

People

First

a voice for people with learning difficulties

Annual Report

April 2023 - March 2024



See Us, Hear Us, Value Us!

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

Contents

Message from the Chair	4
Message from the Director	5
Our People	6
Vision, Missions and Values	7
Our Campaign Priorities	9
Our Activities and Achievements:	11
Our Policy Work	18
Making Policy Accessible	19
Organisational Development	20
Finance Section:	21
Part 1: Legal and Administrative Information	
Part 2: Report of the Management Committee	
Part 3: Summary Accessible Accounts for the year 2023/24	
Part 4: Independent Examiner' Report	
Part 5: Full Accounts	

The Management Committee presents its report and independently examined financial statements for the year ended 31 March 2024

60+

**Policy meetings
& events
attended**

26

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

150+

**individuals
received advocacy
support or
signposting**

23

**Workshops
delivered**

**Increased
Twitter
followers to
over**

1500

3

Newsletters

3

**Partnership
projects**

20

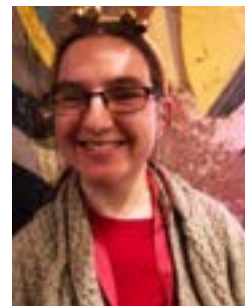
**Network &
Campaigns
Meetings**

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.

See Us, Hear Us, Value Us!!

Message from the Chair

Christine Spooner



During 2023-2024 we had to do a lot of work on our finances to make sure we were not spending more than we were getting. The Board had to make some tough decisions but it has helped us get through a difficult period.

Our team has done a great job delivering on lots of projects, which you can read about in this report.

The Equally Ours 'Enterprise Development Programme' provided funding and mentoring to develop our Empower Enterprise that provides easy read translation and training.

We were successful in getting a Disability Justice Fund grant from Trust for London for setting up a London Campaign Network and developing our accessible Management Committee training.

We look forward to offering this to other self advocacy organisations next year.



Thank you to all of our members, supporters and funders for making all of

this possible.

Message from the Director

Andrew Lee



2023-2024 felt like a year of catching up and picking ourselves up from the Covid years.

Through our Digital Transformation and Modernisation programme we were able to develop and launch our new website, new database, and new system for sending out newsletters.

We moved to fully using Office365 as we gave up our permanent office. Now we can continue to work from home and in person.

As well as finishing some great projects such as the Nepal 'Include Us' project, we started our work on the London Campaign Network, Health Check Matters and the Lambeth 'Living Our Best Lives' projects.

I feel we are going into an exciting period of time where we are rebuilding the voice of people with





learning difficulties from the grassroots upwards. Only by listening to our voices will policy makers get things right for us!

Our people

Management Committee Members

Christine Spooner: Chair

Marie Emma Claire: Vice Chair

Michael Brookstein: Treasurer

Kate Brackley: Membership Secretary

Kweku Wilson: Management Committee Member

John Elliffe: Management Committee Member

Bella Edwards: Management Committee Member

Firielle Al Jubeh: Management Committee Member



Staff Team

Andrew Lee:
Director

Samantha Johnson:
Advocacy Manager

Ray Johnson:
Development Manager





We have a team of fantastic 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

During this year we started to review our Big Plan for 2024 - 2027.

The pandemic highlighted a lot of things we needed to improve such as our digital skills and systems. These have been included in our plan.



Our Campaign Priorities



Accessible Information and Easy Read



Supporting access to information through more accessible information, processes, communication, and wider use of Easy Read, so that people have the information they need to make decisions and have control of their lives.

Information is power!

Self-advocacy and speaking up



Supporting the growth of user-led speaking up and self-advocacy groups so that people with learning difficulties have the support to speak up, build confidence and break down barriers together.

Nothing about us without us!

Community Advocacy and Support



Supporting access to good, flexible independent local advocacy and support that treats each person as a whole. Having the support to do what they want in life and full access to independent living, choice, and control.

Don't break my life up into pieces!

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





The Empower Enterprise

Our Empower service includes Easy Read Translation, Easy Read Training and the Easy Read Picture Bank.

We have produced easy documents for a wide range of organisations over the last year.

We were able to update our Easy Read training package and start delivering training both online and in person.

We translated over 50 documents into easy read and delivered 2 easy read training sessions.



The Advocacy Plus service includes the Lambeth 'Living Our Best Lives project', the 'Advocacy, Signposting and Advice service', and our 'Advocacy Matters' work.



The 'Living Our Best Lives project' worked with local people with learning difficulties and organisations in Lambeth to run a programme of health and wellbeing workshops.

- Love, Sex & Relationships x 2 (Nov & Jan)
- Relationships & Dating (Feb)

- Safe Socialising & Emotional Health (March)

We are looking forward to running more workshops in 2024-2025.





The Self-Advocate's Support and Action Group originally met weekly during the pandemic, then moved to every 2 weeks.

We then decided to meet once a month from April 2023 until November 2023.

Members of the group still keep in contact but had less time to meet online as people have returned to face-to-face activities and meetings.

Nepal – Include Us! project

We completed our online programme on Self-advocacy, Easy Read and Employment with self-advocates in Nepal. In November 2023, we were invited to Nepal to deliver a week's training around employment using Forum Theatre and Graphic Facilitation.

We co-developed a play, based on people's real-life experiences, of employment and life expectations. After sharing their stories we co-wrote the play, working out the different parts and roles.

Forum Theatre encourages audience participation and explores different options for dealing with a problem or issue. You can see some of our photos on the next page.





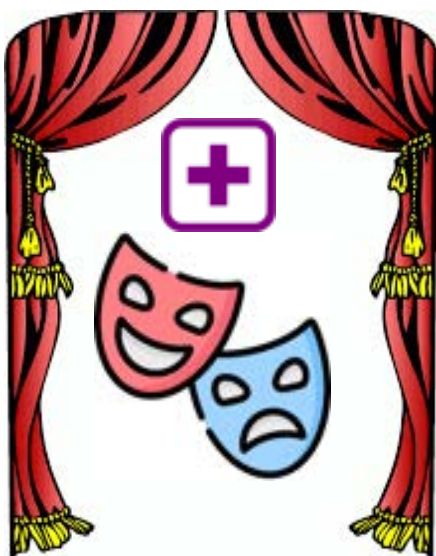
Co-producing Accessible Legal Information

We started working with Professor Rosie Harding (University of Birmingham) on this research project in June 2023.

We ran a number of online workshops, and 2 in person workshops using Forum Theatre.

We also presented at a conference at Nottingham University about the project.

By June 2024 we will produce a number of easy read legal information templates and run two launch events to present the findings of the research project.



Health Check Matters

We were asked to run some workshops for BHR CEPN (Barking & Dagenham, Havering and Redbridge Community Education Provider Network). They were for health professionals who are involved in Annual Health Checks for people with learning difficulties across 3 boroughs.

Our Policy work



Strategic Advocacy

To take forward our campaign priorities and influence policy and decision makers we do the following things.

- Run our own campaigns
- Attend local, regional and national policy meetings
- Join networks
- Support other campaigns
- Respond to consultations about the things that will affect us

We continued to attend:

- NHS England Learning Disability and Autism Partners webinar.
- All Party Parliamentary Group on Learning Disability.
- National (Disabled People's Organisations) DPO Forum

This year we have been involved in over 60 policy and network meetings and policy events.

Making policy accessible



We have had the opportunity to make many policy and campaign documents accessible.

Here are some of them:

- Believe in Better – Centre for Inclusive Policy
- Election Manifesto – Liberty
- Home Care Charges – Disability Law Service
- UNCRPD Shadow report – DDPO organisations
- Disabled People’s Manifesto – Inclusion London
- Independent report to the United Nations Committee on Economic, Social and Cultural Rights – Just Fair
- Equity in Motion strategy – Transport for London
- The rights and inclusion of children with disabilities around the world - UNICEF

Our Organisational Development



We reviewed our 2020-2023 Organisational Strategy. We will publish a new plan for 2024-2027.

We started work on transforming and modernising our digital operations and systems. We used a mentor to help us with researching providers and setting new systems up.

We set up Office 365, Quick Books, and a new database. Staff have been having support and training to use the new systems.

We launched our new website in June 2023. We received support to project manage the process and learn to update it ourselves.

Through the Equally Ours Enterprise Development Programme we received expert financial management support. We have been able to continue this.

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.



Fundraising continues to be our main concern. We have had success in getting small grants and have increased income from our easy read work. We need to increase core funding and unrestricted income.

2.2 Structure of the Organisation



People First has a Management Committee of up to 8 members who meet at least six times a year.

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

2.3 Day to day Management



The Director of People First, Andrew Lee, does the day-to-day work and manages the team.

Andrew 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 at least 3 months..

Our unrestricted funds as at 31st March 2024 are **£4,049** (2023: £2,309).

The balance on our restricted income reserves as at 31st March 2024 is now **£7,550** (2023: £0).



We are aiming to increase our reserves through our Empower! Enterprise - Accessible Information and Communication Service and other consultancy contracts.

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 2023/24

Accessible Accounts report by: The Treasurer



The full independently examined accounts for **2023/24** are shown at the end of this report.

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 charity as well as a company, we have had our finances independently examined.

They said we kept good records and that we spent money correctly.

Where we got our money from!



Grants & Donations that we got from funders & from charitable trusts

Total Grants & Donations: £178,356
(2023: £159,232)



Including Access to Work: Money for workers' support

Total – £55,615 (2023: £50,830)



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



Total – £21,790 (2023: £13,933)

Bank Interest Total - £96 (2023: £8)

Total money coming in: £200,242 (2023: £173,173).

What did we spend the money on?



Money was spent mainly on wages for staff, rent and running costs for the office and general membership and project activity.

Total money going out: £190,952
(2023: £232,249)



Did we have any money left over at 31st March 2024?

Yes, we had: £11,599
(2023: £2,309)

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 have to 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.

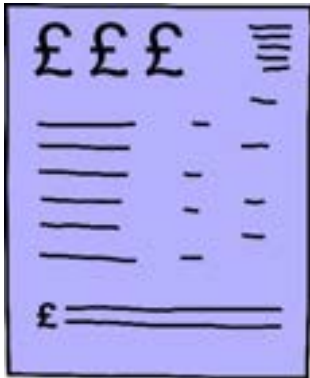


The names of the Members of the Management Committee who served during the year and up to the date of this report are set out on page 6.



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: 23rd August 2024

and signed on its behalf by:

C. P. Spooner

Christine Spooner





The People First Management Committee submits its statutory Report and Accounts for the year ended **31 March 2024**.

The Trustee's Report and Financial Statements have been prepared in accordance with the Companies Act 2006, the Charities Act 2016 and comply with UK Generally Accepted Accounting Practice (GAAP). They also comply with the Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) in accordance with the Financial Reporting Standard, also known as the Charities (FRS 102) SORP.



Public benefit statement

In reviewing our aims, objectives and activities, the Trustees have taken into account the Charity Commission's general guidance on public benefit. The Trustees ensure that the activities undertaken are always in line with the charitable aims and objectives as set out in People First's governing document. This annual report does not include exemptions from disclosure.



Independent examiner's statement

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

A handwritten signature in black ink that reads "Dick Maule FCA". The signature is written in a cursive style with a large initial "D".

The Cross House South Woodchester GL5 5EL

Date 4-9-2024

**People First (Self Advocacy)
(Limited by Guarantee)**

**Statement of Financial Activities
(including Income and Expenditure Account)
For the year ended 31st March 2024**

	Notes	Unrestricted funds		Restricted funds	2024	Unrestricted funds		Restricted funds	Total funds
		£	£			£	£		
Income from									
Donations and legacies	3	15,741	-	15,741	-	-	-	-	-
Charitable activities	3	38,640	145,765	184,405	88,433	84,732	173,165		
Intevestment income	3	96	-	96	8	-	8		
Total income		54,477	145,765	200,242	88,441	84,732	173,173		
Expenditure:	4								
Raising funds		7,293	-	7,293	6,750	-	6,750		
Charitable activities		45,444	138,215	183,659	95,644	129,855	225,499		
Total expenditure		52,737	138,215	190,952	102,394	129,855	232,249		
Net income		1,740	7,550	9,290	(13,953)	(45,123)	(59,076)		
Net income and net movement in funds for the year		1,740	7,550	9,290	(13,953)	(45,123)	(59,076)		
Reconciliation of funds									
Total funds brought forward		2,309	-	2,309	16,262	45,123	61,385		
Total funds carried forward		£ 4,049	£ 7,550	£ 11,599	£ 2,309	-	£ 2,309		

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derives from continuing activities.

The statement of financial activities complies with the requirements for an income and expenditure account under the Companies Act 2006.

The notes on the following pages form part of these accounts.

**People First (Self Advocacy)
(Limited by Guarantee)**

Balance Sheet

As at 31st March 2024

	Note	<u>2024</u> £	<u>2023</u> £
Fixed assets	10	-	-
Current assets			
Stock	7	75	75
Debtors	8	18,639	26,524
Cash at bank and in hand		6,554	3,563
		<u>25,268</u>	<u>30,162</u>
Liabilities:			
Creditors: Amount falling due within one year	9	13,669	27,853
		<u>11,599</u>	<u>2,309</u>
Net current assets / (liabilities)		<u>11,599</u>	<u>2,309</u>
Total assets less current liabilities		<u>11,599</u>	<u>2,309</u>
The funds of the charity:	11		
Restricted income funds	12	7,550	-
Unrestricted income funds	12		
General reserve		4,049	2,309
		<u>11,599</u>	<u>2,309</u>
Total charity funds		<u>11,599</u>	<u>2,309</u>

The charity is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31st March 2024. No member of the charity has deposited a notice, pursuant to section 476, requiring an audit of these accounts.

The trustees acknowledge their responsibilities for ensuring that the charitable company keeps accounting records which comply with sections 386 and 387 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the charitable company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The notes on the following pages form part of these accounts.

The accounts were approved by the Board on 23rd August 2024

C. P. Spooner

Christine Spooner

Trustee

Charity Registration No. 1057354
Company Registration No. 03134827

People First (Self Advocacy) (Limited by Guarantee)

Notes to the financial statements for the year ended 31st March 2024

1 Statutory information

People First (Self Advocacy) is a charitable company, limited by guarantee, registered in England and Wales number 03134827, charity number 1057354. The charitable company's registered office address is 336 Brixton Road, London, SW9 7AA. The registered office is the principle place of business. The accounts are prepared in sterling, which is the functional currency.

2 Accounting policies

2.1 Basis of preparation

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), (Charities SORP FRS 102) and the Companies Act 2006.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

2.2 Public benefit entity

The charitable company meets the definition of a public benefit entity under FRS102.

2.3 Going concern

The trustees consider that there are no material doubts about the charity's ability to continue as a going concern. Funding confirmed for the next 12 to 18 months is sufficient to enable the charity to continue operating.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

2.4 Income

Donations and grants receivable are included when receivable, unless conditions are attached which specify their application to later periods. Such income would then be carried forward as income received in advance (deferred income). Government grants likewise receivable are included when receivable, unless conditions are attached which specify their application to later periods. Donated goods and services are included at the value to the charity where this can be quantified.

2.5 Interest receivable

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

2.6 Fund accounting

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund.

Unrestricted funds are donations and other incoming resources received or generated for the charitable purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

People First (Self Advocacy) (Limited by Guarantee)

Notes to the financial statements for the year ended 31st March 2024: *continued*

2.7 Expenditure and basis of apportioning costs

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis with the irrecoverable element of VAT included with the item to which it relates and has been classified under headings that aggregate all costs related to the category. Expenditure is classified under the following activity headings:

Raising funds: Costs of raising funds relate to the costs incurred by the charitable company in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose, including trading.

Charitable activities: Expenditure on charitable activities includes conducting research, publishing analyses and recommendations, convening meetings and conferences, offering consultancy and expert advice and other activities undertaken to further the purposes of the charity and their associated support costs. Resources expended are allocated directly to the activity to which the cost relates. Salaries are allocated according to time spent, other shared costs are apportioned on an equal basis with central overhead costs apportioned on the basis of total expenditure on each activity.

2.8 Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments.

The trustees seek to use short term deposits to maximise the return on monies held at the bank and to manage cash flow.

The charitable company has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS102 to all of its financial instruments. The Charity only has financial assets and liabilities of a kind that qualify as basic financial subsequently measured at their settlement value.

2.9 Debtors

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

2.10 Creditors and provisions

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

2.11 Fixed assets

Fixed assets are accounted for over their expected useful life. Items of equipment are capitalised when their purchase price exceeds £500.

Depreciation is provided on the following basis:

Equipment: 25% on straight line basis

Previous accounts erroneously stated depreciation was provided on reducing line basis.

2.12 Fundraising

People First (Self Advocacy) doesn't use 3rd party fundraising organisations. Funds are raised through individual donations, grants from Trusts, Foundations and Government grants and contracts.

**People First (Self Advocacy)
(Limited by Guarantee)**

Notes to the financial statements for the year ended 31st March 2024: continued

2.13 Pensions

The charitable company operates an Auto Enrolment defined contribution pension scheme. Contributions are charged to the Statement of Financial Activities as they are incurred.

2.14 Services provided by volunteers

The value of services provided by volunteers has not been included in these accounts.

3 Income from donations and legacies	Unrestricted	Restricted	Total 2024	Unrestricted	Restricted	Total 2023
	£	£	£	£	£	£
Gifts	15,741	-	15,741	-	-	-
Total income from donations and legacies	15,741	-	15,741	-	-	-
Income from charitable activities	Unrestricted	Restricted	Total 2024	Unrestricted	Restricted	Total 2023
	£	£	£	£	£	£
Grants & contracts						
Access to Work	-	55,615	55,615	-	50,830	50,830
Equally Ours	-	20,000	20,000	-	12,497	12,497
The London Community Foundation	-	14,900	14,900	-	-	-
Trust for London	-	38,500	38,500	-	-	-
LHEP NHSE London	-	5,000	5,000	-	-	-
Eleanor Rathbone Charitable Trust	-	3,000	3,000	-	-	-
Kathleen Beryl Sleigh Charitable Trust	5,000	-	5,000	-	-	-
Steven Block Image of Disability Charitable Trust	2,000	-	2,000	-	-	-
Birmingham University	1,200	-	1,200	-	-	-
Esmee Fairbairn Foundation	-	-	-	55,000	7,000	62,000
CBM Global	-	-	-	-	14,000	14,000
National Federation of the Disabled	-	8,750	8,750	-	-	-
BILD	5,900	-	5,900	-	-	-
UNICEF	-	-	-	-	405	405
The National Lottery Fund	-	-	-	4,600	-	4,600
NE London Trust	-	-	-	9,900	-	9,900
National Voices	-	-	-	5,000	-	5,000
Other grants	2,750	-	2,750	-	-	-
Total grants	16,850	145,765	162,615	74,500	84,732	159,232
	Unrestricted	Restricted	Total 2024	Unrestricted	Restricted	Total 2023
	£	£	£	£	£	£
Consultancy, sales & services						
Consultancy	8,485	-	8,485	175	-	175
Easy Read	12,985	-	12,985	13,758	-	13,758
Picture Bank	320	-	320	-	-	-
Total consultancy, sales & services	21,790	-	21,790	13,933	-	13,933
Total income from charitable activities	38,640	145,765	184,405	88,433	84,732	173,165
Intevestment income	Unrestricted	Restricted	Total 2024	Unrestricted	Restricted	Total 2023
	£	£	£	£	£	£
Interest income	96	-	96	8	-	8
Total investment income	96	-	96	8	-	8

**People First (Self Advocacy)
(Limited by Guarantee)**

Notes to the financial statements for the year ended 31st March 2024: continued

4 Analysis of expenditure

	Cost of raising funds £	Charitable activities £	Support & Governance costs £	2024 Total £	2023 Total £
Staff costs	5,536	99,644	5,536	110,715	132,418
Consultants & consultant support	-	55,395	-	55,395	69,210
Easy Read	-	7,438	-	7,438	4,539
Accounting	-	-	1,341	1,341	-
Fundraising	1,400	-	-	1,400	6,750
Rent & rates	-	4,904	-	4,904	7,746
Computer Costs	-	2,781	-	2,781	4,706
Travel and Accommodation	-	104	-	104	200
Office & related costs	-	1,744	-	1,744	828
Telephone	-	596	-	596	627
Website	-	1,172	-	1,172	2,304
Room hire	-	886	-	886	696
Insurances	-	-	330	330	323
Legal and professional fees	-	-	75	75	139
Management Committee Expenses	-	-	518	518	604
Independent Examination	-	-	775	775	775
Bank charges	-	-	265	265	216
Away Day	-	-	513	513	168
Total	6,936	174,664	9,353	190,952	232,249
Support & governance costs	357	8,996	(9,353)	-	
Total expenditure 2024	7,293	183,659	-	190,952	232,249
		Unrestricted	Restricted	Total	
Of the total expenditure: 2024		52,737	138,215	190,952	
2023		79,025	153,224	232,249	

Analysis of expenditure - prior year comparative

	Cost of raising funds £	Charitable activities £	Support & Governance costs £	2023 Total £
Staff costs	-	132,418	-	132,418
Consultants & consultant support	-	69,210	-	69,210
Easy Read	-	4,539	-	4,539
Fundraising	6,750	-	-	6,750
Rent & rates	-	7,746	-	7,746
Computer Costs	-	4,706	-	4,706
Travel and Accommodation	-	200	-	200
Office & related costs	-	828	-	828
Telephone	-	627	-	627
Website	-	2,304	-	2,304
Room hire	-	696	-	696
Insurances	-	-	323	323
Legal and professional fees	-	-	139	139
Management Committee Expenses	-	-	604	604
Independent Examination	-	-	775	775
Bank charges	-	-	216	216
Away Day	-	-	168	168
Total	6,750	223,274	2,225	232,249
Governance costs	65	2,160	(2,225)	-
Total expenditure 2023	6,815	225,434	-	232,249

**People First (Self Advocacy)
(Limited by Guarantee)**

Notes to the financial statements for the year ended 31st March 2024: continued

5 Net income for the year

The net income for the year is stated after charging:	2024	2023
	£	£
Independent Examination	775	775
	775	

6 Staff & trustee costs

Staff costs during the year were:	2024	2023
	£	£
Salaries and wages	97,600	123,477
Social Security costs	1,785	4,032
Employer's contribution to defined contribution pension schemes	10,594	4,909
Redundancy costs	736	-
	110,715	
	132,418	

Number of staff

The average monthly number of staff during the year was 6.3 (2023: 7)

There no employees whose annual remuneration was £60,000 or more.

The key management personnel of the charitable company included the Trustees and Director. Total benefits paid to key management personnel including NIC and pension were £81,512 (2022: £75,782).

Trustee expenses during the year were:	2024	2023
	£	£
Trustee travel expenses	518	604

**People First (Self Advocacy)
(Limited by Guarantee)**

Notes to the financial statements for the year ended 31st March 2024: continued

7		2024	2023
	Stock	£	£
	Publications, cassettes and T'shirts	75	75
		<hr/>	<hr/>
8	Debtors	2024	2023
	Due within one year:	£	£
	Accrued income	1,039	7,000
	Sundry debtors	17,600	19,524
		<hr/>	<hr/>
		18,639	26,524
		<hr/>	<hr/>
9	Creditors		
	Amounts falling due within one year:		
		2024	2023
		£	£
	Trade creditors	809	16,774
	Social Security and other taxes	3,176	9,319
	Pension	7,087	274
	Deferred income	380	-
	Accruals	2,217	1,486
		<hr/>	<hr/>
		13,669	27,853
		<hr/>	<hr/>
10	Tangible fixed assets		Equipment
	Cost		£
	At 1 April 2023		77,987
	Additions		-
	At 31 March 2024		<hr/> 77,987 <hr/>
	Accumulated Depreciation		
	At 1 April 2023		77,987
	Charge for the year		-
	At 31 March 2024		<hr/> 77,987 <hr/>
	Net book value		
	At 31 March 2024		<hr/> - <hr/>
	At 31 March 2023		<hr/> - <hr/>

**People First (Self Advocacy)
(Limited by Guarantee)**

Notes to the financial statements for the year ended 31st March 2024: continued

11 Analysis of net assets between funds

	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£
Fund Balances at 31 March 2024 are represented by:			
Tangible Fixed Assets	-	-	-
Current Assets	17,718	7,550	25,268
Creditors: Amounts falling due within one year	(13,669)	-	(13,669)
Total net assets	4,049	7,550	11,599

Analysis of net assets between funds - prior year comparative

	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£
<i>Fund Balances at 31 March 2023 are represented by:</i>			
<i>Tangible Fixed Assets</i>	-	-	-
<i>Current Assets</i>	30,162	-	30,162
<i>Creditors: Amounts falling due within one year</i>	(27,853)	-	(27,853)
Total net assets	2,309	-	2,309

12 Funds - current year

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

	At 1 Apr 2023	Incoming	Outgoing	At 31 Mar 2024
	£	£	£	£
Restricted Funds				
EDP	-	20,000	(16,250)	3,750
Advocacy Plus	-	14,900	(14,900)	-
Disability Justice Fund	-	38,500	(35,500)	3,000
LHEP NHSE London	-	5,000	(5,000)	-
Women's Group	-	3,000	(2,200)	800
Nepal	-	8,750	(8,750)	-
Access to Work	-	55,615	(55,615)	-
Total Restricted Funds	-	145,765	(138,215)	7,550
Unrestricted funds:				
General funds	2,309	54,477	(52,737)	4,049
Total funds	2,309	200,242	(190,952)	11,599

**People First (Self Advocacy)
(Limited by Guarantee)**

Notes to the financial statements for the year ended 31st March 2024: continued

Funds - prior year

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

	At 1 Apr 2022 £	Incoming £	Outgoing £	At 31 Mar 2023 £
Restricted Funds				
Leaders with lived experience	17,625	-	(17,625)	-
VCSE	15,000	-	(15,000)	-
Funding Plus	-	7,000	(7,000)	-
EDP	12,498	12,497	(24,995)	-
Nepal - Consultancy	-	7,000	(7,000)	-
Nepal - CBM Global	-	7,000	(7,000)	-
Nepal: Unicef	-	405	(405)	-
Access to Work*	-	50,830	(50,830)	-
Total Restricted Funds	45,123	84,732	(129,855)	-
Unrestricted funds:				
General funds	16,262	139,271	(153,224)	2,309
Total funds	61,385	224,003	(283,079)	2,309

Restricted Funds - description

***Access to Work**

Funding provided by the Government to support additional needs within the workplace. Reported as Unrestricted funding in previous year accounts, now re-classified to Restricted funding as the parameters for support are strict.

EDP

Funding to follow on from previous funding to improve and market the Empower Enterprise to build sustainability and self funding. The Empower Enterprise is our user-led accessible information service. It is the overall service that we offer to organisations to support them to produce accessible information. This is so they can meet the access needs of people with learning difficulties, disabilities and autistic people.

Advocacy Plus

A peer advocacy service where people with learning difficulties support each other to reach goals, break down barriers and reduce isolation.

Disability Justice Fund

Funding from Trust for London to support user led self advocacy groups and groups in the London Campaign Network.

LHEP NHSE London

Funding for the Health Check Matters Forum Theatre work.

Women's Group

Funding from Eleanor Rathbone Trust to support women specific self advocacy groups.

Nepal - Consultancy

The project covered three years involving Disability International Nepal and CBM Global. The overall aim was to help self-advocates in Nepal to set up an Easy Read service in Katmandu.

People First (Self Advocacy) (Limited by Guarantee)

Notes to the financial statements for the year ended 31st March 2024: continued

13 Taxation

The charitable company is registered as a charity and all of its income falls within the exemptions under Part 11 of the Corporation Tax Act 2010.

14 Related parties

There are no donations from related parties, none which are outside the normal course of business and no restricted donations from related parties.

15 Pension and other post-retirement benefit commitments

Defined contribution	2024	2023
	£	£
Contributions payable by the company for the year	10,594	4,909

At 31 March 2024 £7,442 was outstanding, paid in April 2024 (2023: £274)

During the year an error on the Auto Enrolment Pension scheme was corrected, with contributions being made by the charitable company to compensate the affected employees and correct the scheme.

16 Contingent assets or liabilities

There are no contingent assets or liabilities at March 2024 (2023:Nil) and no capital commitments.

17 Professional indemnity insurance

The charitable company has insurance to protect it from loss arising from the neglect or defaults of its Trustee, employees and agents and to indemnify the Trustees or other officers against the consequences of any neglect or default on their part. The total insurance premium incurred by the charitable company during the year totalled £330 (2023: £323).

18 Liability of members

People First (Self Advocacy) is a company limited by guarantee and has no share capital. In the event of the company being wound up, the liability of the members is limited to £1 each.

19 Ultimate controlling party

The charitable company was under the control of the trustees during the period under review. There is no single ultimate controlling party.

People First

a voice for people with learning difficulties



People First (Self Advocacy) 336 Brixton Road, London SW9 7AA, England

Email: [info@ peoplefirstltd.com](mailto:info@peoplefirstltd.com) **Website:** www.peoplefirstltd.com

Tel: 020 7274 5484 **Twitter:** [@PFselfadvocacy](https://twitter.com/PFselfadvocacy)