



**Annual Report and Independently Examined
Financial Statements**

For the Period Ending 30th November 2021

SAMEE

Charity Registration Number 1170328

SAMEE – Charity Number 1170328
Report of the Trustees for the Year Ended 30th November 2021

The Board of Trustees have pleasure in presenting their Annual Report for the year ended 30th November 2021.

Chairman's Report

Welcome to the SAMEE 2020/21 Annual report following a year of steady maintenance as the world returns to the new normal in society post-Covid.

The Trustees have diligently overseen the finances of the Charity and I am pleased to report that we have raised over £156,000 through grant funding, charitable activity and trading. The financial results reflect the dedication and input from the management team and volunteers. The Charity has focussed on getting the balance right between growth plans and maintaining a high quality of service in the continuing aftermath of Covid-19 challenges with demand for our services continuing to grow. The Charity has successfully secured 9 grant applications and a significant new contract that will launch in December 2021. SAMEE has continued to build on strategic relationships with local agencies, housing associations and educational establishments to expand the awareness of the work we do throughout the Southern region.

The annual report and accounts are the primary means through which our Trustees will report on their stewardship and show public accountability. The Charity has continued to respond to the aftermath of Covid-19 with continuation funding for our advocacy-based service to ensure that our disabled and disadvantaged clients have the best possible support at finding employment/self-employment in a highly competitive post-Covid jobs market. The Charity continues to innovate and successfully launched a 2-year intensive support self-employment programme for Autistic and Neuro-Diverse young adults in October 2021. Led by our Chief Executive Officer, Samantha Everard, the new programme represents a culmination of deep research into the best practice support needs of young adults with these types of disability. The programme also represents the continuing ethos behind SAMEE's approach to delivery where our clients take the lead in how they would like to be supported. The Charity is able to offer a comprehensive support system that brings a diverse range of services to our clients which are not available from other sources. The Charity also successfully signed up as a Living wage employer, Endometriosis Friendly Employer and won Runners-up in the Education Award category for the 2021 Scottish Power Foundation Awards.

Going forward, the Charity is looking to further develop new projects and grow our impact through the implementation of more contracts and strategic partnerships.

The continuing success of the charity can only happen with the continued support of the Chief Executive Officer, her strong team, the trustees, our friends and valued partners, and may I extend a thank you for the continued assistance we have received.

Review of Activities

This past year has been one of great significance as we received ESFA and National Lottery support from their Community Fund in order to launch our innovative 2-year supported self-employment programme. We took advantage of various Covid-19 response grant opportunities to continue our advocacy-based projects and support more disabled adults in the local community to recover from the challenges of the pandemic. Our core self-employment support programme for disabled adults received a welcome boost in funding from Scottish Power and Henry Smith, and new grant support for our targeted disabled women project. The Charity, under the leadership of our Chief Executive Officer, has pushed forward to build a good reputation which is supported by solid foundations and a hardworking team.

Since 2016 The Support And Mentoring Enabling Entrepreneurship (SAMEE) charity has taught self-employment skills to enable over 300 disabled adults living in the Southern region to gain further independence by creating their own income.

The charitable mission of SAMEE is to continue narrowing the disability employment gap by supporting disabled people in a holistic way to explore non-traditional forms of employment that will fit around their health challenges and reduce the barriers they face to employment. This now includes targeted provision for specific groups including young adults with Autism, disabled females in the South East and vulnerable adults specifically residing in Christchurch.

In the aftermath of the Coronavirus pandemic, we are continuing to support 1 in 4 disabled adults into successful self-employment and/or traditional employment.

In response to the lifting of Covid-19 social distancing regulations, we have continued to offer support remotely and in-person depending upon the needs of each client. Our online networking club The SAMEE DEN has grown rapidly to over 150 members with many disabled entrepreneurs actively supporting each other.

Our three-step programme teaches self-employment skills with disabled people via a unique mix of peer mentoring and specialist personal guidance with a qualified and experienced adviser. Each step leads towards successful self-employment start-up with additional support throughout from volunteer business mentors.

ENGAGE – 1-hour holistic exploration of self-employment goals
PREPARE – 6-hour flexible support to get beneficiary ready for trading
THRIVE – 6-hour in-trade guidance and mentor support for trading clients

Our CEO continues her voluntary roles as the S.W. Regional Chair for the Office of Disability Issues and a Fellow of the IEP which continues to be a useful platform for employer engagement across the Southern region.

During the year from the 23rd of November 2020 to the 30th November 2021, the SAMEE team have worked with 182 clients and of these 27% are now trading with a further 8% in employment. The remaining clients are currently receiving ongoing mentoring support with us or have been signposted to appropriate organisations that can help with their specific needs, e.g. debt management or counselling support.

The Trustees, Staff and Volunteers would like to extend a huge thank you to its supporters and advisers that help to maintain and contribute towards the cohesive service and support network for our clients.

Reference and Administrative Information

SAMEE was registered as a charity on the 23rd of November 2016 with the Charity Number of 1170328. The registered office is 36 Heather Road, Bournemouth, Dorset, although it trades from 881 Christchurch Road, Boscombe, Bournemouth, Dorset, BH7 6AU.

Trustees

Mr Simon Tucker – Chairman of the Board
Mr Derek Hawley – Vice-Chair
Mr Mark Everard
Mrs Lea Hampton
Mrs Debbie Porter
Ms Jacqueline Shave
Ms. Elaine Collinson
Mrs Tara Fisher
Mrs Sara Brown – Treasurer and Company Accountant

The Chief Executive Officer of the Charity is Mrs Samantha Everard
The Chief Operating Officer of the Charity is Mr Wayne David Ingram

Principal Advisers

Bankers	HSBC Bournemouth, Mrs Beverley Mcpheat
Accountants	Clear Vision Accountancy Group, Mr Matthew Rogers

Structure, Governance and Management

Governing Document

SAMEE is a registered charity and operates under a signed and agreed Constitution.

Recruitment and Appointment of a Board of Trustees

The Trustee Board has the authority to co-opt members to its numbers at any time. Members of the Board will be elected or re-elected at each AGM.

Trustee Induction and Training

Trustees are sought to bring a variety of skills and knowledge to the Charity.

All new trustees will be given a pack containing the constitution and policies / procedures of the Charity, including the newly published SAMEE Charity Strategic Plan 2021-2026, the Charity Commission guide "The Essential Trustee" and the latest statements pertaining to the charity.

Organisational Structure

SAMEE Board of Trustees must have a minimum of three members. At present there are nine trustees. Responsibility for the day to day running of SAMEE is delegated to the Chief Executive Officer and through her to the volunteers. Budgetary control rests with the Chief Executive Officer and Accountant.

The Board of Trustees meet four times a year, or as often as is necessary. Current meetings continue to be conducted via Zoom.

Risk Management

The Trustees actively encourage the Chief Executive Officer to review the major risks which the charity faces on a regular basis.

During the year the Policies have been extensively reviewed. They are written and published with a view to protecting the beneficiaries of the charity, as well as the volunteers, trustees and paid staff. The policies lay down the principles for the interaction between paid staff, volunteers and beneficiaries, reducing risk to an acceptable level, thus protecting the Charity.

Objectives

The Purpose and Objects of the CIO are:

The prevention or relief of poverty, or financial hardship, in Dorset and surrounding counties for the public benefit, by providing and assisting with the provision of education, training and all the necessary support designed to enable individuals to generate a sustainable income and be self-sufficient by:

- *Providing an employment centre in Boscombe to supply unemployed and disadvantaged people with mentoring support, interview techniques, office facilities, free internet and subsistence.*
- *Providing information and guidance about the different entry routes to the labour market;*
- *Providing opportunities for work experience, shadowing and volunteering opportunities through working with local employers, charities and educational establishments.*
- *Providing interview skills and practice, cv guidance and other guidance support local people back into employment;*
- *Providing support to the educational establishments within their careers guidance programmes; and*
- *To provide life skill training to support the public with transferable skills.*

Achievements and Performance

Reports on the achievements and activities of SAMEE for the period to 30th November 2021 are contained in this report.

Financial Review

The Statement of Financial Activities (SOFA) for SAMEE and the Balance Sheet at 30th November 2020, together with associated explanatory notes, are given separate to this report.

Plans for Future Periods

The Charity, has developed and launched a new 2-year supported self-employment programme aimed at enabling young adults with Autism to explore self-employment aspirations. Over the next 12 months, the Charity will be fundraising in order to scale the new provision by increasing the uptake and geographical reach of the project. The Charity will also continue providing support in response to the aftermath of Covid-19 and deliver a variety of services to help disabled and disadvantaged clients to recover, with an emphasis on reaching those that are the hardest to reach due to their socio-economic position or personal circumstances. The Charity has also successfully won a significant new contract and renewed an existing contract.

The overall vision for the SAMEE Charity is to continue expanding delivery of our tailored services and individually designed support for our clients from regional offices within a 5-year timescale.

Public Benefit

The Charity acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how the Charity has achieved this are provided earlier in this report, under the heading "Review of Activities". The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the Charity should undertake. They do not consider that any of the charity's activities cause any significant detriment or harm and believe that any private benefit arising from the activities is incidental.

This report was approved by the Board on 1st December 2021.

Income From:	Unrestricted Funds	Restricted Funds	Total 20/21	Total 19/20
Donations and Grants	£1,793.12	£148,188.40	£149,981.52	£155,321.67
Charitable Activities	£6,460.02		£6,460.02	£2,085.00
Other Trading Activities			£0.00	£1,335.00
Interest Income	£11.46		£11.46	£49.52
Total	£8,264.60	£148,188.40	£156,453.00	£158,791.19
Expenditure On:				
Raising Funds		£1,732.43	£1,732.43	£353.13
Charitable Activities	£1,683.60	£161,645.66	£163,329.26	£83,784.53
Other	£108.71	£115.00	£223.71	£7,407.64
Total Resources Expended	£1,792.31	£163,493.09	£165,285.40	£91,545.30
Net Income /(Expenditure)	£6,472.29	-£15,304.69	-£8,832.40	£67,245.89
Reconciliation of Funds				
Total Funds brought forward on 1 Dec 2020	£1,988.26	£97,949.29	£99,937.55	£32,691.66
Total Funds carried forward on 30 Nov 2021	£8,460.55	£82,644.60	£91,105.15	£99,937.55

BALANCE SHEET

30th November 2021

ASSETS

Fixed Assets	Total Fixed Assets	£0.00
Current Assets	Bank Account	£101,620.28
	Total Assets	£101,620.28

LIABILITIES

Social Investment	£5,079.47
Smallwood Grant Trust Fund	£5,092.54
PAYE Payable / Pensions Payable	343.12

Total Liabilities **£10,515.13**

TOTAL NET ASSETS **£91,105.15**

EQUITY

Net Profit / Loss (prior year(s))	£99,937.55
Net Profit / Loss (current year)	-£8,832.40
Net Surplus / Deficit	£91,105.15

TOTAL EQUITY **£91,105.15**

Grants Payments, including stage payments from 2019-2020 grants, include:

Scottish Power	£51,201.88
Christchurch Charitable Trust	£4,620.00
Comic Relief	£1,988.50
Peoples Health Trust	£3,487.00
The February Foundation	£4,620.00
Scottish Power Education Award	£2,500.00
National Lottery Community Fund	£20,875.00
Solace Woman's Aid	£5,886.00
ESFA	£6,236.02
Henry Smith	£4,000.00
Dorset Community Foundation	£17,453.00
Foyle Foundation	£5,000.00
UnLtd	£19,323.00
Betty Messenger	£998.00



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

THE SAMEE Charity

On accounts for the year
ended

30 November 2021

Charity no
(if any)

1170328

Set out on pages

5 and 6

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/11/2021.

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

29/3/22

Name:

Matthew Rogers FCCA

Relevant professional
qualification(s) or body
(if any):

Association of Chartered Certified Accountants

Address:

Clear Vision Accountancy Ltd

1 Abacus House, Newlands Road, Corsham, Wiltshire

SN13 0BH

Section B**Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.