



CHARITY COMMISSION
FOR ENGLAND AND WALES

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	(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 nighttime economy
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	The charity had undertaken a variety of project in the last year, which vary as we transitioned away from medical support a) Night-Time economy medical support b) Drone Support c) Animal Search, Rescue and recovery d) Community Resilience
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	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.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	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
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	Our dedicated volunteer teams have provided their time to the value of £211,213 calculated as; Volunteer Hours Donated x National Living Wage
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	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.

Additional information (optional)

You may choose to include further statements where relevant about:

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

Investment performance against objectives	Para 1.41	N/A
Other		

Financial Review

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

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	The charity relies heavily on grant making bodies to provide funding, with additional funding being sourced this year from the PCC
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	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
Other		

Structure, Governance and Management

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

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	11. Information for new charity trustees 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.
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

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Kieren Thomas Stephenson			
2	Zane Williamson			
3	Marc Watchman-Atkinson			
4	Shelley-Marie Millington			
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Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

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)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

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

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
INCOVE/EXPENDITURE	-£6694.46
 CASH AT BANK AND IN HAND	 £1750