

**Report of the Trustees and
Financial Statements for the Year Ended 31 March 2021
for
The Society for Horticultural Therapy**

The Society for Horticultural Therapy
Contents of the Financial Statements for the Year Ended 31 March 2021

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REPORT OF THE TRUSTEES for the Year Ended 31 March 2021

LETTER FROM THE CHAIR

Dear Supporter,

This year has continued to be one full of challenges for Thrive as we have had to adapt and respond to the global COVID-19 pandemic. This meant that we had to stop client service delivery at the start of this financial year. Whilst we did manage to eventually resume some of our horticultural therapy sessions in our three centres during the middle of the year, this was again forced to stop for many months as the last lockdown came into place. Client service delivery has always been at the core of what we do. Therefore, suspension of these sessions was extremely difficult for many of our clients and their families, our staff and our volunteers.

I was so proud of how our staff adapted to these changes and we quickly saw a truly collaborative effort to create our Gardening Club. This was a resource to help our clients, and anyone who wanted to sign up, stay connected to nature and support them through this time. Further than this, we remained in touch with our clients and provided online sessions and support to ensure everyone was able to remain engaged and involved and feel supported.

I have seen further resilience and adaptability during this year as we quickly moved to accelerate our progress in taking our training courses online after the cancellation of our in-person delivery. This will be a lasting benefit in that we are now able to offer online learning resources and training to those unable or unwilling to attend face to face learning and allows us to reach a much greater geographic area of potential students than we could before.

We have also had to work hard to raise funds in an increasingly challenging environment. The staff team remained focused on getting our message across about the benefits of nature and gardening. A message that was seen to be so relevant with all the physical and mental health challenges of lockdown. We continue to engage with our donors through the new website and through direct mails and emails to ensure they feel part of Thrive and its objectives.

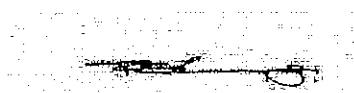
The Senior Management Team and staff have done an excellent job of keeping abreast of ever-changing circumstances. They have ensured that the health and well-being of our clients, staff and volunteers was always a priority, whilst ensuring that the charity was able to survive these turbulent circumstances. With the staff working from home or furloughed, it has been important to know that we were all still pulling in the same direction.

As more of us are vaccinated and we look towards a return to more normal operations, it is with a sense of relief and gratitude that I can reflect on all the hard work and resilience that has enabled us to survive this period. The Board and the Senior Management Team are ensuring that we embed all the learnings from our experience and can now turn our thoughts towards continuing on our strategic path. I believe our objectives of delivering client sessions, training new horticultural therapists and advocating for the greater understanding and use of horticultural therapy is more important than ever.

I would like to thank all our staff and volunteers for their support during this last year and I look forward to seeing them back in gardens and offices as permitted.

I would also like to thank all our donors, local government funders, corporates, Trusts, grant-makers, individuals and in memoriam givers. Every single donation is vital to help us continue to operate. At these most unsettling of times your support has never been so important.

Yours sincerely



Faith Ramsay
Chair of the Board of Trustees

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REPORT OF THE TRUSTEES

The Trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of 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).

OBJECTIVES AND ACTIVITIES

Vision

People living with disability or ill health, or who are isolated, disadvantaged or vulnerable, can access therapeutic gardening and horticultural programmes, wherever they live, and are actively encouraged to use gardening as part of their personal health and wellbeing management.

Goals

To improve health and wellbeing using gardening and horticulture	We will advocate and campaign for greater awareness and understanding of gardening and horticulture for health and wellbeing
	We will provide information and advice to increase the use of gardening and horticulture for health and wellbeing
To develop and deliver the people and practices in therapeutic gardening and horticulture	We will provide training, support and consultancy to practitioners and professionals using therapeutic gardening and horticulture
	We will develop and deliver our own social and therapeutic horticulture programmes
To develop and maintain a sustainable and resilient organisation	We will develop and maintain effective and compliant income generation
	We will develop and maintain efficient and productive use of resources

What we do

Thrive leads the therapeutic use of gardening and horticulture in the UK. We are the specialists in social and therapeutic horticulture (STH), which is the process of working with plants to improve physical and psychological health and communication and thinking skills. STH uses the garden as a safe and secure environment in which to develop an individual's ability to socialise, make friends and gain practical skills that make them more independent and self-reliant.

Trained horticultural therapists use gardening tasks and the garden environment itself to build a set of activities for each client aimed at improving their health and wellbeing and achieving particular goals identified by the individual themselves or by their family, support workers or carers.

Gardens offer outdoor spaces with the peace and tranquillity needed for rehabilitation and recovery, and the opportunity to develop an interest in gardening will give benefits that can last a lifetime.

The benefits of a sustained and active interest in gardening are:

- better physical health from exercise and learning how to use or strengthen muscles to improve mobility
- improved mental health from gaining a sense of purpose and achievement
- reduce feelings of isolation or exclusion through the opportunity to connect with others:
- simply feeling better for being outdoors, in touch with nature and seeing things grow; all things that are known to be important to us all as human beings.

Whilst improving health and wellbeing are at the core of therapeutic horticulture, there are other

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benefits for people who take up gardening: developing new skills, learning about food growing and what is good to eat, boosting confidence with new-found knowledge and potentially using this knowledge to gain a qualification in horticulture and thereby gain employment.

How we do it

Our work is done in a variety of ways:

- we run therapeutic programmes at our garden sites for a very wide range of client gardeners, and our therapists also go out to care homes, public spaces, schools and community projects to deliver STH programmes.
- we deliver high-quality training courses and advice services for individuals, groups and organisations interested in using horticulture for therapeutic, social and developmental purposes.
- we provide an information service through our dedicated website, publications, and phone and email enquiry service. We offer a wealth of information and guidance on techniques and tools that can help people to continue gardening, with tips to make everyday gardening easily accessible and enjoyable for people with a wide range of disabilities and limitations.

Why we do it

In the UK, c18.9 million people live with a long-term health condition (ONS Mar 20) and 8.4 million people of working age live with a disability (ONS Feb 21). 70% of health and social care spending and 50% of all GP consultations in England are linked to long-term conditions.

This may worsen due to the impact of COVID-19. ONS (May 21):

- 1 in 7 people in Britain experienced ongoing symptoms 12 weeks after positive COVID-19 test.
- 20% of adults in UK experienced depressive symptoms, more than double that seen pre-pandemic.
- 74% of adults found lockdown measures difficult to follow because of their impact on well-being.
- 78% of disabled people said they were worried about the effect that the COVID-19 was having on their life (cf. 69% for non-disabled people).

2.6 million people in Britain reported they 'often' or 'always' felt lonely during lockdown (ONS May 20). Loneliness has significant mental and physical health implications. It increases the likelihood of mortality by 26%.

All people living with a long term health condition or disability, including those who are isolated, disadvantaged or vulnerable, can benefit significantly from Thrive's services and are represented amongst our client gardeners.

We have paid due regard to the Charity Commission's guidance on public benefit in deciding what activities the charity should undertake. We believe that a significant proportion of the UK population will benefit from Thrive's services and we therefore consider that we continue to act in the **public benefit**.

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STRATEGIC REPORT

Review of 2020/21 (achievement and performance) and Priorities for 2021/22

Much of our work in 2020/21 was heavily impacted by the COVID-19 pandemic, national lockdowns and restrictions. The Board of Trustees and Senior Manager Team took swift action in March 2020 to protect the organisation – both its people and the finances – ceasing service delivery and making use of the government's Coronavirus Job Retention (Furlough) scheme. Our 'Pathway to Renewal' plans included three further phases of work: Refocus, Reboot and Renewal. We moved quickly to launch new services such as the Gardening Club and blended learning training courses as well as using the pause in other work to review systems, processes and structures. Whilst the timeframes for some of our plans were further disrupted as the pandemic progressed, we have achieved a lot in a short space of time and under very trying conditions. The tables below highlight our main achievements against our Strategic goals.

Looking ahead at 2021/22, the uncertainty connected to the ongoing pandemic and lockdowns has made forward planning very difficult. The Forward Plan approved by the Board of Trustees in March 2021 is more fluid than in prior years and will be reviewed and updated quarterly as we continue to respond and adapt to changing circumstances. The key priorities for 2021/22 are also set out below.

To improve health and wellbeing using gardening and horticulture

Strategic outcome	Attendance at STH programmes becomes a commonplace 'prescription' for mental and physical health and wellbeing
Strategic activity	Advocate and campaign for greater awareness and understanding of gardening and horticulture for health and wellbeing
Strategic objectives	• Increase understanding amongst policymakers, health and social-care professionals of the value of gardening as an everyday activity, a health-promotion activity, and as a therapeutic intervention • Ensure that STH is understood by a wider audience (beyond current/potential STH practitioners and volunteers) including professionals, policymakers and the general public • Engage people living with disability or ill-health, or who are isolated, disadvantaged or vulnerable, in using gardening and growing as part of their personal health and wellbeing management
Achievements/ performance 2020/21	<u>Promotion of social prescribing for nature-based interventions</u> We have continued to engage with this work at a national level, maintaining a relationship with Natural England and the National Outdoors for All Working Group, and participating in training webinars for social-prescribing link workers.
	<u>Comms & Media/PR</u> We continued to develop and deliver well-structured and engaging external communications to raise awareness of Thrive and gardening for health. The advent of COVID-19 and national lockdowns meant that the focus shifted to respond to new concerns (e.g. an increase in mental ill-health and effects of 'long COVID') and opportunities (e.g. a rise in interest in and focus on gardening at home/indoors during lockdown and the nature on your doorstep).
	<u>Growing Care Farming project</u> This project, funded by the Department of the Environment, Food and Rural Affairs and the Department of Education, led by Social Farms & Gardens, aims to increase both the demand for and supply of care-farming places. COVID-19 limited the work that could be done on national and regional advocacy in the last year. Although regional work had to be significantly scaled back and all face to face elements of the project removed, awareness at a national/policy level of green care has improved. Sadly, funding for this project has been drastically reduced and the project will now end in March 2022 rather than 2024.

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Priority actions 2021/22	• Increase engagement and reach on social channels and identify ways to reach new audiences • Work with our Volunteers, Ambassadors and Corporate Partners to promote awareness of gardening for health amongst their networks and audiences • Work with partners to raise awareness of the benefits of nature-based interventions for health & wellbeing (and the need for effective funding) - maintain a lead role in Green Care Coalition (national) and Reading Gardening for Health & Wellbeing Network (local)
Strategic outcome	More people use gardening as part of their personal health and wellbeing management
Strategic activity	Provide Information and advice to increase the use of gardening and horticulture for health and wellbeing
Strategic objectives	• Provide advice and information on gardening with a disability or ill-health and on therapeutic gardening for people living with a disability or ill-health • Make our Information and advice available through multiple channels both on- and offline • Increase awareness of Thrive as a source of information and advice • Learn from people with lived experiences of ill-health and disability to improve our Information service
Achievements/ performance 2020/21	<u>Gardening Club</u> We launched this at the start of the COVID-19 pandemic in April 2020, and it has continued to be a huge success. Since the first edition (c.600 sign-ups), the subscribers have increased to over 3,000 (28% of subscribers have a health condition / disability). This free email aims to provide information and inspiration, to make gardening accessible for everyone, with easy-to-follow, simple, step-by-step instructions and pictures that guide people through a wide range of gardening activities, assuming no prior knowledge of gardening and avoiding jargon. Results from our surveys of Gardening Club (GC) subscribers: • 100% found gardening helped their physical health • 98% felt gardening helped their mental health • 91% said the GC had helped provide a sense of community during times of isolation • 92% of those looking for tips on how to garden with a disability found GC helpful • 100% rated our activities and guides as good or very good Open rates (44.5%) and click through rates (13%) are well above industry averages (19% and 2% respectively) <u>'Spring Forward' campaign</u> In March 2021 we launched our 'Spring Forward' campaign, 28 days of daily activities to help people to enjoy all that gardening and nature can offer for health and wellbeing. This was designed to be suitable for everyone whatever their age, state of health or abilities, whether they have a garden, patio, balcony or just a windowsill. It included a mix of practical, passive, creative, gardening, nature, indoor and outdoor activities. Over 7,200 people downloaded the calendar, bringing more than 5,700 new users to our website and adding over 400 new subscribers to Gardening Club plus new followers on Twitter, Facebook and Instagram.

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	<u>Gardening for Health Information service</u> We have started a major redevelopment of this service and were successful in securing a grant from the Peter Sowerby Foundation (Digital Breakthrough Grant) to fund a 3-month development project, building on the work done during 2020 by the Home Office Digital Interns and enabling us to dedicate time to auditing our information, understanding audience needs and developing user journeys. We now have a clear plan for the future development of the service, with co-creation of content involving people with lived experience of long term health conditions or disability at its heart. Our Stage 2 bid to the Peter Sowerby Foundation (Digital Breakthrough Grant) was successful and this will be a major piece of work in 2021/22. <u>Cultivating Wellbeing in Gardens and Nature</u> This free online learning resource went live in March 2020 after extensive development. It is aimed at anyone looking to improve their health and wellbeing, it details the advantages of engaging with nature, and guides participants through the creation of their own plan for good health and wellbeing, making the best of what nature offers within that person's own context. Interest in this course has grown throughout the year from 300 people enrolled in its first month to around 1,000 by June 21. <u>Erasmus MeTURA family-education project</u> We are active participants in this three-year European-funded project (2018-2021), an international partnership between five organisations committed to improving the quality of lives of adult family members with learning disabilities. Despite interruptions to the programme due to COVID-19, this year we completed an Easy Read Guide to Gardening and begun engaging people with the project through online workshops and webinars. The project ends in September 21 when we will have distributed digital easy read guides to Gardening and Cooking for lifelong learning and development amongst families, educators and other learning disability supporters. Additional resources to support educators and a general guide to the use of the easy read guides will all be completed and distributed accordingly. The materials created through this project will be useable for years to come.
Priority actions 2021/22	• Develop the digital gardening for health information service engaging partners in coproduction of content – launch the new service in spring 2022 • Continue to produce the 'Gardening club' emails with an increased focus on gardening for health - increase subscriber numbers by 25% by end October 2021 • Complete the Erasmus project to achieve agreed objectives and outputs; ensure reporting is completed to the funder's requirements and deadlines

To develop and deliver the people and practices in therapeutic gardening and horticulture

Strategic outcome	The professionalisation of the STH sector and the improvement and recognition of the quality of STH provision
Strategic activity	Provide training, support and consultancy to practitioners and professionals using therapeutic gardening and horticulture
Strategic objectives	• Provide accessible and affordable training and continuing professional development to the professionals and practitioners in or allied to the sector, including policymakers, service commissioners and link workers • Provide high-quality and relevant consultancy services to organisations in or allied to the sector • Develop qualifications that carry a formal and recognised higher-education accreditation • Lead the sector in setting standards and evidencing the quality of provision and outcomes from STH programmes • Offer networking opportunities to share good practice and knowledge transfer • Identify opportunities to enhance our knowledge and insights

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Achievements/ performance 2020/21	<u>National short-course programme</u> We stopped delivering classroom-based courses ahead of the 1st national lockdown (March 2020) and moved quickly to develop a blended-learning option that provides the benefits of small-group interaction and access to Thrive tutors through our online learning platform. The first new course (<u>Social & Therapeutic Horticulture Practice</u>) continues to run monthly over two weeks (rather than two days) and is proving very popular. To this we have added a second course (<u>Introduction to Social & Therapeutic Practice</u>) which also runs monthly (over 1 week). Further blended courses are in development to be launched in Summer 2021, including <u>Setting Up an STH Project</u>. During 2020/21, a total of 290 participants took part in the blended courses and a further 196 signed up for the paid-for online (self-guided learning) courses. A further 32 students went on to complete the <u>Award in STH Programme Development</u>. <u>Free online courses</u> Our free online resources saw a significant increase in popularity, with 2,857 learners enrolling on a course, compared to 571 in the previous year. <u>Bespoke training</u> We delivered only 2 days of bespoke training during the year (one in-person and 1 blended) due to the significant constraints placed on both us and our customers by the COVID-19 restrictions. We are confident that this will pick up again in 2020/21/22 when restrictions ease. <u>Advice services</u> We completed just 3 small-scale assignments, including a project 'sense check' and an accessibility report. <u>Growing Care Farming Project</u> Having developed and started to deliver the four one-day class-room based training courses for this project in 2019/20, the advent of COVID-19 saw each of these courses revised to work in a blended learning format. These launched late in the year and will be continued through 2021/22 in place of any further class-room based courses. <u>Accredited training</u> Work on the development of the new diploma in STH Practice through the Open College Network (OCN) was halted during the early part of 2020/21 whilst we awaited greater clarity on our ability to restart classroom-based learning. We are now working towards a launch of the Diploma in September 2021.
Priority actions 2021/22	• Deliver high quality learning content to the STH, wider green care, health, social care and education sectors through blended and online courses • Plan for the reintroduction of face to face training in September 2021 with a refreshed and focussed offer • Launch a new accredited Diploma in STH Practice in September 2021 • Develop a Practice Community offering by client group • Develop a suite of STH practice publications and guides for sale to STH professionals

Strategic outcome	People living with a disability or long-term health condition have an enhanced quality of life as a result of attending our STH programmes
Strategic activity	Develop and deliver our own STH programmes
Strategic objectives	• Deliver high-quality and effective therapeutic interventions for a range of client groups from our centres in Reading, London and Birmingham • Demonstrate and evidence our standards and quality • Evaluate the benefits to clients and the impact we have made • Respond positively to new funding and commissioning regimes (e.g. social prescribing)
Achievements/ performance 2020/21	<u>Delivery of STH</u> The impact of COVID-19 was most keenly felt on our client programmes. Delivery was halted in March 2020 and did not resume again until late July when we had completed the COVID-secure risk assessments for each centre and individual client risk assessments; a phased restart saw around 80% of Client Gardeners back in the Centres by October.

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	A survey of Clients on their return to Thrive highlighted the difficult time many had had during lockdown and just how much they valued their time at Thrive: • Two thirds (66%) had done some gardening whilst at home during Lockdown, with 34% saying that they had done "a lot". • 41% reported being frustrated, sad, anxious and/or depressed during lockdown and missed being outdoors and socialising with others; a further 41% reported being a little worried, low, unhappy or bored. • 100% said that they felt happier and healthier now that they were back at Thrive. Delivery continued through the 2nd National Lockdown with the COVID-secure measures being rigorously enforced. However, the 3rd Lockdown in January and the rise in new variants meant the difficult decision to once again halt delivery was taken. On a positive note, a successful bid to The National Lottery Coronavirus Emergency Community Fund meant that we had developed and were delivering a remote support service to 32 Clients unable to return to Thrive in October. This was due to end in February but a decision was taken to continue it for as long as the Clients needed it and it was used as the basis of a remote offer to all Clients during the lockdown. This initiative received some amazing feedback from both Clients and their carers. With the Centres closed for 33 weeks of the year, we delivered a total of 2,428 sessions (including remote contact) to 224 clients across our three centres. Eighteen of the client gardeners achieved an accredited qualification in horticulture delivery despite the disruption of COVID-19. <u>Monitoring and evaluation</u> Having rolled out our improved framework for monitoring client behaviour across all programmes in autumn 2019 after testing and refinement, we were unable to complete the second assessments ahead of closing the Centres in March 20. This meant that we had insufficient data to evaluate the framework although our volunteer data analysts were able to make some assessment for improvements in data recording. A series of refresher workshops were run for our staff during March 21 in preparation for the client programmes restarting in April. Data recording recommenced in June. <u>New funding and commissioning regimes</u> We have maintained contact with local-authority commissioners and with local social-prescribing teams throughout the year, although there has been little change in how they are working so far.
Priority actions 2021/22	• Ensure our current delivery continues in a COVID secure environment, in accordance with government guidance and advice (delivery restarted 12 April 2021) • Plan for a Summer 2021 relaxation of restrictions and aim to have the centres back at full operating capacity by October 2021 • Manage the current pipeline of new client referrals (target: 15% net increase in clients between April 21 and October 21) • Increase from 4 to 8 delivery days per week in Birmingham by March 2022 • Deliver funded programmes to achieve agreed objectives; ensure reporting is completed to the funder requirements and deadline • Resume development of client monitoring and evaluation framework

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To develop and maintain a sustainable and resilient organisation

Strategic outcome	Have a sustainable income-generation model (achieving break-even by end 2024/25)
Strategic activity	Develop and maintain effective and compliant Income generation
Strategic objectives	• Improve awareness of Thrive's work through new and expanded channels/audiences, proactive communications and clear messaging • Improve supporter engagement through better relationship building, 'customer' service and standards • Improve supporter and donor retention through effective relationship management • Engage actively with, and be part of, our local communities • Make giving easy through a diversity of opportunities and channels • Ensure compliance with Fundraising Code of Practice and GDPR regulations • Optimise our investment income through active asset management
Achievements/ performance 2020/21	<u>Media & Communications</u> Raising awareness of Thrive through effective communications is a key element in our plans to increase income. We started to prioritise driving email and social media traffic to the Thrive website in early 2020 and we've seen an increase of 231% in visits from email and 27% in social. We put more budget towards paid ads on Facebook which have also been successful in driving new users to the website (up 415% on previous year). Despite considerable media focus being on COVID-19 over the last year, we worked hard to place Thrive in peoples' thoughts and minds for feature pieces. There was significant interest in nature and gardening for health with some traction for local and national coverage, for example: our Training Manager provided some quotes on the value of gardening in a BBC News online article about garden centres re-opening following the first lock down - this was then sent out by the Press Association and was picked up by 3 news aggregate websites and one regional newspaper. Early last year, Thrive was featured in 2 new and well-publicised books: Sue Stewart Smith's 'Well Gardened Mind' and the 'Natural Health Service' by Isabel Hardman, with the latter devoting 4 pages to Thrive, John Wetherell (a former client and employee at Thrive London) and our Training Team. <u>Fundraising activity</u> Income from Fundraising activities was not as severely impacted as we initially feared, achieving c.82% of that from 2019/20. The 2.6 Challenge, launched as a national fundraising initiative to replace the London Marathon, offered a good platform to engage our supporters who had had other events and challenges cancelled. Our Direct Mail appeals did well, in particular the Christmas appeal which included a video; and our Committed donors stuck with us bucking the negative trends in the sector. We have invested in our stewardship and relationship management as well as our Trusts and Grants capacity. During 2020/21, our fundraising activities saw 1,408 individuals and 74 organisations (trusts, grant giving organisations and companies) making financial donations to support Thrive's operations: we extend our thanks to all those who have supported us. See page 20 for more information about our Fundraising Standards Compliance. <u>Community engagement</u> Activities across all three centres have been heavily impacted by COVID-19 with no open days or corporate volunteering days going ahead. Some limited plants sales were possible during the late summer thanks to the amazing support from corporate partners and volunteers. The London team have continued to develop the relationship with Jo Malone London to support operations in the Old English Garden which remains strong – additional JML volunteers have been working on the Garden in Spring 21 to help our Client Gardeners catch up on essential tasks missed during lockdown.

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	AWE staff continued to support the Reading Team and Clients, bringing in several significant donations from staff activity.
Priority actions 2021/22	• Develop and maintain a forward pipeline of funding for Client Services programmes • Continue to seek funding for the Gardening for Health Information Service • Continue to seek new unrestricted funding to offset core costs • Ensure that our Fundraising activities have good quality social content and adverts and targeted marketing through email communications • Develop the donor journey to attract new supporters, increase conversions to donors and retain existing donors, moving them along the 'fundraising funnel' • Develop the user journey for online training courses to create value for attendees, attract new participants (and increase conversions) and encourage returning visitors • Continue to implement and keep under review a rolling marketing programme to support sales of online and blended training courses, new Diploma course, and resources & publications for STH professionals • Develop a culture of Stewardship/Relationship Management supported by an effective CRM and direct email system to manage partner, funder, donor and customer relationships

Strategic outcome	Our people, information and financial assets are managed effectively
Strategic activity	Develop and maintain efficient and productive use of resources
Strategic objectives	• Ensure the welfare of our staff, volunteers and clients through good-quality health and safety and human-resources (HR) practices and proactive risk management • Identify sustainable cost savings and productivity improvements that do not reduce our delivery or development capabilities • Implement a robust digital strategy to enable good use of information, data and tools across the organisation • Maintain our strategic risk register and actively manage key risks • Ensure that our governance practices are aligned to the Charity Code of Governance • Ensure effective records management and compliance with data-protection regulations (GDPR)
Achievements/ performance 2020/21	<u>Staff</u> Many of our plans were hampered by having varying numbers of staff on furlough throughout the year. On 1 April we had 75% of all Staff on the government's Coronavirus Job Retention Scheme; as we started to prepare to restart Client programmes in June this number started to drop and by October only a handful of staff were not back to working their full contracted hours. The 3rd Lockdown saw large number returned to furlough although the continued and scaled-up remote delivery to Clients meant that this was not as high as previously. In total Thrive claimed £322,169 in Coronavirus Job Retention Scheme grant funding to support the continued employment of staff who received 80% of their usual pay under the scheme. This was a lifeline for both the charity and the staff members who saw their work disappear overnight. We kept in touch with all staff using a regular newsletter 'Thriving Together' and occasional briefings and socials using Zoom. Staff returning from furlough completed a questionnaire about how they were feeling and any concerns they had – these were discussed with their manager; all returning staff had re-orientation time prior to service delivery recommencing. Two blocks of 'wellbeing leave' were granted: 4 days in August 20 for the 11 staff who had had no time on furlough and 3 days in December for all staff. The annual staff survey and conference did not take place in 2020. Turnover was again low at 11% with only six leavers and two new starters filling vacant

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	posts. Three posts in the Birmingham Team were made redundant in October due to there being no prospects of sufficient work for the whole team leading into the winter months. Sickness absence figures were very low, most likely due to under-reporting of sickness during periods of furlough; in total, just 33 workdays were lost due to COVID-19 (avg 0.64 days per employee).
	<u>Volunteers</u> Our volunteers once again proved to be an invaluable resource, supporting our work in so many ways. Although our client programmes only ran for 19 weeks, c.140 volunteers worked with us through the year, mostly working in the gardens with the client gardeners, giving nearly 6,000 hours of voluntary support. However, this doesn't include the 50+ volunteers (including local residents who hadn't previously worked with us) who stepped in during the first lockdown to help keep the gardens in order whilst staff and clients were absent. Our volunteers have continued to work with us to keep us COVID-secure, supporting staff and clients with new ways of working through the pandemic and we are enormously grateful for all their support. Our annual survey of the regular volunteers did not take place in 2020.
	<u>Cost savings & productivity</u> A package of cost savings measured was put in place in September 2020 although the extension of the Furlough scheme meant that these were not as severe as originally planned. Three posts in the Birmingham Team were made redundant and three full-time staff who had not been furloughed (including the CEO) voluntarily reduced their hours by 20% for a period of 3 months. Five posts were kept vacant following resignations or maternity leave. Whilst we were not at full capacity, we took the opportunity to look at improvements to our systems and processes. We also took time to reflect, both as teams and individually, on how we responded to the pandemic, and what lessons we can learn. This resulted in our new One Thrive development plan and a restructure of management responsibilities. We continue to work through changes to our structures, systems & processes, and communications.
	<u>Digital strategy</u> Work on the roll out of the new HR database and plans to upgrade our customer-relationship management (CRM) system proceeded slowly and are not yet complete. We have however made huge strides in our digital skills and capability across the organisation, driven by the need to get staff working remotely, and completed a data review project to highlight where our efforts need to be focused next.
	<u>Asset management</u> The Sustainable Asset Management Plan that we commissioned from students at the Henley Business School was delivered at the start of the first national lockdown; this offered no short-term or investment-free options and will need to be revisited post COVID-19.
	<u>COVID Policy and Risk Framework</u> Over the course of the last year we have introduced new safe working practices and risk assessment and made adjustments to many others policies and procedures. We have captured these changes in a new COVID Policy which is supported by several Procedures documents covering working with Clients, working in the offices and working at home. We will continue to update and refine these in response to the changing environment, government restrictions and available guidance.
	<u>Governance</u> Trustees met, virtually, every two weeks in the early stages of the first national lockdown to support the senior management team and to keep abreast of the rapidly changing situation. A more normal pattern of Board meetings, held virtually, resumed in June although Committees did not resume meeting until early 2021. In January we launched a new Trustee recruitment campaign and had an overwhelming response across a wide range of different skills/experience areas. Over the coming months we expect to onboard and induct 6 new Trustees. We remain committed to full compliance with the Charity Code of Governance and are assessing any further work needed in the areas of Equality, Diversity & Inclusion following the enhancements of the Code.

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	GDPR We have previously identified a need to improve our documentation to support GDPR, and provided training for managers, focusing on the Register of Processing Activity (ROPA); this work progressed slowly due to the disruptions of COVID-19. We have made progress with a review of our data sources and systems, assessing our data maturity and identifying areas for improvement. A One Thrive data project is in place and progress will be greatly enhanced by the recruitment of a Data Development Manager in summer 2021.
Priority actions 2021/22	• Complete the implementation of the revised staffing structure and ensure new roles and responsibilities are understood across the organisation • Continue to implement the One Thrive development programme, engaging staff in the reviews of systems & processes and communications • Repeat the Staff Satisfaction Survey and engage staff in reviewing results and developing action plans • Develop a workplace MH strategy and prepare an action plan for managing workplace MH • Recruit a Data Manager to develop our data management strategy, take forward the CRM replacement and ensure our use of data remains GDPR compliant • Further develop proposals for improved use and management of Thrive's estate assets, building on the pre-Covid review by Henley Business School students

Our Staff

We would like to thank Thrive's staff for their exceptional commitment and professionalism throughout this period. Many of them go well beyond what is expected of them and always doing all they can to support disabled and disadvantaged people.

Most staff have spent some time over the last year on furlough, supported by the Coronavirus Job Retention Scheme, some for significant periods of time. Other staff have continued to develop and adapt to working from home, adopting new and different working arrangements.

This has been an especially difficult and stressful time for all staff, with many expressing concerns for their own health as well as for that of our clients, and about job security. We fully appreciate the impact on staff of being unable to work and we thank them warmly for their support to Thrive by abiding by the furlough-scheme rules.

We will continue to work with staff to promote good mental health and to address concerns about future working arrangements.

Financial review

Total income for the year was £1,304,785, a decrease of 18% compared to the previous year (£1,597,001). This Income included £322,169 claimed under the Coronavirus Job Retention Scheme (CJRS); 'like for like' income was £982,616; a reduction of 38%.

Our client services were suspended for 33 weeks during the lockdown periods and, while we received some financial support from Local Authorities while we were unable to deliver services, income was down by £325,631 (53%) on the prior year, excluding amounts claimed under CJRS.

Similarly, we were unable to deliver any face-to-face training throughout the year. We successfully extended our web-based training but other opportunities for income generation were limited. Annual income for training, excluding amounts claimed under CJRS, was down by £91,373 (40%).

The continued support of our funding partners and the public meant that Fundraised income

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performed better than expected, despite being unable to run events. Excluding legacies, fundraised income was £390,075, a fall of £84,030 (18%) on the previous year.

Investment income fell by £31,281 (30%) as a result of reduced dividends.

The overall balance of our income was as follows:

Income source	Amount (% of total income)	
	2020/21	2019/20
Charitable Activities	£424,967 (32%)	£841,971 (53%)
Donations & legacies	£450,570 (35%)	£577,105 (36%)
Investments	£74,175 (6%)	£105,456 (7%)
Trading activities	£32,903 (3%)	£72,469 (4%)
Coronavirus Job Retention Scheme	£322,169 (25%)	£NIL (0%)

Expenditure for the year was £1,510,600, a decrease of £252,539 (14%) compared to the previous year (£1,763,139). Costs related to delivering our charitable services also fell by £85,469 (34%) as consequence of suspending activities. Staffing costs were £138,419 (11%) lower, due to most staff being on full or flexible furlough for varying period during the year and vacancies not being filled. The average number of FTEs in the year was 40 (2020 - 41).

The valuation of our investment land and property, conducted in March 2021, showed a decrease in asset value of £57,000. This was partially offset by an increase of £47,366 in the value of our listed investments.

Overall, we recorded a deficit of £215,449, a slight improvement on the previous year (£224,893).

The cash balances and short-term deposits decreased during the year by £105,233 to £326,355. We received £50,000 through the government-backed Bounce Back Loan Scheme, repayable over a 6-year term. We manage cashflow extremely closely to ensure that liquidity remained within targets, using a 12 month rolling forecast to monitor current cash and future requirements.

Reserves and investment policies

Thrive holds long-term investment assets to generate a return, protecting the charity's capital base and supporting future delivery of charitable activities and aims. Shorter term assets are held to provide revenue to support the operational requirements of the charity. We review the level of reserves annually in line with the budget and business plan to ensure that sufficient and appropriate resources are available to deliver charitable aims, support the charity's strategy and to meet contingencies.

Reserves calculated using the Charity Commission guidance (CC19) total £1,853,410. Included in this total are investments (listed and unlisted) which we use to generate essential income to support ongoing operations. We therefore do not consider those investments themselves to be part of our available reserves in the short to medium term. Our reserves are calculated as total reserves less income-generation investments giving a figure of £803,771 which we refer to as 'free reserves'. Our Reserves Policy, which is reviewed annually by Trustees, is to hold the equivalent of 6 months of expenditure so that we can continue to meet commitments to deliver services in the event of a funding shortfall, or where critical services are only partially funded. For 2021/22 this is budgeted at £830,000 and our free reserves provide 96% cover.

Total reserves at 31 March 2021 were £3,670,228 (compared to £3,885,737 in 2020). This includes restricted reserves (retained to deliver specific projects) of £41,496 and fixed assets totalling

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£1,428,867 which can only be realised upon disposal of those assets. Our reserves also include amounts we have designated for specific, strategic projects to enhance our charitable activities and improve long-term financial sustainability. These will be undertaken over the next 5 years and include investments to maintain the value of our physical assets, supporting our strategy, developing our website and communications to improve accessibility and reach, and investment in research. The original amount set aside was £475,000 and the fund balance at 31 March 2021 was £346,515 and the allocation for each activity can be found at Note 25 in the accounts.

Trustees will continue to review and monitor free reserves to ensure that they remain sufficient. This will include ongoing review of strategic investments as specified in the Designated Fund.

Risk management

As Trustees, we are responsible for overseeing the charity's risk-management activities. The Board manages Thrive's risks through a Strategic Risk Register, which is incorporated in the Annual Business Plan and is monitored by the Finance and Risk Committee.

Strategic risks are the high-level risks that could prevent Thrive from meeting its objectives and they are identified following the annual Board workshop to review forward objectives and external influences. We describe each risk, giving the scenario under which it may occur; we then assess each risk in terms of the impact it would have on the organisation and the likelihood of it occurring, given the current controls and mitigation plans in place. We have identified actions required to mitigate the risk further; with all risks and actions assigned to a named individual. Risks with an impact-likelihood score above our threshold are prioritised for immediate action and close monitoring. Risks with an impact-likelihood score below the threshold are of lower priority but must still be monitored and assessed throughout the year.

For 2021/22, we updated the Strategic Risk Register against the strategic outcomes to take account of the impact of COVID-19. The following were identified as the significant risks:

Strategic Outcome:	Strategic Risk
Enhanced quality of life for people living with a disability or long-term health condition	Government policy and funding regimes do not support effective commissioning of STH (via health, social care or education); third party funding is over-reached – resulting in: - Declining delivery of STH programmes at Thrive Centres - Reduced demand for Thrive training and advice services as STH sector is in decline
Sustainable income generation model (achieving break-even by end 2024/25)	Income generating activities fail to perform as planned and/or do not recover post COVID-19 pandemic due to: - economic uncertainty/decline reducing voluntary donations - lack of government support/funding for STH causing decline within sector - increased competition for grant funding from other projects offering 'time in nature' post-COVID.
Our people, information and financial assets are managed effectively	Thrive is unable to evidence compliance with Data Protection Legislation / GDPR due to incomplete documentation and poor records management.

Operational risks are kept under regular review by the management team.

A 'Protecting People Risk Register' has been produced in accordance with Charity Commission guidance. A full suite of 'COVID-secure' risk assessments is in place in accordance with the Government guidance.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Thrive was established under the terms of its governing Memorandum and Articles of Association in 1978, which were updated in 2009 and 2015, and is constituted as a company limited by guarantee.

Charity Code of Governance

We adopted the Charity Code of Governance in 2017. We have reviewed our governance processes against the code and are confident that most aspects are embedded in our governance processes.

With regard to recommended practice 2.5.1 (*'The board agrees the values, consistent with the charity's purpose, that it wishes to promote and makes sure that these values underpin all its decisions and the charity's activities'*), we agreed that an explicit, separate statement of values is not required as the values are encapsulated within the vision statement, mission and objectives.

We are reviewing our practices against the enhanced Code in respect of Integrity and Equality, Diversity & Inclusion published in December 2020.

Recruitment, appointment, induction and training of new trustees

The Board currently comprises 11 Trustees who delegate the running of the charity to the CEO and the senior management team.

Trustees are recruited to the Board in response to the need for a recognised skill or capacity. Recruitment is done via advertising, with a description of the key skills, knowledge or experience being sought and an overview of the role and responsibilities of a Trustee. Thrive's own networks and communication channels are used along with recognised recruitment websites. Selection is through a two-stage interview process with the Chair, CEO and other Trustees as considered necessary.

Trustees may serve on the Board for up to nine years. One third of Trustees are required to stand down each year and may be re-appointed. The Chair and Vice Chair(s) are elected from amongst the Trustees each year; there are no restrictions on re-appointment.

All new Trustees undertake an induction process, which includes a full briefing on the business strategy, organisational structures, financial and risk matters, hands-on experience of working with our clients and volunteers, and attendance on a governance-training course. Further training is made available based on individual needs.

Diversity objectives

- (i) To improve the diversity of the Board by recruiting new Trustees who bring the specific skills, knowledge or experience or other diversity characteristics identified as required in the recent review
- (ii) To explore how barriers to attending Board and committee meetings can be improved, e.g. through the use of Skype (or video-conferencing)

Three new Trustees were recruited in 2020/21, bringing in-depth medical, public health and research skills. The Board has identified that additional skills and expertise in digital transformation and HR/organisational development are also needed and suitable candidates from our recent recruitment campaign have been identified. Other skill sets being considered are Policy/Public Affairs and Legal.

The COVID-19 pandemic accelerated our adoption of video conferencing for Board meetings; since

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20 April we have used Zoom for both routine and emergency meetings and sent all Board papers by email.

In relation to making the charity accessible to diverse audiences, our new website launched in June 2019 has improved accessibility, including allowing the user to alter text size and font, contrast, cursor size, add a reading pane, see the page structure for easier navigation and use the 'read-aloud' option.

The Board will review the Diversity objectives during 2021/22.

Organisational structure and decision making

Last year we met as a Board five times for formal business meetings and held a further 5 'emergency meetings' at 2 weekly intervals during the early stages of the pandemic.

At our formal meetings, we considered long-term strategy, current direction and finance. We approved the business plan and budget in March and reviewed progress towards achieving the targets included in the plan at each Board meeting. The senior management team monitors the budget each month and provides updates at each Board meeting.

With the advent of COVID-19 the Board met fortnightly through April, May and early June 2020, to keep abreast of developments, to monitor the impact on the charity and to support the work of the management team.

The Chair and the CEO have regular monthly meetings for the purpose of keeping up to date with developments and providing support to the CEO.

We had three sub-committees, which report to the main Board. Scheduled Committee Meetings in 2020/21 were suspended until Q4 to allow both Trustees and Senior Managers to focus on managing the impacts of COVID-19. The Scheme of Delegation sets out the roles and responsibilities of the Committees:

Good Governance	Review the recruitment & selection process for Trustees and make recommendations to the Board – <i>HR Committee</i> Approve system for Board/Trustee performance reviews – <i>HR Committee</i> Propose changes to the terms of reference for Committees - <i>All Committees as necessary</i> Set and report to the Board on an annual programme of Committee activity - <i>All Committees</i> Monitor compliance with Fundraising Standards – <i>BD Committee</i> Monitor compliance with GDPR - <i>Finance & Risk Committee</i>
Strategic Management	Develop the financial strategy and the 3 (or 5)-year financial forecast supporting the strategic plan and make recommendations to the Board – <i>Finance & Risk Committee</i> Monitor performance against the financial strategy – <i>Finance & Risk Committee</i> Propose amendments to the financial strategy for Board approval– <i>Finance & Risk Committee</i> Develop the FR, MarComms and Digital strategies supporting the strategic plan; make recommendations to the Board - <i>BD Committee</i> Monitor performance against the FR, MarComms and Digital strategies - <i>BD Committee</i> Propose amendments to the FR, MarComms and Digital strategies for Board approval - <i>BD Committee</i>

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Strategic Risk Management	Develop the Strategic Risk Register on an annual basis – <i>Finance & Risk Committee</i> Approve all policies relating to risk management – <i>Finance & Risk Committee</i> Monitor significant risks at each meeting – <i>Finance & Risk Committee</i> Receive annual report on Business Continuity Plan – <i>Finance & Risk Committee</i> Review and make recommendations for amendments to the Major Incident Plan – <i>Finance & Risk Committee</i>
Financial Management	Detailed review of annual budgets prior to submission to Board – <i>Finance & Risk Committee</i> Scrutinise accounts with balance sheet & Finance report – <i>Finance & Risk Committee</i> Approve Financial Regulations annually – <i>Finance & Risk Committee</i> Review external auditors' report prior to submission to Board – <i>Finance & Risk Committee</i>
People Management	Support the recruitment & selection process for new Chief Executive – <i>HR Committee</i> Review the salary and reward package of the Chief Executive at least every three years; make recommendations to the Board – <i>HR Committee</i> Review the salary structure of the organisation – <i>HR Committee</i> Approve alterations to employee and volunteer policies (if material) – <i>HR Committee</i> Monitor staff statistics – <i>HR Committee</i> Review the results of the Staff and Volunteer Surveys – <i>HR Committee</i> Approve the Safeguarding Policy – <i>HR Committee</i> Approve the Health & Safety Policy – <i>HR Committee</i> Approve the staff wellbeing/welfare Policies – <i>HR Committee</i> Approve Equality, Diversity & Inclusion Policy – <i>HR Committee</i> Receive quarterly H&S and Safeguarding monitoring reports – <i>HR Committee</i> Annual review of the Protecting People Risk Register – <i>HR Committee</i>

Remuneration statement

Thrive relies heavily on donated funds and the ongoing support of its volunteers and funders. It is important to us that these resources are used to maximum effect so that we can continue to deliver quality services to some of the most vulnerable people in our communities. Thrive employs 54 staff, more than half of whom work on a part-time basis (total 40 full time equivalents, FTEs), and a further 14 sessional workers, who provide essential cover as needed.

Staff costs (salaries and pension contributions) make up a large proportion of the annual cost of running Thrive. Managing staff costs whilst ensuring that the charity has the appropriate mix of skills and expertise to achieve its objectives is an important part of ensuring the ongoing success and viability of Thrive. The total staff cost for Thrive in 2020/21 was £116,2345; this was offset by £322,169 in Coronavirus Job Retention Scheme funding. The median salary point (FTE) for the organisation was £23,600.

The total staff costs (salary, employer's national insurance and employers pension contributions) for the Senior Management Team (listed on page 21) was £214,254. The CEO, Kathryn Rossiter, is the highest-paid member of staff. Her remuneration package consists of an annual salary plus a 5% pension contribution. The CEO's salary remains £65,900 pa. This sits well within sector benchmarks being less than three times the median salary and 4 times the lowest salary. During the year, the CEO had a period of 3 months at 80% pay as part of a package of cost-saving measures bringing her pay for the year down to £62,600.

Fundraising Standards Compliance

We continue to adhere to the Code of Fundraising Practice and maintain our compliance with the Fundraising Standards set by the Fundraising Regulator to whom we pay an annual levy.

We received no complaints in relation to our fundraising activities. Our website clearly sets out our Fundraising Promise, outlines our complaints policy for the public and sets out the systems, recording and reporting we have in place.

We do not use third-party or professional fundraisers, although several companies have signed commercial participation agreements with us and made donations in 2020/21 from the sale of specified products via their normal sales channels. We are satisfied, through our relations with the companies, that the sales processes used were compliant with fundraising regulations.

We adhere to the Charities (Protection and Social Investment) Act 2016, and regularly check the guidance, making sure that we protect those who may have a vulnerable status. If we believe that an individual (or group of individuals) is unable to make a certain decision or does not have the mental capacity to do so, we will not accept the donation from that person. If the donation has already been made, and at the time of donating the individual lacked capacity (and Thrive receives evidence of this) we will return the donation.

Going Concern

It is the view of the Trustees that Thrive remains a going concern. There are further financial uncertainties ahead of us, not least from the continued effects of the pandemic on our service delivery but also the further impacts on the economy and people's personal finances. However, we believe that Thrive is well placed to tackle them.

We have a robust strategic plan which aims to push Thrive onto a wider stage, reaching an increasing number of beneficiaries and allowing us to continue to grow our supporter base. We have made investment in key capabilities and continue to make improvements and efficiencies in how we work. Despite the devastating impact of COVID-19 on delivery of our services in 2020/21, we continue to hold a healthy level of reserves having made use of the government's Coronavirus Job Retention Scheme and Bounce Back loan and been successful in launching new training courses as well as securing several valuable grants for forward development of services.

Our 12-month rolling budgets and forecasts provide us with a clear picture of income expectations, cost commitments and levels of risk. The projections also include trigger points and remedial actions in the event of income shortfalls. This means that there is sufficient time to take action where necessary.

We have a committed and dedicated workforce and a strong senior management team who are focused on delivering on our forward plans. We are further strengthening our governance with the recruitment of new Trustees who bring a fresh perspective and specific skill sets to support the charity's development.

Altogether we are optimistic and excited about what the future holds for Thrive.

EVENTS SINCE THE END OF THE YEAR

Information relating to events since the end of the year is given in the notes to the financial statements.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered company number

01415700 (England and Wales)

Registered charity number

277570

Registered office

The Geoffrey Udall Centre
Beech Hill
Reading
RG7 2AT

Our Royal Patron

HRH Princess Alexandra

Trustees

The Trustees are also the directors of the company. At the time of writing, the following Trustees are in post or were in post during part of the year:

Mr Shanewaz Akhtar (joined 15 November 2018)
Prof. Sam Brockington (joined 29 March 2021)
Mr David Dyer (joined 13 June 2019)
Ms Shelley Frost (joined 15 November 2018)
Dr John James (joined 29 March 2021)
Ms Debbie Jarrett (joined 15 November 2018)
Ms Bene Kariger (joined 13 June 2019)
Ms Sophy Kershaw (joined 15 November 2018)
Ms Alina Lourie – Vice Chair (joined 18 February 2015)
Mrs Faith Ramsay – Chair (joined 12 Nov 2014)
Mr Richard Rogers (joined 11 Aug 2016, resigned September 2020)
Dr Madeleine Smith (joined 29 March 2021)

Senior management team

Mrs Kathryn Rossiter – Chief Executive Officer
Mr Rodger Cartwright – Head of Client Services (resigned September 2020)
Mr Andrew Storm – Head of Finance and Resources
Mr Ben Thomas - Head of Operations (joined April 2021)
Mrs Alex Wakefield – Head of Operations (retired March 2021)
Mrs Sally Wright – Head of Innovation and Marketing

Independent auditors

MHA Monahans
Statutory Auditors
38-42 Newport Street
Swindon
Wiltshire
SN1 3DR

Solicitors

Field Seymour Parkes
The Old Coroner's Court
1 London Street
PO Box 174
Reading
RG1 4QW

Bankers

National Westminster Bank
5 High Street
Bracknell
Berkshire
RG12 1DH

The Society for Horticultural Therapy
REPORT OF THE TRUSTEES for the Year Ended 31 March 2021

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees (who are also the directors of The Society for Horticultural Therapy for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charity Statements of Recommended Practice (SORP)
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the Trustees are aware:

- there is no relevant audit information of which the charitable company's auditors 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 auditors are aware of that information.

Auditors

The auditors, MHA Monahans, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Report of the Trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on21/2/21..... and signed on the Board's behalf by:



.....
Faith Ramsay - Chair of Board of Trustees

**Report of the Independent Auditors to the Members of
The Society for Horticultural Therapy**

REPORT OF THE INDEPENDENT AUDITORS

Opinion

We have audited the financial statements of The Society for Horticultural Therapy (the 'charitable company') for the year ended 31 March 2021 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2021 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

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 Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company 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 charitable company'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 trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, 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 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.

**Report of the Independent Auditors to the Members of
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Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) 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 charitable company'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 charitable company or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

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 a Report of the Independent Auditors 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:

Based on our understanding of the charity and the industry, we identified that the principal risks of non-compliance with laws and regulations related to health and safety, employment law, Companies Act 2006 and Charity Law, and we considered the extent to which non-compliance might have a material effect on the financial statements of the charity. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the Charities Statement of Recommended Practice and Companies Act 2006.

We evaluated management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls) and determined that the principal risks were related to revenue recognition, management override, and management bias in accounting estimates

**Report of the Independent Auditors to the Members of
The Society for Horticultural Therapy**

and judgemental areas of the financial statements such as the depreciation policy, valuation of debtors and valuation of fixed asset investments. Audit procedures performed by the audit engagement team included:

- discussions with management, including consideration of known or suspected instances of non-compliance with laws and regulations and fraud;
- understanding and review of management's internal controls designed to prevent and detect irregularities, and fraud;
- review of the minutes of the Trustees meetings;
- review of tax compliance;
- designing audit procedures to incorporate unpredictability;
- performing analytical procedures to identify any unusual or unexpected relationships that might indicate risks of material misstatement due to fraud;
- review of the financial statements disclosures and testing to supporting documentation to assess compliance with relevant laws and regulations discussed above;
- enquiring of the Trustees and third-party advisors about actual and potential litigation and claims;
- testing transactions entered into outside of the normal course of the charity's business; and
- identifying and testing journal entries, in particular any journal entries with fraud characteristics such as journals with round numbers.

There are inherent limitations in the audit procedures described above and the further removed non-compliance with laws and regulations is from the events and the transactions reflected in the financial statements, the less likely we would become aware of it. Also, the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery or intentional misrepresentations, or through collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' 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 charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Steven Fraser (Senior Statutory Auditor)
for and on behalf of MHA Monahans
Statutory Auditors
38-42 Newport Street
Swindon
Wiltshire
SN1 3DR

Date: 23rd September 2021

The Society for Horticultural Therapy
Statement of Financial Activities
for the Year Ended 31 March 2021

STATEMENT OF FINANCIAL ACTIVITIES

	Notes	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	442,950	7,620	450,570	577,105
Charitable activities	6				
Training and Education		164,173	4,061	168,234	225,755
Client services		472,414	94,261	566,675	616,216
Other trading activities	4	45,131	-	45,131	72,469
Investment income	5	74,175	-	74,175	105,456
Total		1,198,843	105,942	1,304,785	1,597,001
EXPENDITURE ON					
Raising funds	7	201,220	-	201,220	215,902
Charitable activities	8				
Training and Education		279,593	4,061	283,654	328,102
Client services		918,556	107,170	1,025,726	1,219,135
Total		1,399,369	111,231	1,510,600	1,763,139
Net gains/(losses) on investments		(9,634)	-	(9,634)	(58,755)
NET INCOME/(EXPENDITURE)		(210,160)	(5,289)	(215,449)	(224,893)
Transfers between funds	25	7,620	(7,620)	-	-
Net movement in funds		(202,540)	(12,909)	(215,449)	(224,893)
RECONCILIATION OF FUNDS					
Total funds brought forward		3,831,332	54,405	3,885,737	4,110,630
TOTAL FUNDS CARRIED FORWARD		<u>3,628,792</u>	<u>41,496</u>	<u>3,670,288</u>	<u>3,885,737</u>

The notes form part of these financial statements

The Society for Horticultural Therapy
Balance Sheet 31 March 2021

BALANCE SHEET

	Notes	2021 £	2020 £
FIXED ASSETS			
Intangible assets	15	26,331	38,370
Tangible assets	16	1,402,536	1,461,615
Investments			
Investments	17	1,049,639	1,002,273
Investment property	18	<u>910,000</u>	<u>967,000</u>
		3,388,506	3,469,258
CURRENT ASSETS			
Debtors	19	108,864	113,849
Cash at bank		<u>326,355</u>	<u>431,588</u>
		435,219	545,437
CREDITORS			
Amounts falling due within one year	20	<u>(111,343)</u>	<u>(128,958)</u>
NET CURRENT ASSETS		<u>323,876</u>	<u>416,479</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		3,712,382	3,885,737
CREDITORS			
Amounts falling due after more than one year	21	<u>(42,094)</u>	<u>-</u>
NET ASSETS		<u>3,670,288</u>	<u>3,885,737</u>
FUNDS	25		
Unrestricted funds:			
General fund		2,372,277	2,464,356
Property and Estate		172,000	172,000
Investment Property		910,000	967,000
Strategic Development		117,816	164,292
Research and communication		44,660	44,660
ICT and Digital Strategy		<u>12,039</u>	<u>19,024</u>
		3,628,792	3,831,332
Restricted funds		<u>41,496</u>	<u>54,405</u>
TOTAL FUNDS		<u>3,670,288</u>	<u>3,885,737</u>

The financial statements were approved by the Board of Trustees and authorised for issue on ...9 September 2021 and were signed on its behalf by:



.....
F Ramsay – Trustee

The notes form part of these financial statements

The Society for Horticultural Therapy
Cash Flow Statement
For the Year Ended 31 March 2021

CASH FLOW STATEMENT

	Notes	2021 £	2020 £
Cash flows from operating activities			
Cash generated from operations	29	<u>(211,440)</u>	<u>(215,846)</u>
Net cash (used in)/provided by operating activities		<u>(211,440)</u>	<u>(215,846)</u>
Cash flows from investing activities			
Purchase of intangible fixed assets		-	(41,519)
Purchase of tangible fixed assets		(17,968)	(49,379)
Dividends and rents from investments		73,448	102,833
Interest received		<u>727</u>	<u>2,623</u>
Net cash provided by investing activities		<u>56,207</u>	<u>14,558</u>
Cash flows from financing activities			
New loans in year		<u>50,000</u>	-
Net cash provided by financing activities		<u>50,000</u>	-
		<u> </u>	<u> </u>
Change in cash and cash equivalents in the reporting period		<u>(105,233)</u>	<u>(201,288)</u>
Cash and cash equivalents at the beginning of the reporting period		<u>431,58</u>	<u>632,876</u>
Cash and cash equivalents at the end of the reporting period		<u><u>326,355</u></u>	<u><u>431,588</u></u>

The notes form part of these financial statements

The Society for Horticultural Therapy
Notes to the Financial Statements
For the Year Ended 31 March 2021

NOTES TO THE FINANCIAL STATEMENTS

1. STATUTORY INFORMATION

The Society for Horticultural Therapy is a company limited by guarantee, without share capital, registered in England and Wales. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The charity's registration number and registered office address can be found in the trustees' report.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, 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 Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

The financial statements have been prepared under the historical cost convention modified to include certain items at fair value. The financial statements are prepared on a going concern basis.

The Society for Horticultural Therapy meets the definition of a public benefit entity under FRS 102.

The accounts are presented in Sterling which is the functional currency of the Charity, and rounded to the nearest pound.

Going concern

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Income

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

Interest

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.

Grants

Income from government and other grants are recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably. If entitlement is not met then these amounts are deferred. When entitlement occurs before income is received, the income is accrued.

The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the balance sheet.

Donations

Donations are recognised on a receivable basis where there is certainty of receipt and the amount can be reliably measured.

Donated goods, services and facilities

Where material, donated goods and services are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. On receipt, where material, donated goods and services are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

In accordance with the Charities SORP (FRS 102), the general volunteer time is not recognised and refer to the trustees' annual report for more information about their contribution.

The charity receives donated goods for resale. Estimating the fair value of these goods is impractical because of the volume of low-value items received and the absence of detailed stock control systems and records. As such the donated goods for resale are not recognised on receipt. Instead, the value to the charity of the donated goods sold is recognised as income when sold.

The Society for Horticultural Therapy
Notes to the Financial Statements
For the Year Ended 31 March 2021

2. ACCOUNTING POLICIES - continued

Income

Legacies

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

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 has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Allocation and apportionment of costs

Costs are apportioned by the basis of actual costs where possible. Where costs cannot be attributed directly to particular headings they have been allocated on a basis consistent with the use of head count.

Redundancy/ termination payments

Termination benefits are measured at the best estimate of the expenditure required to settle the obligation at the reporting date. If the expected settlement date of the termination payments is 12 months or more after making the provision and the effect would be material, the present value of the obligation is calculated using an appropriate discount rate.

Computer software

Intangible assets are initially measured at cost. After initial recognition, intangible assets are measured at costs less any accumulated amortisation and any accumulated impairment losses. Computer software is being amortised evenly over the estimated useful life of 5 years.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold property	- 2% on straight line basis
Long leasehold	- 4% on a straight line basis
Improvements to property	- 20% on straight line basis
Motor vehicles	- 25% on straight line basis
Computer equipment	- 10%-25% on straight line basis

All assets costing more than £750 are capitalised.

Investment property

Investment properties are included in the accounts at open market value. All movements arising from revaluation are shown in the Statement of Financial Activities. Realised gains and losses on investment properties are calculated as the difference between the disposal proceeds and the market value at the beginning of the year or cost of purchases during the year. Unrealised gains and losses are derived from the movement in the market values during the year.

Other investments

Investments are stated at market value at the balance sheet date. The Statement of Financial Activities (SOFA) includes the net gains and losses arising on revaluations and disposals throughout the year.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

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.

The Society for Horticultural Therapy
Notes to the Financial Statements
For the Year Ended 31 March 2021

2. ACCOUNTING POLICIES - continued

Fund accounting

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

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

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Financial instruments

The charity only has financial assets and financial 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.

Critical accounting estimates and areas of judgement

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

The charity makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results.

There are no critical areas of judgement nor key sources of estimation uncertainty.

3. DONATIONS AND LEGACIES

	2021 £	2020 £
Donations	390,075	474,105
Legacies	<u>60,495</u>	<u>103,000</u>
	<u>450,570</u>	<u>577,105</u>

4. OTHER TRADING ACTIVITIES

	2021 £	2020 £
Grants - CJRS	12,227	-
Rental income	6,600	6,600
Other income	<u>26,304</u>	<u>65,869</u>
	<u>45,131</u>	<u>72,469</u>

The Society for Horticultural Therapy
Notes to the Financial Statements
For the Year Ended 31 March 2021

5. INVESTMENT INCOME

	2021 £	2020 £
Rents received	20,950	26,353
Investment income	52,498	76,480
Deposit account interest	727	2,623
	<u>74,175</u>	<u>105,456</u>

6. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2021 £	2020 £
Grants	Training and Education	37,913	12,096
Training for professionals	Training and Education	126,846	209,759
Membership fees	Training and Education	3,475	3,900
Grants	Client services	370,351	43,508
Income for rehabilitation and training in horticultural skills		164,161	515,875
Other income	Client services	<u>32,163</u>	<u>56,833</u>
		<u>734,909</u>	<u>841,971</u>

Grants received, included in the above, are as follows:

	2021 £	2020 £
Grow & Learn - Various	42,732	43,508
Erasmus Project	4,061	12,096
Battersea	31,533	-
Online	19,996	-
Coronavirus Job Retention Scheme	309,942	-
	<u>408,264</u>	<u>55,604</u>

7. RAISING FUNDS

Raising donations and legacies

	2021 £	2020 £
Staff costs	106,709	121,995
Sundries	21,005	24,803
Support costs	<u>73,506</u>	<u>69,104</u>
	<u>201,220</u>	<u>215,902</u>

8. CHARITABLE ACTIVITIES COSTS

	Direct costs £	Support costs (see note 9) £	Totals £
Training and Education	164,119	119,535	283,654
Client services	<u>572,277</u>	<u>453,449</u>	<u>1,025,726</u>
	<u>736,396</u>	<u>572,984</u>	<u>1,309,380</u>

The Society for Horticultural Therapy
Notes to the Financial Statements
For the Year Ended 31 March 2021

9. SUPPORT COSTS

	Management £	Communication and Development £	Governance costs £	Totals £
Raising donations and legacies	44,611	19,820	9,075	73,506
Training and Education	72,546	32,232	14,757	119,535
Client services	<u>275,197</u>	<u>122,271</u>	<u>55,981</u>	<u>453,449</u>
	<u>392,354</u>	<u>174,323</u>	<u>79,813</u>	<u>646,490</u>

Support costs have been allocated on the basis of head count.

10. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2021 £	2020 £
Auditors' remuneration	9,181	8,702
Depreciation - owned assets	77,047	66,090
Computer software amortisation	12,039	9,785
Operating leases - other	<u>6,427</u>	<u>6,259</u>

11. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

Trustees' expenses

0 (2020 - 7) trustees received reimbursement of travel expenses amounting to £nil (2020 - £2,140).

12. STAFF COSTS

	2021 £	2020 £
Wages and salaries	1,039,564	1,159,681
Social security costs	81,056	95,174
Other pension costs	<u>41,725</u>	<u>45,909</u>
	<u>1,162,345</u>	<u>1,300,764</u>

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

	2021	2020
Raising donations and legacies	8	7
Governance	1	1
Charitable activities-Training/Education	6	7
Charitable activities-Client services	29	32
Support and Communication	<u>10</u>	<u>11</u>
	<u>54</u>	<u>58</u>

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	2021	2020
£60,001 - £70,000	<u>1</u>	<u>1</u>

The Key Management Personnel of the charity consists of the Senior Management Team as listed on page 21. The total amount of employee benefits (salary, employer's national insurance and employers pension contributions) paid to key management personnel in the year was £214,254 (2020: £254,160).

The average number of full time equivalents during the year was 40 (2020 - 41).

The Society for Horticultural Therapy
Notes to the Financial Statements
For the Year Ended 31 March 2021

13. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted Funds £	Total Funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	536,125	40,980	577,105
Charitable activities			
Training and Education	213,659	12,096	225,755
Client services	521,408	94,808	616,216
Other trading activities	72,469	-	72,469
Investment income	105,456	-	105,456
Other income			
Total	1,449,117	147,884	1,597,001
EXPENDITURE ON			
Raising funds	215,902	-	215,902
Charitable activities			
Training and Education	298,622	29,480	328,102
Client services	1,092,031	127,104	1,219,135
Total	1,606,555	156,584	1,763,139
Net gains/(losses) on investments	(58,755)	-	(58,755)
NET INCOME/(EXPENDITURE)	(216,193)	(8,700)	(224,893)
RECONCILIATION OF FUNDS			
4,047,525	63,105	4,110,630	
Total funds brought forward			
TOTAL FUNDS CARRIED FORWARD	3,831,332	54,405	3,885,737

14. GOVERNMENT GRANT INCOME

	2021 £	2020 £
Coronavirus Job Retention scheme	322,169	-
National Lottery	9,999	-

There were no unfulfilled conditions or other contingencies attached to these grants.

The charity also received a government backed Coronavirus Bounce Back Loan - see note 22.

The charity has not directly benefited from any other forms of government assistance.

The Society for Horticultural Therapy
Notes to the Financial Statements
For the Year Ended 31 March 2021

15. INTANGIBLE FIXED ASSETS

	Computer Software £
COST	
At 1 April 2020 and 31 March 2021	<u>48,155</u>
AMORTISATION	
At 1 April 2020	9,785
Charge for year	<u>12,039</u>
At 31 March 2021	<u>21,824</u>
NET BOOK VALUE	
At 31 March 2021	<u>26,331</u>
At 31 March 2020	<u>38,370</u>

16. TANGIBLE FIXED ASSETS

	Freehold Property £	Long Leasehold £	Improvements to property £
COST			
At 1 April 2020	1,215,166	585,804	272,427
Additions	<u>-</u>	<u>13,900</u>	<u>-</u>
At 31 March 2021	<u>1,215,166</u>	<u>599,704</u>	<u>272,427</u>
DEPRECIATION			
At 1 April 2020	261,747	145,260	251,815
Charge for year	<u>22,899</u>	<u>33,925</u>	<u>4,526</u>
At 31 March 2021	<u>284,646</u>	<u>179,185</u>	<u>256,341</u>
NET BOOK VALUE			
At 31 March 2021	<u>930,520</u>	<u>420,519</u>	<u>16,086</u>
At 31 March 2020	<u>953,419</u>	<u>440,544</u>	<u>20,612</u>

	Motor Vehicles £	Computer Equipment £	Totals £
COST			
At 1 April 2020	49,708	164,615	2,287,720
Additions	<u>-</u>	<u>4,068</u>	<u>17,968</u>
At 31 March 2010	<u>49,708</u>	<u>168,683</u>	<u>2,305,688</u>
DEPRECIATION			
At 1 April 2020	34,863	132,420	826,105
Charge for year	<u>5,939</u>	<u>9,758</u>	<u>77,047</u>
At 31 March 2021	<u>40,802</u>	<u>142,178</u>	<u>903,152</u>
NET BOOK VALUE			
At 31 March 2021	<u>8,906</u>	<u>26,505</u>	<u>1,402,536</u>
At 31 March 2020	<u>14,845</u>	<u>32,195</u>	<u>1,461,615</u>

The Society for Horticultural Therapy
Notes to the Financial Statements
For the Year Ended 31 March 2021

17. FIXED ASSET INVESTMENTS

	Listed Investments £	Unlisted Investments £	Totals £
MARKET VALUE			
At 1 April 2020	204,467	797,806	1,002,273
Revaluations	<u>47,366</u>	<u>-</u>	<u>47,366</u>
At 31 March 2021	<u>251,833</u>	<u>797,806</u>	<u>1,049,639</u>
NET BOOK VALUE			
At 31 March 2021	<u>251,833</u>	<u>797,806</u>	<u>1,049,639</u>
At 31 March 2020	<u>204,467</u>	<u>797,806</u>	<u>1,002,273</u>

There were no investment assets outside the UK.

The listed securities comprise of units in the charity common investment fund, Charifund, managed by M&G Investments.

The unlisted securities comprise of shares in Estate Incomes Limited. The charity owns 13.82% of the total number of shares in that company, all shares being ordinary shares.

The historic cost of fixed asset investments is £947,806 (2020: £947,806).

Unlisted investments are valued on the basis of a multiplication of the return obtained from the investment.

18. INVESTMENT PROPERTY

	£
FAIR VALUE	
At 1 April 2020	967,000
Revaluation	<u>(57,000)</u>
At 31 March 2021	<u>910,000</u>
NET BOOK VALUE	
At 31 March 2021	<u>910,000</u>
At 31 March 2020	<u>967,000</u>

Properties gifted to the charity comprise land surrounding the charity's premises at Beech Hill and a cottage in Beech Hill village.

The properties were valued in March 2021, by Carter Jonas LLP, in accordance with the appropriate sections of the current RICS Professional Standards and RICS Valuation Practice Statements contained in the RICS Valuation - Professional Standards 2014 incorporating the IVSC Valuation Standards (the 'Red Book'). In the opinion of the trustees, there has been no significant movement in these values since this time.

19. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Trade debtors	24,662	76,881
Prepayments and accrued income	<u>84,202</u>	<u>36,968</u>
	<u>108,864</u>	<u>113,849</u>

The Society for Horticultural Therapy
Notes to the Financial Statements
For the Year Ended 31 March 2021

20. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Bank loans and overdrafts (see note 22)	7,906	-
Trade creditors	19,287	45,862
Social security and other taxes	21,672	23,052
Other creditors	7,511	9,535
Accruals and deferred income	<u>54,967</u>	<u>50,509</u>
	<u>111,343</u>	<u>128,958</u>

Deferred income of £17,521 (2020: £26,783) relates to grants and course fee income received for the provision of post year end services

21. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2021 £	2020 £
Bank loans (see note 22)	<u>42,904</u>	<u>-</u>

22. LOANS

An analysis of the maturity of loans is given below:

	2021 £	2020 £
Amounts falling due within one year on demand:		
Bank loans	<u>7,906</u>	<u>-</u>
Amounts falling due between one and two years:		
Bank loans – 1-2 years	<u>9,707</u>	<u>-</u>
Amounts falling due between two and five years:		
Bank loans – 2-5 years	<u>30,618</u>	<u>-</u>
Amounts falling due in more than five years:		
Repayable in instalments:		
Bank loans more than 5 yr by instalment	1,769	-

The loan is supported by the Bounce Back Loan Scheme (BBLs). The Bank have received a guarantee from the UK Government under BBLs. The charity is responsible for the repayment of the loan. The interest rate is 2.5% per year.

23. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2021 £	2020 £
Within one year	3,496	3,496
Between one and five years	<u>537</u>	<u>875</u>
	<u>4,033</u>	<u>4,371</u>

The Society for Horticultural Therapy
Notes to the Financial Statements
For the Year Ended 31 March 2021

24. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds £	Restricted Funds £	2021 Total Funds £	2020 Total Funds £
Fixed assets	1,428,867	-	1,428,867	1,499,985
Investments	1,959,639	-	1,959,639	1,969,273
Current assets	393,723	41,496	435,219	545,437
Current liabilities	(111,343)	-	(111,343)	(128,958)
Long term liabilities	(42,094)	-	(42,094)	-
	<u>3,628,792</u>	<u>41,496</u>	<u>3,670,288</u>	<u>3,885,737</u>

25. MOVEMENT IN FUNDS

	At 1.4.20 £	Net movement in funds £	Transfer between funds £	At 31.3.21 £
Unrestricted funds				
General fund	2,464,356	(109,696)	17,617	2,372,277
Property and Estate	172,000	-	-	172,000
Investment Property	967,000	(57,000)	-	910,000
Strategic Development	164,292	(36,479)	(9,997)	117,816
Research and communication	44,660	-	-	44,660
ICT and Digital Strategy	19,024	(6,985)	-	12,039
	<u>3,831,332</u>	<u>(210,160)</u>	<u>7,620</u>	<u>3,628,792</u>
Restricted funds				
Grow & Learn (Birmingham)	33,200	(8,497)	-	24,703
Pots & Petals (Trunkwell)	21,205	(4,412)	-	16,793
Donation for Battersea Heating System	-	7,620	(7,620)	-
	<u>54,405</u>	<u>(5,289)</u>	<u>(7,620)</u>	<u>41,496</u>
TOTAL FUNDS	<u>3,885,737</u>	<u>(215,449)</u>	<u>-</u>	<u>3,670,288</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement In Funds £
Unrestricted funds				
General fund	1,198,843	(1,355,905)	47,366	(109,696)
Investment Property	-	-	(57,000)	(57,000)
Strategic Development	-	(36,479)	-	(36,479)
ICT and Digital Strategy	-	(6,985)	-	(6,985)
	<u>1,198,843</u>	<u>(1,399,369)</u>	<u>(9,634)</u>	<u>(210,160)</u>
Restricted funds				
Grow & Learn (Birmingham)	42,732	(51,229)	-	(8,497)
Erasmus Project (Training)	4,061	(4,061)	-	-
Pots & Petals (Trunkwell)	-	(4,412)	-	(4,412)
Pathways (Battersea)	15,000	(15,000)	-	-
Gardening for Good Health	11,533	(11,533)	-	-
Wimbledon Foundation Restart Project	5,000	(5,000)	-	-
National Lottery Recovery Fund	9,999	(9,999)	-	-
Peter Sowerby Foundation - Digital	-	-	-	-
Breakthrough	9,997	(9,997)	-	-
Donation for Battersea Heating System	7,620	-	-	7,620
	<u>105,942</u>	<u>(111,231)</u>	<u>-</u>	<u>(5,289)</u>
TOTAL FUNDS	<u>1,304,785</u>	<u>(1,510,600)</u>	<u>(9,634)</u>	<u>(215,449)</u>

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25. MOVEMENT IN FUNDS - Continued

Comparatives for movement in funds

	At 1.4.19 £	Net movement in funds £	At 31.3.20 £
Unrestricted funds			
General fund	2,633,822	(169,466)	2,464,356
Property and Estate	175,000	(3,000)	172,000
Investment Property	967,000	-	967,000
Strategic Development	196,856	(32,564)	164,292
Research and communication	45,995	(1,335)	44,660
ICT and Digital Strategy	28,852	(9,828)	19,024
	4,047,525	(216,193)	3,831,332
Restricted funds			
Grow & Learn (Birmingham)	40,676	(7,476)	33,200
Erasmus Project (Training)	4,146	(4,146)	-
Pots & Petals (Trunkwell)	-	21,205	21,205
Pathways (Battersea)	6,750	(6,750)	-
Gardening for Good Health	11,533	(11,533)	-
	63,105	(8,700)	54,405
TOTAL FUNDS	<u>4,110,630</u>	<u>(224,893)</u>	<u>3,885,737</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement In Funds £
Unrestricted funds				
General fund	1,449,117	(1,559,828)	(58,755)	(169,466)
Property and Estate	-	(3,000)	-	(3,000)
Strategic Development	-	(32,564)	-	(32,564)
Research and communication	-	(1,335)	-	(1,335)
ICT and Digital Strategy	-	(9,828)	-	(9,828)
	1,449,117	(1,606,555)	(58,755)	(216,193)
Restricted funds				
Grow & Learn (Birmingham)	55,388	(62,864)	-	(7,476)
Erasmus Project (Training)	12,096	(16,242)	-	(4,146)
Pots & Petals (Trunkwell)	22,800	(1,595)	-	21,205
Pathways (Battersea)	40,000	(46,750)	-	(6,750)
Gardening for Good Health	-	(11,533)	-	(11,533)
Regional Centre Manager	17,600	(17,600)	-	-
	147,884	(156,584)	-	(8,700)
TOTAL FUNDS	<u>1,597,001</u>	<u>(1,763,139)</u>	<u>(58,755)</u>	<u>(224,893)</u>

Designated Funds

Property & Estate: Funds for the maintenance, upgrade and development of buildings and surroundings Thrive.

Investment Property: Investment property fund - for longer term security of the charity.

Strategic Development: Funds for the development of Thrive's strategic aims.

Research and communication: Funds for the development, commissioning and dissemination of research related to STH/Green Care

ICT and Digital Strategy: Funds to develop our Information and Communications capabilities

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25. MOVEMENT IN FUNDS - Continued

Restricted funds

Grow & Learn (Birmingham): The aim of this project is to enable 14 - 19 year olds with special educational needs to learn new skills, gain vocational qualifications and build self-confidence through a supported horticultural training programme

Pots & Petals (Trunkwell): The project provides a 2-hour interactive programme for young people with Profound and multiple learning difficulties, on a weekly basis throughout the year. The programme runs at the Trunkwell Garden Project, where the young people use the Just for Fun garden, which has been specifically designed for them.

Pathways (Battersea): For adults with mental ill-health, providing the focus of gardening as an avenue to start working with others, gaining trust, confidence and learning new skills.

Gardening for Good Health (Battersea): A programme to enable those with life-changing health conditions to enjoy gardening; build new friendships and increase social networks and build confidence to regain or maintain an active, healthy and independent life

Erasmus (Training): This project is an international partnership between organisations committed to improving the quality of lives of those with Learning Disabilities.

Minibus (Trunkwell): A replacement minibus to enable clients to access the centre at Beech Hill and to allow us to take them to other sites where they can carry out a number of gardening task in different environment(s).

Regional Centre Manager: funding a regional centre manager to build capacity in Birmingham.

Wimbledon Foundation Restart Project - funding to prepare the site for clients to return

National Lottery Recovery Fund - A programme (October 2020-March 2021) to develop an online outreach programme for clients while our on-site services were suspended due to Covid

Peter Sowerby Foundation - Digital Breakthrough - Funding to maintain and further develop our online Gardening for Health information' project

Donation for Battersea heating system - Funding received to install a new heating system at Battersea.

Transfers between funds

Transfer of £7,620 from Battersea Heating System fund to general funds - the restriction has been met following the purchase of the heating system. The heating system is held within general funds as a fixed asset.

26. EMPLOYEE BENEFIT OBLIGATIONS

The charity operates a defined contribution pension scheme. The costs for the period was £41,725 (2020: £45,909). Contributions amounting to £6,000 were payable to the scheme at 31 March 2021 (2020: £6,865) and are included within other creditors.

27. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2021.

28. POST BALANCE SHEET EVENTS

We re-opened our client services in April 2021, following the suspension of activities in January 2021

The Society for Horticultural Therapy
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29. RECONCILIATION OF NET EXPENDITURE TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2021 £	2020 £
Net expenditure for the reporting period (as per the Statement of Financial Activities)	(215,846)	(224,893)
Adjustments for:		
Depreciation charges	89,086	75,875
Losses on investments	9,634	58,755
Interest received	(727)	(2,623)
Dividends and rents from investments	(73,448)	(102,833)
Decrease in debtors	4,985	24,056
Decrease in creditors	<u>(25,521)</u>	<u>(44,183)</u>
Net cash used in operations	<u><u>(211,440)</u></u>	<u><u>(215,846)</u></u>

30. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.20 £	Cash flow £	At 31.3.21 £
Net cash			
Cash at bank and in hand	<u>431,588</u>	<u>(105,233)</u>	<u>326,655</u>
	<u>431,588</u>	<u>(105,233)</u>	<u>326,655</u>
Debt			
Debts falling due within 1 year	-	(7,906)	(7,906)
Debts falling due after 1 year	<u>-</u>	<u>(42,094)</u>	<u>(42,094)</u>
	<u>-</u>	<u>(50,000)</u>	<u>(50,000)</u>
Total	<u>431,588</u>	<u><u>(155,233)</u></u>	<u><u>276,655</u></u>