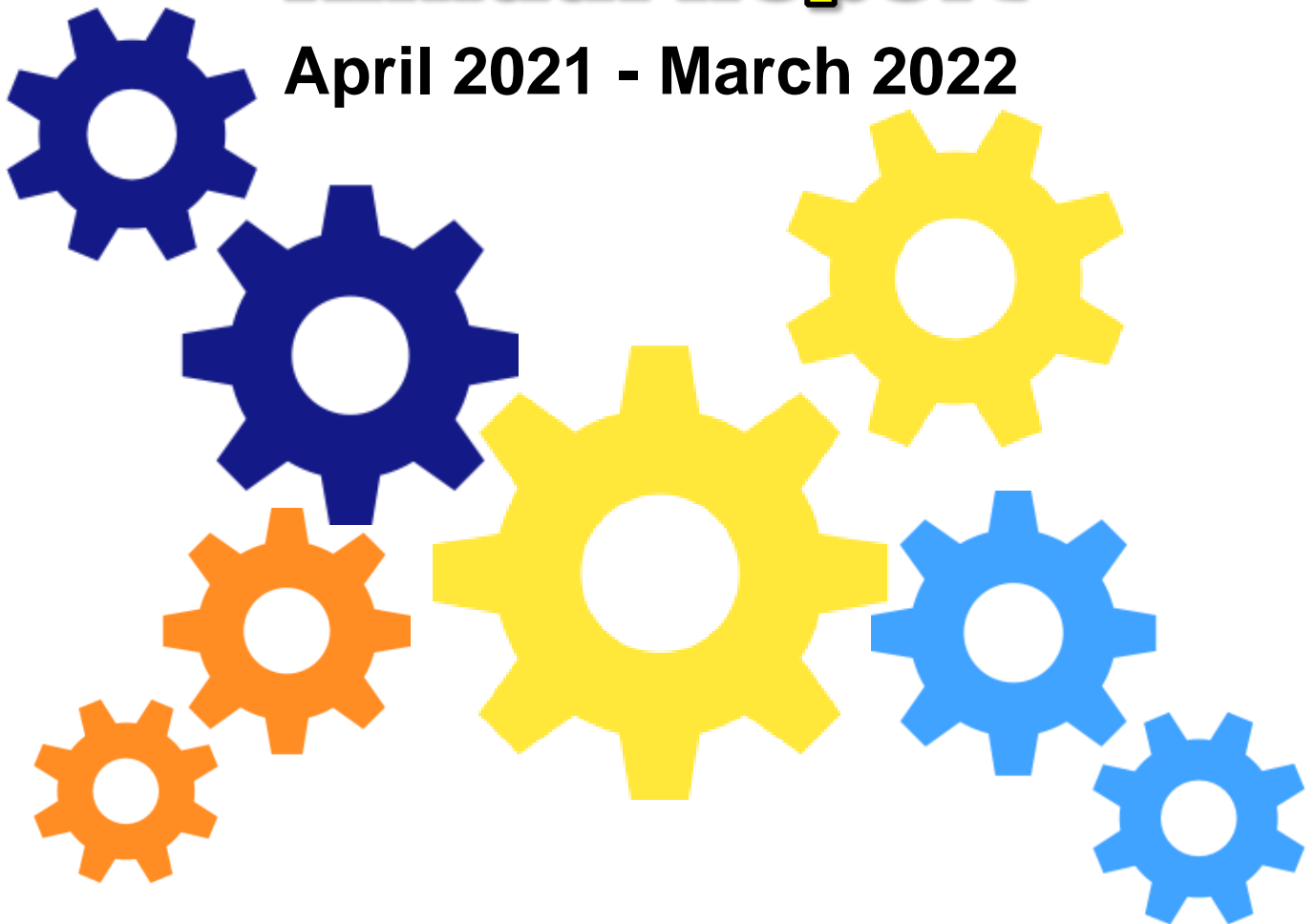




Annual Report

April 2021 - March 2022



Recovery & Resilience

People First (Self Advocacy)

A charity and company limited by guarantee

Charity number: 1057354 Company number: 03134827

Registered office: 336 Brixton Road, London SW9 7AA

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65

**Policy meetings
attended**

40

**Online meetings &
focus groups with
self advocates**

212

**individuals
received advocacy
support**

8

**Presentations
at events**

**Increased
Twitter
followers to
over**

1308

3

Newsletters

8

**Campaigns
supported**

3

**Government
consultations
responded to**

People First (Self Advocacy) is a national user-led self-advocacy organisation. We have both individual members and member self-advocacy organisations. Our Management Committee members and staff all have learning difficulties and our staff are supported through Access to Work to break down the barriers they face as professionals.

The People First (Self Advocacy) Management Committee presents its report and independently examined financial statements for the year ended 31 March 2022

2021 - 2022: Recovery & Resilience

Message from the Chair Christine Spooner

2021-2022 was definitely a year where we started to get back to living and working normally. Of course, we made lots of changes during the pandemic and some of those changes were for the better. The People First Team and Management Committee now work more flexibly and are more confident using online communications.



Many people lost their confidence during the pandemic, but now we are starting to meet face-to-face again and are enjoying having different ways of working. We need to go at the right pace and make sure everyone's voices are heard.

Thank you to the People First team for showing us how strong they could be during difficult times.

Message from the Director

Andrew Lee



Over the last year we have slowly started to return to the plans we had before the pandemic.

During the pandemic we got used to working differently. We had to get used to communicating online.

Our big plans were put on hold and some of our priorities changed.

Covid-19 shone a light on the inequalities we were already facing around access to health care, support and digital inclusion. We had to fight for accessible information and equal access to treatment.

Although it's been difficult some good things have happened, like having the opportunity to work with new people and start new projects.

Successful applications for emergency funds helped us continue our policy and campaigns work and our advocacy service.





These were some of the things we were able to do with the money:

- Running the weekly Covid-19 Support & Action Group meetings
- Attending policy meetings and keeping up to date with policy developments
- Providing information for government briefings, such as 'shielding'
- Writing a digital exclusion case study for Hear Equality Network
- Producing statements on specific issues about inequalities we were experiencing
- Working on new projects
- Joint Voices with family carers
- London Groups Covid-19 work
- National Voices - Long Covid project
- Holding the Oi-Out in Front event

We want to thank all our team, our supporters, and funders for helping us to continue our work when it was most needed.

Our people

Management Committee Members

Christine Spooner: Chair

Marie Emma Claire: Vice Chair

Michael Brookstein: Treasurer

Derek Stevens: Campaigns Officer

Kate Brackley: Membership Secretary

Ruth Caroline Carter: Company Secretary

John Elliffe: Management Committee Member

Bella Edwards: Management Committee Member



Staff Team

Andrew Lee: Director

Samantha Johnson: Advocacy Manager

Ray Johnson: SEODevelopment Manager



We also have a team of supporters who help us do our work. We fund this support through Access to Work.

Vision



A UK which is free of barriers faced by people with learning difficulties.

Where people with learning difficulties have:

- Real choice, control and independence
- Access to user-led self-advocacy organisations, accessible information and the advocacy and support that they need to have real equality of opportunity and inclusion in society

Mission



To promote the user-led voice of people with learning difficulties as equal and valued citizens. We do this by supporting people with learning difficulties and their user-led organisations to grow and have a voice both at a local and a national level.

We also support decision makers and services to understand the barriers we face at all levels of society and the support we need to break down these barriers.

Values



- People with learning difficulties are always the first point of contact within the organization
- People with learning difficulties should have the support to speak up, speak out and get heard
- Local self-advocacy organisations should be 100% user-led
- Society should be inclusive; with people with a learning difficulty having equal access to community life, employment and relationships
- People with learning difficulties should know and be able to exercise their rights
- People with learning difficulties can make decisions and have control of their lives with the right support

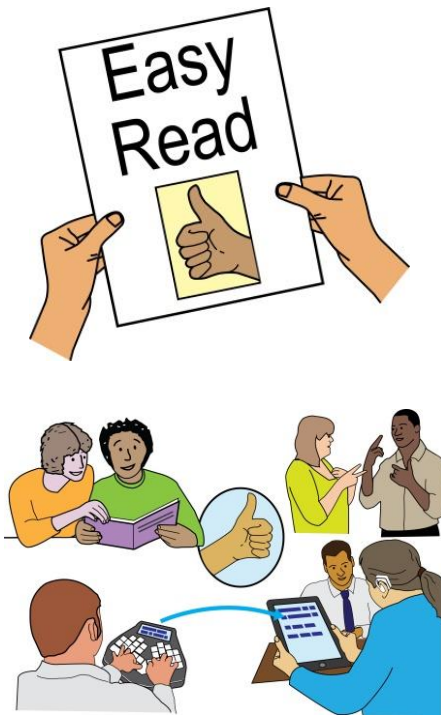
People First got expert advice from a lawyer to update the charity's Articles of Association. This is so we can make sure we keep to the law and so that the charity works better. The changes were agreed by our members by resolution at an Extra-ordinary meeting 20th February 2020.



Our Campaign Priorities

Easy Read and Accessible Information

Information is power!



Easy Read is more than just an accessible format; it is an important tool for making information empowering. It is about the whole process, from how people access the document to how people get support to act on the information in the document if they want to. It is seeing the information as empowering and something that people can use to make the changes that they need or want.

Self-advocacy groups

Nothing about us without us!



Many people with learning difficulties have been told their whole life what they can or can't decide. Self-advocacy is a process, and each person uses their group in a different way. Self-advocacy groups aren't just a place to socialise; for many it is the place where they first realise that they are a person with opinions, desires, plans, and rights.

Community Advocacy and Support

Don't break my life up into pieces!



What we have realised from our work and our own life experience, is that many services and the processes for getting support are so inaccessible, we end up getting left out. Our life gets broken up into different pieces; we have someone to call about housing, someone to call about hate crime, someone to call about benefits, someone to call when we are sick.

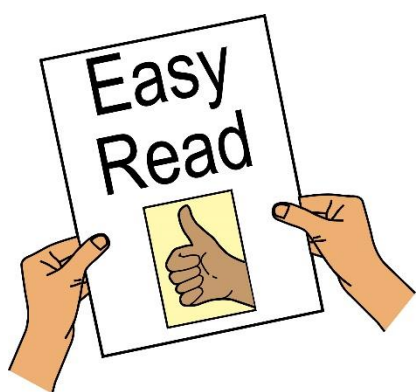


The support we get often looks at just one area of our life. What happens is that we then go to our local self-advocacy group for support as they see us as a whole person with needs, wishes and ideas.

Everything we do is to promote what is important to people with learning difficulties across the UK.

All our activity takes forward our campaign priorities set by our members. These will be reviewed in 2023.

Our Activities and Achievements



In 2021, we continued to develop the service so we could better support organisations to empower people with learning difficulties to not only access their information and communication, but to make decisions and be included in the process.



We recruited a new Empower Manager in March 2022. Unfortunately, Lorena could not continue in post, so we set up a working group to take the work forward.



We are planning to launch the Empower service at our Tri-Annual Meeting in 2023.

Between April 2021-March 2022 we completed 35 Easy Read jobs with 13 different organisations.

Advocacy Plus



Advocacy Plus is a new service that grew out of the Supporting Each Other Equals Power (SEOEP) peer advocacy pilot project in Lambeth.

The aim of the Advocacy Plus service is to make sure people with learning difficulties have the power to help each other to:

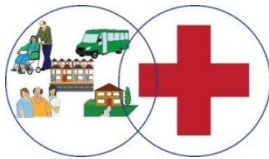
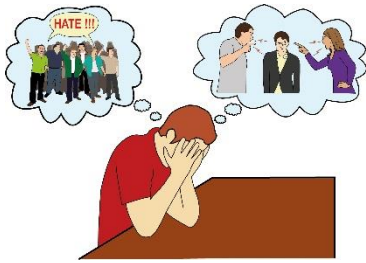
- Reach their goals
- Not be isolated from society
- Break down barriers

The new Advocacy Plus service includes counselling and coaching for people. We are also contacting other groups to see if they want to develop Advocacy Plus in their area.

Over the year we provided Peer Advocacy to 49 people, and online support to over 150. The issues addressed, and support given have included the following:

- Accessible information about COVID safety and information and support re. vaccination

People linked during and post-COVID to ensure inclusion



- Support to carers
- Addressing hate crime issues
- Support around benefits, debt and finances
- Support to access health and social care and understand information
- Access to groups to address isolation and gain information
- Dealing with housing issues
- Support for mental health
- Ongoing review of safeguarding
- Emotional support when facing difficult situations and during bereavement
- People linked to organisations providing food and meals.
- Support to make complaints
- Support to access education

Advocacy, Signposting & Advice Project (ASA)

A telephone helpline for people with learning difficulties and workers



A telephone helpline for people with learning difficulties and workers

ASA runs across the country and aims to support people to look at



services close to their home. These services can support them to get advocacy or support with issues they are struggling to find help with.

People First supported over 120 calls, which came from all around the country. An example of issues that people have needed support with are: being supported at court cases, issues around benefits, housing issues and complaints around health and social service/s.

One of our clients told us:

“A lot of people don’t understand my needs as mild learning disability. I’ve got bipolar and [an] emotionally unstable personality disorder. I get anxious because services are not always there even though there’s a wide range of services, or they find me too demanding.

It’s been helpful talking to you because I get on with you. It makes me feel calmer. Most of the wide range of services are not relevant so there’s not that many services to meet my needs.”

The Covid-19 Support and Action Group



The Covid-19 Support and Action Group continued to meet every week between April 2021 to March 2022 on Zoom.



We provided a safe online space for people to share concerns, information, and ideas. You can listen to People First Director Andrew Lee talk about the group [here](#).

In June 2021 we organised and ran our **Oi-Out in Front** online event during Learning Disability Week. We gave presentations on the work the group had done and then guests gave presentations.

The main issues from the event have directed our work since. The group is now known as the **Self Advocates' Support and Action Group**.

OI!

PRESENTATIONS

- Downright Discrimination: equality in the womb
- Heidi Crowter, 6th July
- MyLife MyChoice
- YOUNG PEOPLE'S PARLIAMENT... events & activities
- Supporting Each Other Equals Power
- Helping with benefits, housing, health, tech, shopping, banking... & much more!

WORKSHOPS

- 1 support workers with digital skills
- GPs to be - Apps! accessible
- gov. to produce accessible info - + a quality mark
- 2 more life experience
- power shared equally - more co-production
- not just, led by academics
- 3 work with wider disability movement
- more community support - close institutions
- MHA needs to change LD not a mental illness
- 4 more support:
- to work family
- to use tech online
- when things go wrong
- Advocacy
- Accessible info
- Direct Payments

NEXT STEPS

It's time for action!

- Run our own campaigns + Join campaigns
- Other: hit bullying
- Do Not Resuscitate
- Right to life
- Digital access - GPs
- Equal power in: research, local campaigns
- Independent Living: choice of housing, support in community
- A post Covid-19 Action Plan - play by our own rules
- Stronger together

Feedback:

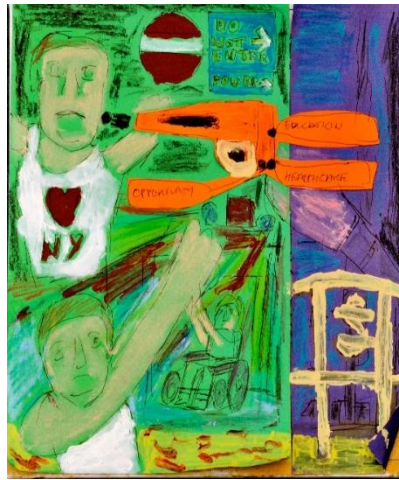
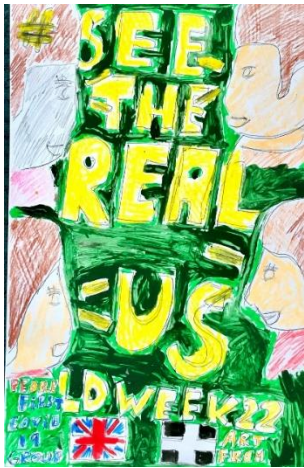
How was today?

Inspiring, Powerful, Learning, Joyful, Sharing, Amazing, Interesting, Great, Empowering, Brilliant, Campaigning, Happy, Confident, Very good, Emotional, Hopeful, Awesome, & privilege

Other notes:

- Every week we need COVID-19 SUPPORT & ACTION
- Using ART
- Joint Voices
- Kieran
- Chris
- Alcay
- Jenny + Simone
- Close ATUS HOMES NOT HOSPITALS
- Kwaku
- MyLife
- Charles

Chris Burns is our resident artist and has been creating art to represent the discussions at each meeting.



National Voices: Long Covid project

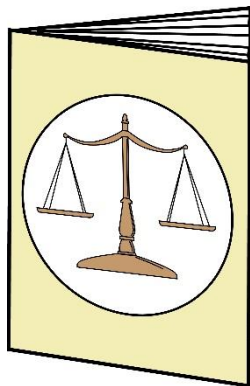


People First was one of six inequalities-focused organisations, who carried out of work with different communities at risk of exclusion from Long Covid.

We were able to raise awareness about how few people with learning difficulties were diagnosed with Long Covid and the lack of inclusion in existing networks.

We also produced [Guidelines for Inclusion for Organisations](#)

Stepping Stones to Positivity



From 2017 we have supported the development of a self-advocacy group in Portsmouth. We have delivered training, consultancy, and support.

The group became a registered charity in 2020, with People First (Self-Advocacy) acting as mentors and advisors as they continue to grow and develop independently.

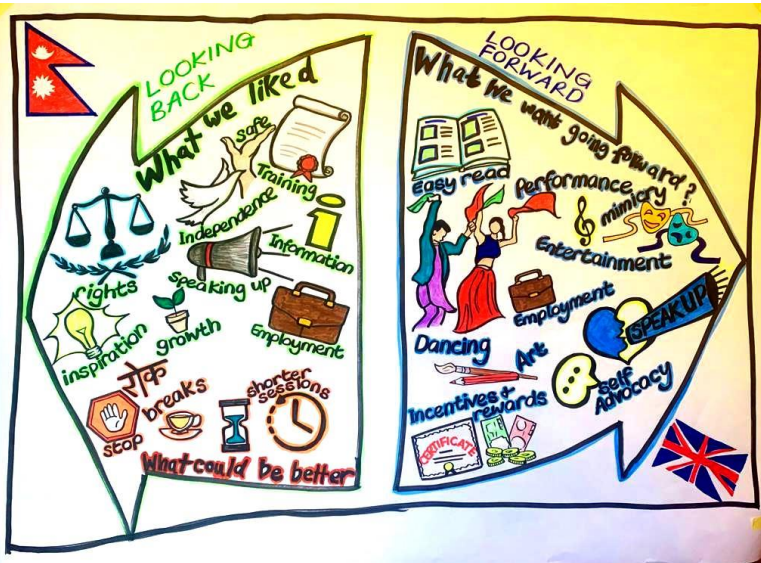
The group aims to support self-advocates to:

- Get self-advocacy skills.
- Get peer support to deal with advocacy issues.
- Campaign on the issues that affect their lives.

The Portsmouth group is a pilot and a model for setting up other user-led self-advocacy groups.

Nepal – Include Us! project

We continued our work with self-advocates in Nepal.



We reviewed our work to see what went well and what could be better.

We then planned for our future sessions. Self-advocates in Nepal wanted to develop their own easy read service.



They agreed standards and set up an Easy Read Quality Checking Group.

We then facilitated a big picture plan for the easy read service.



Together, we are now planning an international webinar to share our work in Nepal.

Our Policy work



Strategic Advocacy

Strategic Advocacy is speaking up and influencing policy at a national level. What we say and do at meetings is directly informed by the views and experiences of our members from around the country; and from the projects we deliver.

Some of the issues raised include:

- a lack of reasonable adjustments when accessing services
- diagnostic overshadowing
- mental and physical health needs not being taken seriously
- poor quality physical healthcare

Some of the national policy meetings we attended in 2021-2022 include:

- NHS England and NHS Improvement Learning Disability and Autism Partners webinar,
- Social Care Taskforce Advisory Group - Autistic people and people with a learning disability
- DWP Taskforce on Accessible Information

Campaigns and consultations



- We responded to the Human Rights Act Reform: A Modern Bill of Rights consultation (Dec 2021)
- We produced easy read information and facilitated a workshop for the United Nations Convention on the Rights of Disabled People (UNCRDP) Shadow Report (Nov 2021)
- We responded to the Human Rights Act Reform: A Modern Bill of Rights consultation (Dec 2021)
- We responded to Changes to the MCA Code of Practice and implementation of the LPS consultation (June 2022)
- We invited speakers to talk about the Down Syndrome Act (Jan-April 2022)
- We contributed to the Working in Partnership with People and Communities consultation (May 2022)

Reclaiming Our Futures Alliance (ROFA)



An alliance of Disabled People
& our organisations in England

As a member of the ROFA Steering Group we support the National Independent Living Service (NILS).

We have also produced videos to explain the difference between Social Care and Independent Living

https://www.rofa.org.uk/nilss_project/

All Party Parliamentary Groups (APPGs)



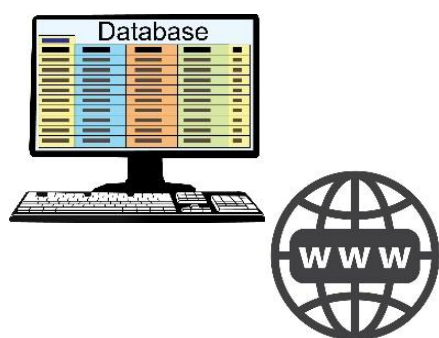
Andrew Lee presented to the All Party Parliamentary Group on Learning Disability (APPG-LD), chaired by Rt. Hon Mark Harper MP, to discuss the impact of COVID-19 on people with a learning disability.

Andrew also attended the meeting dedicated to the 10th Anniversary of Winterbourne View Scandal and the Future of Transforming Care.

Our Organisational Development



We did an annual review of our Organisational Strategy for 2020 - 2023 and our Communications Plan. We learnt a lot during the pandemic and we have put this into action.



We started work on developing our digital systems, which includes a new database and website. We will continue to transform and modernise our digital skills and systems.



We also started our work on the Management Committee Induction and Development programme. In 2022-2023 we will pilot the programme with our own Trustees, with the aim to offer this to other self-advocacy organisations.



In 2022 – 2023, we will be thinking about what staff the organisation needs and what resources we need to deliver our work.

Our Finances

Part 1: Legal and Administrative Information

Charity Name: People First (Self Advocacy)

Charity registration number: 1057354

Company registration number: 03134827

Registered Office and operational address:
336 Brixton Road, London, SW9 7AA



Independent Examiner

Dick Maule FCA

The Cross House,
South Woodchester, GL5 5EL



Bankers

Barclays Bank PLC

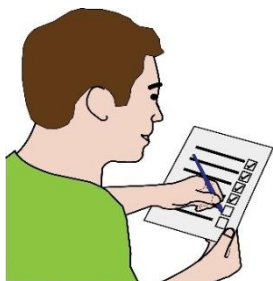
UK Banking, 1 Churchill Place
London E14 5HP



Part 2: Report of the Management Committee

2.1 Risk Management

Risk management: this means when an organisation looks at things that might go wrong and thinks of ways to stop them from becoming a reality.



The Management Committee has spent time looking at what things can go wrong. We often look at ways to make sure the charity faces less risks.

For example:

- We have rules for checking things, such as paying bills
- We follow rules to make sure there is good health and safety for staff, volunteers and visitors
- We make sure that Privacy and **Safeguarding** are reviewed often and put into practice.

Safeguarding: this means putting rules into place to make sure that people who could be at risk, can live safely.

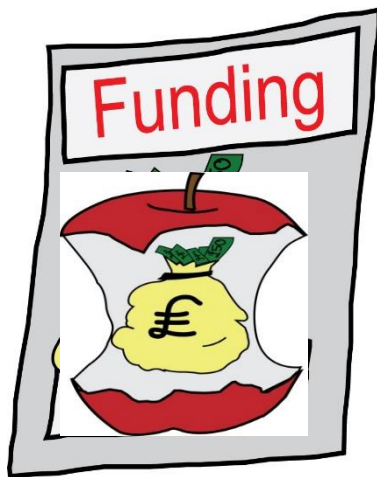
- We look at the way we do things often, to make sure that we are still doing them right and that they carry on meeting our needs.



We keep facing risks to funding. This year, we increased our unrestricted funds and we have increased our income from our Easy Read Service.



During the year we benefited from support from DWP Access to Work to fund support for 3 staff members, £64,766.



- In addition, we received the previously agreed funding from:
Esmee Fairbairn £50,000
- Big Lottery Fund £24,832,
- National Lottery Community Fund, Leaders with Lived Experience £23,500.

We were also awarded new funding from the Enterprise Development Programme to develop our Empower! Enterprise in 2022/23, of £25,000, and funding from NHS England for Advocacy Plus and strategic policy work, £60,000.



We earned income through training and consultancy of £31,527, including our work with Nepal self-advocates.

Unrestricted reserves: this is funding that we can spend on anything for the organisation. It is not given to us for a specific purpose.

Unrestricted reserves at 31/03/22 £16,262

Restricted reserves at 31/03/22 £45,123



We didn't realise how much the success of a project could affect the main work of an organisation. We are now working to make sure that the project work of the organisation has lots of funding.

2.2 Structure of the Organisation



People First has a Management Committee of up to 12 members who meet at least six times.

They are responsible for agreeing on the aims and policies of the charity.

2.3 Day to day Management



The Director of People First does the day-to-day work. He makes sure the charity meets its targets. He makes sure that staff can do their jobs and carry on building their skills and working well together.

2.4 Reserves Policy



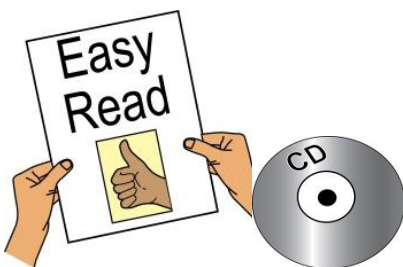
We must aim to have reserves to cover the organisations running costs for 6 months.



Our unrestricted funds at 31st March 2022 were **£16,262**.
(2021: £20,853)



We are aiming to increase this during 2022/2023, as our Easy Read Service becomes more established through **The Empower! Enterprise** - Accessible Information and Communication Service.

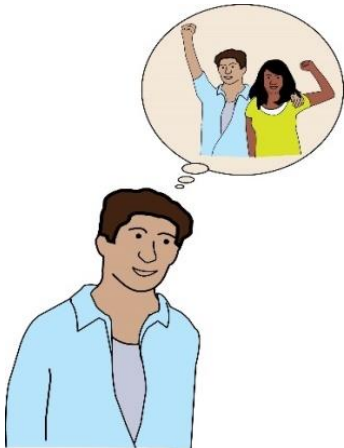


We aim to raise this level of reserves through our Easy Read Service and picture bank sales.



We have also developed training and consultancy contracts amounting to £12,880 in the year 2021/22, including our work with Nepal self-advocates, and National Voices. (2021: £29,299)

2.5 Public Benefit Statement



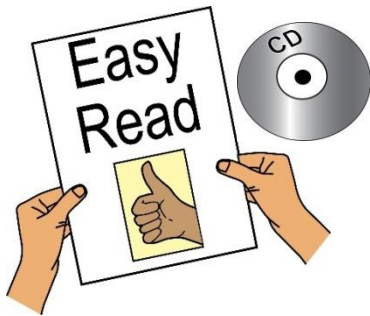
The company's objectives and principal activities are to:

- Support groups and individuals with learning difficulties to speak up about what is important to them
- Raise awareness of the rights of people with learning difficulties
- Develop the skill base of self-advocacy groups and individuals
- Make sure that the voices of people with learning difficulties are heard at local and national government policy level
- Work at a national level providing support, information, advice and training to individuals and user-led self-advocacy groups.



Part 3: Summary Accessible Accounts for the year 2020/21

Accessible Accounts report by: The Treasurer



The full independently examined accounts for 2021/22 are shown at the end of this report. They are not very easy to understand so I have made an easy read version



The next few pages explain the money information in a different way to make it clearer.

What the Independent Examiner Thought of the full Accounts!



Because we are a company, we have had our finances independently examined.

The independent examiner said we kept good records and that we spent money correctly

Where we got our money from!



Grant Money that we got from funders:
Grant from Charitable Trusts and COVID-19 funding

Total Grants – £181,780 (2021: £159,436)



Access to Work: Money for workers' support

Total – £64,766 (2021: £61,132)



By **selling things**, giving training, making documents accessible

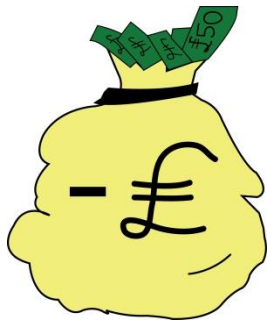
Total – £12,880 (2021: £29,299)



Bank Interest
Total - £82

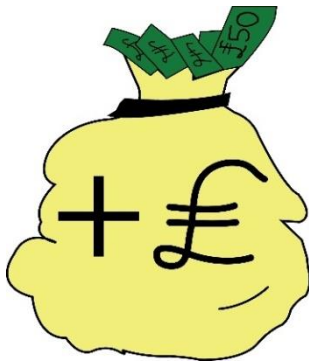
Total money coming in: £259,508 (2021: £289,607)

What did we spend the money on?



Money was spent mainly on wages for staff, rent and running costs for the office and funding local self-advocacy group projects.

Total money going out: £249,499
(2021: £242,631)



Did we have any money left over at 31st March 2022?

Yes, we had: £61,385
(2021: £51,377)

Part 4: Statement of Financial Activities

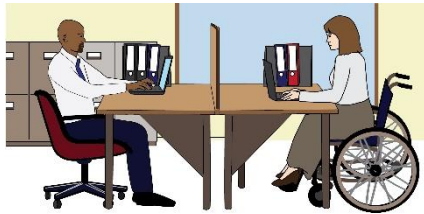
Responsibilities of the Management Committee



The Management Committee, who are also known as the Trustees, are responsible for keeping proper accounting records. These records must show clearly how we are doing with our money at any point in time.



The Management Committee must make sure that the financial statements follow the rules of the Companies Act **2006**.



The Management Committee is also responsible for looking after the assets of the charitable company, such as computers and furniture, and for taking reasonable steps to stop or prevent anyone from stealing or cheating.

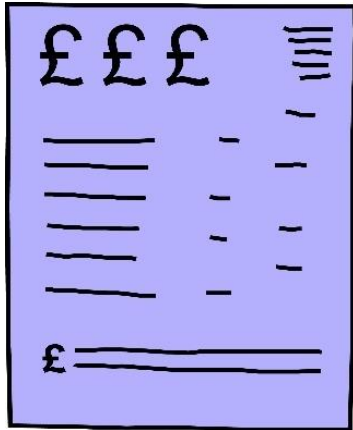


The names of the Members of the Management Committee who served during the year and up to the date of this report are set out on page 7.

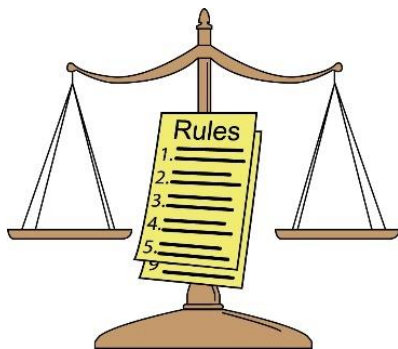


The next part is a statement of the Trustees responsibilities for the purposes of Company Law and is declaring that that we have met these responsibilities.

Trustees' responsibilities statement - Charitable Company



The trustees (who are also directors of People First Self Advocacy for the purposes of company law) are responsible for preparing the Trustees' Report 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, including the income and expenditure, of the charitable company for the year

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;

- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK 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 operation.



The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and 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 information of which the charitable company's independent examiner is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant **information and to establish that the examiner is aware of that information.**

Dick Maule FCA will continue as independent examiner



This report has been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) 2nd edition, the Charities Act 2011, and the Companies Act 2006.

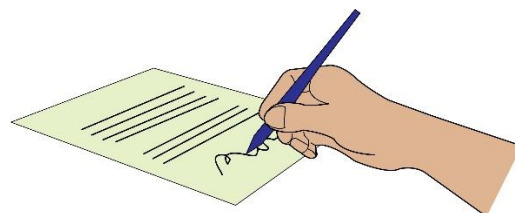
Approved by the Management Committee

Date: 19th December 2022

and signed on its behalf by:

C. P. Spooner

Christine Spooner



People First (Self Advocacy)

Statement of Financial Activities [including Income and Expenditure Account] for the year ended 31st. March 2022

	Notes	Unrestricted Fund	Restricted Funds	2022	2022	2021
		£	£	£	£	£
Income from	[1]					
Consultancy, sales and services		12,880	-	12,880		29,299
Donations and legacies		-	-	-		3,055
Interest receivable		82	-	82		-
Charitable activities						
Grants and contracts		95,282	86,498	181,780		159,436
Access to Work		64,766	-	64,766		61,132
Total		<u>173,010</u>	<u>86,498</u>	<u>259,508</u>		<u>279,607</u>
Expenditure on:						
Charitable activities		<u>177,600</u>	<u>71,899</u>	<u>249,499</u>		<u>242,631</u>
Total	[9]	<u>177,600</u>	<u>71,899</u>	<u>249,499</u>		<u>242,631</u>
Net income / [expenditure]		(4,591)	14,599	10,008		36,977
Reconciliation of funds						
Total funds brought forward		<u>20,853</u>	<u>30,524</u>	<u>51,377</u>		<u>14,400</u>
Total funds at 31st. March 2022		<u><u>16,262</u></u>	<u><u>45,123</u></u>	<u><u>61,385</u></u>		<u><u>51,377</u></u>

Balance Sheet as at 31st. March 2022

	Notes	2022	
		£	£
Tangible assets	(2)		-
Current assets			
Stock	(4)	75	75
Debtors and prepayments	(5)	21,888	54,607
Cash at bank and in hand		<u>69,329</u>	<u>26,284</u>
		91,292	80,966
Current liabilities			
Creditors: amounts falling due	(6)	<u>(29,907)</u>	<u>(29,589)</u>
Net current assets			<u>61,385</u>
Net assets			<u>51,377</u>
Unrestricted funds			
General reserves			16,262
Restricted funds			<u>45,123</u>
Total funds	(8)		<u>61,385</u>

For the year ended 31st March 2022

The company was entitled to the exemption from audit under section 477[2] of the Companies Act 2006

The members have not requested the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the act with respect to accounting records and for the preparation of the accounts.

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies` regime.

On behalf of the Trustees

C. P. Spooner

Dated: 19th December 2022

People First (Self Advocacy)

Notes to the accounts for the year ended 31st. March 2022

(1) Principal Accounting Policies

The principal accounting policies adopted in the preparation of the financial statements are set out below and have remained unchanged from the previous year except for SORP compliance changes.

(a) Basis of preparation

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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) 2nd edition the Charities Act 2011 and the Companies Act 2006.

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

(b) Fund accounting

- [i] Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- [ii] Designated funds are unrestricted funds earmarked by the Management Committee for particular purposes.
- [iii] Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

(c) Income

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.

- [i] Income received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where 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.
- [ii] Donated services and facilities are included at the value to the charity where this can be quantified.
- [iii] The value of services provided by volunteers has not been included in these accounts.
- [iv] Investment income is included when receivable.
- [v] Income from charitable trading activity are accounted for when earned.
- [vi] Income from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

(d) Expenditure

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered

- [i] Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.
- [ii] 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

People First (Self Advocacy)

Notes to the accounts for the year ended 31st. March 2022

(1) Principal Accounting Policies

[iii] All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis.

(e) Fixed assets

Fixed assets are depreciated over their expected useful lives on the following bases:

Equipment: 25% per annum on the reducing balance basis.

Items of equipment are capitalised when the purchase price exceeds £500.

(2) Tangible Assets

	Equipment £	
Cost:		
Balance brought forward	<u>77,987</u>	
Depreciation:		
Balance brought forward	<u>77,987</u>	
Net book value 31st. March 2022	<u>-</u>	
Net book value 31st. March 2021	<u>-</u>	
	2022	2021
	£	£

(3) Stock

Publications, cassettes and T-shirts	<u>75</u>	<u>75</u>
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(4) Debtors

Prepayment of rent	1,465	1,465
Sundry debtors	<u>20,423</u>	<u>53,142</u>
	<u>21,888</u>	<u>54,607</u>

(5) Creditors: amounts falling due within 12 months

Deferred grants	3,094	8,333
Sundry creditors and accruals	<u>26,813</u>	<u>21,256</u>
	<u>29,907</u>	<u>29,589</u>

People First (Self Advocacy)

Notes to the accounts for the year ended 31st. March 2022

(6) Capital commitments and contingent liabilities

There are no capital commitments at 31st March 2022.

(7) Movements in funds

	Balance 1st. April 2021 £	Income £	Expenditure £	Balance 31st. March 2022 £
Unrestricted funds				
General Fund	<u>20,853</u>	<u>173,010</u>	<u>(177,600)</u>	<u>16,262</u>
Restricted funds				
Leaders with Lived Experience	17,625	-	-	17,625
VCSE	-	60,000	(45,000)	15,000
Grocers Charity	3,000	-	(3,000)	-
EDP	-	12,498	-	12,498
Learning Disability England	1,500	-	(1,500)	-
Nepal	8,399	14,000	(22,399)	-
	<u>30,524</u>	<u>86,498</u>	<u>(71,899)</u>	<u>45,123</u>

(7) Movements in funds : prior year

	Balance 1st. April 2020 £	Income £	Expenditure £	Balance 31st. March 2021 £
Unrestricted funds				
General Fund	<u>14,400</u>	<u>120,171</u>	<u>(113,719)</u>	<u>20,853</u>
Restricted funds				
Leaders with Lived Experience	-	23,100	(5,475)	17,625
DPO Covid	-	16,230	(16,230)	-
Grocers Charity	-	5,000	(2,000)	3,000
BLF	-	67,238	(67,238)	-
EDP	-	18,000	(18,000)	-
LC Trust for London	-	9,600	(9,600)	-
NSUN	-	289	(289)	-
Learning Disability England	-	4,980	(3,480)	1,500
Nepal	-	14,999	(6,600)	8,399
	<u>-</u>	<u>159,436</u>	<u>(128,912)</u>	<u>30,524</u>

People First (Self Advocacy)

Notes to the accounts for the year ended 31st. March 2022

(8) Expenditure

	Charitable Activities	Total
	2022	2021
	£	£
Staff costs	142,620	213,435
Travel, subsistence and hospitality	243	1,301
Rent,rates and premises	4,923	5,815
Independent examiner's fees	775	775
Bank charges	213	147
Depreciation	-	-
Non capitalised equipment	-	5,593
Legal and professional	772	93
Consultancy	91,338	10,540
Office. print, post and stationery	1,459	1,395
Project expenditure	768	-
Telephone	676	503
Equipment rental and repairs	-	-
Insurance	369	392
Books and subscriptions	358	251
Website and IT support	4,775	1,970
Training and project development	-	228
Room hire	211	-
Committee expenses	-	191
	<u>249,499</u>	<u>242,631</u>

(9) Employee information

	2022	2022
Number of employees	6	6

The average weekly number of employees during the year were calculated on the basis of average monthly head count.

No employee received emoluments of more than £60,000.

	£	£
Salaries and wages	132,427	200,907
Social security costs	5,148	8,216
Pension costs	5,045	4,312
	<u>142,620</u>	<u>213,435</u>

(10) Trustees information

	£	£
Trustees remuneration and expenses	-	191

The trustees received no remuneration in the year.

People First (Self Advocacy)

Notes to the accounts for the year ended 31st. March 2022

(11) Analysis of prior year funds

People First (Self Advocacy)

**Statement of Financial Activities [including Income and Expenditure Account]
for the year ended 31st. March 2021**

	Unrestricted Fund	Restricted Funds		
	2021	2021	2021	2019
	£	£	£	£
Income from				
Consultancy, sales and services	10,125	-	10,125	6,620
Donations and legacies	7,850	-	7,850	-
Interest receivable	39	-	39	200
Charitable activities				
Grants and contracts	-	61,622	61,622	52,199
Access to Work	68,546	-	68,546	84,221
Total	<u>86,560</u>	<u>61,622</u>	<u>148,182</u>	<u>143,240</u>
Expenditure on:				
Charitable activities	<u>132,445</u>	<u>61,622</u>	<u>194,067</u>	<u>228,065</u>
Total	<u>132,445</u>	<u>61,622</u>	<u>194,067</u>	<u>228,065</u>
Net income / [expenditure]	(45,885)	-	(45,885)	(84,824)
Reconciliation of funds				
Total funds brought forward	<u>60,285</u>	<u>-</u>	<u>60,285</u>	<u>145,109</u>
Total funds at 31st. March 2021	<u><u>14,400</u></u>	<u><u>-</u></u>	<u><u>14,400</u></u>	<u><u>60,285</u></u>

Independent Examiner's Report to the Trustees of People First (Self Advocacy)

I report on the accounts of the company for the year ended 31st March 2022 which are set out on pages 38 to 44

Responsibilities and basis of report

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants England and Wales, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Dick Maule FCA The Cross House South Woodchester GL5 5EL

Date

20-12-22

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Dick Maule FCA