

# The CitySafe Group

England & Wales · Charity number 1188538

## Details

---

**Other names** CITYSAFE

**Status** Registered

**Legal form** CIO

**Registered** 2020-03-13

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

## Contact

---

**Address** CitySafe Headquarters  
26 Gray Avenue  
Chester-Le-Street  
Durham  
DH2 2EL

**Phone** 0191 359 2365

**Email** [info@thecitysafegroup.org.uk](mailto:info@thecitysafegroup.org.uk)

**Website** [www.thecitysafegroup.org.uk](http://www.thecitysafegroup.org.uk)

## Activities

---

**Objects:** (1) FOR THE PUBLIC BENEFIT, TO ADVANCE THE EDUCATION OF THE PUBLIC IN THE SUBJECT OF FIRST AID IN COUNTY DURHAM(2) THE RELIEF OF SICKNESS AND THE PRESERVATION OF HEALTH AMONG PEOPLE RESIDING PERMANENTLY OR TEMPORARILY IN DURHAM CITY CENTRE(3) THE RELIEF OF SICKNESS AND THE PRESERVATION AND PROTECTION OF GOOD HEALTH IN DURHAM CITY BY THE PROVISION OF TRAINED FIRST AIDERS, MEDICAL PERSONNEL, EQUIPMENT AND VEHICLES TO ASSIST MEMBERS OF THE GENERAL PUBLIC ATTENDING PUBLIC EVENTS OR USING THE NIGHT TIME ECONOMY

**Activities:** The CitySafe Group provide a variety of projects across County Durham and Darlington, providing community resilience assistance to local residents along with other charity support services.

## Classification

---

- **How:** Provides Services, Provides Advocacy/advice/information, Other Charitable Activities
- **What:** The Advancement Of Health Or Saving Of Lives
- **Who:** The General Public/mankind

## Geography

---

- Darlington
- Durham

## Finances

---

Period end	Income	Expenditure	Assets	Employees
2025-03-31	-	-	-	-
2024-03-31	£19,355	£26,049	-	-
2023-03-31	£39,008	£28,895	-	-
2022-03-31	£9,685	£9,454	-	-
2021-03-31	£64,617	£64,348	-	-

## Trustees

---

Name	Role	Appointed
<b>Kieren Thomas Stephenson</b>	Chair	2020-03-01
Marc Watchman-Atkinson		2020-03-01
Shelley-Marie Millington		2020-03-01
Zane Williamson		2020-03-01

**The CitySafe Group**

England & Wales - Charity number 1188538

---

# Accounts

---



## Trustees' Annual Report for the period

From **01/04/2023**

Period start date To **31/03/2024**

Period end date

Charity name: **CITYSAFE**

Charity registration number: **1188538**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p><b>(1) For the public benefit, To advance the education of the public in the subject of First Aid in County Durham</b></p> <p><b>(2) The relief of sickness and the preservation of health among people residing permanently or temporarily in Durham City Centre</b></p> <p><b>(3) The relief of sickness and the preservation and protection of good health in Durham City by the provision of trained first aiders, medical personnel, equipment and vehicles to assist members of the general public attending public events or using the nighttime economy</b></p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p><b>The charity had undertaken a variety of project in the last year, which vary as we transitioned away from medical support</b></p> <ul style="list-style-type: none"> <li><b>a) Night-Time economy medical support</b></li> <li><b>b) Drone Support</b></li> <li><b>c) Animal Search, Rescue and recovery</b></li> <li><b>d) Community Resilience</b></li> </ul>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p><b>The Trustees have had due regard for all guidance from the charity commission when deliberating decisions on behalf of the charity, guidance has been followed at all stages of the charities journey, and will continue to do so in the future.</b></p>

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<p><b>The charity does not make grants, funds or donations of any kind, has not done so in the last year, and does not plan to</b></p>

		<b>change this policy in the future</b>
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	<b>Our dedicated volunteer teams have provided their time to the value of £211,213 calculated as; Volunteer Hours Donated x National Living Wage</b>
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<b>The charity this year has helped a total of 3,479 service users From a total of 2,345 Call outs across all of our lines of work, Service users surveyed indicated that they were “ Extremely satisfied” with the services they had received.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<b>N/A</b>
Performance of fundraising activities against objectives set	Para 1.41	<b>N/A</b>

Investment performance against objectives	Para 1.41	<b>N/A</b>
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>The charity remains stable, with a reasonable financial reserve</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>The charity holds funds in reserve for operating expenditure, namely fuel, insurance, licence and unexpected daily expenses</b>
Amount of reserves held	Para 1.22	<b>£1,755 – From a target reserves hold of £2,000</b>
Reasons for holding zero reserves	Para 1.22	<b>N/A</b>
Details of fund materially in deficit	Para 1.24	<b>N/A</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>The charity has no concerns or uncertainties regarding it's viability as a going concern.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<b>The charity relies heavily on grant making bodies to provide funding, with additional funding being sourced this year from the PCC</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<b>N/A</b>
A description of the principal risks facing the charity	Para 1.46	<b>The greatest risk facing the charity currently and going forward is the need for volunteer hours to meet demand and continue to grow capacity. A secondary concern is the age and mileage of charity vehicles, which are likely to require replacement or significant investment in the coming year</b>
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>CIO</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>10. Appointment of charity trustees (1) Apart from the first charity trustees, every trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees. (2) In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<b>11. Information for new charity trustees</b> <b>The charity trustees will make available to each new charity trustee, on or before his or her first appointment: (a) a copy of the current version of this constitution; and (b) a copy of the CIO's latest Trustees' Annual Report and statement of accounts.</b>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	CITYSAFE
Other name the charity uses	N/A
Registered charity number	1188538

Charity's principal address	26 Gray Avenue Chester-Le-Street Co. Durham DH2 2EL

**Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Kieren Thomas Stephenson			
2	Zane Williamson			
3	Marc Watchman-Atkinson			
4	Shelley-Marie Millington			
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

**Corporate trustees – names of the directors at the date the report was approved**

<b>Director name</b>		

**Name of trustees holding title to property belonging to the charity**

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>	

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
-----------------	------	---------


#### Name of chief executive or names of senior staff members (Optional information)

--

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

## Other optional information

--

## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

<b>Signature(s)</b>	KTSTEPHENSON	SMILLINGTON
<b>Full name(s)</b>	Kieren Thomas Stephenson	Shelley-Marie Millington
<b>Position (eg Secretary, Chair, etc)</b>	Chairman	Trustee
<b>Date</b>		

Annual Accounts 01/04/2023 > 31/04/2024

Income

---

Income From Grants	4,253
Income from fundraising	14,744.40
Other income (Refunds on purchases)	357.28
TOTAL	£19,354.68

Expenditure

Insurances	2753.63
Fuel	1328.00
Vehicle Expenses	1341.49
Equipment Purchases	20626.02
TOTAL	£26,049.14
INCOME/EXPENDITURE	-£6694.46
CASH AT BANK AND IN HAND	£1750

**The CitySafe Group**

England & Wales - Charity number 1188538

---

# Accounts

---

## Trustees' Annual Report for the period

From 01/04/2022 Period start date To 31/03/2023

Period end date

Charity name: CITYSAFE

Charity registration number: 1188538

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>(1) For the public benefit, To advance the education of the public in the subject of First Aid in County Durham</b> <b>(2) The relief of sickness and the preservation of health among people residing permanently or temporarily in Durham City Centre</b> <b>(3) The relief of sickness and the preservation and protection of good health in Durham</b> <b>City by the provision of trained first aiders, medical personnel, equipment and vehicles to assist members of the general public attending public events or using the nighttime economy</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>The charity have undertaken several activities in the last year, namely;</b>  Night Time Economy support in both Durham and Darlington

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>The Trustees have had due regard for all guidance from the charity commission when deliberating decisions on behalf of the charity, guidance has been followed at all stages of the charities journey, and will continue to do so in the future.</b>

**Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<b>The charity does not make grants, funds or donations of any kind, has not done so in the last year, and does not plan to change this policy in the future.</b>
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	<b>Our dedicated volunteer teams have provided their time to the value of £126,348.55, calculated as;</b>  <b>Volunteer Hours Donated x National Living Wage</b>
Other		

**Achievements and Performance**

	SORP reference	
--	----------------	--

<p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	<p>Para 1.20</p>	<p><b>The charity this year has helped a total of 2488 service users across our lines of work, With the release of restrictions, this has been mainly through our night time economy work.</b></p> <p>This number is significantly lower than previous years due to the nature of the work we have undertaken</p> <p><b>Service users surveyed indicated that they were very pleased with the services they had received.</b></p>
--	------------------	---

### Additional information (optional)

You may choose to include further statements where relevant about:

<p>Achievements against objectives set</p>	<p>Para 1.41</p>	<p><b>N/A</b></p>
<p>Performance of fundraising activities against objectives set</p>	<p>Para 1.41</p>	<p><b>N/A</b></p>
<p>Investment performance against objectives</p>	<p>Para 1.41</p>	<p><b>N/A</b></p>
<p>Other</p>		

### Financial Review

<p>Review of the charity's financial position at the end of the period</p>	<p>Para 1.21</p>	<p><b>The charity remains stable, with a reasonable financial reserve</b></p>
<p>Statement explaining the policy for holding reserves stating why they are held</p>	<p>Para 1.22</p>	<p><b>The charity holds funds in reserve for operating expenditure, namely fuel, insurance, licence and unexpected daily expenses</b></p>
<p>Amount of reserves held in Cash</p>	<p>Para 1.22</p>	<p><b>£1408.78 – NB – This was a withdrawal of all funds from an inaccessible account.</b></p>
<p>Reasons for holding zero reserves</p>	<p>Para 1.22</p>	<p><b>N/A</b></p>

Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>The charity has no concerns or uncertainties regarding its viability as a going concern.</b>

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<b>The charity relies heavily on grant making bodies to provide funding, with additional funding being sourced this year from the PCC to enable us to expand our NTE Service into Darlington.</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	<b>The greatest risk facing the charity currently, and going forward is the need for volunteer hours to meet demand, and continue to grow capacity, in addition to the ever increasing demands on training and compliance</b>
Other		

#### **Structure, Governance and Management**

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>CIO</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>10. Appointment of charity trustees</b> (1) Apart from the first charity trustees, every trustee must be appointed for a term of <b>three years by a resolution passed at a properly convened meeting of the charity trustees.</b> (2) In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<b>11. Information for new charity trustees</b> The charity trustees will make available to each new charity trustee, on or before his or her <b>first appointment</b> :  (a) a copy of the current version of this constitution; and (b) a copy of the CIO's latest Trustees' Annual Report and statement of accounts.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	CITYSAFE
Other name the charity uses	N/A
Registered charity number	1188538
Charity's principal address	26 Gray Avenue Chester-Le-Street Co. Durham DH2 2EL

Names of the charity trustees who manage the charity

Mr. Kieren Thomas Stephenson (Chairman)

Mr. Zane Williamson

Mr Marc Watchman-Atkinson

Miss Shelley-Marie Millington

**Decelared on**

The trustees declare that they have approved the trustees' report above.

Signed by Mr. Kieren Stephenson (Chairman) on behalf of the charity's trustees

# Yearly Financial Report

CitySafe

For the period ended 31 March 2023

Prepared by

The Trustees of the Charity

Prepared on

1st January 2024

For Official Use Only - Publicly Available

## **Table of Contents**

---

Financial Activities 3

Balance Sheet 4

## Financial Activities

April 2022 - March 2023

	<b>Total</b>
<b>INCOME</b>	
Donations and legacies	38,453.36
Charitable Activities	555
<b>Total Income</b>	<b>£39,008.36</b>
<b>TOTAL</b>	<b>39,008.36</b>
<b>EXPENDITURES</b>	
Equipment Purchase	9,155.85
Diesel	900
Vehicle Purchase	9,799
Insurances	2,125
License Fee's	576
Stock and Supplies	1,508.92
uniform	4,830.59
<b>Total Expenditures</b>	<b>£28,895.36</b>
<b>NET OPERATING INCOME</b>	<b>£10,113</b>
<b>NET INCOME/(EXPENDITURE)</b>	<b>£10,113</b>

CitySafe

3/4

## Balance Sheet

As of March 31, 2023

	<b>Total</b>
<b>Total Tangible assets</b>	<b>43,629.85</b>
<b>Total Fixed Asset</b>	<b>43,629.85</b>
<b>CASH AT BANK AND IN HAND</b>	
Current	11,521.78
<b>Total Cash at bank and in hand</b>	<b>11,521.78</b>
<b>NET CURRENT ASSETS</b>	<b>11,521.78</b>
<b>NET CURRENT ASSETS (LIABILITIES)</b>	<b>£11,521.78</b>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>	<b>55,151.63</b>
<b>TOTAL NET ASSETS (LIABILITIES)</b>	<b>£55,151.63</b>
<b>CHARITY FUNDS</b>	
Retained Earnings	10,113
Surplus/(Deficit)	10,113





# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

Report to the trustees/  
members of

CitySafe

On accounts for the year  
ended

31st March 2023

Charity no  
(if any) 1188538

Set out on pages

I report to the trustees on my  
examination of the accounts of  
the above charity

One

(remember to include the page numbers of additional sheets)

("the Trust") for the year ended 31st March 2022

As the charity's trustees, you are responsible for the preparation of the

**Responsibilities and basis** accounts in accordance with the requirements of the Charities Act 2011 ("the **of report 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 all 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 in connection with the examination, which gives me cause to believe that in, any material respect:

- \* the accounting records were not kept in accordance with section 130 of the Charities Act; or
- \* the accounts did not accord with the accounting records; or
- \* the accounts did 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.

**The CitySafe Group**

England & Wales - Charity number 1188538

---

# Accounts

---

## Trustees' Annual Report for the period

From 01/04/2021 Period start date To 31/03/2022

Period end date

Charity name: CITYSAFE

Charity registration number: 1188538

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>(1) For the public benefit, To advance the education of the public in the subject of First Aid in County Durham</b> <b>(2) The relief of sickness and the preservation of health among people residing permanently or temporarily in Durham City Centre</b> <b>(3) The relief of sickness and the preservation and protection of good health in Durham</b> <b>City by the provision of trained first aiders, medical personnel, equipment and vehicles to assist members of the general public attending public events or using the nighttime economy</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>The charity have undertaken several activities in the last year, namely;</b>  <b>Community aid work, the charity have provided welfare services across Durham during the COVID pandemic, working closely with local statutory services, organisations and other charities to ensure the health and well being of all vulnerable and isolated individuals is of top priority.</b>

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>The Trustees have had due regard for all guidance from the charity commission when deliberating decisions on behalf of the charity, guidance has been followed at all stages of the charities journey, and will continue to do so in the future.</b>

**Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<b>The charity does not make grants, funds or donations of any kind, has not done so in the last year, and does not plan to change this policy in the future.</b>
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	<b>Our dedicated volunteer teams have provided their time to the value of £98,189.15, calculated as;</b>  <b>Volunteer Hours Donated x National Living Wage</b>
Other		

**Achievements and Performance**

	SORP reference	
--	----------------	--

Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p><b>The charity this year has helped a total of 5122 service users across our lines of work, due to COVID restrictions, this has been mainly through our community resilience work.</b></p> <p><b>Service users surveyed indicated that they were very pleased with the services they had received, and the overwhelming majority voted that without the services provided, they would have felt much more isolated, and would have needed to put themselves at risk of infection to satisfy basic welfare needs.</b></p>
---	-----------	---

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	<b>N/A</b>
Other		

### Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>The charity remains stable, with a small financial reserve</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>The charity holds funds in reserve for operating expenditure, namely fuel, insurance, licence and unexpected daily expenses</b>
Amount of reserves held	Para 1.22	<b>£1408.78</b>
Reasons for holding zero reserves	Para 1.22	<b>N/A</b>

Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>The charity has no concerns or uncertainties regarding its viability as a going concern – This annual report and accounts has been severely delayed due to several factors, including bank access and the changes to the charity commissions online portal, however, this has now been resolved and rectified going forward</b>

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<b>The charity relies heavily on grant making bodies to provide funding, with additional funding sources being lacking this year due to COVID restrictions</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	<b>The greatest risk facing the charity currently, and going forward is the need for volunteer hours to meet demand, and continue to grow capacity.</b>
Other		

#### **Structure, Governance and Management**

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>CIO</b>

Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<p><b>10. Appointment of charity trustees</b></p> <p>(1) Apart from the first charity trustees, every trustee must be appointed for a term of <b>three years by a resolution passed at a properly convened meeting of the charity trustees.</b></p> <p>(2) <b>In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO</b></p>
---	-----------	--

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<p><b>11. Information for new charity trustees</b> The charity trustees will make available to each new charity trustee, on or before his or her <b>first appointment</b>:</p> <p>(a) a copy of the current version of this constitution; and</p> <p>(b) a copy of the CIO's latest Trustees' Annual Report and statement of accounts.</p>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	CITYSAFE
Other name the charity uses	N/A
Registered charity number	1188538
Charity's principal address	26 Gray Avenue Chester-Le-Street Co. Durham DH2 2EL

Names of the charity trustees who manage the charity

Mr. Kieren Thomas Stephenson (Chairman)

Mr. Zane Williamson

Mr Marc Watchman-Atkinson

Miss Shelley-Marie Millington

**Decelared on**

The trustees declare that they have approved the trustees' report above.

Signed by Mr. Kieren Stephenson (Chairman) on behalf of the charity's trustees

# Yearly Financial Report

CitySafe

For the period ended 31 March 2022

Prepared by

The Trustees of the Charity

Prepared on

1st January 2023

For Official Use Only - Publicly Available

## **Table of Contents**

---

Financial Activities 3

Balance Sheet 4

## Financial Activities

April 2021 - March 2022

	<b>Total</b>
<b>INCOME</b>	
Donations and legacies	2840
shopping payments	6845
<b>Total Income</b>	<b>£9685</b>
<b>TOTAL</b>	<b>0</b>
<b>EXPENDITURES</b>	
Advertising/Promotional	100.00
Diesel	965
Food Shopping	6978
Insurances	750
Motor Vehicle Maintenance	85
Printing, Postage and Stationery	88
uniform	488
<b>Total Expenditures</b>	<b>£9454</b>
<b>NET OPERATING INCOME</b>	<b>£9685</b>
<b>NET INCOME/(EXPENDITURE)</b>	<b>£231</b>

CitySafe

3/4

## Balance Sheet

As of March 31, 2022

	<b>Total</b>
<b>Total Tangible assets</b>	24675
<b>Total Fixed Asset</b>	24675
<b>CASH AT BANK AND IN HAND</b>	
Current	1408.78
<b>Total Cash at bank and in hand</b>	1408.78
<b>NET CURRENT ASSETS</b>	1408.78
<b>NET CURRENT ASSETS (LIABILITIES)</b>	<b>£1408.78</b>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>	26083.78
<b>TOTAL NET ASSETS (LIABILITIES)</b>	<b>£26083.78</b>
<b>CHARITY FUNDS</b>	
Retained Earnings	26083.78
Surplus/(Deficit)	231





# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

Report to the trustees/  
members of

CitySafe

On accounts for the year  
ended

31st March 2022

Charity no  
(if any) 1188538

Set out on pages

I report to the trustees on my  
examination of the accounts of  
the above charity

One

(remember to include the page numbers of additional sheets)

("the Trust") for the year ended 31st March 2022

As the charity's trustees, you are responsible for the preparation of the  
**Responsibilities and basis** accounts in accordance with the requirements of the Charities Act 2011 ("the **of report**  
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 all 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 in connection with the examination, which gives me cause to believe that in, any material respect:

- \* the accounting records were not kept in accordance with section 130 of the Charities Act; or
- \* the accounts did not accord with the accounting records; or
- \* the accounts did 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.

<b>Signed:</b> E Burnip (Signed Electronically)	<b>Date:</b> 26th January 2023
---	--------------------------------

**Name:**

Elaine burnip
---------------

**Address:**

--

1  
IER

**Oct 2018**

26, The Green, Nettlesworth, DH2 3PQ

**The CitySafe Group**

England & Wales - Charity number 1188538

---

# Accounts

---

## Trustees' Annual Report for the period

From 01/04/2020 Period start date To 31/03/2021  
 Period end date

Charity name: CITYSAFE

Charity registration number: 1188538

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p><b>(1) For the public benefit, To advance the education of the public in the subject of First Aid in County Durham</b></p> <p><b>(2) The relief of sickness and the preservation of health among people residing permanently or temporarily in Durham City Centre</b></p> <p><b>(3) The relief of sickness and the preservation and protection of good health in Durham City by the provision of trained first aiders, medical personnel, equipment and vehicles to assist members of the general public attending public events or using the nighttime economy</b></p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p><b>The charity have undertook several activities in the last year, namely;</b></p> <p><b>Community aid work, the charity have provided welfare services across Durham during the COVID pandemic, working closely with local statutory services, organisations and other charities to ensure the health and well being of all vulnerable and isolated individuals is of top priority.</b></p> <p><b>To assist the charity in it's community aid works, the charity have purchased a vehicle and several pieces of capital equipment (rapid expansion of home based office IT infrastructure)</b></p> <p><b>Prior to this a proportion of funds needed to be allocated to volunteer expenses (volunteers travelling hundreds of miles in</b></p>

		<p>their own vehicles, to get help where it was most needed quickly)</p> <p>Where possible, and restrictions permitting, we have also had patrols of the city centre of an evening, helping those in need with medical and welfare support.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>The Trustees have had due regard for all guidance from the charity commission when deliberating decisions on behalf of the charity, guidance has been followed at all stages of the charities journey, and will continue to do so in the future.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<b>The charity does not make grants, funds or donations of any kind, has not done so in the last year, and does not plan to change this policy in the future.</b>
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	<p><b>Our dedicated volunteer teams have provided their time to the value of £115,483.32, calculated as;</b></p> <p><b>Volunteer Hours Donated x National Living Wage</b></p>
Other		

### Achievements and Performance

	SORP reference	
--	----------------	--

<p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	<p>Para 1.20</p>	<p><b>The charity this year has helped a total of 4077 service users across our lines of work, due to COVID restrictions, this has been mainly through our community resilience work.</b></p> <p><b>Service users surveyed indicated that they were very pleased with the services they had received, and the overwhelming majority voted that without the services provided, they would have felt much more isolated, and would have needed to put themselves at risk of infection to satisfy basic welfare needs.</b></p>
--	------------------	---

**Additional information (optional)**

You may choose to include further statements where relevant about:

<p>Achievements against objectives set</p>	<p>Para 1.41</p>	
<p>Performance of fundraising activities against objectives set</p>	<p>Para 1.41</p>	
<p>Investment performance against objectives</p>	<p>Para 1.41</p>	<p><b>N/A</b></p>
<p>Other</p>		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>The charity remains stable, with a small financial reserve</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>The charity holds funds in reserve for operating expenditure, namely fuel, insurance, licence and unexpected daily expenses</b>
Amount of reserves held	Para 1.22	<b>£1177.78</b>
Reasons for holding zero reserves	Para 1.22	<b>N/A</b>
Details of fund materially in deficit	Para 1.24	<b>None</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>The charity has no concerns or uncertainties regarding it's viability as a going concern</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<b>The charity relies heavily on grant making bodies to provide funding, with additional funding sources being lacking this year due to COVID restrictions</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<b>N/A</b>
A description of the principal risks facing the charity	Para 1.46	<b>The greatest risk facing the charity currently, and going forward is the need for volunteer hours to meet demand, and continue to grow capacity.</b>
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>CIO</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<p><b>10. Appointment of charity trustees</b></p> <p>(1) Apart from the first charity trustees, every trustee must be appointed for a term of <b>three years by a resolution passed at a properly convened meeting of the charity trustees.</b></p> <p>(2) In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<p><b>11. Information for new charity trustees</b></p> <p>The charity trustees will make available to each new charity trustee, on or before his or her <b>first appointment:</b></p> <p><b>(a) a copy of the current version of this constitution; and</b></p> <p><b>(b) a copy of the CIO's latest Trustees' Annual Report and statement of accounts.</b></p>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	CITYSAFE
Other name the charity uses	N/A
Registered charity number	1188538
Charity's principal address	26 Gray Avenue Chester-Le-Street Co. Durham DH2 2EL

Names of the charity trustees who manage the charity

Mr. Kieren Thomas Stephenson (Chairman)

Mr. Zane Williamson

Mr Marc Watchman-Atkinson

Miss Shelley-Marie Millington

### Deceleration

The trustees declare that they have approved the trustees' report above.

Signed by Mr. Kieren Stephenson (Chairman) on behalf of the charity's trustees

# Yearly Financial Report

CitySafe

For the period ended 31 March 2021

Prepared by

**The Trustees of the Charity**

Prepared on

**1st January 2022**

## Table of Contents

---

Financial Activities 3

Balance Sheet 4

# Financial Activities

April 2020 - March 2021

	<b>Total</b>
<b>INCOME</b>	
Donations and legacies	53,199.26
Services	-231.50
shopping payments	11,649.10
<b>Total Income</b>	<b>64,616.86</b>
<b>TOTAL</b>	
<b>64,616.86</b>	
<b>EXPENDITURES</b>	
Advertising/Promotional	129.32
Diesel	3,078.78
Food Shopping	13,301.38
Insurances	1,700.00
Meals	939.20
Mileage	4,607.66
Motor Vehicle Maintenance	1,142.49
Office/General Administrative Expenses	3,623.09
Other Professional Services	44.80
Phone Costs	492.00
Printing, Postage and Stationery	7.80
training	1,176.00
uniform	1,204.00
<b>Total Expenditures</b>	<b>31,446.52</b>
<b>NET OPERATING INCOME</b>	<b>33,170.34</b>
<b>NET INCOME/(EXPENDITURE)</b>	<b>£33,170.34</b>

# Balance Sheet

As of March 31, 2021

	<b>Total</b>
<b>FIXED ASSET</b>	
<b>Tangible assets</b>	
Motor Vehicles Cost	28,000.00
Office Equipment Cost	4,901.24
<b>Total Tangible assets</b>	<b>32,901.24</b>
<b>Total Fixed Asset</b>	<b>32,901.24</b>
<b>CASH AT BANK AND IN HAND</b>	
Current	1,177.78
<b>Total Cash at bank and in hand</b>	<b>1,177.78</b>
<b>NET CURRENT ASSETS</b>	<b>1,177.78</b>
<b>NET CURRENT ASSETS (LIABILITIES)</b>	<b>1,177.78</b>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>	<b>34,079.02</b>
<b>TOTAL NET ASSETS (LIABILITIES)</b>	<b>£34,079.02</b>
<b>CHARITY FUNDS</b>	
Retained Earnings	35,796.89
Surplus/(Deficit)	-1,717.87
<b>Total Charity funds</b>	<b>£34,079.02</b>



# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

Report to the trustees/  
members of

CitySafe

On accounts for the year  
ended

31st March 2021

Charity no  
(if any)

1188538

Set out on pages

One

(remember to include the page numbers of additional sheets)

Responsibilities and basis  
of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st March 2021

As the charity's trustees, 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 all 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 in connection with the examination, which gives me cause to believe that in, any material respect:

- \* the accounting records were not kept in accordance with section 130 of the Charities Act; or
- \* the accounts did not accord with the accounting records; or
- \* the accounts did 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.

Signed: E Burnip (Signed Electronically)

Date: 28th January 2022

Name: Elaine burnip

Address: 26, The Green, Nettlesworth, DH2 3PQ