



**Safe Partnership Limited**  
**Charity No. 297903**  
**Company No. 2182441**  
**Annual Report and Audited Accounts**  
**For The Year Ending 31<sup>st</sup> March 2021**



## **SAFE PARTNERSHIP LIMITED**

(A company limited by guarantee and not having share capital)

### **REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021**

The Directors, who are also the Charity Trustees, present their report and the audited accounts for the year ended 31<sup>st</sup> March 2021.

#### **Reference and Administrative Information**

**Name of the Charity.** Safe Partnership Limited.

**Charity Registration Number:** 297903

**Company Registration Number:** 2182441

**Principal Office Address:** 3 East Street  
Wareham  
Dorset BH20 4NN

**Registered Office Address:** 7 Bournemouth Road  
Chandlers Ford  
Eastleigh  
Hampshire SO53 3DA

**Trustees and Directors:** Anne Clayton  
Angela Craven (Vice Chair)  
Stephen Hutchinson (Company Secretary and Treasurer resigned 1<sup>st</sup> June 2021)  
Cherise Luke-Bennett  
Michael Russell (resigned 29<sup>th</sup> October 2020)  
Barry Watson (Chairman)

**Honorary Trustees:** Peter Girling (Honorary President)

**Chief Operations Officer:** Andrea Preece

**Auditors:** Knight Goodhead  
7 Bournemouth Road  
Chandlers Ford  
Eastleigh, Hampshire SO53 3DA

**Bankers:** Barclays Bank plc  
Barclays House Branch  
PO Box 44, Poole  
Dorset BH15 1YA

**Legal Advisers** Lester Aldridge Solicitors  
Russell House  
Oxford Road  
Bournemouth BH8 8EX

## **SAFE PARTNERSHIP LIMITED**

(A company limited by guarantee and not having share capital)

### **REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021**

#### **1. Achievements and Performance**

2.1. Review. In fulfilling its Object (paragraph 3.1 below) the charity:

- Secured 1,080 homes in the year. Each victim has at least two immediate family members whose lives are directly affected by the work we do and at least another 10 (relatives, friends, acquaintances, colleagues etc) whose lives are touched by what we do. That's around 14,000 people before considering the professional services – ambulance, A&E doctors and nurses, lawyers, police, courts, probation, social services and others whose services are not needed because we have enabled victims to remain in their own homes, safe.
- We installed 1 external door and manufactured and installed 3 sanctuaries / safe rooms.
- We delivered our services in 64 local authority areas.
- We have been chosen as the recommended Sanctuary Scheme provider by the Ministry of Housing Communities and Local Government for the Whole Housing Programme.
- Maintained accreditation under the government's Contractors Health & Safety Assessment Scheme.
- Maintained SAFEcontractor accreditation of its health and safety standards, after annual audit.
- Maintained registration by Constructionline.
- Maintained ISO 9001:2015 accreditation of its Quality Management System relating to home security products and services, for which there is a six-monthly auditing requirement.
- Maintained ISO 14001:2015 accreditation of its Environmental Management System.

2.2. The charity therefore achieved its objectives for the year and Trustees look forward to seeing the organisation continue over the coming year. The Trustees are able to report that Safe Partnership Limited is well placed to maintain its charitable objectives.

2.3. We measure our success by the incidence of repeat victimisation; crime statistics; results from client surveys; and feedback from unsolicited phone calls and letters. The following targets were achieved:

- Re-victimisation of one percent or less.
- Through the conduct of routine satisfaction surveys, at least ninety-percent of clients rated the service as very good or excellent overall.
- By the same means, we established that at least ninety percent of clients would recommend the service to others.
- We carried out work in the homes during the coronavirus lockdown by changing our working practices including reducing the number of properties we attended each day, contacting clients before each visit to check that they were not showing any symptoms of covid, staff showered and changed uniform between visits to reduce the risk of spreading the virus between households, ensuring all staff had personal protective equipment, ensuring clients understood social distancing.
- All of these were victims of crime.
- We contacted all potential referrals within one full working day.

2.4. Factors outside the charity's control.

The impact of the coronavirus pandemic throughout the year. This has cost us financially in the purchase of extra personal protection equipment, increased our accommodation costs, reduced our income as we were unable to carry out the "normal" 5 or 6 properties per day per installer and the impact that coronavirus had directly on our staff and them having to self isolate and quarantine after being exposed to the virus. We have also had staff furloughed and on flexi furlough. The councils and housing providers have in the main been working from home and therefore communication with them has proved difficult however we have had at least 10 new stakeholders approach us and ask us to supply them with our services.

3. **Objectives and Activities.** We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives they have set.

## SAFE PARTNERSHIP LIMITED

(A company limited by guarantee and not having share capital)

### REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

3.1. Charity's Object. The Charity's objects (the Objects) are restricted to the relief of those in need by reason of old age, youth, ill-health, disability, financial hardship or other disadvantage (including, without limitation, the victims of violence or crime and those in fear of violence or crime) by the provision of help, support, assistance and advice:

- to avoid becoming a victim of violence or crime;
- to address the fear of violence or crime; and
- to reduce the distress, poverty and other hardship that results from being the victim of violence or crime.

3.2. The charity achieves its Objects by providing free, practical and immediate home security and advice to older and vulnerable victims of crimes that compromise the security of their homes, for example domestic abuse and violence, sexual violence, dwelling burglary, robbery (loss of house keys), distraction burglary, identity theft and hate crime; and to those in fear of such crimes.

3.3. Main Objectives for the Year. The main objectives for the year continued to focus on providing free home security services to older and vulnerable victims of crimes that compromised the security of their homes, working in partnership with local police and other agencies to provide effective practical assistance in the community. Police recorded crime data show an increase in offences flagged as domestic abuse-related during the coronavirus (COVID-19) pandemic.<sup>1</sup>

3.4. Strategies for Achieving the Year's Objectives. The charity achieved these by contracting with Local Authorities in England through statutory tendering processes and direct commissioning, to deliver reactive and proactive home security and safety schemes.

3.5. Significant Activities. These included continuing to provide a service for our stakeholders and clients during the pandemic.



<sup>1</sup><https://www.ons.gov.uk/peoplepopulationandcommunity/crimeandjustice/articles/domesticabuseduringthecoronaviruscovid19pandemicenglandandwales/november2020>

## **SAFE PARTNERSHIP LIMITED**

(A company limited by guarantee and not having share capital)

### **REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021**

#### **4. Structure, Governance and Management**

4.1. Governing Document. The organization is a Private Limited Company incorporated on 22<sup>nd</sup> October 1987 and registered as a charity on 30<sup>th</sup> October 1987. The company was incorporated originally as the John McCarthy Foundation; changed its name and was incorporated as The McCarthy Foundation on 31<sup>st</sup> March 1994; and changed its name and was incorporated as Safe Partnership Limited on 18<sup>th</sup> August 2000. The Governing document is the Articles of Association, updated in line with the Companies Act 2006 and the Charities Act 2006, and adopted on 20<sup>th</sup> June 2012.

#### **4.2. Recruitment and Appointment of new Trustees.**

4.2.1. The business of the organisation is managed by a Council of Management. The Council Members are also Charity Trustees for the purposes of charity law. Trustees, as Members of Council, retire from office each year. In offering themselves for re-election the retiring members are deemed to have been re-elected unless it is expressly resolved not to fill the vacated Offices or a Council Member resigns his Office by written Notice. No maximum number of Council Members has been determined but the minimum number is three.

4.2.2. The Board keeps its composition under review. When particular skills are lost through retirement individuals with the appropriate skills are identified and approached to offer themselves for election to the Board.

4.3. Induction and Training of Trustees. Trustees are familiar with the practical work of the charity having mostly served for more than a year and having had weekly reports in this period on the work and issues facing the charity. Prospective Trustees are first approached by the Chairman or Chief Operations Officer who describe the charity's activities and outline the expected commitment. Once they have indicated a willingness to serve they are sent the charity's Trustee Information Pack and attendance on a suitable Trustee Induction course run by e.g. the National Council for Voluntary Organisations. New Trustees are elected annually, perhaps having been previously co-opted.

#### **4.4. Organisational Structure.**

4.4.1. The Board of Trustees meets four times during the year including an annual General Meeting at which governance matters are decided and one of the Trustees is elected Chairman for the year, and another Honorary Treasurer. The Board is responsible for the strategic direction and policy of the charity. One of the Trustees is also the Company Secretary. The Chief Operations Officer of the Charity sits on the Board but has no voting rights.

4.4.2. Day to day provision of the charity's services is delegated to the Chief Operations Officer through her Job Description, which sets out her overall purpose to direct and manage the policies, programmes and resources of the charity; and the duties, authorities and responsibilities formally delegated to her by the Trustees for the management and administration of the charity within the strategic framework agreed by them; for enabling the Board to fulfil its functions and ensuring that Trustees receive appropriate and timely advice on all relevant matters; and for the motivation, well-being and efficiency of staff. She is assisted in those duties by the Chief Security Installer, Development Manager and the Project Co-ordinator.

4.4.3. The charity operates to a rolling Three Year Strategic Plan and one-year Operational Plan that is agreed annually by the Board.

#### **4.5. Related Parties.**

4.5.1. The charity has no disclosures under FRS 102.

4.5.2. The charity's subsidiary The Sanctuary People Limited is dormant and has not traded in the period.

4.6. Risk Management. Trustees are required to confirm that the major risks to which the charity is exposed, as identified by the Trustees, have been reviewed and systems have been established to mitigate those risks. We are satisfied that:

- the identification, assessment and mitigation of risk is linked to the achievement of the charity's operational objectives;



## **SAFE PARTNERSHIP LIMITED**

(A company limited by guarantee and not having share capital)

### **REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021**

- the process covers all areas of risk e.g. financial, governance, operational and reputational and is focused on identifying major risks;
- the process identifies all the major risks in line with what we perceive as levels of acceptable risk.
- controls are in place that ensure that the risks are mitigated.
- risk management is ongoing and embedded in management and operational procedures.

The Three Year Strategic Plan includes the detailed Risk Management plan, elements of which are discussed by the Board quarterly and the whole updated and agreed annually.

4.7. Reporting serious incidents. Trustees are required to confirm that there are no major incidents relating to Safe Partnership over the period that have not been brought to the attention of the Charity Commission. We confirm that to be the case.

4.8. Quality. To support the achievement of our Mission it is the charity's policy to comply with the requirements of ISO 9001 thereby providing products and services whose quality meets our clients' and stakeholders' requirements. The charity's Quality Management System (QMS) is designed to support this. Quality, together with Health and Safety and the Environment, ranks as our top priority. The charity's established quality policy is:

- To be alive to the needs and requirements of our clients and stakeholders.
- To monitor client satisfaction with a view to meeting their needs and where possible exceeding their expectations.
- To engage with stakeholders with a view to meeting and where possible exceeding their requirements.
- To meet or exceed our quality objectives.
- To strive for continual improvement of our QMS.

4.9. Equality and Diversity. Safe Partnership is committed to the fair treatment of its staff, volunteers, potential staff, stakeholders and users of its services regardless of race, gender, religion, sexual orientation, responsibilities for dependents, age, physical or mental disability. The charity actively promotes equality of opportunity in employment.

4.10. Environment, Sustainability and Waste Management. The charity remains committed to conducting its operations in an environmentally responsible way and is ISO 14001 accredited. By recognizing the needs of our clients and operating in a manner that protects the environment and uses resources prudently the charity makes a small but significant contribution towards sustainability. The nature of the charity's work ensures a better quality of life for its clients to which end the charity's top three environmental objectives remained: (1) seeking environmentally responsible products that represent best value; (2) recycling the packaging of security hardware; and (3) taking all reasonable steps to ensure that the works carried out do not harm the environment e.g. respecting gardens and wildlife, keeping noise from drills and vehicles to a minimum, switching off vehicle engines when parked at clients' premises, making single "one-stop-shop" visits to clients.

## **5. Financial Review**

5.1. The Charity have spent the year providing support to our target groups, and as a result has utilised previously raised funding. The Trustees consider that the fund balances at 31<sup>st</sup> March 2021 which meet that required by the reserves policy will be adequate to continue to operate in accordance with current projects.

5.2. Principal Funding Sources. These continue to be Local Authorities, Housing Associations and Community Safety Partnerships as a result of competitive tendering; augmented by targeted requests for funding to grant making Foundations and Trusts with whom the charity has built up relationships over the years.

5.3. Reserves Policy. The Board has established a policy whereby target reserves are three months of operating costs plus sufficient to pay creditors and staff redundancy costs. Unfortunately, reserves were below this level at the year end and we are working hard to increase them whilst keeping our reserves policy under review.

## **SAFE PARTNERSHIP LIMITED**

(A company limited by guarantee and not having share capital)

### **REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021**

5.4. Investment Policy. The Board's policy is that £100,000 of cash reserves are to be invested in the CCLA global equity fund. The remaining cash reserves together with any cash not required for immediate use (i.e. to cover 30 days credit) are to be deposited in COIF. The Chief Operations Officer may adjust the COIF balance in the light of current needs provided always that the balance does not fall below £100,000.

5.5 Risk. The biggest risk that the charity faces are the potential nonrenewal of existing contracts.

## **6. Impact of Covid-19**

The Board of Trustees considered the consequences of the COVID-19 outbreak and its social and economic consequences on particular sectors of the business.

The Directors have also considered the effect of the events brought about by the recent COVID -19 outbreak and have planned around this to combat the issues it has raised and produce a safe and secure working environment for all.

At the start of the pandemic lockdown in March 2020 our installers had a couple of weeks where no work was carried out and then we consulted with the installers and found a workaround which was for them to reduce the number of jobs that they carried out each day, concentrating on the very high risk or very urgent clients and only carrying out one or two jobs per day enabling them to go home or to a local hotel and shower and change uniform before going to the next appointment to reduce the risk of them spreading COVID between clients; this resulted in them working at 20% of their normal capacity, the result of this was a significant drop in income throughout the year.

We had extra expenditure for PPE and keeping staff safe, cutting back in the capacity of work undertaken by installers to avoid them becoming super spreaders, lost working days due to installers testing positive and having to self-isolate and compassionate leave when one installers parent died with coronavirus, lack of government funding or any additional funding with the exception of furlough, we have continued to provide a good service to our stakeholders and clients.

This has been recognised in our field and we have secured many new project areas from the beginning of 2021 which will enable us to plan our working schedule in a more localised manner meaning we will be able to carry out more installations per installer per day.

Staff have adapted well to working in isolation, adopting social distancing, and wearing PPE in client's homes and working from home when and where appropriate.

We had the base layer of technology with our IT systems and with the purchase of two new laptops we have continued to give a near normal service to our installers, clients, and stakeholders.

Our weekly workload from January 2021 to date is up from pre pandemic levels, however since the lifting of restrictions there has been a marked increase in "futile" visits and a lot more clients are unable to go ahead with appointments due to having Covid or within the household. We have now agreed with our stakeholders that they should pay for futile visits.

We are continuing to work effectively where possible; we have done our best to keep going despite the councils in the main working from home. We are incurring extra costs due to increasing fuel prices, penalties for parking and ULEZ for using diesel vehicles. Increasing costs in hotels and ongoing supply of PPE to staff.

Throughout the pandemic we have kept our business model and cash flow under constant review.

We have carefully considered our financial forecast through to March 2023 and despite the ongoing uncertainties we are reasonably confident of a positive financial future

## **SAFE PARTNERSHIP LIMITED**

(A company limited by guarantee and not having share capital)

### **REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021**

**7. Plans for Future Periods.** Trustees plan to continue the activities described in this report, tendering for projects that support the charity's objects.

### **8. Responsibilities of the Board**

8.1. Members of the Council of Management, who are directors for the purposes of company law and Trustees for the purposes of charity law, who served during the year and up to the date of this report are listed in section 1.

8.2. Company law requires the directors to prepare accounts for each financial year that give a true and fair view of the state of affairs of the company and of the income and expenditure of the company for that period. In preparing those accounts the directors are required to:

- Select suitable accounting policies and then apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- Prepare the accounts on the going concern basis unless it is inappropriate to presume the company will continue in business.

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

8.4. Auditors. Knight Goodhead, Chartered Accountants, were re-appointed as the charitable company's auditors during the year and have expressed their willingness to continue in that capacity.

8.5. This report has been prepared in accordance with the 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) and the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

By order of the Council of Management

*Andrea Preece*

*29 March 2022*

ANDREA PREECE  
COMPANY SECRETARY



## **INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF SAFE PARTNERSHIP LIMITED**

(Company limited by guarantee and not having a share capital)

### **Opinion**

We have audited the financial statements of Safe Partnership Limited for the year ended 31 March 2021, which comprise the Statement of Financial Activities, Balance Sheet and the related notes including a summary of the significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards including Financial Reporting Standard 102: The Financial Reporting Standard applicable to the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

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 company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

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 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 of opinion**

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

### **Conclusions relating to going concern**

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

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least 12 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.

## **INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF SAFE PARTNERSHIP LIMITED**

(Company limited by guarantee and not having a share capital)

### **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 auditor's report 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.

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 there is a material misstatement in the financial statements or a material misstatement of the other information. 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.

### **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 trustees' report (incorporating the strategic report and the directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report (incorporating the strategic report and the directors' report) have been prepared in accordance with applicable legal requirements.

### **Matters on which we are required to report by exception**

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:

- the company has not kept adequate and sufficient accounting records, or returns adequate for our audit have not been received from branches not visited by us; or
- the company's 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; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the Trustees' Annual Report and take advantage of the small companies exemption from the requirement to prepare a strategic report.

### **Responsibilities of the trustees**

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

## **INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF SAFE PARTNERSHIP LIMITED**

(Company limited by guarantee and not having a share capital)

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.

### **Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor under the Companies Act 2006 and report in accordance with the Act and relevant regulations made or having effect thereunder.

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

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

The engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations.

We identified the laws and regulations applicable to the charitable company through discussions with trustees and other management and we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence.

We assessed the susceptibility of the charitable company's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud and considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we performed analytical procedures to identify any unusual or unexpected relationships, tested journal entries to identify unusual transactions and investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- reading the minutes of meetings of those charged with governance; and
- enquiring of management as to actual and potential litigation and claims.

## **INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF SAFE PARTNERSHIP LIMITED**

(Company limited by guarantee and not having a share capital)

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the trustees and other management and the inspection of regulatory and legal correspondence, if any.

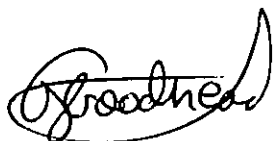
Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

Knight Goodhead Limited is eligible for appointment as auditor of the charitable company by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

### **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 auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



**CJ Goodhead FCA**  
**Senior Statutory Auditor**  
**Knight Goodhead Limited**  
Chartered Accountants and Statutory Auditors  
7 Bournemouth Road, Chandler's Ford, Eastleigh, Hampshire, SO53 3DA

*29 March 2022*

**SAFE PARTNERSHIP LIMITED**

(Company limited by guarantee and not having a share capital)

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021**

(Including Income and Expenditure Account)

	Notes	Restricted funds	Unrestricted funds	2021 Total funds	2020 Total funds
		£	£	£	£
<b>INCOME</b>					
Donations and legacies		-	650	650	13,504
Charitable activities	5	-	255,260	255,260	327,540
Investment income		-	3,804	3,804	4,128
Other income - CJRS and COVID support		-	70,068	70,068	-
<b>TOTAL INCOME</b>		-	329,782	329,782	345,172
<b>EXPENDITURE</b>					
Charitable activities	6	-	369,482	369,482	430,532
<b>TOTAL EXPENDITURE</b>		-	369,482	369,482	430,532
<b>NET EXPENDITURE FOR THE YEAR BEFORE OTHER RECOGNISED GAINS AND LOSSES</b>		-	(39,700)	(39,700)	(85,360)
Gain on disposal and revaluation of investment assets	9	-	32,953	32,953	2,412
<b>NET MOVEMENT IN FUNDS</b>		-	(6,747)	(6,747)	(82,948)
Fund balances at 1 April 2020		-	85,624	85,624	168,572
<b>FUND BALANCES AT 31 MARCH 2021</b>		-	78,877	78,877	85,624

**SAFE PARTNERSHIP LIMITED**

REGISTERED NUMBER: 2182441

(Company limited by guarantee and not having a share capital)

**BALANCE SHEET AS AT 31 MARCH 2021**

	Notes	2021	2020
		£	£
<b>FIXED ASSETS</b>			
Tangible fixed assets	8	5,383	5,955
Investments	9	139,533	106,580
		<u>144,916</u>	<u>112,535</u>
<b>CURRENT ASSETS</b>			
Stock		18,590	39,503
Debtors	10	137,570	25,418
Cash at bank and in hand	11	91,100	31,595
		<u>247,260</u>	<u>96,516</u>
<b>CREDITORS: amounts falling due within one year</b>	12	<u>(269,132)</u>	<u>(123,427)</u>
<b>NET CURRENT LIABILITIES</b>		<b>(21,872)</b>	<b>(26,911)</b>
<b>CREDITORS: amounts falling due after more than one year</b>	13	<b>(44,167)</b>	<b>-</b>
<b>NET ASSETS</b>		<u><b>78,877</b></u>	<u><b>85,624</b></u>
<b>FUNDS</b>			
Unrestricted funds		78,877	85,624
Restricted funds		-	-
<b>TOTAL FUNDS</b>		<u><b>78,877</b></u>	<u><b>85,624</b></u>

The accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime in Part 15 of the Companies Act 2006.

Approved by the board of directors on  
and signed on its behalf by



Barry Watson  
Director

Dated 29 March 2022



## **SAFE PARTNERSHIP LIMITED**

(Company limited by guarantee and not having a share capital)

### **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021**

#### **1 ACCOUNTING POLICIES**

##### **a) Accounting convention**

The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the FRS 102 (effective 1 January 2019) and the Companies Act 2006.

The charitable company meets the definition of the public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

The financial statements have been prepared on a going concern basis after taking into account the uncertainties arising from the ongoing COVID-19 pandemic as detailed in note 17.

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charitable company to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

##### **b) Fund accounting**

- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor.

##### **c) Income**

All income is included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Income in respect of direct charitable activities is derived from the provision of goods and services and is stated after trade discounts, other sales taxes and net of VAT.
- Voluntary income is received by way of grants, donations, legacies and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, when entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Investment income is included when receivable.
- Income is deferred when, at the end of an accounting period, they have been received but the charity has yet to become unconditionally entitled to them.

##### **d) Expenditure**

Expenditure is recognised on an accrual basis as a liability is incurred. It includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates:

- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect their use. Costs relating to a particular activity are allocated directly, others are apportioned between activities in line with their respective use of administrative staff time.

## **SAFE PARTNERSHIP LIMITED**

(Company limited by guarantee and not having a share capital)

### **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021 (continued)**

#### **1 ACCOUNTING POLICIES (continued)**

##### **e) Pension costs**

Contributions in respect of the company's defined contribution scheme are charged to the Statement of Financial Activities for the year in which they are payable to the scheme. Differences between contributions payable and contributions actually paid in the year are shown as either Other Debtors or Other Creditors at the year end.

##### **f) Financial instruments**

The charitable company only enters into basic financial instrument transactions that result in the recognition of financial assets and liabilities like trade and other debtors, cash at bank and creditors. These basic financial instruments are measured at transaction price. Financial assets and liabilities classified as due within one year are not amortised.

##### **g) Tangible fixed assets**

Fixed assets are capitalised for ongoing use within the charitable company, where the individual cost of the asset exceeds £100.

Depreciation is provided on fixed assets at rates to write off the cost, less estimated residual value, of each asset evenly over its expected useful life, as follows:

Motor vehicles	3 years straight line
Fixtures and equipment	3 years straight line

##### **h) Stocks**

Stocks of security equipment have been included in the accounts as current assets at the lower of cost and net realisable value.

Stock is considered to be obsolete at the point at which the items are no longer expected to be used within the active sales of the business. When a stock item is considered to be obsolete, it will be valued at any possible refund/resale value or zero value if there is no expected value to the items.

##### **i) Investments**

Investments are initially recognised at cost. They are subsequently revalued at each balance sheet date to market value with gains and losses being recognised in the Statement Of Financial Activities.

##### **j) Operating leases**

Rentals applicable to operating leases are charged to the Statement of Financial Activities over the period in which the cost is incurred.

#### **2 LEGAL STATUS**

The charitable company is a company limited by guarantee and has no share capital. The charitable company was incorporated on 22 October 1987 in England and Wales and was registered on 30 October 1987 with the Charity Commission in England and Wales.

The registered office of the charitable company is 7 Bournemouth Road, Chandler's Ford, Eastleigh, Hampshire, SO53 3DA.

**SAFE PARTNERSHIP LIMITED**

(Company limited by guarantee and not having a share capital)

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021 (continued)****3 DEFERRED INCOME**

£

At the year end a net amount of £73,792 of income was deferred to the following financial year.

Deferred income at 31 March 2020	(37,898)
Deferred income at 31 March 2021	75,404
Deferred Income movement	<u>37,506</u>

**4 EMPLOYED STAFF COSTS AND NUMBERS**

	2021	2020
	£	£
Salaries and wages	218,987	219,869
Social security costs	17,234	19,061
Pension costs	10,493	10,339
Total staff costs	<u>246,714</u>	<u>249,269</u>

The average number of full time equivalent employees during the year was as follows:

	2021	2020
Projects	6	6
Administration	1	1
	<u>7</u>	<u>7</u>

No remuneration has been paid to trustees, and no expenses have been reimbursed to trustees, in the current or prior year.

No employee received remuneration of more than £60,000 during the current or prior year.

During the year pension contributions of £10,493 (2020: £19,061) were payable, and at the year end the amount of the outstanding pension obligations were £3,878 (2020: £2,484).

During the year £63,000 (2020: £63,000) was paid to key management personnel, including pension contributions.

**5 INCOME FROM CHARITABLE ACTIVITIES**

	Restricted funds	Unrestricted funds	2021 Total funds	2020 Total funds
	£	£	£	£
Projects				
Domestic Violence projects	-	10,024	10,024	12,312
Safe Home schemes	-	245,236	245,236	315,228
	-	255,260	<u>255,260</u>	<u>327,540</u>

**SAFE PARTNERSHIP LIMITED**

(Company limited by guarantee and not having a share capital)

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021 (continued)****6 EXPENDITURE**

	Restricted funds £	Unrestricted funds £	2021 Total funds £	2020 Total funds £
<i>Costs directly allocated to activities</i>				
Labour costs	-	216,718	216,718	219,203
Employers pension contributions	-	9,628	9,628	9,486
Hardware purchases	-	24,680	24,680	51,865
Obsolete stock write off	-	20,913	20,913	20,758
Motor and travel expenses	-	12,596	12,596	25,813
Insurance for motor vans	-	2,476	2,476	2,111
Motor vehicle depreciation	-	1,942	1,942	3,799
Office costs inc. telephone	-	15,803	15,803	16,327
General expenses	-	2,509	2,509	5,240
<i>Support costs allocated to activities</i>				
Wages and salaries	-	19,503	19,503	19,727
Employers pension contributions	-	865	865	853
Rent and service charges	-	13,101	13,101	13,044
Insurance	-	4,415	4,415	4,410
General administration costs	-	2,797	2,797	4,070
Postage and stationery	-	143	143	344
Telephone	-	629	629	477
Travel costs	-	337	337	1,134
Machine maintenance	-	4,704	4,704	5,213
Bookkeeping	-	(153)	(153)	4,999
Legal and professional fees	-	-	-	6,525
Fixtures and equipment depreciation	-	549	549	291
Interest payable and bank charges	-	411	411	402
Subscriptions	-	7,852	7,852	7,787
Auditors' remuneration	-	6,866	6,866	6,501
General expenses	-	198	198	153
<b>TOTAL EXPENDITURE</b>	-	<b>369,482</b>	<b>369,482</b>	<b>430,532</b>

**SAFE PARTNERSHIP LIMITED**

(Company limited by guarantee and not having a share capital)

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021 (continued)****7 NET DEFICIT OF EXPENDITURE OVER INCOME FOR THE YEAR**

	2021	2020
	£	£
Deficit for the year is stated after charging:		
Auditors' remuneration - Audit fee	3,500	3,500
Auditors' remuneration - Other fees	3,366	3,001
Depreciation	<u>2,491</u>	<u>4,090</u>

**8 TANGIBLE FIXED ASSETS**

	Motor vehicles £	Fixtures & equipment £	Total £
<b>COST</b>			
At 1 April 2020	33,148	1,239	34,387
Additions	-	1,919	1,919
At 31 March 2021	<u>33,148</u>	<u>3,158</u>	<u>36,306</u>
<b>DEPRECIATION</b>			
At 1 April 2020	27,637	795	28,432
Charge for the year	1,942	549	2,491
At 31 March 2021	<u>29,579</u>	<u>1,344</u>	<u>30,923</u>
<b>NET BOOK VALUE</b>			
At 31 March 2021	<u>3,569</u>	<u>1,814</u>	<u>5,383</u>
At 1 April 2020	<u>5,511</u>	<u>444</u>	<u>5,955</u>

**9 INVESTMENTS**

	Listed investments £
Market value of investments at 1 April 2020	106,580
Gain on revaluation of investment assets at year end	<u>32,953</u>
Market value of investments at 31 March 2021	<u>139,533</u>

**10 DEBTORS**

	2021	2020
	£	£
Trade debtors	115,622	19,755
Prepayments and accrued income	8,691	5,663
Other debtors	<u>13,257</u>	<u>-</u>
	<u>137,570</u>	<u>25,418</u>

**SAFE PARTNERSHIP LIMITED**

(Company limited by guarantee and not having a share capital)

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021 (continued)****11 CASH AT BANK AND IN HAND**

Cash held at bank and in hand at the balance sheet date includes £8,010 (2020: £4,207) held in a COIF deposit account. See the Annual Report relating to the charitable company's reserves policy.

<b>12 CREDITORS: amounts falling due within one year</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Bank loans	5,833	-
Trade creditors	17,879	52,475
Other taxation and social security	114,515	25,061
Other creditors	50,135	3,044
Accruals and deferred income	80,770	42,847
	<b>269,132</b>	<b>123,427</b>

<b>13 CREDITORS: amounts falling due after one year</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Bank loans	44,167	-
Creditors which fall due after five years are as follows:		
	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Payable by instalments	4,167	-

**14 SUBSIDIARY COMPANY**

On 6 November 2000 a subsidiary company, The Sanctuary People Limited, was established. It has remained dormant from incorporation to the balance sheet date and on this basis the charity is exempt from preparing consolidated accounts.

**15 ANALYSIS OF NET ASSETS BETWEEN FUNDS**

<i>Year ended 31 March 2021</i>	<b>Restricted funds</b>	<b>Unrestricted funds</b>	<b>Total funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Fixed assets	-	144,916	144,916
Current assets	-	247,260	247,260
Current liabilities	-	(269,132)	(269,132)
Non-current liabilities	-	(44,167)	(44,167)
	-	<b>78,877</b>	<b>78,877</b>
<i>Year ended 31 March 2020</i>	<b>Restricted funds</b>	<b>Unrestricted funds</b>	<b>Total funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Fixed assets	-	112,535	112,535
Current assets	-	96,516	96,516
Current liabilities	-	(123,427)	(123,427)
	-	<b>85,624</b>	<b>85,624</b>



## **SAFE PARTNERSHIP LIMITED**

(Company limited by guarantee and not having a share capital)

### **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021 (continued)**

#### **16 TAXATION**

The charitable company is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

#### **17 DONATED SERVICES AND ASSETS**

There were no donated services or assets received during the year.

#### **18 COVID-19**

The Council have considered the consequences of the COVID-19 pandemic on the charity's work.

Throughout the year ended 31 March 2021 and beyond, the pandemic hampered our ability to provide services to our stakeholders. During this challenging period, the charity continued to provide its services, thanks to the hard work of its staff and the support of various organisations.

We worked hard to minimise the risk to our clients and installers during this period. We also incurred additional costs in doing so, which impacted our revenue from local authorities. This is further explained in note 6 of the Directors Report.

Throughout the pandemic we have kept our business model and cash flow under constant review.

We have carefully considered our financial viability through to March 2023. This is looking positive, with new contracts having been secured. Despite the ongoing uncertainties we remain confident we can continue to make a difference to the victims of Domestic Violence. In summary we believe we are a going concern and look forward with determination to succeed.

**SAFE PARTNERSHIP LIMITED**

(Company limited by guarantee and not having a share capital)

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021 (continued)****19 PRIOR YEAR STATEMENT OF FINANCIAL ACTIVITIES**

	Notes	Restricted funds	Unrestricted funds	2020 Total funds
		£	£	£
<b>INCOME</b>				
Donations and legacies		-	13,504	13,504
Charitable activities	5	-	327,540	327,540
Investment income		-	4,128	4,128
<b>TOTAL INCOME</b>		-	345,172	345,172
<b>EXPENDITURE</b>				
Charitable activities	6	-	430,532	430,532
<b>TOTAL EXPENDITURE</b>		-	430,532	430,532
<b>NET EXPENDITURE FOR THE YEAR BEFORE OTHER RECOGNISED GAINS AND LOSSES</b>		-	(85,360)	(85,360)
Gain on revaluation of investment assets	9	-	2,412	2,412
<b>NET MOVEMENT IN FUNDS</b>		-	(82,948)	(82,948)
Fund balances at 1 April 2019		-	168,572	168,572
<b>FUND BALANCES AT 31 MARCH 2020</b>		-	85,624	85,624