

**HOPE - South Yorkshire Fire - Road and Water Related
Trauma Support for Families**

Registered Charity number: 1165443

**Financial Statements for the period
ending 31 March 2021**



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HOPE - South Yorkshire Fire - Road and Water Related Trauma Support for Families

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**HOPE - South Yorkshire Fire - Road and Water Related
Trauma Support for Families
Legal and administrative Information**

Registered Charity number: 1165443
(E & W)

Trustees

Cllr Steve Ayris Ex-officio Trustee - Chairperson
Christopher Kardahji - Treasurer
Alan Atkin
Debbie Mathews
Sam Oldroyd
Robert Taylor

Administrative address

The Quadrant
99 Parkway Ave
Sheffield
S9 4WG

Bankers

Unity Trust
4 Brindley Place
Birmingham
B1 2JB

Independent examiner

Faye Hazlehurst FMAAT
on behalf of:
VAR Community Accountancy Service
The Spectrum
Coke Hill
Rotherham
S60 2HX

HOPE - South Yorkshire Fire - Road and Water Related Trauma Support for Families

Trustees' annual report For the year ended 31 March 2021

Structure, Governance and Management

HOPE - South Yorkshire Fire - Road and Water Related Trauma Support for Families, previously known as HOPE - The South Yorkshire Fire & Rescue and RTC Family Support Group is a Charitable Incorporated Organisation with a Foundation Model Constitution as its governing document, it was adopted on 4 February 2016 and amended on 21 September 2016, 31 August 2017 and 4 July 2019.

The Trustees form the management committee of the charity and are responsible for setting and reviewing the policies, finances and strategic direction of the charity. The Trustees delegate the day to day management of the Charity to Maryann Quinn, Charity Operations Manager.

Appointment of Trustees

The maximum number of charity trustees is 9.

Apart from the first charity trustees every appointed trustee must be appointed for a term of three years.

A member of the South Yorkshire Fire and Rescue Authority for the time being ('the office holder') shall automatically ('ex-officio') be a charity trustee, for as long as he or she holds that office. If unwilling to act as a charity trustee, the office holder may give notice in writing to the trustees of his or her unwillingness to act in that capacity; or after accepting appointment as a charity trustee, resign.

Risk Management

The trustees show due diligence by examining the major risks that the charity faces and putting systems into operation so that steps can be taken to reduce these risks.

Charitable Aims and Objectives

Providing a support structure for people affected by a death or traumatic incident either within their family or through the witnessing of a fire, road traffic collision (RTC) or incident with trauma, and by responding to the emotional needs of people who have been affected by fire, RTC or incident causing trauma with charitable help and assistance.

Setting up a sign-posting network of support and providing information through seminars, conferences and training events which aim to address the emotional trauma suffered by people through trauma by fire, RTC or incident with trauma.

Working in partnership with professional agencies, community or voluntary networks and other concerned organisations throughout the area of benefit to assist the beneficiaries of the charity; and increasing community involvement in the area of benefit in promoting safety by raising public awareness of the need for home and road safety, manage risk on how to stay safe for the public benefit.

HOPE - South Yorkshire Fire - Road and Water Related Trauma Support for Families

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

Achievements and performance

The core work of HOPE is to offer peer support to all those in need due to a bereavement through fire, a road traffic collision, or a drowning, or through the witnessing of a traumatic incident. The last group HOPE held, just prior to Lockdown had 22 people in attendance coming together to access the peer support group. Due to Covid, the venues HOPE used were closed and HOPE was unable to hold another group until December 2020, where a Covid secure venue was offered to HOPE. Throughout this time, the families support needs didn't stop, and the sense of isolation, and not being able to breathe due to being locked indoors with their grief became ever more apparent. HOPE continues to receive referrals from the police, fire service, NHS BRAKE, Cruse, and by word of mouth, and supports people right across South Yorkshire.

Due to the Covid-19 Pandemic, HOPE had to adapt quickly and be creative in how we could continue to provide support for families, as the demand was greater than ever for human contact, and an outlet for grief and despair. We met in parks, cemeteries, gardens, wherever we could. HOPE was exempt under the Covid-19 regulations, so we could legally carry on the work, with key worker status, and with appropriate protection, and PPE, provided to all. HOPE made the decision to continue the traumatic bereavement support through lockdown, because of how the families were, and to keep the support open and available to all.

Beneficiaries of HOPE have been supported to make a difference to their own lives and to those also affected by a traumatic death around them. By coming along to a peer support group, families or individuals can engage, meet, and talk to others who have also suffered a traumatic bereavement. Not feeling that you are alone makes all the difference to just coping with the bereavement on your own. People can also create memory books, memory boxes, crafting, and memory art for their loved ones. HOPE also meets people at cafés or goes for a walks with them in the park, or visits people at home, and still offers the same peer support.

In line with our aims and objectives, we have been able to support some of our members to make small but incremental steps towards their recovery. A mother whose teenage daughter was killed in an RTC, with HOPE support went to see her G.P to ask for help with managing her distress and utter exhaustion through lack of sleep. She worked with the GP whilst on medication and received support from HOPE during this time too. She is now medication free and comes to every other group, which shows her support needs are lessening.

HOPE - South Yorkshire Fire - Road and Water Related Trauma Support for Families

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

Achievements and performance continued

With sensitive help and interventions, we have been able to make referrals to trauma focused psychological therapy, especially for members who witnessed their loved one die. One member has received 10 sessions of PTSD support and feels able to start slowly planning a life again. They are now an active member of the groups and sees them as a continued lifeline.

Young people also have an input into our work. One of them produced a piece of beautiful artwork as a mindfulness exercise, when she was going through a sad time, and we have reproduced this to use on our website and in other flyers and cards. This has given her a boost to know that we value, understand, and appreciate what she has created.



Some comments from individuals have been,

"HOPE is the only one supporting me it's invaluable"

"Your support means the world to me"

"You and your support are brilliant and always good to know HOPE is there"

"I don't know how to respond at times and it's nice to know we have someone and somewhere to come to whenever we need help"

HOPE - South Yorkshire Fire - Road and Water Related Trauma Support for Families

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

Achievements and performance continued

Irwin Mitchell continues to support HOPE with printing and events. Fortay Media are working with HOPE to redesign and launch an interactive and informative website.

No events have been held due to the Pandemic, so HOPE has been unable to engage with the wider community in this way.

For the second year, HOPE has continued its partnership and work to support medical students by offering them a month-long placement. Working with Sheffield University, offering this experience allows the medical students to have that front-facing, clinical exposure that will be long lasting and will really help them to shape their future choices within medicine.

Many people are offered a finite amount of support from the NHS, their GPs, or other organisations, whereas HOPE offers lasting support for as long as the beneficiary needs it. This can be for one hour or many years, where in turn some beneficiaries of HOPE become volunteers. HOPE has now been supporting people in South Yorkshire for over 14 years.

The charity's five-year plan and long-term goal is to open a HOPE hub with facilities for offices and a soft meeting room for the core peer support group which will include an art wall so young people can express their grief and bereavement through art.

Linked to the development of a new website are our plans to become a trusted partner in sub-regional mental health support networks. Following a recent charity network hub, we are affiliating with Sheffield Hallam University Business in the Community programme. This will enable us to 'collaborate for good' across both business and third sector organisations and maximise the scale of our impact with stakeholders. This in turn, will widen access for people in need of our services.

HOPE has been unable to deliver the peer mentor training to our volunteers because of the Covid restrictions, but once the restrictions have been lifted, we are hoping to arrange the sessions in late 2021, with our chosen partner, Northern College.

HOPE - South Yorkshire Fire - Road and Water Related Trauma Support for Families

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

Achievements and performance continued

HOPE has recruited an additional peer support worker on a part –time freelance basis to assist with the continued growth of support needed, and to establish the Rotherham group and to eventually look at opening a new support group in Doncaster. This will enable HOPE to have a monthly group in all four districts.

The trustees have referred to the Charity Commission's guidance on public benefit when reviewing our aims and objectives and in planning our future activities. The trustees have considered how planned activities contribute to the aims and objectives set ensuring our activities and offer, satisfy the public benefit requirement as stated in charity law.

Future plans

Looking forward to the coming year, HOPE has several strands of activity it wishes to pursue, especially in view of the negative effect Covid has had. These include:

- 1) To continue to grow the support for people who have experienced a traumatic bereavement, through one-to-one support and peer support in a group setting, by building HOPE's reputation and experience in this area across South Yorkshire.
- 2) To build on our excellent reputation and track record to maintain our existing partners and grow new partnerships to support the work we want to deliver.
- 3) To grow the capacity to support more people by growing staff and training a pool of peer mentor volunteers across South Yorkshire.
- 4) To promote HOPE and the offer through a new innovative and informative website and social media. To provide a portal for statutory agencies who need to make referrals, e.g., the Police, Fire & Rescue Service and NHS.
- 5) To create links with social media enabling HOPE to reach out to more people and be part of annual social media events, such as Road Safety week, Drowning Prevention and Water Safety Week and other relevant national campaigns. To be able to promote events, or groups and their location, and photos of events and artwork and poems produced by young people as well.

HOPE - South Yorkshire Fire - Road and Water Related Trauma Support for Families

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

Future plans continued

6) To be registered for Gift Aid to benefit the Charity from maximising any donation received.

7) Prevention and early intervention is part of our charity objects. Following a successful partnership with the South Yorkshire Safer Roads Partnership in 2018 to deliver 'Collision' in schools and Colleges across South Yorkshire, we are seeking funding to deliver a second programme 'Collision 2' to young people who are not in mainstream education, becoming involved in anti-social behaviour and who are deemed at greater risk of being involved in road traffic collisions (RTCs),

Longer term plan

To work towards HOPE having an independent hub, providing office space, drop in facilities, space to deliver creative activity, peer support meetings and one-to-one support.

Reserves Policy

The reserves that we have set aside provide financial stability and the means for the development of our principal activity. We intend to maintain our reserves at a level which is at least **equivalent to 3 months of operating expenses**. The justification for setting our reserves at this level is that we currently have guaranteed funding for the remainder of funding year 20/21 and for the entirety of the subsequent 2 funding years. Reserves should therefore only be required to cover any of the unforeseen circumstances

At 31 March 2021 the charity held unrestricted reserves of £30,743 which based on the current year expenditure equates to 5 months operating expenses.

The Board reviews the amount of reserves that are required at our quarterly board meeting to ensure that they are adequate to fulfil our continuing obligations.

The trustees declare that they have approved the above report
Signed on behalf of the trustees

Signed:



Date: 11 January 2022

Print name: Cllr Steve Ayris
Trustee

**Independent examiners report to the trustees of
HOPE - South Yorkshire Fire - Road and Water Related
Trauma Support for Families**

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

Responsibilities and basis of report

As charity trustees of HOPE 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 HOPE accounts carried out under section 145 of the 2011 Act and 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 examiners statement

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 Act; or
2. the accounts do not accord with those records.

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

Signed:



Faye Hazlehurst FMAAT
Voluntary Action Rotherham Ltd
Community Accountancy
The Spectrum, Coke Hill
Rotherham
S60 2HX

Date: 17/11/2022

HOPE - South Yorkshire Fire - Road and Water Related Trauma Support for Families

Receipts and Payments For the year ended 31 March 2021

| | | 2021 Unrestricted £ | 2021 Restricted £ | 2021 Total £ | 2020 Unrestricted £ | 2020 Restricted £ | 2020 Total £ |
|---------------------------------|---|---------------------------|-------------------------|--------------------|---------------------------|-------------------------|--------------------|
| Incoming resources | | | | | | | |
| Donations & legacies | | 1,500 | - | 1,500 | 858 | - | 858 |
| Grants & contracts | 2 | 14,376 | 69,321 | 83,697 | 5,000 | 13,087 | 18,087 |
| Other income | | - | - | - | 500 | - | 500 |
| Total incoming resources | | 15,876 | 69,321 | 85,197 | 6,358 | 13,087 | 19,445 |

Resources expended

Cost of activities in furtherance of the charity's objects

| | | 2021 Unrestricted £ | 2021 Restricted £ | 2021 Total £ | 2020 Unrestricted £ | 2020 Restricted £ | 2020 Total £ |
|--|---|---------------------------|-------------------------|--------------------|---------------------------|-------------------------|--------------------|
| Staff costs | 4 | 1,756 | 46,627 | 48,382 | - | 1,635 | 1,635 |
| Office /administration expenses | | - | 1,011 | 1,011 | - | 1,667 | 1,667 |
| Facilitator fee | | - | - | - | - | 850 | 850 |
| Bank charges | | 78 | - | 78 | 57 | - | 57 |
| Training & travel expenses | | 312 | 563 | 875 | 210 | - | 210 |
| Equipment & resources | | - | 725 | 725 | 115 | 114 | 229 |
| Insurance | | - | 484 | 484 | - | - | - |
| Printing, postage and stationery | | - | 481 | 481 | - | - | - |
| Marketing | | - | - | - | 155 | - | 155 |
| Group expenses | | - | 291 | 291 | - | - | - |
| Telephone & internet | | - | 623 | 623 | - | - | - |
| Independent examiners fee | | - | 450 | 450 | 375 | - | 375 |
| Memberships and subs | | - | - | - | 143 | 216 | 359 |
| Professional fees | | 250 | 1,613 | 1,863 | - | - | - |
| Rent, rates and utilities | | - | 2,450 | 2,450 | - | - | - |
| Supervision costs | | - | 648 | 648 | 111 | - | - |
| Misc Expenses | | 14 | 12 | 26 | 79 | - | 79 |
| Asset and Investment purchase | | | | | | | |
| Purchase of equipment | | - | - | - | 527 | - | 527 |
| Total expensed resources | | 2,410 | 55,978 | 58,388 | 1,772 | 4,482 | 6,254 |
| Net income/(deficit) for the year | | 13,466 | 13,343 | 26,810 | 4,586 | 8,605 | 13,191 |
| Transfer between funds | | - | - | - | 2,788 | (2,788) | - |
| Net movement in funds | | 13,466 | 13,343 | 26,809 | 7,374 | 5,817 | 13,191 |
| Funds brought forward | | 17,277 | 7,231 | 24,508 | 9,903 | 1,414 | 11,317 |
| Funds carried forward | | 30,743 | 20,574 | 51,317 | 17,277 | 7,231 | 24,508 |

HOPE - South Yorkshire Fire - Road and Water Related Trauma Support for Families

Statement of Assets and Liabilities As at 31 March 2021

| | 2021 Total Funds | 2020 Total Funds |
|--|---------------------|---------------------|
| Monetary assets | | £ |
| Current account | 51,317 | 24,508 |
| Total Monetary Assets | <u>51,317</u> | <u>24,508</u> |
| Represented by funds | | |
| Unrestricted funds | | |
| General funds | 30,743 | 17,277 |
| Restricted Funds | 5 20,574 | 7,231 |
| Total Funds | <u>51,317</u> | <u>24,508</u> |
| Non-Monetary assets and liabilities | | |
| Fixed assets for charity use | | |
| Laptop | <u>330</u> | <u>527</u> |
| Liabilities | | |
| Independent examiners fee | (475) | (450) |
| Spectrum Futures - training fee | (150) | - |
| Payroll fees | (62) | - |
| | <u>(687)</u> | <u>(450)</u> |

Approved by the trustees and signed on their behalf by:

Signed:



Date: 11 January 2022

Print name: Cllr Steve Ayris
Trustee

HOPE - South Yorkshire Fire - Road and Water Related Trauma Support for Families

Notes to the accounts For the year ended 31 March 2021

Accounting policies

- Basis of preparation

The financial statements have been prepared on a Receipts & Payments basis which summarises the movement of cash in and out of the organisation. In this context cash' includes cash equivalents, such as bank accounts where cash can be readily available to pay debts as they fall due. The format of accounts is available to non-company charities with gross annual income of £250,000 or less.

- Value Added Tax

The Charity is unable to re-claim Value Added Tax which it pays on its expenditure. Where applicable expenditure is hence inclusive of VAT.

- Fund Accounting

The charity maintains an unrestricted fund which represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity. Unrestricted funds may arise from general donations, fundraising activities, grants of a general nature, fees for service provision and payment for service delivery contracts.

Restricted funds have been provided to the charity for particular purposes and may only be spent for the purposes for which they were given. Any balance remaining outstanding on restricted fund at the end of the year is carried forward as a balance on the fund, unless permission has been given by the funder to remove the restriction on the balance outstanding. Restricted funds will arise from grants and donations given to the charity for specific purposes.

2 Grants received during the period

| | Unrestricted | Restricted | Total 2021 | Total 2020 |
|---|---------------|---------------|---------------|---------------|
| | £ | £ | £ | £ |
| Safer Roads Partnership | - | - | - | 5,856 |
| South Yorkshire Community Foundation | - | - | - | 4,955 |
| Wesleyan Foundation | - | - | - | 2,276 |
| South Yorkshire Fire Service | - | - | - | 5,000 |
| James Neil Trust | - | 500 | 500 | - |
| Sheffield City Council - Woodhouse ward | - | 500 | 500 | - |
| Coalfields Regeneration Trust | - | 5,420 | 5,420 | - |
| The Big Lottery Fund - Reaching Communities | - | 62,901 | 62,901 | - |
| Health Education England | 13,876 | - | 13,876 | - |
| Asda Token scheme | 500 | - | 500 | - |
| | <u>14,376</u> | <u>69,321</u> | <u>83,697</u> | <u>18,087</u> |

Prior year income includes restricted grants of £13,087. All other prior year income is unrestricted.

HOPE - South Yorkshire Fire - Road and Water Related Trauma Support for Families

Notes to the accounts For the year ended 31 March 2021

- 3 In 2019/20 the charity received a grant from South Yorkshire Fire & Rescue Authority which was managed through Manor Castle Development Trust Ltd who were the accountable body. A one year service level agreement was in place and income and expenditure was as follows:

| | 2020 £ | 2019 £ |
|-------------------|-----------|-----------|
| Grant | - | 57,376 |
| Donations | 49 | - |
| | <hr/> | <hr/> |
| Total Income | 49 | 57,376 |
| Salary costs | 46,745 | 2,119 |
| Management costs | - | 2,869 |
| Telephone and ICT | 529 | 2 |
| Staff travel | 782 | - |
| Premise costs | 1,776 | - |
| Activities | 2,619 | - |
| | <hr/> | <hr/> |
| Total expenditure | 52,451 | 4,990 |
| | <hr/> | <hr/> |
| Net expenditure | (52,402) | 52,386 |

The grant was fully utilised at the end of March 2020, and all funding from 1 April 2020 is managed directly by the charity.

| 4 Staff costs | 2021 | 2020 |
|------------------------------|---------|--------|
| Salaries | 46,936 | 43,000 |
| Employers national insurance | 4,020 | 3,414 |
| Employers allowance | (4,000) | - |
| Pension cost | 1,426 | 1,966 |
| | <hr/> | <hr/> |
| | 48,382 | 48,380 |

This is the first year the charity has become an employer, existing staff were TUPE'd across in April 2020.

HOPE - South Yorkshire Fire - Road and Water Related Trauma Support for Families

Notes to the accounts
For the year ended 31 March 2021

5 Movement in Funds

| | Funds b/fwd £ | Receipts £ | Payments £ | Transfers £ | Funds c/fwd £ |
|-------------------------------|---------------------|---------------|---------------|----------------|---------------------|
| Restricted Funds | | | | | |
| SY Community Foundation | 4,955 | - | 4,763 | - | 192 |
| Wesleyan Foundation | 2,276 | - | - | - | 2,276 |
| James Neil Trust | - | 500 | - | - | 500 |
| SCC - Woodhouse ward | - | 500 | - | - | 500 |
| Coalfields Regeneration Trust | - | 5,420 | 117 | - | 5,303 |
| The Big Lottery Fund | - | 62,901 | 51,098 | - | 11,803 |
| Total Funds | <u>7,231</u> | <u>69,321</u> | <u>55,978</u> | <u>-</u> | <u>20,574</u> |

SY Community Foundation - grant funding received to deliver support to families and individuals in need across South Yorkshire.

Wesleyan Foundation Fund - Salary and volunteer costs to deliver 12 monthly support groups.

James Neil Trust - Post traumatic stress disorder counselling to members

Sheffield City Council (Woodhouse ward) - grant received to develop and deliver a young driver package with the aim of reducing the number of road traffic fatalities.

Coalfields Regeneration Trust - Grant given to support families who have been bereaved due to a sudden traumatic incident.

The Big Lottery Fund (Reaching Communities) - Grant to provide monthly peer support group providing a welcoming safe space where people can come and meet others who have suffered similar life changing experiences.

HOPE - South Yorkshire Fire - Road and Water Related Trauma Support for Families

Notes to the accounts For the year ended 31 March 2021

5 Trustee payments, benefits and expenses

No trustees received any remuneration, benefits or expenses during the period (2020: none).

6 Related party transactions

The charity pays a monthly rent to Manor Castle Development Trust Ltd (MCDT), Debbie Mathews, Trustee is the CEO of MCDT. There were no other related party transactions.

2020 - The charity worked in Partnership with Manor Castle Development Trust Ltd who acted as the accountable body for funding received during 2019/20 from South Yorkshire Fire & Rescue Authority. Debbie Mathews (Trustee) is the CEO of Manor Castle Development Trust Ltd.