

SANDWELL CITIZEN ADVOCACY
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

SANDWELL CITIZEN ADVOCACY

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

Lesley Donnelly (Chair)

Pat Golding

Geraldine Brown

Andrew Lester

Jodie McCaughan

G Hanspaul

(Appointed 26 November
2020)

C Tulloch

(Appointed 28 January
2021)

Charity number

1019779

Principal address

28 Wood Street

Tipton

West Midlands

DY4 9BQ

Independent examiner

Neal and Co Business Services Limited

Shakespeare Buildings

26 Cradley Road

Cradley Heath

West Midlands

B64 6AG

Bankers

Unity Trust Bank Plc

Nine Brindleyplace

60 Broad Street

Birmingham

B1 2HB

SANDWELL CITIZEN ADVOCACY

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SANDWELL CITIZEN ADVOCACY

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2021

The Trustees present their report and accounts for the year ended 31 March 2021.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document, the Charities Act 2011 and "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)" (as amended for accounting periods commencing from 1 January 2016)

Objectives and activities

Structure, Governance and Management

The charity whose operational name is "Sandwell Advocacy" is governed by a constitution originally adopted by the members on 26th March 1993 but subsequently amended and adopted at the AGM on 26th June 1996, and further amended at the AGM on 17th November 2011.

The Trustees who served during the year were:

Lesley Donnelly	(Chair)
Ann Thomas	(Resigned 26/11/2020)
Patricia Golding	
Geraldine Brown	
Andrew Lester	
Jodie McCaughan	
Gurdeep Hanspaul	(Appointed 26/11/2020)
Carmen Tulloch	(Appointed 28/01/2021)

The Management Committee is elected annually by the membership and comprises of:

1. at least four members
2. up to three people co-opted by the management committee
3. representatives of active advocates and partners up to a maximum of nine

The committee meets as and when required but not less than once every three months and a quorum of one third of the committee, including an officer is required. Each management committee member whether elected or co-opted has one vote.

SANDWELL CITIZEN ADVOCACY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

Objectives and Activities

The objectives of the charity are to promote and safeguard the rights and wishes of marginalised and vulnerable individuals within our community. To support people to ensure that they are able to explore avenues open to them, to plan and discuss options and make informed decisions. Ultimately, we aim to empower the people of Sandwell to have more say and control over what happens in their lives, which we feel promotes a more inclusive society.

The aims adopted by the Charity to achieve these objects are as follows:

- a) To assist such people to obtain their full rights as a citizen.
- b) To provide long term personal support.
- c) To provide advocacy support on a one to one basis whether they reside in their own homes, in institutional care, or with relatives.

These aims and objectives will be achieved through provision of both paid and volunteer advocates. Both will receive relevant and appropriate training and support to ensure that they are able to perform their roles effectively.

We refer to those we support as 'advocacy partners' as we feel that our relationship is an equal partnership. The term 'client' or 'service user' are those used by providers of services and often have negative connotations for those who have accessed them.

An advocate will:

- Support the partner in expressing their views, concerns and opinions.
- Speak on behalf of the partner, raising any issues where required, but only as the partner wishes. It is desirable that people regain their own power to speak for themselves where possible. Advocates will support people when they speak for themselves.
- Develop a one to one relationship with a person for as long as the person wishes it to continue.
- Allow the partner to make his or her own decisions and choices whenever possible, even if the process of engagement is slow and uncertain. An advocate ensures that their partner retains maximum control.

SANDWELL CITIZEN ADVOCACY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

Achievements and Performance

No report covering the period April 2020 to March 2021 could begin without mention of the catastrophic global COVID-19 pandemic which has significantly impacted on our local, national and international environments. Inevitably the pandemic would present major implications for Sandwell Advocacy as we tried to adapt and develop the delivery of our services in line with the challenges we faced. As detailed in this report, the staff team adapted remarkably to these challenges and also stepped up to the mark with the development of some new initiatives. The resilience, dedication and imagination of the team throughout this period has been remarkable and they should be commended for their commitment and tireless contribution.

It is a credit to the team that Sandwell Advocacy have continued working throughout the pandemic, all be it in different ways. We had to build in contingencies to the way in which we operated to take account of government and public health guidelines, therefore our face to face meetings had to be put on hold temporarily. However all of our staff remained operational and were already able to adopt remote working practices with remote access to our operational systems. Where we were unable to conduct face to face visits we continued to provide support via telephone calls, emails, text and post to those we support and their families. We also adopted a range of digital communication options such as: Skype, Zoom, Microsoft Teams, Facebook Messenger and video chat etc.

We expanded some of our operational activities to meet the needs of those we supported during this time, for example we delivered art and craft resources from our own supplies to families most in need whilst children were in isolation. We also continued to provide foodbank vouchers, and where necessary collect foodbank parcels for delivery to those in most need. Perhaps most significantly we also established Sandwell Together, a telephone befriending service aimed at maintaining contact with those who were shielding and/or in isolation who were lonely and isolated.

As we approached the latter part of this reporting period COVID-19 restrictions started to be lifted after a number of paralysing national lockdowns. We set about planning for reset and recovery and made sure we were well prepared for a return to what was referred to as the 'new normal'. Whilst we were keen to get back to more traditional face to face operations we incorporated some of the more innovative ways of engaging with those we support. For example we were fortunate to have received funding to enable us to provide a number of data enabled tablets that continue to provide support virtually where appropriate. This initiative has had the added advantage of addressing the digital exclusion some of our users face when they would not otherwise have had an internet connection or access to the technology. Our return back to office-based working was carefully managed and risk assessed to maintain effective infection control measures and to keep staff and those we work with safe.

Our Advocacy Project for Young Carers continued throughout this period. We are grateful to Sandwell Children's Trust for funding this much needed project for children, young people and their families. Helen Charles, Juanita Williams and Sharon Wilson continued their work on this project providing both one to one person-centred advocacy support, a range of activities and co-ordinated the work of our User-Engagement Group. It was pleasing to note that our User-Engagement Group worked with Healthwatch Sandwell on a consultation about 'Caring During COVID-19 Carers Experiences in Sandwell'. We continue to receive positive feedback from stakeholders and beneficiaries regarding the support we provide for young carers. We also have many case studies that outline the difference this work makes to the lives of those we support.

SANDWELL CITIZEN ADVOCACY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

We were pleased to receive news at the beginning of this period that our Adult Advocacy Support Service contract with SMBC would continue for a further two years from April 2020. Because this project supports individuals in nursing/residential care, Extra Care Scheme's and Day Centre settings, our activities were significantly curtailed with the onset of the pandemic. This was a really difficult time for many residents and users of these settings as they were either locked down or shut down all together. Carol Turley continued to be employed on this project, however for a number of months she was re-deployed onto our Sandwell Together telephone befriending service where she took the lead on co-ordinating activities. Carol continued to develop alternative ways of operating under COVID conditions in preparation for the re-opening of these settings, again telephone and virtual contacts were put in place. We were particularly keen to resume our activities in whatever guise given the importance of residents in care homes having a voice, particularly given the climate where there had been limited or no visits from friends or family. Operations on this project recommenced in January 2021 using a range of remote working procedures.

Our Sandwell Advocacy Voice and Empowerment (SAVE) Project funded by BBC Children in Need continued into its second year during this period. The SAVE Project provides an advocacy, enabling and support service for children and young people who are experiencing poor mental health and/or behavioural issues that empowers them to ensure that their rights are respected and their views and wishes are heard at all times. Helen Charles and Juanita Williams provided independent advocacy support on SAVE. In March 2021 we were delighted to welcome Nazia Yousaf who joined the team as an independent advocate on SAVE, replacing Juanita Williams who was subsequently re-deployed onto our Sandwell Together project.

Linsey Robinson continued to work as Project Officer on our Voices and Choices Project funded by the Lloyds Bank Foundation. This project entered its second year and provides vital support for older people with their care and accommodation issues. Linsey also had to adapt to new ways of working under the pandemic but continued to provide support for older people with long-term health conditions to:

- Ensure that older people wishing to remain/maintain living independently in their own homes with appropriate support are able to do so.
- Ensure that older people and their families/carers/friends who are considering options around a move into care provider accommodation have access to relevant information and are supported to make informed decisions about their care options.
- Provide longer-term support delivered by a team of trained volunteers to address loneliness and isolation and ensure that vulnerable older people are safeguarded from harm and abuse.

As mentioned earlier one of the key areas we committed a lot of time and energy from the onset of the pandemic was with the introduction of our Sandwell Together befriending service. This service was created as a partnership with Sandwell Advocacy, Sandwell Council of Voluntary Organisations and Sandwell Metropolitan Borough Council in response to the national COVID19 lockdown in March 2020. Volunteers were recruited and trained to offer a telephone befriending service for people who had been shielding and/or self-isolating, many of whom had limited or no access to friends and family. Volunteers provide emotional support and address issues people face as a result of becoming socially isolated such as loneliness, anxiety, depression, fear etc. by allowing people to talk about their feelings thereby reducing the impact of isolation and loneliness. It soon became apparent whilst delivering this service that demand from people seeking support would not diminish with the easing of lockdown measures. Indeed loneliness and isolation would remain and residents more generally would benefit from having a listening ear and someone to talk to. We were really pleased therefore to secure funding from various sources to allow this service to continue and develop. We subsequently employed Juanita Williams as our Volunteer Development Officer in November 2020 to take over the reins from Carol Turley. Juanita has settled to the task well and is now responsible for all aspects of this project including:

SANDWELL CITIZEN ADVOCACY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

- Recruiting volunteers
- Volunteer training
- Policies and procedures
- Dealing with referrals
- Matching volunteers to those referred
- On-going volunteer support and facilitating our volunteer Peer Support Group

Our close links as members of Communities in Sync (CIS) continued throughout this period. CIS is a consortium of local health, social care and well-being providers working together in partnership to improve the lives of people in the local community. Our work with consortia partners continued to deliver Caring for Carers, funded by Birmingham City Council, which supports carers through loss and bereavement. Other partner providers delivering this project are: Ideal for All, Crossroads Care, Sandwell African Caribbean Mental Health Foundation and West Bromwich African Caribbean Resource Centre. Helen Charles and Juanita Williams worked alongside consortium colleagues as Health and Wellbeing Officers. The service goes from strength to strength using whatever is available to help those in need. Other strands of the service offered are a Healing Garden for those green fingered people and Living Memory for people wishing to share their stories using photographs and their own words to describe their lives together.

We were hopeful that our close partnership with Murray Hall Community Trust would continue to deliver a joint project funded by SCVO's EPIC Grant Programme entitled '*Dying to Know – Compassionate Communities Project*'. Our vision is that this would facilitate community forums to enable conversations about death, dying and loss and deliver workshops to train people from other organisations to become Compassionate Community Champions. We also wanted to train volunteers to become Compassionate Community Champions to facilitate group conversations and attend events in their local areas. It was disappointing that our plans had to be put on hold as a result of the pandemic at a time when arguably it was most needed. Plans were starting to be put in place towards the end of this reporting period to continue with this initiative.

Like many organisations in the voluntary sector we certainly noticed an increase in demand for our services throughout the pandemic. In the new year of 2021 we realised that the current staff team were struggling to balance the increased demand on our operational activities with their administrative duties. In response to this the board made the decision to recruit a Business Support Officer to provide much needed support to the team. We were delighted to appoint Sharon Jenkins to the role, Sharon has settled in very quickly and brings immense skills and experience to the team.

The board of trustees, in conjunction with our CEO Dave Bradshaw, have undertaken a significant amount of work strategically on our governance arrangements and business planning. A small working group was formed to finalise our Business Plan for 2020 – 2023. The Business Plan clearly sets out our strategic priorities and implementation plan for the next three years. The priorities include continuation/expansion of our operational service offer and recruiting new trustees to the board. As part of our effort to recruit new management trustees a small working group was also established to develop a Trustee Welcome Pack. We wanted to ensure that there was a more structured and coherent approach when inducting new trustees. This hard work has paid off when we welcomed Gurdeep Hanspaul to the board in November 2020 and Carmen Tulloch joined us in January 2021. Towards the end of this period we were fortunate to receive further support from the Lloyds Bank Foundation *Enhance Programme* to bring in Reach Volunteering who have also commenced work to support us to add to our team of trustees.

Steve Leighton continued to manage our finances throughout this period, including payroll and budget monitoring. Steve continued to provide management accounts and cash flow projections at meetings of our trustees.

SANDWELL CITIZEN ADVOCACY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

Any report on the year cannot ignore the fantastic work of all of our volunteers. The pandemic has created many challenges for us all but it has been inspirational to see so many new volunteers come forward during this time to support people in a time of great need. Our volunteers get involved for many different reasons, but all do so because they want to make a meaningful difference to people's lives. We would not be able to function in the way that we do without the commitment of our volunteers who donate their valuable time, skills and experiences. Our board of trustees also give their time freely as volunteers to ensure that Sandwell Advocacy is steered in the right direction and once again it has been a pleasure to work alongside them as a team.

We gratefully acknowledge the financial contribution received from a variety of sources throughout 2020/2021, without which our valuable work could not be delivered or sustained. Funding, grants and donations were most gratefully received from the following:

- Sandwell Children's Trust
- Sandwell Metropolitan Borough Council
- BBC Children in Need
- Birmingham City Council
- Lloyds Bank Foundation
- SCVO Vision 2030 Community Grant
- Children In Need COVID-19 Booster Programme
- Lloyds Bank Foundation COVID React Fund
- SCVO Vision 2030 COVID-19 Response Fund
- National Lottery Community Fund
- Heart of England Community Foundation
- Gavin Bevan sponsored Yorkshire Three Peaks Challenge
- West Midlands Police Community Initiative Fund
- Alfred Haines Charitable Trust
- The Asda Foundation
- Tipton Civic Society
- The Tipton and Coseley Building Society Charitable Foundation
- Baron Davenport's Charity

These have indeed been very challenging times, however it is testament to our staff and volunteers that we have continued to operate throughout this crisis. Their resourcefulness and innovative practices have enable us to provide much needed support through very difficult times. We look forward to better times ahead when it is hoped that we can deliver our services using a combination of traditional face to face approaches and those we have developed under COVID restrictions.

SANDWELL CITIZEN ADVOCACY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

The trustees' report was approved by the Board of Trustees.



Lesley Donnelly (Chair)

Trustee

Dated: 6 October 2021

SANDWELL CITIZEN ADVOCACY

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF SANDWELL CITIZEN ADVOCACY

I report on the accounts of the charity for the year ended 31 March 2021, which are set out on pages 9 to 16.

Respective responsibilities of Trustees and examiner

The charity's Trustees are responsible for the preparation of the accounts. The charity's Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the next statement.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared accounts in accordance with Accounting and reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

In connection with my examination, no other matter except that referred to in the previous paragraph has come to my attention:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
 - (i) to keep accounting records in accordance with section 130 of the 2011 Act; and
 - (ii) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act;have not been met or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Nigel Kirkham FCCA

Chartered Certified Accountant
Shakespeare Buildings
26 Cradley Road
Cradley Heath
West Midlands
B64 6AG

Dated: 6 October 2021

SANDWELL CITIZEN ADVOCACY

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
<u>Income and endowments from:</u>					
Donations and legacies	2	13,866	221,317	235,183	271,318
Other income	3	4,000	-	4,000	5,991
Total income		17,866	221,317	239,183	277,309
<u>Expenditure on:</u>					
Charitable activities	4	223	212,577	212,800	271,888
Net incoming resources before transfers		17,643	8,740	26,383	5,421
Gross transfers between funds		6,371	(6,371)	-	-
Net Income for the year/ Net movement in funds		24,014	2,369	26,383	5,421
Fund balances at 1 April 2020		89,278	543	89,821	84,400
Fund balances at 31 March 2021		113,292	2,912	116,204	89,821

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

SANDWELL CITIZEN ADVOCACY

BALANCE SHEET

AS AT 31 MARCH 2021

	Notes	2021 £	£	2020 £	£
Current assets					
Debtors	7	10,024		-	
Cash at bank and in hand		174,376		154,875	
		<u>184,400</u>		<u>154,875</u>	
Creditors: amounts falling due within one year	8	(68,196)		(65,054)	
Net current assets			<u>116,204</u>		<u>89,821</u>
Income funds					
Restricted funds	10		2,912		542
Unrestricted funds			<u>113,292</u>		<u>89,279</u>
			<u>116,204</u>		<u>89,821</u>

The accounts were approved by the Trustees on 6 October 2021



Lesley Donnelly
Chair

SANDWELL CITIZEN ADVOCACY

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

1.1 Accounting convention

The accounts have been prepared in accordance with the charity's governing document, the Charities Act 2011 and "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)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The accounts have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the accounts, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the accounts.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Incoming resources

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

SANDWELL CITIZEN ADVOCACY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

(Continued)

1.5 Resources expended

Resources expended on charitable activities include all costs incurred in the pursuit of the charitable objects of the charity. Expenditure is recognised when a liability is incurred.

Governance costs include the cost of the independent examination together with the cost of the AGM and the trustees insurance.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures, fittings & equipment	25% Straight Line
--------------------------------	-------------------

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.8 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

1.9 Retirement benefits

The pension costs charged in the accounts represent the contributions payable by the charity during the year in accordance with FRS 17: Retirement Benefits.

1.10 Taxation

The charity is has been registered for VAT since 1st December 2011. Income and expenditure is shown net of VAT where applicable. Expenditure is shown inclusive of VAT where it is irrecoverable.

The organisation, being a registered charity with minimal trading income, is exempt from tax under Section 505 of Income and Corporation Taxes Act 1988. No provision for taxation is made in these accounts.

SANDWELL CITIZEN ADVOCACY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

2 Donations and legacies

	Unrestricted funds	Restricted funds	Total 2021	Total 2020
	£	£	£	£
Donations and gifts	5,816	-	5,816	5,158
Grants receivable for core activities	8,050	221,317	229,367	266,160
	<u>13,866</u>	<u>221,317</u>	<u>235,183</u>	<u>271,318</u>
For the year ended 31 March 2020	<u>5,158</u>	<u>266,160</u>		<u>271,318</u>

3 Other income

	2021	2020
	£	£
Other income	<u>4,000</u>	<u>5,991</u>

4 Charitable activities

	2021	2020
	£	£
Staff costs	148,570	135,223
Provision of advocacy, support and information	62,780	135,252
	<u>211,350</u>	<u>270,475</u>
Share of governance costs	1,450	1,413
	<u>212,800</u>	<u>271,888</u>

5 Trustees

The charity has not at any time entered into any material transactions, contracts or other arrangements with its trustees, employees or any other persons, business, or charities connected with them.

Trustee indemnity insurance has been taken out by the charity at an annual premium of £550 (2020- £513).

SANDWELL CITIZEN ADVOCACY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

6 Employees

Number of employees

The average monthly number employees during the year was 6

	2021 Number	2020 Number
	6	6

Employment costs

Wages and salaries
Other pension costs

	2021 £	2020 £
Wages and salaries	142,045	129,344
Other pension costs	6,525	5,879
	<u>148,570</u>	<u>135,223</u>

7 Debtors

Amounts falling due within one year:

Trade debtors

	2021 £	2020 £
Trade debtors	10,024	-

8 Creditors: amounts falling due within one year

Other taxation and social security
Deferred income
Trade creditors
Other creditors
Accruals and deferred income

Notes	2021 £	2020 £
	4,066	4,232
9	61,448	56,050
	334	2,528
	728	654
	1,620	1,590
	<u>68,196</u>	<u>65,054</u>

SANDWELL CITIZEN ADVOCACY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

9 Deferred income

	2021 £	2020 £
Other deferred income	61,448	56,050

Deferred income is included in the financial statements as follows:

	2021 £	2020 £
Creative Communities	2,068	868
Lloyds Bank Foundation	21,253	21,023
People's Postcode Lottery	-	1,365
Within Living Memory	98	1,343
Greggs Foundation	-	346
Awards for All	-	2,571
Community Partnerships (SCVO)	-	519
Asda Foundation	-	750
Arts Council	-	14,059
Cadbury Foundation	-	2,500
Caring for Carers	-	1,041
Time for Me	9,415	9,665
SAVE	1,376	-
React Fund	1,274	-
Community Initiatives	4,197	-
Doing Things Differently	1,415	-
Vision 2030	4,738	-
COVID-19 Booster Programme	614	-
Our Commonwealth	15,000	-
	<u>61,448</u>	<u>56,050</u>

SANDWELL CITIZEN ADVOCACY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

10 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds				Balance at 31 March 2021 £
	Balance at 1 April 2020 £	Incoming Resources £	Expenditure £	Transfers £	
Young Carers	-	88,281	(85,369)	-	2,912
Adults Advocacy Support Service	543	12,658	(13,201)	-	-
Voices and Choices	-	23,381	(23,381)	-	-
SAVE (Children in Need)	-	27,947	(25,424)	(2,523)	-
Within Living Memory	-	7,471	(7,671)	200	-
Arts Council	-	20,009	(19,286)	(723)	-
Caring for Carers	-	20,266	(18,766)	(1,500)	-
Time for Me	-	250	(250)	-	-
React Fund	-	1,426	(1,426)	-	-
Community Initiative Fund	-	802	(802)	-	-
COVID-19 Response	-	9,528	(9,078)	(450)	-
Doing things differently	-	7,585	(6,210)	(1,375)	-
Vision 2030	-	762	(762)	-	-
COVID-19 Booster	-	951	(951)	-	-
	543	221,317	(212,577)	(6,371)	2,912
	543	221,317	(212,577)	(6,371)	2,912

11 Analysis of net assets between funds

	Unrestricted £	Restricted £	Total £
Fund balances at 31 March 2021 are represented by:			
Current assets/(liabilities)	113,292	2,912	116,204
	113,292	2,912	116,204
	113,292	2,912	116,204