

Step 2 Young People's Health

Charity number 1161921

Annual Report and Financial Statements for the year ended 31 December 2021



West Yorkshire Community Accounting Service

Step 2 Young People's Health

Annual Report and Financial Statements for the year ended 31 December 2021

Contents	Page
Trustees' report	2 to 7
Examiner's report	8
Statement of financial activities	9
Balance sheet	10
Notes to the accounts	11 to 17

Prepared by West Yorkshire Community Accountancy Service CIO

Step 2 Young People's Health

Trustees' report for the year ended 31 December 2021

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Pippa Jones	Chair	
Lesley Bartlett	Treasurer	
Sunjay Chauhan	Treasurer	
Julie Walker	Secretary	
Caroline Coombes		
Helen Hodgson		
Nikita Evans		Resigned November 2021
Javed Khan		

Charity number	1161921	Registered in England and Wales
-----------------------	---------	---------------------------------

Registered and principal address	Bankers	
102 Tong Street	Unity Trust Bank plc	Triodos Bank
Bradford	Nine Brindley place	Deanery Road
BD4 6HD	Birmingham	Bristol
	B1 2HB	BS1 5AS

Independent examiner

Simon Bostrom FCIE

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO) association formed on 1 June 2015 and is governed by a constitution as amended 13 June 2018 and 2 January 2020.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed by the members at the AGM.

Step 2 Young People's Health

Trustees' report (continued) for the year ended 31 December 2021

Objectives and activities

The charity's objects

The objects of the charitable incorporated organisation are to protect and promote the good health of children and young people by the provision of information and a range of services. This may include working with their families and other professionals.

The charity's main activities

Step 2 works with young people in a variety of ways, including drop-ins, educational programmes, individual support and counselling young people in the Bradford Metropolitan District.

Public benefit statement

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

Our vision

Young people will be healthy in every way, supported by quality services and each other.

Our mission

Our mission is to enable children and young people to live healthy lives by providing information and delivering services to them, to their families, or to other professionals who work with them.

Achievements and performance

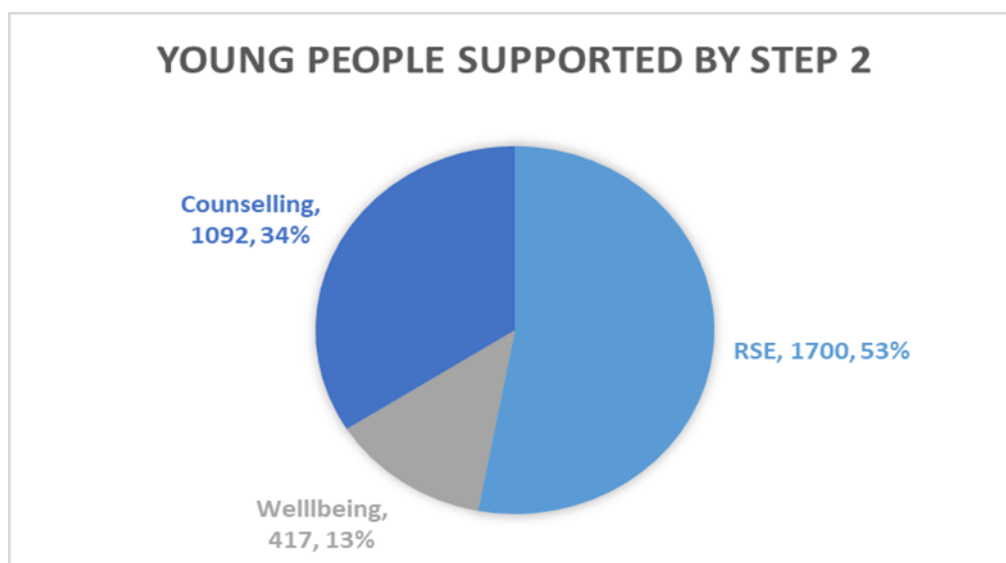
2021 presented fresh challenges, as we continued with lockdowns and further impacts of the Covid-19 pandemic.

However, there have been many exciting opportunities, and we end the year in a good place, having physically moved to bigger and better premises, with a solid staff team still delivering support to many young people. The future is looking positive.

We were very proud to have been able to continue to support so many children and young people for whom the pandemic has brought great challenges.

Partnerships have continued to be key, and our partners in Bradford Counselling Collaborative, and the RSE delivery group have been all important ..

As always, our vision and mission has remained in focus to ensure we can continue to support young people to live healthy lives.



Step 2 Young People's Health

Trustees' report (continued) for the year ended 31 December 2021

RSE Programme

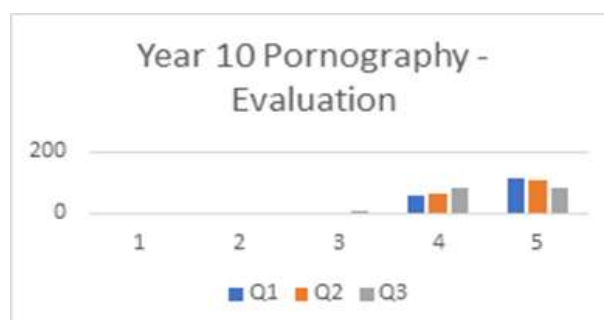
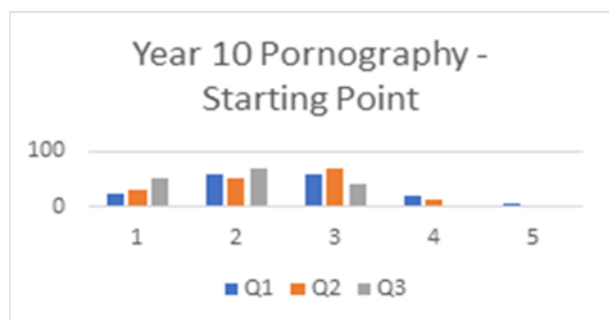
We were delighted to be awarded two contracts from Bradford Council to deliver Relationships and Sex Education (RSE) across Bradford Schools, and in Specialist settings targeting children who are looked after. This is a partnership with us, HALE and JAMES, and has started extremely well.

Between April and December 2021, we provided training to five different settings under the Specialist RSE contract and one under the Targeted RSE contract. Some of these settings have had multiple different training sessions, which have all been well received by staff.

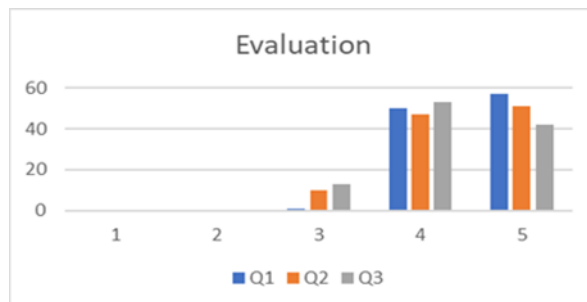
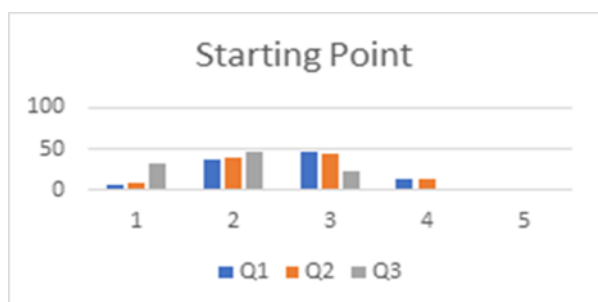
Content has been delivered to over 1,700 pupils across the Bradford district, with bookings continuing to be made by schools. This has been done through a combination of 'one off' sessions, assemblies and drop-down days. Up to December 2021, 8 of the 13 priority need schools (those in postcodes with high teenage pregnancy rates) have accepted support in one form or another.

Twenty-five videos, with a wide range of content, have also now been produced for our YouTube channel. These are produced based on content requested by schools.. During the period April – December 2021, the videos had been viewed 235 times, with 10 new subscribers and a total watch time of 11 hours.

The following examples show pupil progress across a single lesson at one school:



The following examples show pupil progress at another school on a single session relating to Sexual Violence & Sexual Harassment – a key Ofsted focus:



This feedback is from one of the schools that has received a high level of support with delivery:

'The support provided by Step 2 has been absolutely outstanding over the course of the year. School A has benefited from the specialist expertise brought by Step 2, which has supplemented our Personal Development programme through the delivery of key elements of the Relationships, Sex and Health Education curriculum and through the delivery of CPD sessions for staff. The support provided has been highly impactful and very effective, as evidenced by student evaluations. It has been invaluable in preparation for Ofsted.'

The targeted RSE contract allowed us to deliver face to face sessions in Alternative Education settings with specific sessions created for more vulnerable students. We are aware these students face challenging lives, and so alongside CPD to staff members, we have also delivered sessions to parents and carers, encouraging them to talk with their young people about topics that can often be seen as taboo or awkward. This has received some really positive feedback and has been enjoyed by all.

Step 2 Young People's Health

Trustees' report (continued) for the year ended 31 December 2021

Safe Group

This happens in Buttershaw Youth Club before the main youth club, funded by Leeds Community Foundation, and is a quiet safe space, where young people can explore a range of topics and make new friends. Step 2 run this in partnership with the youth service.

Young people also get the chance to engage in a range of activities during school holidays.

Learning Disabilities Work

Over the past year we have worked with several adults with a learning disability. Funding was provided by the Local Authority, and we took referrals mainly from Social Care to undertake one-to-one sessions. The work was to support the service-users with their capacity around understanding healthy relationships and sexual health. This was tailored to individuals needs and learning styles so we used a variety of specialist resources to ensure the best learning outcomes were achieved.

LAC Parents Work

This year Step 2 has continued to receive funding from Bradford Council to work with pregnant young women who have Social Care intervention. This could mean they are a Looked After Child, Leaving Care or are having a Pre-birth Assessment being completed on their unborn child. All the young people had Social Care involvement, were under the age of 25yrs and lived within the Bradford District. One of the males moved away towards the end of our involvement and one of the females, by her own choice, was accommodated along with her baby at birth, in a placement outside the local authority.

During the sessions we were able to support young people by working with them on a voluntary basis and helping them understand their pre-birth assessments. As we are fully aware Bradford Social Care are incredibly stretched at the moment so our involvement was to also support and sign-post the service users to places like Bradford Doulas, Baby Basics and Gianna Baby Bank. We were also able to attend Social Care meetings to support young people and share our involvement.

C-Card Scheme

This is a free programme allowing young people aged 13-24 to access condoms and sexual health information in a range of locations. In partnership with HALE, we deliver training to staff and offer support to services delivering this programme.People have attended training with us in the last year.

Counselling

- Our counselling service continues to thrive as we deliver counselling to children and young people aged between 5-25yrs as follows:
- Counselling for 5-11yr olds in primary schools
- Counselling for 11-18yr olds in secondary schools.
- Counselling service for 11-18yrs, based in the community, funded by Children in Need.
- Counselling for 16-25yr olds, offered through the CCG's Extended Access Service at a number of health centres across the district.
- The CALM Service continues in partnership with Relate Bradford and Family Action offering play therapy/counselling for children aged 5-11yrs who have been particularly impacted by trauma and Adverse Childhood Experiences

In addition, we have delivered:

- Counselling for staff and supervision for safeguarding leads at St Stephen's Primary School.
- A series of therapeutic groups offering psychoeducative work and support with parenting teenagers for parents in small groups.
- Individual counselling sessions for parents.
- Therapeutic Check In sessions for young people waiting for counselling, offering them the opportunity to meet their counsellor for six brief sessions whilst they are waiting for full counselling sessions to become available.

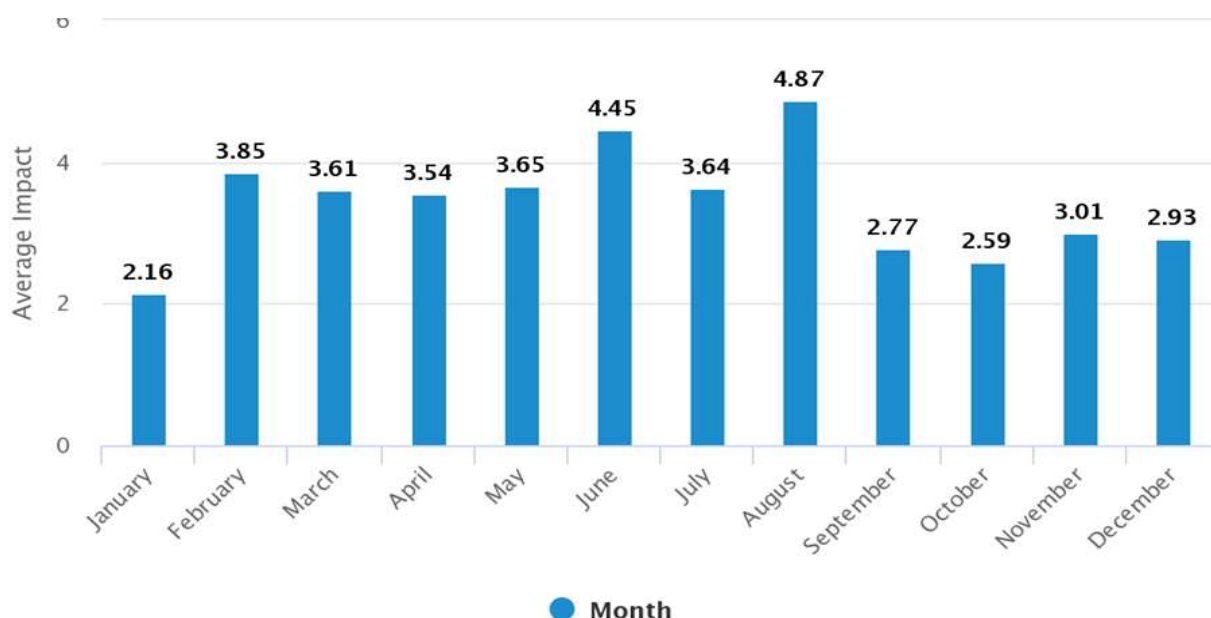
Step 2 Young People's Health

Trustees' report (continued) for the year ended 31 December 2021

Referrals continue to come from school nursing teams, social workers, children's services, GP surgeries, Early Help, schools, families and individual young people themselves.

Our counselling team has comprised of 15 counsellors this year who have continued to work with deep compassion and commitment throughout another very challenging year. All our counsellors are qualified to minimum Diploma level and are all members of a professional body, usually the BACP (British Association of Counselling and Psychotherapy). In order to quality assure and safeguard their work, they all attend independent monthly supervision in addition to monthly internal supervision at Step 2.

We have been grateful for the support of and partnership with schools receiving a counselling service from Step 2. These have included Merlin Top Primary School, St Oswald's Primary School, Atlas Primary School, Greenlane Primary School, Margaret McMillan Primary School, Westbourne Primary School, Grove House Primary School, Crossley Hall Primary School, St Stephen's Primary School, St Bede's and St Joseph's Secondary School, Coop, Grange Secondary School, Buttershaw Business and Enterprise College, Queensbury Secondary School, Beckfoot Thornton School, Bronte Secondary School and Feversham Academy.



Staff News

Our team has gone through several personnel changes over the year.

- We said goodbye to a number of part time counsellors: Paulina and Yvonne joined and left us during the year, and we also said goodbye to Natasha, Lil, Katy, Lisa, Emma and Julia.
- We were grateful to have had Nic Hudson spend 7 months working with us as HR and Data administrator.

We are extremely grateful for all they have contributed to the organisation over the years, and we miss them all.

Additions to our team:

- Chris Hancox joined us in April, as Business Development Manager, and Rachel Lee came on board as RSE Teacher.
- We recruited a further 7 counsellors to cope with the increase in demand: Lisa Norfolk, Matt Merritt, Nicola Frost, Björn Suttka, Bradley Lyman, Rachel Bradbury and Yolanda Black.
- Beth Webber joined us as a volunteer counsellor on student placement, and Nika Homayoon as a volunteer who supported our RSE delivery.

Step 2 Young People's Health

Trustees' report (continued) for the year ended 31 December 2021

We held a staff planning day, facilitated by our Business Development Manager, bringing together a range of staff members to start to dream about our future. The ideas generated have helped us to plan for the work post Covid, and will be taken into next year, when we will be reviewing our strategic framework.

We have established teams with specific focus areas this year, and have working groups progressing our marketing strategy and our approach to inclusivity.

Fundraising

This area is particularly challenging at present, with substantially increased demand on funders due to the Covid 19 pandemic with many of them restricting bids in a variety of different ways.

Despite this we have managed to identify a range of possible funders and secure funding for additional counselling sessions, IT support, an Outdoor Therapy pilot project and sessions for parents.

Note from Trustees

In common with so many organisations and individuals around the world, 2020 was a very challenging year for Step 2. I am immensely proud of the way the team was able to adapt to the restrictions on the way services were, and continue to be, delivered and to find other ways to support young people and their communities. I would like to thank everyone in the team for their contribution and their flexibility this year and also my fellow trustees, who willingly met more frequently than they would have ordinarily to ensure Liz and the team were well-supported.

Financial review

The net expenditure for the year was £223, including net expenditure of £15,239 on unrestricted funds and net income of £15,016 on restricted funds after transfers.

Reserves policy

Step 2 will aim to keep between three and six months running costs in reserve in order to ensure the medium to long term future of the Project and to enable us:

To provide continuity of activities in the event of a large variation in income (e.g. a large funder withdrawing their commitment unexpectedly).

To deal with short-term fluctuations in cash-flow (e.g. a funder who pays in arrears).

To be able to develop new projects and grasp new opportunities as they arise and to take advantage of any suitable changes and opportunities that may occur.

We will also keep an additional £5,000 in reserves to cover the event that, for whatever reason, Step 2 needs to cease providing services. This will cover paying staff redundancies, and any other costs involved in closing the project.

The level of reserves will be reviewed annually by the trustees to ensure they are fit for purpose.

The charity's free reserves, excluding fixed assets, at the year end were £133,917 which represents approximately 3.8 months of annual budgeted expenditure.

Signed on behalf of the board of trustees on 19/05/2022

Pippa Jones (Trustee)

Step 2 Young People's Health

Independent examiner's report to the trustees of Step 2 Young People's Health

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 31 December 2021, which are set out on pages 9 to 17.

Responsibilities and basis of report

As the charity trustees of the CIO you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the CIO's accounts as 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 Act.

Independent examiner's statement

Since the CIO's gross income exceeded £250,000 your examiner must be a fellow 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 fellow of ACIE which is one of the listed bodies.

I have completed my examination. I confirm that no material 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;
- 2 the accounts do not accord with those records; or
- 3 the accounts 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.

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

Simon Bostrom FCIE

11/08/2022

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Step 2 Young People's Health
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 December 2021

	Notes	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
Income from:					
Grants and donations	(2)	-	113,756	113,756	153,285
Sales and fees		384,930	-	384,930	238,987
Other income		357	-	357	1,439
Bank interest		27	-	27	115
Total income		385,314	113,756	499,070	393,826
Expenditure on:					
Salaries, NIC and pensions	(3)	250,031	84,426	334,457	249,265
Payroll and pension charges		2,764	284	3,048	2,648
Staff travel and subsistence		3,516	-	3,516	1,411
Staff training and supervision		1,451	-	1,451	1,310
AGM and meeting costs		13	-	13	18
Volunteer expenses		38	-	38	-
Rent and rates		5,637	2,180	7,817	6,249
Utilities		1,118	-	1,118	2,403
Premises costs		843	1,552	2,395	3,558
Website, computers and connection		4,401	-	4,401	1,045
Subscriptions		315	275	590	310
Printing, postage and stationery		586	37	623	560
Phone and internet		1,774	167	1,941	1,870
Resources and programme expenses		4,228	610	4,838	4,955
Delivery partners		70,522	-	70,522	-
Sessional workers		39,559	8,305	47,864	38,368
Advertising and publicity		2,349	-	2,349	295
Insurance		1,536	379	1,915	1,331
Independent examination		1,200	-	1,200	1,200
Other professional fees		4,929	525	5,454	3,094
Bank charges		160	-	160	147
Depreciation		3,069	-	3,069	2,769
Other expenses		514	-	514	1,013
Total expenditure		400,553	98,740	499,293	323,819
Net income / (expenditure)		(15,239)	15,016	(223)	70,007
Fund balances brought forward		152,525	18,285	170,810	100,803
Fund balances carried forward	(4)	137,286	33,301	170,587	170,810

All incoming resources and resources expended derive from continuing activities.

Step 2 Young People's Health

Balance sheet

as at 31 December 2021

		2021	2021	2021	2020
		Unrestricted	Restricted	Total	Total
		£	£	£	£
Fixed assets					
Tangible assets	(5)	3,369	-	3,369	5,539
Total fixed assets		<u>3,369</u>	<u>-</u>	<u>3,369</u>	<u>5,539</u>
Current assets					
Debtors and prepayments	(6)	122,655	-	122,655	44,015
Cash at bank and in hand	(7)	39,284	33,301	72,585	126,285
Total current assets		<u>161,939</u>	<u>33,301</u>	<u>195,240</u>	<u>170,300</u>
Current liabilities:					
amounts falling due within one year					
Creditors and accruals	(8)	28,022	-	28,022	5,029
Total current liabilities		<u>28,022</u>	<u>-</u>	<u>28,022</u>	<u>5,029</u>
Net current assets / (liabilities)		<u>133,917</u>	<u>33,301</u>	<u>167,218</u>	<u>165,271</u>
Net assets		<u>137,286</u>	<u>33,301</u>	<u>170,587</u>	<u>170,810</u>
Funds					
Unrestricted funds		137,286	-	137,286	152,525
Restricted funds		-	33,301	33,301	18,285
Total funds		<u>137,286</u>	<u>33,301</u>	<u>170,587</u>	<u>170,810</u>

The financial statements were approved by the board of trustees on 19/05/2022

Pippa Jones (Trustee)

Step 2 Young People's Health

Notes to the accounts

for the year ended 31 December 2021

1 Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Tangible fixed assets

Tangible fixed assets costing more than £500 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt.

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

Equipment: over 3 years

Computer equipment: over 3 years

Step 2 Young People's Health

Notes to the accounts

for the year ended 31 December 2021

1 Accounting policies continued

Pensions

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Leases

Rents under operating leases are charged on a straight line basis over the lease term or to an earlier date if the lease can be determined without financial penalty.

Step 2 Young People's Health

Notes to the accounts continued

for the year ended 31 December 2021

2 Grants and donations	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
BBC Children in Need	-	51,086	51,086	52,652
Bradford Metropolitan District Council (BDMC)	-	23,762	23,762	44,466
Bradford VCS Alliance	-	750	750	-
City Challenge	-	1,500	1,500	-
Cnet	-	4,767	4,767	-
Groundwork UK	-	2,400	2,400	2,500
HMRC Job Retention Scheme	-	10,052	10,052	22,387
Leeds Community Foundation	-	3,259	3,259	7,000
Sir George Martin Trust	-	1,280	1,280	-
Sovereign Health Care	-	5,000	5,000	5,400
The National Lottery Community Fund	-	9,900	9,900	7,200
Clothworkers Foundation	-	-	-	2,330
The Brelms Trust CIO	-	-	-	5,000
Transforming Lives for Good	-	-	-	3,000
Donations	-	-	-	1,350
	<u>-</u>	<u>113,756</u>	<u>113,756</u>	<u>153,285</u>

3 Staff costs and numbers	2021 £	2020 £
Gross salaries	304,510	230,554
Social security costs	21,294	16,542
Employment allowance	(4,000)	(4,000)
Pensions	<u>12,653</u>	<u>6,169</u>
	<u>334,457</u>	<u>249,265</u>

The average number of employees during the year was 17.2, being an average of 10.3 full time equivalent (2020: 12, 6.7 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2021 £	2020 £
Costs of the scheme to the charity for the year	12,653	6,169
Amount of any contributions outstanding at the year end	-	1,789

Step 2 Young People's Health

Notes to the accounts continued

for the year ended 31 December 2021

4 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
BBC Children in Need	6,846	41,238	36,816	-	11,268
BBC Children in Need - Keighley	5,832	9,848	8,836	-	6,844
BDMC Healthy Holidays	432	2,496	2,928	-	-
BDMC Schools Counselling	3,375	18,602	21,977	-	-
Groundwork UK	-	2,400	2,400	-	-
HMRC Job Retention Scheme	-	10,052	10,052	-	-
Leeds Community Foundation	-	3,259	-	-	3,259
Awards for All 2021	1,800	-	1,800	-	-
Awards for All 2022	-	9,900	-	-	9,900
Sovereign Health Care	-	5,000	5,000	-	-
BMDC Easter	-	1,664	1,664	-	-
BMDC Holiday break	-	1,000	1,000	-	-
City Challenge	-	1,500	1,500	-	-
BVCS Alliance	-	750	-	-	750
Cnet	-	4,767	4,767	-	-
Sire George Martin Trust	-	1,280	-	-	1,280
	<u>18,285</u>	<u>113,756</u>	<u>98,740</u>	<u>-</u>	<u>33,301</u>

Fund name	Purpose of restriction
BBC Children in Need	Counselling project including salaries and expenses of 3 counsellors plus a contribution towards the salary of a counselling manager.
BBC Children in Need - Keighley	Counselling project including salary and expenses of a worker in Keighley.
BDMC Healthy Holidays	Towards costs of food hampers and staffing to deliver.
BDMC Schools Counselling	Towards costs of counselling services in schools.
Groundwork UK	For the provision of emotional wellbeing group work in schools.
HMRC Job Retention Scheme	Towards staffing costs of furloughed staff as a result of Covid-19.
Leeds Community Foundation	Towards salary costs for the hub worker
Awards for All 2021	Towards costs of community outreach to young people struggling with consequences of Covid-19.
Awards for All 2022	For a pilot project, developing an outdoor therapy offer in schools for children and young people.
Sovereign Health Care	Towards costs of community counselling service.
BMDC Easter	Towards Easter holiday activities
BMDC Holiday break	Towards holiday activities
City Challenge	Towards refurbishment costs of the Tong St premises
BVCS Alliance	Towards the cost of insight courses
Cnet	Towards parent counselling costs
Sire George Martin Trust	Towards parent sessions to be delivered in 2022

Step 2 Young People's Health

Notes to the accounts continued

for the year ended 31 December 2021

5 Tangible assets	Equipment	Computer equipment	Total
Cost	£	£	£
At 1 January 2021	3,309	4,999	8,308
Additions	899	-	899
At 31 December 2021	4,208	4,999	9,207
Depreciation			
At 1 January 2021	1,103	1,666	2,769
Charge for year	1,403	1,666	3,069
At 31 December 2021	2,506	3,332	5,838
Net book value			
At 31 December 2021	1,702	1,667	3,369
At 31 December 2020	2,206	3,333	5,539
6 Debtors and prepayments	2021	2020	
	£	£	
Trade debtors	65,075	29,584	
Prepayments	645	591	
Accrued income	25,027	13,840	
Other debtors	31,908	-	
	122,655	44,015	
7 Cash at bank and in hand	2021	2020	
	£	£	
Cash at bank	72,554	126,171	
Cash in hand	31	114	
	72,585	126,285	
8 Creditors and accruals	2021	2020	
	£	£	
Trade creditors	26,822	1,829	
Accruals	1,200	1,200	
Deferred income	-	2,000	
	28,022	5,029	

9 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

Remuneration and benefits received by key management personnel

The key management personnel of the charity include the trustees and Chief Officer. The total employee benefits received were £39,290 (previous year: £39,751).

No trustee received any remuneration or benefit in this capacity during this or the previous year.

Step 2 Young People's Health
Notes to the accounts continued
for the year ended 31 December 2021

10 Operating leases

Expected future minimum lease payments over the remaining life of the lease, analysed into the period in which the commitment falls due:

	2021	2020
	£	£
Within one year	13,200	6,050
In the second to fifth years inclusive	-	-
Over five years from the balance sheet date	-	-
	<u>13,200</u>	<u>6,050</u>

Step 2 Young People's Health

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 December 2021

	2021 Unrestricted funds £	2020 Unrestricted funds £	2021 Restricted funds £	2020 Restricted funds £	2021 Total funds £	2020 Total funds £
Income						
Grants and donations	-	21,350	113,756	131,935	113,756	153,285
Sales and fees	384,930	238,987	-	-	384,930	238,987
Other income	357	1,439	-	-	357	1,439
Bank interest	27	115	-	-	27	115
Total income	385,314	261,891	113,756	131,935	499,070	393,826
Expenditure						
Salaries, NIC and pensions	250,031	157,368	84,426	91,897	334,457	249,265
Payroll and pension charges	2,764	2,365	284	283	3,048	2,648
Staff travel and subsistence	3,516	1,411	-	-	3,516	1,411
Staff training and supervision	1,451	1,140	-	170	1,451	1,310
AGM and meeting costs	13	18	-	-	13	18
Volunteer expenses	38	-	-	-	38	-
Rent and rates	5,637	3,803	2,180	2,446	7,817	6,249
Utilities	1,118	2,403	-	-	1,118	2,403
Premises costs	843	3,558	1,552	-	2,395	3,558
Website, computers and connection	4,401	1,045	-	-	4,401	1,045
Subscriptions	315	255	275	55	590	310
Printing, postage and stationery	586	560	37	-	623	560
Phone and internet	1,774	1,320	167	550	1,941	1,870
Resources and programme expenses	4,228	789	610	4,166	4,838	4,955
Delivery partners	70,522	-	-	-	70,522	-
Sessional workers	39,559	27,968	8,305	10,400	47,864	38,368
Advertising and publicity	2,349	295	-	-	2,349	295
Insurance	1,536	928	379	403	1,915	1,331
Independent examination	1,200	1,200	-	-	1,200	1,200
Other professional fees	4,929	2,644	525	450	5,454	3,094
Bank charges	160	147	-	-	160	147
Depreciation	3,069	2,769	-	-	3,069	2,769
Other expenses	514	1,013	-	-	514	1,013
Total expenditure	400,553	212,999	98,740	110,820	499,293	323,819
Net income / (expenditure)	(15,239)	48,892	15,016	21,115	(223)	70,007
Transfers between funds	-	2,830	-	(2,830)	-	-
Net movement in funds	(15,239)	51,722	15,016	18,285	(223)	70,007
Fund balances brought forward	152,525	100,803	18,285	-	170,810	100,803
Fund balances carried forward	137,286	152,525	33,301	18,285	170,587	170,810