

REGISTERED CHARITY NUMBER: 256146

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE
YEAR ENDED 31 JULY 2022 FOR

DISCOVERY STUDENT VOLUNTEERING
SWANSEA

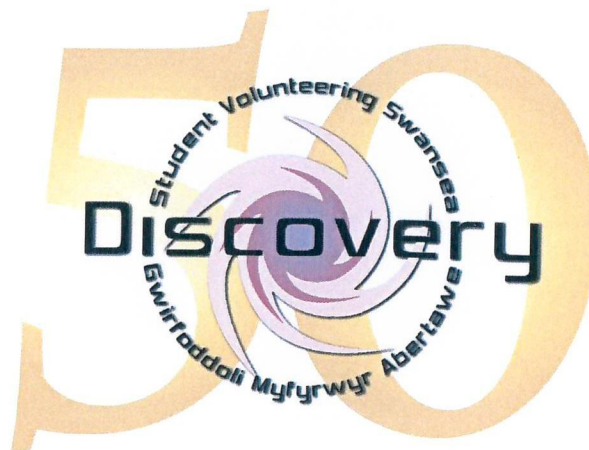


Swansea University
Prifysgol Abertawe



**The Queen's Award
for Voluntary Service**

The MBE for volunteer groups



Gerald Thomas
Chartered Accountants
3 New Mill Court
Swansea Enterprise Park
Swansea
SA7 9FG

**DISCOVERY STUDENT VOLUNTEERING
SWANSEA**

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FOR THE YEAR ENDED 31 JULY 2022**

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DISCOVERY STUDENT VOLUNTEERING
SWANSEA

FOR THE YEAR ENDED 31 JULY 2022



DISCOVERY STUDENT VOLUNTEERING SWANSEA

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2022

MESSAGE FROM THE DIRECTOR

Eleanor Norton

2021 to 2022 has been another complex year for Discovery. We have continually reinvented, adjusted and developed what we do to make sure that our student volunteers can safely support the community around them. This has led to us doing new things, and our usual things in new ways. I am incredibly proud of the flexibility, adaptability and resilience of our whole team.

The staff have worked incredibly hard to keep our services running and our volunteers have stepped up to new challenges, continuing to show a huge passion and dedication to make a positive difference to the community around them.

We know that volunteering has brought student volunteers together, helping them build connections with each other and with the community around them, countering some of the isolation that the pandemic has created. Volunteering has had significant mental health and wellbeing benefits for our volunteers, as they have been able to feel positive and productive in a challenging world, knowing that they are helping people around them.

Our one-off programme has been particularly successful and popular this year enabling students to drop in to meaningful activities. This has given a greater variety of opportunities to some and allowed others, for whom a regular commitment is not realistic, the opportunity to use what time they can dedicate to volunteering in the best way possible.

MESSAGE FROM THE STUDENT PRESIDENT

Ruby Thomas Collins

I started my Discovery journey during 2020 – the covid year. I began volunteering during my final year of my law degree, a particularly bleak time ordinarily, but heightened by lockdowns and social distancing. Without the shining light of Discovery, I don't think I would have achieved what I did. Discovery gave me a creative outlet, a place to develop my skills and somewhere to meet fantastic people.

Throughout my time with Discovery, I have taken on many roles, volunteer, intern, project coordinator and now Student Trustee President. The skills I have learnt through Discovery have massively helped my employability. Due to the work I have done with Discovery managing volunteers, I was able to get a fantastic job with Citizen's Advice. This new role combines two of my passions, charity work and the legal world.

The role of president has allowed me to learn about managing a team, develop my public speaking skills and discovering how a charity runs; both day-to-day and how it complies with the law. I have also been able to gain confidence in myself and my abilities. I have been able to chair many meetings, something which terrified me before.

I just want to say from the bottom of my heart, thank you to everyone – students, staff and the board of trustees, thank you for making my time with Discovery amazing.

DISCOVERY STUDENT VOLUNTEERING SWANSEA

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2022

The trustees present their report with the financial statements of the charity for the year ended 31st July 2022. The trustees have adopted the provisions of the statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities'.

Who we are

Discovery is a registered charity that has been established since 1966. This year, 690 student volunteers logged 8,070 hours of support to the community; we estimate the financial value of this support at £87,160 but recognise that the impacts, connections and relationships far exceed this value. We also recognise that the huge range of skills and experiences gained by our student volunteers are of huge value and will stand them in excellent stead in their future lives as well as greatly enhancing their student experience. Our organisation envisages a community where people are treated like equals and are not discriminated against or disadvantaged by society.

Discovery focuses on providing the best possible service to the people who we work with in Swansea, so we need skilled, trained, and enthusiastic volunteers.

Discovery aims to:

- Enrich the lives of the people in Swansea in order to fulfil their potential as empowered individuals and as members of groups and communities.
- Offer new experiences and opportunities through a broad range of student-led activities in the community, leading to increased mutual understanding and equality.
- Actively support students to be aware of their personal development and the impact upon themselves and the lives of others through their involvement in the community-based activities.

Every year Discovery offers a range of volunteering projects, these are a mix of our own projects, run entirely by our students with support from our staff and partner projects where we link with external charities and other parts of the university to support their activities.

Structure, Governance and Management

Governing document

Discovery is a registered charity and is governed by a constitution adopted on the 13th June 1969, amended on the 6th December 1979, 4th May, 15th June 1993, 16th February 1998, 15th February 2001, 8th June 2005, Feb 2007, March 2011, March 2015 and December 2019. The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity.

Objectives and aims

To promote any charitable purposes for the benefit of the community in the City and County of Swansea and surrounding areas, in particular the advancement of education, the furtherance of health and the relief of poverty, distress, and sickness.

Within the limitation of the above, to promote the following main areas:

- To encourage co-operation between voluntary groups, the statutory authorities, and individuals in the service of the community.
- To foster the ideal of voluntary/community service particularly amongst young people, by providing guidance and opportunities for personal development; learning and developing skills as well as participation in wide aspects of voluntary/community in wide aspects of voluntary/community involvement.
- To focus the attention of individuals connected with, as well as the institution of Swansea University and the community at large, onto social problems, with a view to creating a sense of individual responsibility and personal participation in remedying those problems.

DISCOVERY STUDENT VOLUNTEERING SWANSEA

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2022

Organisational structure

The Board of Trustees, made up of Student Trustees and Non-Student Trustees, appoints the staff of the organisation and oversees the operation of the organisation.

Discovery's staff members for the year ended 31st July 2022 were as follows:

Director: Eleanor Norton

Supported Volunteering Scheme Project Manager: Kirsty Rowles

Volunteering Projects Manager: Vixie Barker-Williams and Rebecca Hoskins

Volunteer Recruitment and Office Support Worker Sian Davies and Tanyaradzwa Chambati

Project Worker: Megan Griffiths

Finance Officer: Vimbainashe Mutasa

Recruitment and appointment of new Trustees

- Non-Student Trustees shall be elected at the AGM for a three-year period, in accordance with the procedure for the AGM. They may stand for re-election.
- Student Trustees are elected each year at the AGM by members of the organisation, in accordance with the procedure for the AGM, they may also stand for re-election.

Induction and training of new Trustees

Trustees are invited to a weekend of training. This training includes roles and responsibilities, team building, sub groups work and strategic planning sessions. On-going support is offered through regular meetings. Trustee training opportunities provided by Swansea Council for Voluntary Service and Wales Council for Voluntary Action are routinely offered to our trustees.

Public benefit

The Trustees have complied with their duty in relation to section 17(5) of the 2011 Charities Act to have due regard to guidance published by the Charity Commission in relation to public benefit when reviewing our aims and objectives and planning future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives they have set.

Risk Management

The Trustees have carried out a review of the major risks to the organisation and believe that the level of reserves policy is sufficient to cover adverse conditions that the organisation may face. The organisation has in place financial, personnel, and health and safety controls to limit the likelihood and impact of risks. All events and activities are risk assessed prior to commencement. Disclosure and Barring Service (DBS) checks are carried out on all appropriate staff and volunteer roles. The Board of Trustees actively monitor the financial position.

Our fundraising promise

Discovery is a member of the Fundraising Standards Board self-regulatory scheme. The Fundraising Standards Board works to ensure that organisations raising money from the public do so honestly and properly. As a member of the scheme, we follow the Institute and Fundraiser's Codes of Fundraising Practice, and comply with the key principles embodied in the Codes and in the Promise. Further details can be found at www.frsb.org.uk.

Our achievements

2021 to 2022 has been a challenging year for Discovery in so many ways, despite this we have maintained a wide range of high-quality volunteering and ensured that students have meaningful ways to support the community.

Once again, we would prefer that so much resilience was not necessary but given that it is, we are incredibly proud of the way every person in Discovery has risen to the challenge.

All of our projects are supported by our core grant from Swansea University and our own fundraising activities. We have been extremely fortunate to have been awarded funding by other grant making organisations; these are noted within the relevant projects.

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 JULY 2022**

Financial Review

This has been another successful year for Discovery; we have received grants from new funders as well as maintaining relationships with long term funders, demonstrating that we continue to offer a high quality provision and to be highly trusted organisation. We have continued to generate a good level of our own income through fundraising events and activities.

Our total income has increased to £185,206 (2021 - £173,256). Our main source of funding are grants, which were higher than last year, at £182,285 (2021 - £168,719). Our main grant provider is Swansea University, but we also receive significant support from Volunteering in Wales.

Our running costs have increased this year by an overall £9,178. As lockdown restrictions have lifted, we have been able to move away from mainly online activities and begin projects in person.

By the end of the year, we had reported a surplus of £3,790, compared to a surplus of £1,018 last year.

At 31st July 2022, we had total net assets of £146,663 (2021 - £142,873) and £141,250 held as cash in the bank and in hand. Our restricted funds were £19,859 (2021 - £15,808).

Reserves policy

The reserves policy addresses the difficulty of securing unrestricted funds in the current climate and over the coming year we will aim to keep sufficient reserves to cover 9 months of expenditure, approximately £135,000. The reserves are maintained to cover unplanned expenditure and/or a shortfall in planned income.

At the end of the financial year ended 31 July 2022 unrestricted funds were £126,804, representing a shortfall of targeted reserve levels of £8,196.

DISCOVERY STUDENT VOLUNTEERING SWANSEA

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2022

Student Volunteer Progressions

One of our proudest achievements is the significant impact volunteering with us has on any student's time while they are at university. We know that impact travels with them through their future life and career. The accounts below come from Morgan and Lizzie.

Lizzie was referred to us by Go Wales, who aim to help students get some of their very first work experience opportunities. This is her account of how volunteering with us has helped her forge an amazing career that she loves, through which she is continuing to make a positive difference to the community. Morgan responded to a Discovery advert as a post grad student and found a way of working that allowed him to use his strengths and skills in an inclusive and supportive environment. This has stayed with him and now enables him to support other autistic students to thrive.

Discovery SVS has had a huge impact on my graduate life. Not only did I undertake a graduate role as their Volunteer Recruitment Officer immediately after completing my MSc in Abnormal & Clinical Psychology, the experiences and skills I learnt from the organisation led me to secure roles within the Department for Work & Pensions as a work coach and my current role as Psychological Wellbeing Practitioner NHS England.

Psychology can be a difficult field to find work in and a lot of opportunities depend on you having a wide range of experience in order to be successful. This was something I was worried about coming towards the end of my undergraduate degree and through the Go Wales Programme secured a 3 day placement to work on the Supported Volunteer Scheme, a project aimed to supported disabled adults develop confidence, practical life skills and improve wellbeing. 3 days turned into 2 and a half years of opportunities including volunteering on multiple projects, being a project coordinator, trustee and researcher. More often than not I use examples from my time at Discovery in interviews and I strongly believe I would not have been as successful in a professional capacity without Discovery SVS.

The wide range of roles within Discovery allowed me to gather lots of different experiences working primarily with disabled adults and young people in the local youth group. As a project co-ordinator I was able to organise and run social activities based on the NHS 5 Ways to Wellbeing which helped me become more aware of how different people like to manage their wellbeing and self-care. This leadership role also helped me develop my leadership style to be more inclusive and involve people from a wide range of backgrounds and abilities to achieve goals and targets, something that is crucial in my current role within the NHS mental health services. My time as student chair of the trustee board has helped me understand how organisations operate and what is required to make a charity successful. It also helped me connect to my local community and senior leaders within the university. One of my proudest achievements in this role was meeting with the new Vice Chancellor to promote Discovery and demonstrate the benefits volunteering can have for students.

I have contributed to research looking to improve opportunities for disabled adults, taking a lead in an evaluation of the Supported Volunteer Scheme. I was able to interview service users, student volunteers and parents/carers and learn about the impact volunteering alongside Discovery has had for all of these groups. When talking to the students, it was rewarding to hear the countless stories of student volunteers like myself who felt isolated and worried about their futures connect with people in their community they wouldn't ordinarily get the chance to meet as well as gain valuable experience and skills such as communication, project management and organisation. I have been able to gain confidence in my abilities and develop resilience during tough times such as through the pandemic. I am now able to advocate for myself and others I am supporting as a Psychological Wellbeing Practitioner. Whilst working as a work coach for the DWP, I took a specialist interest in supporting claimants with disabilities or mental health difficulties. I was able to share my knowledge and skills on how to support others effectively and advocate for some of the most vulnerable in society.

My time at Discovery helped develop my passion for supporting others and increasing awareness around mental health. The different experiences and projects I volunteered on helped me identify what I wanted from my future career. I now work in an exceptional team who are passionate about mental health and supporting others. 2 years since leaving my volunteer role I still talk about my experiences and the positive impact Discovery have had on my life in a professional and personal capacity. Not only that, Discovery has helped me create a group of lifelong friends. The benefit Discovery has on students and their future employability is invaluable.

Lizzie Alcock

Trainee Psychological Wellbeing Practitioner NHS

I returned to university for a Master's program in 2014, in part to continue study but mostly due to feeling lost after my first degree. I had worked hard through school and university doing everything my institutions had told me were the right things to ensure my future after I graduated, so I had a lot of hope when I left university the first time. After a year out struggling to find a job – any job, not just something related to my degree – I started to feel more hopeless than anything. I became worried I wasn't cut out for employment or the world outside of university at all and fell into a period of depression and low confidence. So, I returned to university hoping another degree would help but not really having any clear idea on how.

A few weeks in, I received an email from Discovery SVS asking for volunteers on their Supported Volunteering Project – a project that matches up student volunteers with members of the community that need additional support to access volunteering. From my very first interaction with Discovery, I knew I was in the right place. After months of rejections, hearing from a friendly Discovery staff member that they would love to have me involved was such a relief. I was made to feel valued and skilled from my very first session with Discovery, the staff and fellow volunteers genuinely interested in what I had to offer and taking my opinions into account. The hours I came into the Discovery office to volunteer very quickly became the highlight of my week and I started taking on extra sessions as often as I could.

At this point in my life, I was aware that there were things I struggled with that other people generally didn't and ways I was different. Later I discovered that I was autistic but at this point in my life I just generally felt broken, like I wasn't a complete human being, and the way I had been treated in the workplace had seemed to confirm this for me. However, after a few months volunteering it became clear that Discovery was not your standard workplace. I saw volunteers, project coordinators, staff members who were different – some like me, some in other ways – who were not measured by their deficits, in fact, to Discovery, they were never deficits at all. It was seeing this that gave me the confidence to talk about my own needs. All the things about me that I had been led to believe made me unemployable were things that Discovery either viewed as great strengths or happily supported me through. I learned to expect more than simply surviving a job, I learned that there were places that existed, like Discovery, where I could thrive. Through my volunteering I was linked up with a number of work sectors I had never considered for my future before – many I hadn't even known existed. After about six months of volunteering at Discovery, an internship came up to cover managing the Supported Volunteering Project and I was encouraged by staff to apply. This was the first time I applied for a job I truly wanted and was successful. Despite the fact I was only an interim project manager, new to the role, my opinions and suggestions were encouraged and taken on board. I went on to work for, and volunteer, for Discovery in a number of roles in the years after leaving university and Discovery is still an important part of my life.

I left Discovery with the skills, knowledge and confidence that has led me to a successful career I had thought I would never have. They have not only provided references for me, they have stepped in and given me one-to-one support on interview support when I decided to get into the third sector. Years later I still use that advice at every interview. They were able to work with me to turn elements of my disability into unique strengths that have given me the edge in interviews and within the workplace. I was also able to use the confidence and knowledge I gained whilst volunteering at Discovery to advocate for adjustments that I need to thrive in the workplace, something I was never able to do before.

DISCOVERY STUDENT VOLUNTEERING SWANSEA

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2022

Volunteering at Discovery put me on a direct path to the success I currently have in life, I've gone on to work with other autistic students, to support them where I hadn't been, and I like to think I bring a little bit of the Discovery ethos into everything I do. I would say that I owe a lot to Discovery, but I know they would never accept the idea of me owing them anything. What I will say is that Discovery gave me hope, community, confidence, and the feeling of being part of a family that I will take with me wherever I go, and that I am immensely grateful for that.

Morgan Clark
Specialist ASC Practitioner & Mentor

Earlier this year we consulted our current student body on the impact their volunteering has had on them. We asked what they had hoped to achieve by volunteering, they told us:

- Help the community
- Improve my CV
- New contacts and experience.
- Boost employability,
- Meet people and make friends
- Learn more about Swansea
- Make a difference
- Too help me to learn new skills
- Try something different
- Meet like-minded people
- Gain some confidence
- Improve my wellbeing.
- Expand my professional network
- Making someone feel better/less lonely
- Getting experience in areas that I enjoy.
- Have fun at Uni
- Spend more of my time proactively whilst at Uni doing something I really enjoyed
- Feel more integrated withing the Swansea community
- Improve my communication skill.
- Boost my employability, make friends and help others

We asked to what extent those hopes had been realised through their volunteering and
11% said a little, 23% said quite a lot and 66% said a lot.

DISCOVERY STUDENT VOLUNTEERING SWANSEA

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2022

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DISCOVERY STUDENT VOLUNTEERING SWANSEA

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2022

Age Cymru

Volunteers support a vulnerable older person by having a 30 minute phone call each week

STAR Society

Supported By Austin Bailey Foundation

Providing support to refugees and asylum seekers in Swansea at a thriving community project, Unity in Diversity

CONNECT

In partnership with the University wellbeing service

Connect recruit, train and support a large team of peer mentors called Connectors. Students who may be struggling with mental health and wellbeing can book some peer support with a Connector through their website

ELTS

In partnership with Swansea University English Language Training Service.

This project aims to provide English Language teaching and training

NHS Packs

This project aims to provide regular activity packs that can be printed by NHS ward staff and given to a patient to do in bed without support. Volunteers design and put the activity packs together creating simple things such as puzzles, short stories, etc.

CONNECT Groups

This project aims to provide mental health awareness to students throughout campaigns and events.

Supported Volunteering Scheme

Supported by Western Bay Health and Social Care Programme and WCVA

One-to-one support with a disabled adult on a weekly basis, talking on the phone or over Zoom or meeting in person to go for a coffee or a walk, and there will be a focus on integrating volunteering activities into these meetings.

Inside story

A pilot project where medical school students deliver health workshops in Swansea Prison

Age Exchange

Supported by Western Bay Health and Social Care Programme, Transformation Fund.

Regular social visits to care homes

Interact – Practical projects

Digital Media

This project aims to create opportunities for volunteers to support Discovery in making digital media content such as blogs, vlogs and social media posts. Volunteers will also support the community newsletter with interviews, editing articles and content research.

The Vetch

Supported by Austin Bailey Foundation

Weekly visits to The Vetch allotments in Swansea to support community members with maintaining the site. This could include building planters, painting, weeding, etc.

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 JULY 2022

Our Projects 2021 to 2022, continued

Training programmes

As well as our ongoing induction training for all new volunteers we have offered a vibrant mix of training sessions. Aimed at helping our volunteers build their skills, values and understanding of a wide range of issues that impact on their volunteering roles.

Accessible information Anti-Racism and Allyship Appropriate language Autism Awareness Children's Rights Communication/conversation starters County Lines Awareness Cultural competence Digital Communities Wales carousel Digital Marketing Carousel Disability Awareness Domestic Abuse Awareness Effective communication with children First Aid Homelessness Image and Performance enhancing drugs Impact of Poverty	Learning Disability Awareness Look After Your Mate Modern Slavery Awareness Non-Suicidal Self Injury and Suicide Awareness Public Speaking Refugee and Asylum Seeker Awareness Restorative Practice Sight Loss Awareness STOPP - Period Poverty Awareness Suicide and Non-Suicidal Self-Injury Awareness Supported Volunteering Scheme Trans Etiquette In Your Volunteering Welsh Skills For Volunteering Working with Older People
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One off volunteering

Supported by SEA, Youth Bank, Austin Bailey Foundation

This year has seen a significant increase in our one-off volunteering, where students can drop in as they please, some choosing it as a very low commitment volunteering with maximum flexibility and others using it to diversify and vary their volunteering experience. These sessions have also allowed us to work with a wider range of community groups and charities. Over 60 sessions were held, including;

- 14 litter picks - stretching from Three Cliffs Bay to Port Talbot.
- 8 session making cards, letters and positive messages for people in need of support including isolated older people, disabled young people and newly arrived asylum seekers.
- 8 gardening session including hospitals, schools care homes and animal rescue centres
- 3 sessions making Twiddle mitts, occupational therapy tools used to help people with dementia.
- Slime making workshop at a local primary school,
- Collecting and packing Christmas gifts for Age Cymru
- Collecting food donations for local food banks
- A Chinese New Year workshop in a local SEN school
- Pond Clean in Rosehill Quarry.

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 JULY 2022**

Funders

We are incredibly grateful to all our funders for continuing to support us:

- Swansea University
- Children in Need
- WCVA
- Welsh Government
- The Austin Bailey Foundation
- Western Bay Health and Social Care Programme
- Swansea University pay roll giving
- Swansea Employability Academy (SEA)
- Youth Bank
- Individual supporters

Future Developments

We hope and expect that the next year will enable us to continue to rebuild our face to face work. We will always keep new elements of virtual and online volunteering, training and support for our volunteers as we can see how this makes what we do so much more accessible and flexible.

The aftermath of lockdowns and the growing climate crisis and cost of living crisis are having a significant impact on all students and we see this reflected on our volunteers so our support of them, and our staff team will remain central going forward.

We aim to make volunteering rewarding and create volunteering opportunities that improve wellbeing as well as making a significant difference to the community around us. We will continue consulting with our volunteers and the people we support to make sure that we are doing this in the best way we can.

We have invested in a new digital platform that makes it easier for students to sign up for volunteering opportunities and makes the whole process smoother for external charities who wish to recruit volunteer through us.

**DISCOVERY STUDENT VOLUNTEERING
SWANSEA**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 JULY 2022**

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

256146

Principal address

Fulton House
Swansea University
Singleton Park
Swansea
SA2 8PP

Student Trustees

President

Emma Burton	(To December 2021)
Ruby Thomas-Collins	(From December 2021)

Vice President

Owain Brooks	(To December 2021)
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Treasurer

Jasmine Clark	(To December 2021)
Devarshi Raval	(From December 2021)

Secretary

Ilze Cimdina	(To December 2021)
Natalie Jarvis	(From December 2021)

Non Portfolio

Andrew Barnes	(To December 2021)
Owain Brooks	(To December 2021)
Bethan Hughes	(To December 2021)
Emma Burton	(To December 2021)
Carys Jones	(To December 2021)
Louise Rees	(From December 2021)
Alison Walker	(From December 2021)
Nomonde Joya	(From December 2021)
Freya Michaud	(From December 2021)
Felicity McKee	(From December 2021)
Georgia Rees	(From December 2021)
Samuel Yeung	(From December 2021)
Emily Bollington	(From December 2021)

Non-Student Trustees

Chair

Phil Brophy	(To December 2021)
Sian Impey	(From December 2021)

Treasurer

Mike Buckle

Non Portfolio

Gemma Bevan	
Nanele Dendle	(From December 2018)
Sian Impey	(From December 2018)

**DISCOVERY STUDENT VOLUNTEERING
SWANSEA**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 JULY 2022**

Independent examiner

MHA
Chartered Accountants
3 New Mill Court
Swansea Enterprise Park
Swansea
SA7 9FG

Bankers

Lloyds TSB Bank PLC
Oxford Street
Swansea
SA1 3AP

Santander Bank
1 Union Street
Swansea
SA1 3EE

TRUSTEES RESPONSIBILITIES

The Charities Act requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of the statement of financial activities of the charity for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the statements on a going-concern basis unless it is inappropriate to assume that the charity will continue in operation;
- state whether the financial reporting standards have been followed, subject to any material departures disclosed unexplained in the accounts, and
- observe the methods and principles in the Charities Statement of Recommended Practice.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act. 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. The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website.

Insofar as the trustees are aware:

- there is no relevant accounting information of which the charity's Accountants and Independent Examiners are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the independent examiners are aware of that information.

Approved by order of the board of trustees on and signed on its behalf by:

S Impey- Trustee



R Thomas-Colins - Trustee



INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF DISCOVERY STUDENT VOLUNTEERING SWANSEA

I report to the trustees on my examination of the accounts of the above charity for the year ended 31 July 2022.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011.

I report in respect of my examination of your charity's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination which give me cause to believe that in, any material respect:

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 contents of accounts set out in the Charities Act (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.

Rachel Doyle ACA FCCA
for and on behalf of MHA
Chartered Accountants and Statutory Auditors
MHA
3 New Mill Court
Swansea Enterprise Park
Swansea
SA7 9FG

Date:

**DISCOVERY STUDENT VOLUNTEERING
SWANSEA**

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 JULY 2022**

		Unrestricted funds £	Restricted funds £	2022 Total funds £
	Notes			
INCOME AND ENDOWMENTS FROM				
Donations and legacies	2	133,840	50,250	184,090
Charitable activities	3	244	40	284
Other trading activities	4	313	-	313
Investment income	5	519	-	519
Total		134,916	50,290	185,206
EXPENDITURE ON				
Charitable activities				
Charitable activity costs	6	137,474	43,942	181,416
Total		137,474	43,942	181,416
NET INCOME		(2,558)	6,348	3,790
Net transfers between funds		2,297	(2,297)	-
NET MOVEMENT IN FUNDS		(261)	4,051	3,790
RECONCILIATION OF FUNDS				
Total funds brought forward		127,065	15,808	142,873
TOTAL FUNDS CARRIED FORWARD	14	126,804	19,859	146,663

The notes form part of these financial statements

**DISCOVERY STUDENT VOLUNTEERING
SWANSEA**

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 JULY 2022**

PRIOR YEAR COMPARATIVES

	Notes	Unrestricted funds £	Restricted funds £	2021 Total funds £
INCOME AND ENDOWMENTS FROM				
Donations and legacies	2	130,464	40,017	170,481
Charitable activities	3	625	180	805
Other trading activities	4	44	1,402	1,446
Investment income	5	524	-	524
Total		131,657	41,599	173,256
EXPENDITURE ON				
Charitable activities				
Charitable activity costs	6	134,649	37,589	172,238
Total		134,649	37,589	172,238
NET INCOME				
		(2,992)	4,010	1,018
Net transfers between funds		-	-	-
NET MOVEMENT IN FUNDS				
		(2,992)	4,010	1,018
RECONCILIATION OF FUNDS				
Total funds brought forward		130,057	11,798	141,855
TOTAL FUNDS CARRIED FORWARD	14	127,065	15,808	142,873

The notes form part of these financial statements

**DISCOVERY STUDENT VOLUNTEERING
SWANSEA**

**BALANCE SHEET
AT 31 JULY 2022**

	Notes	2022 Total funds £	2021 Total funds £
CURRENT ASSETS			
Debtors	12	10,362	16,942
Cash at bank and in hand		<u>141,250</u>	<u>133,831</u>
		151,612	150,773
CREDITORS			
Amounts falling due within one year	13	<u>(4,949)</u>	<u>(7,900)</u>
NET CURRENT ASSETS		<u>146,663</u>	<u>142,873</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>146,663</u>	<u>142,873</u>
NET ASSETS		146,663	142,873
FUNDS			
Unrestricted funds	14	126,804	127,065
Restricted funds		<u>19,859</u>	<u>15,808</u>
TOTAL FUNDS		<u>146,663</u>	<u>142,873</u>

The financial statements were approved by the Board of Trustees on and were signed on its behalf by:

R Thomas-Collins – Trustee

RTM

S Impey - Trustee

Sia Impey

The notes form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2022

1 ACCOUNTING POLICIES.

Statutory information

Discovery Student Volunteering Swansea is an unincorporated trust, registered with the Charity Commission for England and Wales. The registered number is 256146 and principal address is as Fulton House, Swansea University, Singleton Park, Swansea, SA2 8PP.

The functional and presentation currency of the financial statements is the Pound Sterling (£) and balances are rounded to the nearest £1.

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Going concern

A significant proportion of the charity's income is by way of grant funding. The charity is reliant upon the continuing support of its grant funders. The trustees have responded to this risk by ensuring that cash reserves are maintained in order to cover a sufficient period so that the charity can meet ongoing running costs and any staff redundancy costs.

The trustees have a reasonable expectation that the charity will have adequate resources to continue in operational existence for the foreseeable future and accordingly adopt the going concern basis in preparing the financial statements.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured reliably.

Grants and donations

Grants and donations are recognised when the charity has unconditional entitlement to the resource. In the event that grant income is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised in full until either those conditions are fully met or the fulfilment of those conditions is wholly within the control of the charity.

Gift Aid reclaims

Income from tax reclaims are recognised in the same period as the gift or donation to which they relate.

1 ACCOUNTING POLICIES. Continued

Gifts in kind

Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised, if such gifts are subsequently disposed of or realised.

Donated services or facilities

Such amounts are recognised as incoming resources and resources expended when the benefit to the charity can be reasonably quantified or measured and is considered material to the charity except in the case of volunteers where these have been disclosed in a note to the accounts.

Investment income

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and is allocated between expenditure incurred directly in an effort to raise funds, expenditure incurred directly in the fulfilment of the charity's objectives and expenditure incurred in the management and administration of the charity (governance costs and support costs).

Allocation of support and governance costs

Governance costs comprise of all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to the independent examination and legal fees together with support costs. Due to the nature of the operations of the charity it was not considered appropriate to allocate expenditure on activities.

Charitable activities

Costs of charitable activities comprise all costs incurred in the pursuit of the charitable objects of the charity.

Tangible fixed assets

Tangible fixed assets are only capitalised if they have a value exceeding £1,000 and can be used by the charity for more than one year. Motor vehicles will always be capitalised. Depreciation is provided at the following annual rates in order to write off their cost less any residual value over their estimated useful life.

Motor vehicles	- 15% on reducing balance
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Taxation

The charity is exempt from tax on its charitable activities. Irrecoverable VAT is charged against the category of expenditure for which it was incurred.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees. Unrestricted funds include designated funds where the trustees, at their discretion, wish to create a fund for a specific purpose.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

1 ACCOUNTING POLICIES. Continued

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Financial instruments

The charity has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 JULY 2022

2 DONATIONS AND LEGACIES

	Unrestricted	Restricted	2022	2021
	£	£	£	£
Donations	1,805	-	1,805	1,762
Grants	132,035	50,250	182,285	168,719
	<u>133,840</u>	<u>50,250</u>	<u>184,090</u>	<u>170,481</u>

Grants	Unrestricted £	Restricted £	2022 Total Fund £	2021 Total Fund £
BBC Children In Need	-	10,000	10,000	10,000
Swansea University	132,035	-	132,035	129,000
Volunteering in Wales	-	14,796	14,796	16,694
Changing for the Better	-	9,392	9,392	9,392
SEA WOW	-	11,682	11,682	1,333
Austin Bailey Foundation	-	2,500	2,500	2,000
Alpkit Foundation	-	-	-	300
Swansea Youth Bank	-	1,880	1,880	-
	<u>132,035</u>	<u>50,250</u>	<u>182,285</u>	<u>168,719</u>

3 CHARITABLE ACTIVITIES

	Unrestricted	Restricted	2022	2021
	£	£	£	£
Fund raising	244	-	244	625
SSP Scholarship	-	40	40	180
	<u>244</u>	<u>40</u>	<u>284</u>	<u>805</u>

**DISCOVERY STUDENT VOLUNTEERING
SWANSEA**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 JULY 2022**

4 OTHER TRADING ACTIVITIES

	Unrestricted	Restricted	2022	2021
	£	£	£	£
Student Volunteering Activities	255	-	255	44
Non Project Specific Income	58	-	58	1,402
	<u>313</u>	<u>-</u>	<u>313</u>	<u>1,446</u>

5 INVESTMENT INCOME

	2022	2021
	£	£
Deposit account interest	<u>519</u>	<u>524</u>

6 CHARITABLE ACTIVITIES COSTS

	Unrestricted	Restricted	2022	2021
	£	£	£	£
Salaries, NI & pensions	121,136	34,283	155,419	139,355
Reimbursed expenditure	-	970	970	2,819
Activities	93	3,161	3,254	9,566
Travel and subsistence	598	60	658	443
Dues and subscriptions	782	-	782	2,428
Staff training	1,820	1,326	3,146	1,210
Resources	550	432	982	426
Refreshments	455	68	523	404
Telephone	420	30	450	476
Other costs	5,442	3,612	9,054	8,677
Total	131,296	43,942	175,238	165,803
Support costs	360	-	360	810
Governance costs	5,818	-	5,818	5,625
	<u>137,474</u>	<u>43,942</u>	<u>181,416</u>	<u>172,238</u>

7 TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 July 2022 nor for the year ended 31 July 2021.

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 JULY 2022

7 TRUSTEES' REMUNERATION AND BENEFITS, continued

Trustees' expenses

	2022 £	2021 £
Trustees' expenses	<u>31</u>	<u>65</u>

Trustees' expenses reimbursed related to 1 trustee within the year. The reimbursed expenses related to postage costs.

8 GOVERNANCE COSTS

	Unrestricted funds £	Restricted funds £	2022 £	2021 £
Accountancy & payroll fees	3,648	-	3,648	3,379
Insurance	2,086	-	2,086	2,181
Bank charges	<u>84</u>	<u>-</u>	<u>84</u>	<u>64</u>
Total	<u>5,818</u>	<u>-</u>	<u>5,818</u>	<u>5,625</u>

9 STAFF COSTS

	2022 £	2021 £
Salaries and social security	150,175	133,494
Pension scheme contributions	<u>5,244</u>	<u>5,861</u>
	155,419	139,355

The average monthly number of employees during the year was as follows:

2022	2021
<u>9</u>	<u>8</u>

No employees received emoluments in excess of £60,000.

Key management personnel

Key management personnel are considered to be those personnel who are not trustees but sit within key operational and strategic roles. The total costs of the key management personnel were £38,669 (2021: £37,672).

10 VOLUNTEERS

The value of volunteers' time given within the year is estimated with reference to the recorded number of volunteer hours multiplied by the estimated hourly rate that an employee would have been paid for carrying out the service. The quantified benefit to the charity for volunteers' time was £87,160 (2021: £97,192), given that 8,070 (2021: 9,368) hours were recorded. This amount has not been recognised in the accounts.

**DISCOVERY STUDENT VOLUNTEERING
SWANSEA**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 JULY 2022**

11 ACCOUNTANT'S REMUNERATION

Accountancy fees in relation to the independent examination, included within charitable activity costs, were £2,640 (2021: £2,500).

12 DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Trade debtors	8,767	16,942
Other debtors	<u>1,595</u>	<u>-</u>
	<u>10,362</u>	<u>16,942</u>

13 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Trade creditors	588	254
Taxation and social security	819	463
Accruals	2,928	2,736
Deferred income	<u>614</u>	<u>4,447</u>
	<u>4,949</u>	<u>7,900</u>

**DISCOVERY STUDENT VOLUNTEERING
SWANSEA**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 JULY 2022**

14 MOVEMENT IN FUNDS

	At 01/08/21 £	Income £	Expenditure £	Transfers £	At 31/07/22 £
Unrestricted funds					
General fund	127,065	134,916	(137,474)	2,297	126,804
	<u>127,065</u>	<u>134,916</u>	<u>(137,474)</u>	<u>2,297</u>	<u>126,804</u>
Restricted funds					
Inspire	1,623	11,880	(10,400)	-	3,103
International	3,026	40	(970)	-	2,096
Involve	8,584	35,870	(31,482)	(2,333)	10,639
Interact	(36)	-	-	36	-
Non-Project Specific	<u>2,611</u>	<u>2,500</u>	<u>(1,090)</u>	<u>-</u>	<u>4,021</u>
Total restricted funds	<u>15,808</u>	<u>50,290</u>	<u>(43,942)</u>	<u>(2,297)</u>	<u>19,859</u>
Total funds	<u>142,873</u>	<u>185,206</u>	<u>(181,416)</u>	<u>-</u>	<u>146,663</u>

**DISCOVERY STUDENT VOLUNTEERING
SWANSEA**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 JULY 2022**

14 MOVEMENT IN FUNDS - continued

	At 01/08/20 £	Income £	Expenditure £	Transfers £	At 31/07/21 £
Unrestricted funds					
General fund	130,057	131,657	(134,649)	-	127,065
	<u>130,057</u>	<u>131,657</u>	<u>(134,649)</u>	<u>-</u>	<u>127,065</u>
Restricted funds					
Inspire	-	10,667	(9,044)	-	1,623
International	5,736	220	(2,930)	-	3,026
Involve	4,942	26,086	(22,444)	-	8,584
Interact	-	966	(1,002)	-	(36)
Non-Project Specific	1,120	3,660	(2,169)	-	2,611
Total restricted funds	<u>11,798</u>	<u>41,599</u>	<u>(37,589)</u>	<u>-</u>	<u>15,808</u>
Total funds	<u>141,855</u>	<u>173,256</u>	<u>(172,238)</u>	<u>-</u>	<u>142,873</u>

The purpose for which the above restricted funds are held are described in detail in the trustees report.

15 Analysis of net assets between funds

	Unrestricted £	Restricted £	Total funds £
Current assets	131,139	20,473	151,612
Current liabilities	<u>(4,335)</u>	<u>(614)</u>	<u>(4,949)</u>
Total net assets	<u>126,804</u>	<u>19,859</u>	<u>146,663</u>