



Annual Report and Accounts

2021/22

Reporting period: April 2021 - September 2022

Serco People Fund



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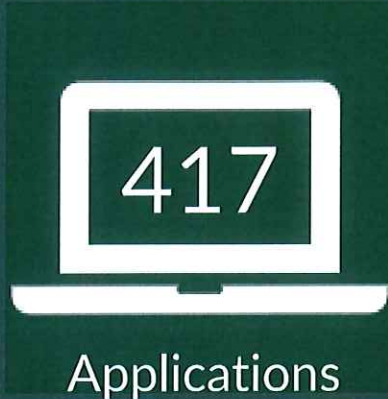
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Annual Report

Highlights



Applications
received





Meet the Trustees

Chairman's Statement



**DAVID
EVELEIGH**
Chair Trustee



**HELEN
SHAW**
Trustee



**JACQUELINE
PLANNER**
Independent
Trustee



**STEPHEN
GRASSBY**
Trustee



**ALEX
FERGUSON**
Trustee



**ELIZABETH
JEWKES**
TRUSTEE

In December 2021 we saw the establishment of the Serco People Fund following a hugely generous cash donation of £4,001,000 from Serco.

With the fallout of the Covid-19 pandemic and the increasing cost of living, the timing of the Fund's creation could not have been more appropriate. Serco's generous donation highlighted the organisations commitment to their value of 'Care'. Providing support during extraordinary financial challenges has never been more important, and the help we are able to provide has made a real difference to those who otherwise would have nowhere else to turn. I was honoured to become Chair Trustee of the Charity and over the reporting period, along with my fellow Trustees, we have worked to establish the Charity so that we can provide necessary support to our beneficiaries when they need it most.

Throughout this period, we have received over 400 applications from Serco colleagues and their close families. We have awarded grants totalling just over £120,000 assisting 155 people. The largest grant we provided during the reporting period was £4,300. For some, this support has been nothing short of life changing.

In April we were delighted to welcome a front line colleague representative to our board of Trustees, Alex Ferguson. Alex spent 10 years working at Forth Valley Hospital in several roles, including a Domestic Assistant and Communications and Engagement Coordinator. Alex is now in the role of Colleague Connexions Manager, working with Serco's PLC Board to ensure it's frontline colleagues are represented at Board level. In September, we further increased the diversification of the Trustee board by welcoming an independent Trustee, Jacqueline Planner, following an extensive recruitment process. Jacqueline has a background of working with other charitable organisations within the UK and America, most notably Stop The Traffik. Both appointments serve to safeguard the purpose of the Charity and to ensure we are meeting the needs of our beneficiaries.

We will now work tirelessly to secure the long-term future of the Charity by increasing its income to grow existing funds so we can continue to support our applicants for many years to come. It is our intention to expand our operations over the next 12 months so the Charity's support can be offered globally to eligible individuals.


David Eveleigh (Aug 4, 2023 23:22 GMT+1)

David Eveleigh
Chair Trustee

04/08/2023



What We Do

The Serco People Fund supports current and retired Serco colleagues, and their close families in times of extraordinary financial hardship and challenge.

The objects of the Charity, as set out in our Constitution, are to relieve poverty, directly or indirectly, amongst Serco colleagues (or it's associated businesses), retired colleagues and their close families (defined as dependents or immediate family). The Trustees confirm they have referred to the Charity Commission's guidance on public benefit when setting objectives, making decisions and planning activities and strategies for the future, to help achieve our charitable objectives.

The Charity carries out these objects by providing support through financial grants, in response to applications from eligible beneficiaries and where helpful, connecting people to other relevant help and assistance. The Trustees would generally support applications that demonstrate an extraordinary financial challenge which significantly impacts the applicant, or their close family, and would fall into one of the following categories:

An unusual level of personal hardship or crisis

Emergency support following a natural disaster

Help with health, wellbeing and recovery

An extraordinary financial challenge due to education or training

By providing support in these areas, the Serco People Fund achieves its objects and aims to assist with some of the most prevalent challenges in todays society, enabling the Charity to provide financial support in some of the most devastating and difficult times, often having life-changing impact to our beneficiaries. Our support could include help with:

Adaptations to home / residence areas to assist with physical and mental disabilities

Assistance with a once in a life time opportunity / event for a dependent

One-off extraordinary events causing real financial hardship

Unforeseen costs relating to education or training

Funeral costs following the passing of a loved one

Extraordinary personal crisis causing a financial challenge

Treatment or costs associated with severe or terminal illnesses

To aid in consistency of decision-making on applications, the Trustees have agreed and applied a grant-making policy by which all applications will be assessed against.



Grant Making Policy

Grant making forms the majority of the Charity's activities and as such the Trustees understand the importance of ensuring, as far as possible, fair and consistent decision-making on all applications. With this in mind, the Trustees have implemented a grant making policy with eligibility and grant-making criteria.

Eligibility Assessment

In assessing eligibility for grants the following principles will be applied:

- ✿ Applications will only be valid if submitted via the online application.
- ✿ Applications will only be accepted from current and retired Serco colleagues, and their close family members.
- ✿ Close family members are defined as, spouse / partners, children, and parents. However, applications will always be assessed on their own merit.
- ✿ Constitutionally, there are no limits on the countries the Charity can operate in, however, support via grants will be restricted to those countries the Charity has officially launched within.
- ✿ Serco employment records will be checked to verify employment status, where applicable.

Grant Decision-Making Criteria

All applications which pass the eligibility assessment will be reviewed by the Trustees. A majority decision will be taken with a quorum of at least 2 Trustees required to validate any decision. The Trustees have adopted a subjective decision criteria and whilst this is not intended to limit support, it is intended to promote consistency in decision-making in-line with the Charity's objects. The key points of the decision criteria are as follows:

- ✿ Grants will only be awarded where an applicant has demonstrated they are facing an extraordinary situation causing a financial challenge. In assessing this, the Trustees would generally consider:
 - Is the applicant a victim of a situation not primarily caused by themselves?
 - Is there an urgent or emergency aspect to the situation?
 - Has the applicant faced recent one-off costs due to unforeseen circumstances that have reduced their ability to pay for the latest situation?
 - Is the applicant asking for support with something which is exceptional and could have a very positive impact on their lives?
- ✿ The Trustees can consider providing a financial grant to any situation that is deemed extraordinary, however, the situations most likely to be supported are where:
 - Someone is faced with an unusual level of hardship or a personal crisis.
 - Someone needs emergency support following a natural disaster.
 - Someone is faced with costs associated with education and training.
 - Someone needs help with their health, wellbeing, or recovery.
- ✿ There is no limit to the number of applications a person can submit, however, outcomes of previous applications from the same applicant will be considered during the decision-making process.



Our Guiding Principles

To further enable the charity to meet its purpose and objects, we have agreed a set of guiding principles. Throughout the whole operation of the Charity our guiding principles set the agenda and guide our actions in every instance. From communications with our users, decision making on applications, to governance and review, the Charity prides itself on working within these principles. Our guiding principles ensure that:

We aim to maintain relevant and focussed Charity objects inline with our scope and purpose

We will only engage in activities and decision making that further our charitable objects

We endeavour to maximise the effectiveness of our funding and plan for stability and longevity through low-risk investment and charitable donations

We strive to always act with respect and maintain the dignity and privacy of our beneficiaries

We will provide an inclusive service, promoting fairness, equality and diversity throughout the Charity

We aim to be as responsive and helpful as possible to those who seek our help and support, signposting to further support where appropriate



Our Scope



The Serco People Fund will accept applications from any eligible person that falls within the scope of our beneficiaries. This includes current and future Serco colleagues, retired colleagues and their close families, defined as dependents and immediate family.

During the period of this report, our eligible beneficiaries included current and retired colleagues and their close family members within the UK. Since the end of the reporting period, we have widened our scope to also include colleagues and family members in Australia and the United Arab Emirates. We are currently working towards making grants in all regions Serco operate in and, where possible, offer our support to all Serco colleagues, retired colleagues and close families by the end of 2023.

We appreciate that whilst our pool of beneficiaries is restricted to a certain section of society, it still represents a significant number of people. The scope of situations that we can provide assistance with means that it may not just benefit the individual receiving the grant, but that their family are also likely to benefit, and in some situations the wider community.

All of our charitable assistance is provided free of charge, and our beneficiaries do not need to contribute to the Charity to be eligible to benefit from the help we can provide. However, we understand that for the Charity to be sustainable we have a responsibility to raise funds and encourage donations. We are therefore actively providing solutions to provide our beneficiaries and other organisations the opportunity to contribute to the Charity.

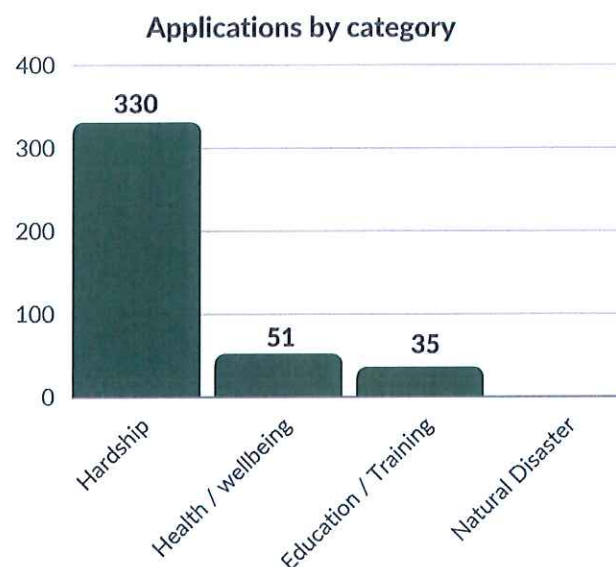


Achievements & Performance

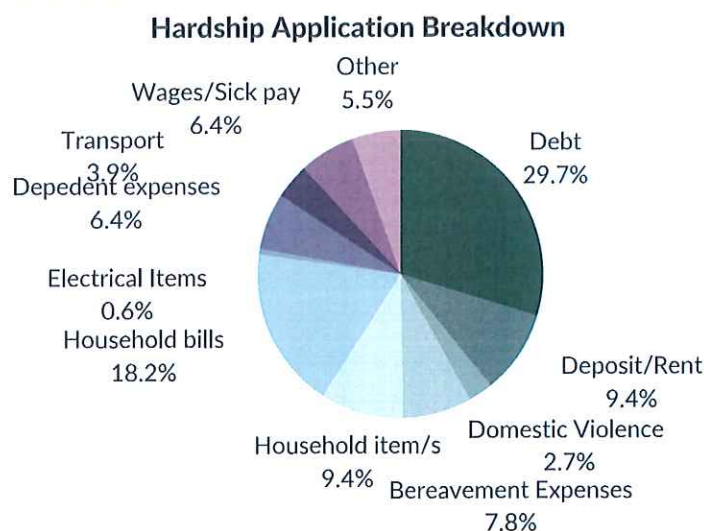
In accordance with our constitution and objects, throughout the reporting period the Charity has offered financial support and signposting to eligible beneficiaries upon the receipt of applications. The Trustees continuously assess the Charity's performance and the effectiveness of its grant making to ensure the Charity is meeting the demands of its beneficiaries and adjusting to societal issues. The Trustees do not set specific targets for grant giving and have placed no restrictions on charitable activity, instead electing to take a flexible approach to assessing and supporting applications on an individual basis and applying grants when required.

During the reporting period we received 417 separate applications, from 358 individual users, with a total grant contribution of just over £120,811. Our highest area of need within these applications was hardship situations, most commonly where people found themselves in debt or some form of arrears.

Whilst this dominated our hardship cases, the Trustees have made grants to a wide range of applications. This includes assisting with bereavement expenses and re-housing costs to prevent homelessness, to contributing towards private counselling sessions and the purchase of a bionic arm.



A further breakdown of the hardship category highlights the volume of applications received relating to debt and household expenses. Given the current financial climate and cost of living increases, the Trustees expectation was to see an influx of applications relating to these issues. The most dominant categories related to rent / mortgage payments, household and utility bills, and credit card and loan repayments. The Trustees have monitored their decision-making carefully on applications of this nature to ensure grant-making remains in line with the charity's objects.



To further demonstrate the Trustees commitment to reviewing performance and ensuring the Charity is meeting the needs of its beneficiaries, an independent review of operations was commissioned in June 2022. The scope was to review the charity's grant-making decisions, assess the demographic of applicants, and to understand our applicants views on the application and decision-making process. Findings from the review were predominantly very positive, with our grant-making impact demonstrated in some of the feedback received. All findings were shared with the Trustees and an action plan was formed to enable continuous improvement of our processes and procedures.



Achievements & Performance

As part of the review, a survey was sent to all applicants to ask for their feedback, below is a summary of some of the anonymous comments received as part of that process:

Application process	"The application process was easy. Communication following the grant was more difficult especially in trying to amend the way the grant could be utilised." "The support I received was exceptional." "Adding a phone number to contact with questions would be useful."
Decision-making	"Provide immediate confirmation emails upon application and follow-up questioning." "Have a more personal communication (phone call) when successful." "An explanation of why I was turned down would have been helpful."
Grant impact	"It provided incredible relief and peace of mind at a time when I really needed that!" "The grant allowed me to purchase various resources for my dissertation in which I have received an A grade now." "My father died under extreme tragic circumstances. It came at a time when our family were struggling with money thankfully this money helped to pay for his funeral." "It had a huge impact & helped me a lot, I really didn't think my application would be successful but it was & i am soooo grateful for their help." "I was diagnosed with a number of illnesses that has changed my life not for the good but the grant will help with the fight back."

Testimony

John, a Serco colleague, and his family were raising funds to purchase a bionic arm for his 12-year-old niece who was born without a left hand. "We needed to raise £8,500.00 and started a Gofundme page. Alisha had always found it difficult to fit in and do everyday tasks that others take for granted. The whole family wanted this so much to improve her standard of living."

John reached out to the Serco People Fund and we were only happy to donate to this amazing cause. "We were delighted we received the donation and along with the other support we received, we were able to purchase the bionic arm. Alisha is now learning how to use a knife and fork and hold things with two hands, which is amazing."





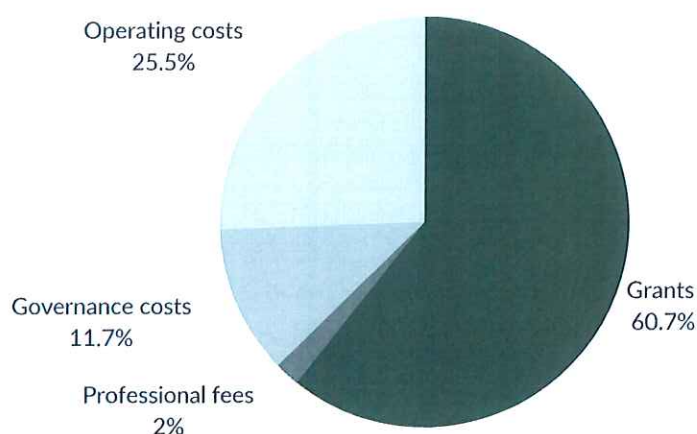
Financial review

The financial position of the charity is shown in the Balance Sheet. The principal funding source for the Charity during the reporting period was a cash donation of £4,001,000 from Serco Group Plc, with the only other source of income being investment returns from bank account interest rates. During the reporting period, other than cash in bank, the charity has no other investment income and had not solicited donations from any other source.

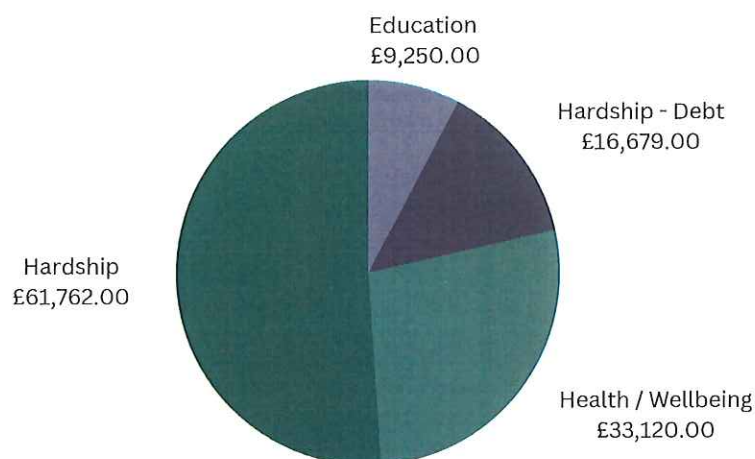
As at the period end, the charity has net assets of £3.87 million, which is comprised of cash at bank. Total expenditure for the year was £198,000, with £120,000 (60.7%) being paid out in grants. During the reporting period, no Trustee remuneration was paid and no expenses were claimed. General governance costs include annual audit fees, a payment made to Openwell Ltd for the commissioned independent review, as well as some smaller professional fees.

Operating costs include administration and management support.

Expenditure Breakdown



Grant Expenditure



As to be expected, the biggest category for contributions throughout the reporting period was hardship cases. This totalled £61,762, with £16,679 of that total going to debt related matters. Despite the categories much smaller volumes, Health and wellbeing related applications saw a much higher success rate than any other category, with total donations of £33,120.

Reserves Policy

The Trustees consider the Charity to have no requirement to maintain reserves as it has no on-going financial commitments and no employees. The current reserves will be applied to its charitable objects in the coming years. The Trustees expect that the level of activities will increase over the next 12 - 24 months, for two reasons: the worsening economic climate and cost of living crisis, and the widening of the jurisdictions which the Charity operates in, increasing the beneficiary pool. The Trustees are comfortable that current forecasting predicts the level of cash reserves will be more than enough to continue operation over the next 24 months.



Future Planning

The Charity's vision and direction is formed with the interests of its beneficiaries at the forefront of decision making. With the increased cost of living across the UK and other parts of the world the Trustees understand now more so than ever that people may find themselves in extreme financial hardship. The Charity's objectives over the next 12 months will align with furthering its primary purpose: easing the financial burden felt by Serco colleagues, retired colleagues and their close families in times of extraordinary need.

Global Access

The Charity's primary objective over the next 12 months will be to focus on its commitment to ensuring the Charity's support and assistance is accessible to a broader pool of eligible users.

We have already expanded our operations from the UK and now offer assistance to those eligible in Australia (October 2022) and the United Arab Emirates (December 2022).

Grant Making

The Trustees will continue to receive and evaluate applications from eligible Serco colleagues, retired colleagues and their close families to assess whether financial assistance can be provided. The Board of Trustees anticipate a rise in applications received over the next 12 months with the rising cost of living currently being experienced, as well as the increase in access to the Serco People Fund. Grant making will continue to be the main source of support offered by the Charity, whilst also looking to strengthen signposting to other relevant support.

Sustainability

The Board of Trustees understand the importance of sustainability to provide an effective service on an ongoing basis. With the appointment of Jacqueline Planner to the Board of Trustees in September 2022, the Charity had already identified the need for an independent Trustee to help preserve the interests of our beneficiaries, whilst ensuring the Charity always makes decision with their best interests in mind.

Our efforts for a sustainable future will continue over the next 12 months by increasing our income to provide more funds for the Board of Trustees to execute their aims and objectives. We plan to invest in a portfolio of diverse investments to grow the income of the fund. Following recognition by HMRC, we can now explore other forms of income, such as gift aid, one-off donations, payroll giving and organised fund raising events. This will enable the Charity to grow its assets allowing us to operate for many years, offering the same level of support to Serco colleagues, retired colleagues and their close families that we do now.

Continuous Improvement

We strive to provide the best service we possibly can to our beneficiaries, always looking to continuously improve how we operate and learn from our experiences. We have carried out numerous internal reviews on our performance and have recently concluded an external review, assessing our practices and canvassing feedback from our users. The results of all internal and external reviews have enabled us to form an action plan to implement and execute over the next 12 months to improve various aspects of our operation.



Structure & Governance

The Serco People Fund is a registered Charity, number 1194113, formed under a CIO Constitution dated 10 September 2021, amended on 25th January 2022. The Serco People Fund was established following an initial gift of £4,001,000 from Serco to assist with the relief of poverty amongst Serco colleagues, retired colleagues and their close families when they experience an extraordinary financial challenge.

Trustees

The Board of Trustees preside over the Charity and are ultimately responsible for its operation.

The Constitution provides for a minimum of 3 Trustees with no maximum number. All Trustees are appointed for a term of 3 years, following which they may put themselves forward for re-appointment. The Charity understands the importance of being headed by an effective board that provides strategic leadership in line with the Charity's aims and values. The board of Trustees are dedicated to continually reviewing its own performance to ensure objectives are being met.

All Trustees give their time freely and no Trustee remuneration was paid during this period.

Details of trustees expenses and related party transactions are disclosed in the annual accounts. Trustees are able to claim reimbursement for legitimate and reasonable expenses incurred in the operation of their duties, as set out in the Charity's relevant policy and guidance.

Trustees hold weekly application decision meetings, to review applications submitted by eligible beneficiaries. Quarterly strategy meetings are also planned to agree strategy and consider investment, income, reserves, risk management and budgeting. Monthly update meetings are held to assess the Charity's more immediate performance considering application volumes, grant volumes, trends and strategy updates.

Management

During the reporting period the Trustees delegated the day to day operation of the Charity to an Operational Manager, whose responsibilities included; adequate reporting to Trustees, implementing relevant practices, policy and procedures, ensuring governance and regulatory compliance is effective, and oversight of the Charity's application process. A team of administrators are responsible for the administration of the application process and communicate with all applicants as necessary.

Trustee Recruitment

At a time when it is appropriate for Trustees to be recruited or re-appointed, the Board of Trustees hold the responsibility of selection and decision. The Board of Trustees are aware of the guidance set out in Chartered Governance Institute: Charity Trustee Recruitment April 2021 and use its guidance when forming its trustee recruitment and induction practices.

New trustees may be sought by approach or through open advertisement. In either event, Trustees will be appointed primarily for what they can contribute in experience, diversity, empathy, knowledge, competence and enthusiasm for the role. Existing Trustees will also take into account their own skills, knowledge and diversity to ensure the board has a complementary blend. Prospective Trustees



Structure & Governance

must always satisfy eligibility criteria set out in Section 9 of the Constitution, as well as criteria set out by both the Charity Commission and HMRC.

Trustee Induction

On appointment, new Trustees are provided with appointment terms which clearly set out their roles and responsibilities. An induction process will commence, including attending a Trustee meeting where their appointment will officially be confirmed by resolution. Their induction will be complemented with an induction pack including, but not limited to:

- The CIO governing document (the Constitution)
- Copies of recent Trustee meeting minutes, monthly, quarterly and annual reports and accounts
- A copy of the operation and governance playbook
- The Charity Commission's guidance 'The Essential Trustee: What You Need to Know' and 'Charities and Public Benefit'

Conflict Management

As part of the Charity's governance processes, the Charity understands its responsibilities in managing conflicts of interest appropriately, for both new and existing Trustees on an ongoing basis. As such, in line with Charity Commission guidance, the Charity has adopted robust procedures to identify potential conflicts before they arise.

This includes the adoption of a Conflicts of Interests policy, which outlines the current processes and procedures the Charity has agreed

to implement to identify, record, track and manage real or potential conflicts.

This includes a declaration of interests form, which all Trustees are required to complete on their appointment, and update at least annually thereafter. An agenda item is included on all Trustee meetings to allow Trustees and other attending parties to declare any known real or potential conflicts of interest prior to the commencement of the meetings.

The Charity stores all identified conflicts on a register, which is reviewed and updated annually or where otherwise required. The Charity is satisfied that the current processes and procedures that have been implemented are satisfactory to help prevent conflicts of interest negatively impacting the Charity's decision-making, authority and performance.

Relationship with Serco Group plc

The Charity was established following an initial donation by Serco Group Plc to provide support to employees of Serco and their dependents. The trustees appointed on formation were all Serco employees and the Charity's income for the period, other than bank interest, was all provided by Serco.

On an on-going basis, Serco provides secretarial and other support to the Charity, as the Charity has no staff of its own.

Since incorporation, one Trustee who has no links with Serco has been appointed.

The Charity is legally independent of Serco and each Trustee has a duty to act in a manner which in the way he or she decides in good faith would be most likely to further the purposes of the Charity.



Risk Management

As with all charities, the Serco People Fund is exposed to various risks that, should they materialise, could have a significant detrimental impact on the way we can operate, use our resources and achieve our aims and objectives.

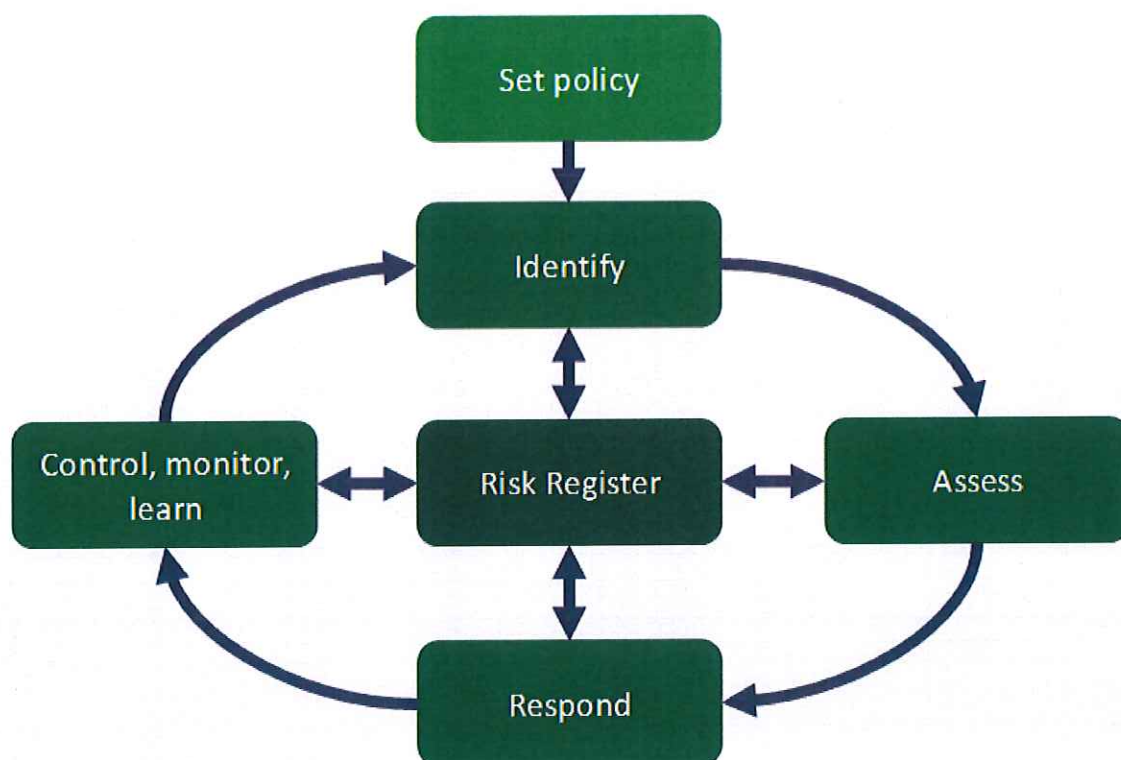
We therefore take risk management very seriously to ensure we can continue to provide our service to our beneficiaries and protect their interests as well as the Charity's assets.

Whilst it is extremely difficult to eradicate all risk, our approach is to mitigate it as far as is practicably possible. The board of Trustees oversee our risk management and internal control processes and have adopted a model which aligns with recommended practices by the Charity Commission for England and Wales. This includes setting a risk management policy,

introducing a risk management framework and implementing a risk register. Throughout the use of this framework we seek to identify, understand, mitigate and manage risks that might disrupt our ability to execute our strategy or deliver against our commitments.

Our key risks are identified through an annual review with the board of Trustees with prominent risks reviewed at each quarterly Trustee meeting. Each risk will be entered onto the risk register and will be assigned a mean risk score, along with an agreed risk appetite.

Current control measures will be identified and provided with a RAG rating and any planned future mitigating actions to improve or maintain the RAG rating. Lastly, a responsible owner will be assigned to each risk to oversee its effective management and to ensure control procedure measures are appropriately implemented.



Serco People Fund Risk Management Framework



Prominent Risks

The Board of Trustees identify all material risks at the annual risk review meeting, categorising risks into 5 primary areas: Governance risk, Operational risk, Financial risk, Compliance risk and Environmental or external factors. From those risks, prominent risks are identified following the allocation of a mean risk score (based on severity of impact and likelihood of occurrence). Prominent risks are reviewed more frequently, along with any risks that are identified as rising risks. Less prominent risks are reviewed at less frequent intervals and whilst not categorised as prominent, could at some stage turn out to be material and prominent and therefore still require mitigation measures and appropriate management. The prominent risks are described in the following table, outlining the RAG rating of our current control measures.

Risk	Gross Risk Score	Risk Appetite	Control Plan RAG Rating
Activities potentially outside of objects	16	Averse	GREEN
Investment	12	Minimal	GREEN
Fraud or Error	12	Averse	AMBER
Public Perception	6	Averse	GREEN
Taxation	20	Minimal	AMBER

Through consistent risk analysis and reviews, the Trustees have been able to identify what they consider to be the Charity's more prominent risks during the reporting period.

The Trustees made efforts to set actions to mitigate these risks as far as possible. This has included:



The appointment of a front line representative to the Trustee board.



Financial controls review.



Contact with HMRC.



The appointment of an independent trustees.



Improvement of administration processes.



Trustee Responsibilities

The Trustees are responsible for preparing the Trustees' annual report and the financial statements in accordance with applicable law and regulations.

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable regulations). Under that law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources of the Charity for that period.

In preparing these financial statements, the Trustees are required to:

-  Select suitable accounting policies and then apply them consistently;
-  Observe the methods and principles in the Charities SORP;
-  Make judgements and accounting estimates that are reasonable and prudent;
-  State whether applicable accounting standards have been followed; and
-  Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records which are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008 and the provisions of the constitution. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.


David Eveleigh (Aug 4, 2023 23:23 GMT+1)
David Eveleigh
Chair Trustee

04/08/2023



Administrative Information

Trustees

David Eveleigh - Appointed 14/04/2021

Helen Shaw - Appointed 14/04/2021

Jacqueline Planner - Appointed 28/09/2022

Stephen Grassby - Appointed 14/04/2021

Alex Ferguson - Appointed 04/04/2022

Elizabeth Jewkes - Appointed 17/01/2023

Principal Office

SERCO House

16 Bartley Wood Business Park
Bartley Way
Hook
RG27 9UY

Day-to-day management

During the reporting period: Tom Walton
Present: Alex Ferguson

Charity Number

1194113

Website

Sercopeoplefund.org

Email Address

Info@sercopeoplefund.org

Legal Advisors

N/A

Bankers

CAF, 25 Kings Hill Avenue, Kings Hill
West Malling, Kent, ME19 4TA

Auditors

At time of report:
CLA Evelyn Partners Limited, 4th Floor
Cumberland House, 15-17 Cumberland
Place, Southampton, Hampshire SO15 2BG

Investment Managers

N/A

Reporting Period

From: 16/04/2021 To: 30/09/2022

Highlights



Applications
received



Income

Hardship
cases
supported



In grants

35



Health /
Wellbeing
cases
supported



Trustee
remuneration



Independent Auditors Report

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF THE SERCO PEOPLE FUND

Opinion

We have audited the financial statements of The Serco People Fund (the 'Charity') for the period ended 30 September 2022 which comprise The Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the Charity's affairs as at 30 September 2022 and of its income and expenditure for the period then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the Annual Report and financial statements, other than the financial statements and our auditor's report thereon. The Trustees are responsible for the other information contained within the Annual Report and financial statements. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF THE SERCO PEOPLE FUND (continued)

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- sufficient accounting records have not been kept; or
- the information given in the financial statements is inconsistent in any material respect with the Trustees' annual report; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Trustees' Responsibilities Statement set out on page 17, the Trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the Charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the Charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below:

- We obtained a general understanding of the Charity's legal and regulatory framework through enquiry of management in respect of their understanding of the relevant laws and regulations.
- We obtained an understanding of the Charity's policies and procedures in relation to compliance with relevant laws and regulations.
- We also drew on our existing understanding of charity regulation.

We understand that the Charity complies with the framework through:

- Updating operating procedures and internal controls as legal and regulatory requirements change;
- Regular reviews of risk by the Trustees;
- Approval by the Trustees of all grants to confirm compliance with the charitable objects and wider charity law; and
- The Trustees' close oversight through regular meetings and compliance reporting.

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF THE SERCO PEOPLE FUND (continued)

In the context of the audit, we considered those laws and regulations which determine the form and content of the financial statements, which are central to the Charity's ability to conduct operations and where failure to comply could result in material penalties. We have identified the following laws and regulations as being of significance in the context of the Charity:

- FRS 102 and the requirements of the Charities Act 2011 in respect of the preparation and presentation of the financial statements; and
- Charity law and regulation.

We performed the following specific procedures to gain evidence about compliance with the significant laws and regulations above:

- Making enquiries with management and the Trustees as to the risks of non-compliance and any instances thereof; and
- Reading minutes of meetings of those charged with governance and reviewing any correspondence between regulators and the Charity.

The senior statutory auditor led a discussion with senior members of the engagement team regarding the susceptibility of the Charity's financial statements to material misstatement, including how fraud might occur. The key areas identified as part of the discussion were:

- Management override of control; and
- Misappropriation of funds

The procedures carried out to gain evidence in the above areas included:

- Testing of a sample of journal entries, selected through applying specific risk assessments based on the Charity's processes and controls surrounding journal entries; and
- substantive work on expense transactions.

A further description of our responsibilities is available on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the Charity's Trustees as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the Charity's Trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for our audit work, for this report, or for the opinions we have formed.

CLA Evelyn Partners Limited
CLA Evelyn Partners Limited (Aug 29, 2023 15:19 GMT+1)

CLA Evelyn Partners Limited
Statutory Auditor
Chartered Accountants

4th Floor Cumberland House
15-17 Cumberland Place
Southampton
Hampshire SO15 2BG
[Date] 29/08/2023

CLA Evelyn Partners Limited is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

Statement of financial activities
For the period ended 30 September 2022

		Page
	Notes	Unrestricted Funds 2022 £
Income:		
Donations	5	4,051,815
Investment Income	6	5,361
Total		<u>4,057,176</u>
Expenditure:		
Charitable Activities		
Grants to beneficiaries	7	120,811
Support costs	8	78,138
Total Expenditure		<u>198,949</u>
Net movement in funds		3,858,227
Total funds on formation		-
Total funds carried forward		<u>3,858,227</u>

All activities are continuing.

Balance sheet

As at 30 September 2022

	Note	30 September 2022
		£
Current Assets		
Cash at bank and in hand		3,878,707
Total Current Assets		3,878,707
Liabilities		
Creditors: amount falling due within one year	9	(20,480)
Net Current Assets		3,858,227
Net Assets		3,858,227
Total Charity Unrestricted Funds		3,858,227

Approved and signed on behalf of the Trustees

David Eveleigh 
David Eveleigh (Aug 4, 2023 23:22 GMT+1)

Date of approval: 04/08/2023

Statement of cash flows

For the period ended 30 September 2022

	£
Net cash generated from operating activities	
Surplus for the period	3,858,227
Change in creditors	20,480
Investment income	(5,361)
Net cash generated used in operating activities	<u>3,873,346</u>
Investing activities	
Interest	5,361
Net cash generated from investing activities	<u>5,361</u>
Increase in cash and cash equivalents	<u>3,878,707</u>
Cash and cash equivalents on formation	-
Cash and cash equivalents at end of period	<u>3,878,707</u>

Notes to the financial statements

For the period ended 30 September 2022

1 Status

The Serco People Fund ("the Charity") is a charitable incorporated organisation Trust governed by its constitution dated 25 January 2022. The Charity's registered number is 1194113 and Its principal address is Serco Group Plc, Serco House, 16 Bartley Wood Business Park, Bartley Way, Hook, RG27 9UY.

2 Accounting policies

The principal accounting policies are summarised below.

Basis of preparation

The accounts have been prepared in accordance with The Financial Reporting Standard applicable in the UK and Republic of Ireland ("FRS 102"), and with the Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with FRS 102 (effective 1 January 2019). The financial statements are also prepared in accordance with the Charities Act 2011.

The financial statements have been prepared under the historical cost convention.

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

Going concern

The Trustees have prepared a going concern assessment, including the preparation of financial forecasts. Based on this assessment, the Trustees consider that the Charity will be able to continue its activities for at least twelve months from the date of approval of the financial statements and that there are no material uncertainties arising in respect of this assessment. Therefore the Trustees have adopted the going concern basis for the preparation of the financial statements.

Fund accounting

The funds held as at the period end are in the form of unrestricted funds. There are no designated funds.

Income

All incoming resources are included in the Statement of Financial Activities when the Charity is legally entitled to the income, when its receipt is probable and when it can be measured with reasonable certainty.

Donations are recognised on the earlier of notification of a donation from Serco Group plc or receipt of the funds.

To the extent that they are material, any donated services are recognised at their estimated value to the Charity.

Expenditure

All expenditure is accounted for on an accruals basis and has been included under appropriate expense categories. Where appropriate, expenditure includes irrecoverable VAT.

Direct charitable expenditure comprises grants paid to beneficiaries and associated support costs.

Notes to the financial statements (continued)

For the period ended 30 September 2022

2 Accounting policies (continued)

Expenditure (continued)

Grants payable are recognised at the earlier of the creation of a constructive obligation and payment. A constructive obligation is created when the beneficiary is advised that their application has been successful and that the only remaining conditions prior to payment being made are of an administrative nature (such as the provision of factual information).

Financial instruments

Financial assets and financial liabilities are recognised in the balance sheet when the Charity becomes a party to the contractual provisions of the instrument.

Cash and cash equivalents are classified as basic financial instruments and comprise cash at bank and short-term deposits with an original maturity of three months or less.

Trade and other creditors are classified as basic financial instruments and measured at initial recognition at their transaction price. Creditors are subsequently measured at amortised cost using the effective interest rate method.

Taxation

The Charity is exempt from tax on its activities provided that the surpluses are used for charitable activities. Therefore no provision for direct or deferred tax arises.

3 Employee information

The Charity had no employees.

4 Trustees

No Trustee was remunerated in the period. No expenses were reimbursed to the Trustees in the period.

5 Donations and legacies

	2022 £
From Serco Group plc	
Cash	4,001,000
Estimated value of services provided (see note 10)	50,815
	<u>4,051,815</u>

6 Investment income

	2022 £
Bank interest	5,361
	<u>5,361</u>

Notes to the financial statements (continued)
For the period ended 30 September 2022

7 Grants to beneficiaries

	Number	2022 £
Grants awarded in the period:		
Hardship	84	61,762
Hardship – debt	17	16,679
Education	19	9,250
Health / wellbeing	35	33,120
Total	155	120,811

Reconciliation of expense for the period to payments	2022 £
Grants awarded in the period	120,811
Paid in the period	(118,811)
Unpaid as at the period end	2,000

All grants are made to individuals who are in need.

The majority of the amounts unpaid as at the period end were paid in the month following the period end; the remaining grants are expected to be paid over the coming year.

8 Support costs

	2022 £
Bank charges	108
Professional fees	3,900
ICO membership fee	35
Notional recharge from Serco Group plc (see note 10)	50,815
Governance costs:	
Audit fees (including VAT)	15,000
Other fees payable to auditors:	
- Accountancy fees (including VAT)	3,480
Professional fees for recruitment of trustees	4,800
	78,138

Notes to the financial statements (continued)

For the period ended 30 September 2022

9 Creditors - amount falling due within one year

	2022 £
Unpaid grants	2,000
Accruals	18,480
	20,480

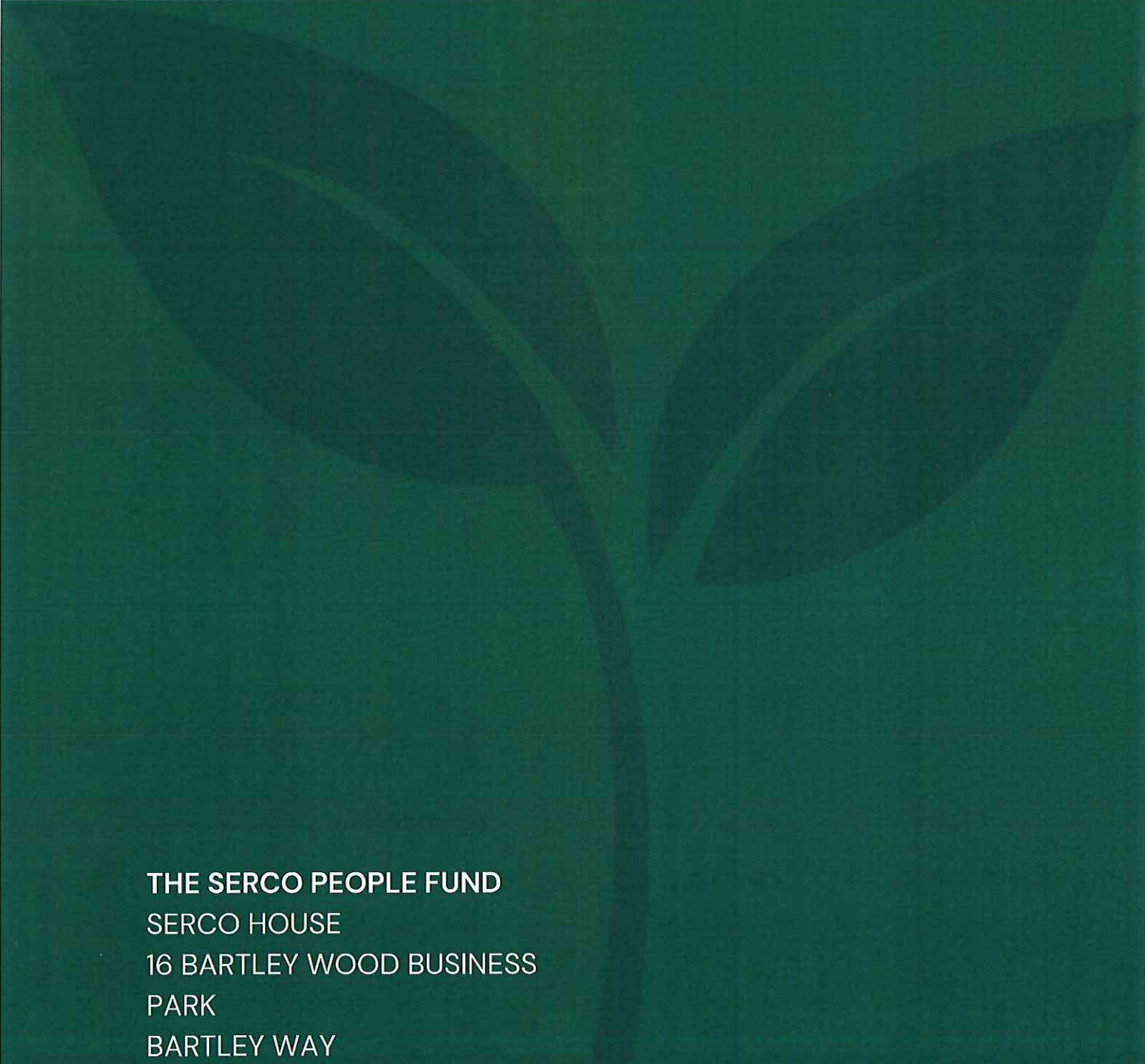
10 Relationship and transactions with Serco Group plc

The Charity is a corporate charity founded and funded the Serco Group plc ("Serco"). Whilst the initial Trustees were all appointed by and employees of Serco, they have a duty to act in a manner which in the way he or she decides in good faith would be most likely to further the purposes of the Charity. Since formation, a further trustee has been appointed who has no links with Serco. Any new trustees will be appointed by the Trustees as a body. The Trustees are also the only members of the Charity.

As such, the Charity is legally independent of Serco and Serco has no influence on the award of grants.

During the period, Serco made cash donations to the Charity of £4 million; these donations were unconditional and unrestricted.

Serco also provided secretarial and administrative services to the Charity for which no charge was made. The trustees have estimated the value of these services to the charity as being £50,815. In accordance with the Charity's accounting policy, this is recognised as notional income and also as a notional expense.

A large, stylized green plant graphic with two broad leaves and a central stem, rendered in a dark green color against a lighter green background.

THE SERCO PEOPLE FUND
SERCO HOUSE
16 BARTLEY WOOD BUSINESS
PARK
BARTLEY WAY
HOOK



RG27 9UY
info@sercopeoplefund.org



www.sercopeoplefund.org