage of the exemption provided by section 33.1A of FRS 102 not to disclose related party transactions with other group entities. Clean Sheet entered into no other related party transactions in 2021 or 2020.

Copies of the consolidated accounts of the Group can be obtained at its registered address: Langley House Trust, 3 & 4 The Square, Manfield Avenue, Walsgrave, Coventry, CV2 2QJ.

During the year Clean Sheet received grant income of £170,165 (2020: £179,400) from Langley House Trust.

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

	2021 £	2020 £
Net income for year to 31 March	46,206	61,567
(Increase) in debtors	(5,642)	(1,468)
Increase in creditors	8,991	2,763
Net cash flow from operating activities	<u>49,555</u>	<u>62,862</u>