

# **ANNUAL REVIEW**

Trustee Report &  
Accounts 2021 - 2022



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# Beyond Expectations



# About Henshaws

## who we are

Henshaws has over 180 years of helping people living with sight loss and a range of other disabilities.

## our aims

Helping to reduce social isolation and increase independence through empowering disabled people to go beyond expectations and achieve their ambitions.

## our vision

To enable people with sight loss and a range of other disabilities to build the skills and independence they need to achieve the future they want.

## how we support

Our dedicated staff and volunteers are the fuel of the organisation; they provide support, advice and training, enabling people and their families to build skills, develop confidence, help each other and look forward to a more positive future.

## Did you know?

We work throughout the North of England and our places include a Specialist College, Community Centres and an Arts & Crafts Centre.

We support disabled people to be part of their local community.

We are continually developing technology to support more people, wherever they are, online.



**where we  
support**

**Knaresborough** ●  
Arts & Crafts Centre

● **Harrogate**  
Specialist College  
& Housing

● **Greater  
Manchester  
& Merseyside**  
Sight Loss



# Our values



## **Informed**

Always aiming to increase knowledge through experience, expertise and history



## **Sharing**

Desire to exchange experience and ideas with others



## **Compassionate**

Displaying empathy and understanding



## **Inspiring**

Through the life changing impact on the people we support



## **Proactive**

Actively helping and supporting individuals



## **Empowering**

Encouraging and supporting individuals to reach their full potential





## Message from the chair and the chief executive

2021-22 was a challenging year for Henshaws as we emerged from the uncertainty of the COVID-19 pandemic into a turbulent economic environment. Our focus during the year was on the physical and mental well-being of our staff and service users and financial sustainability for the Charity.

Henshaws College enjoyed welcoming back all its students. The assessment and start for a small number was delayed due to continuing COVID-19 restrictions for social care settings. However, by January, all students were attending and they had a successful year, with 96% achieving their educational targets.

Our Community Services team went from strength to strength supporting people across Greater Manchester and Merseyside. The number of people helped increased by 32% to 2,965. The delivery of our First Step CVI (Certificate of Visual Impairment) Service began in September 2021 and in its first 12 months supported 640 patients to access the support they need.

The digital access to Henshaws Knowledge Village continued to be a valuable resource for our Visually Impaired community. Views of our library of videos on topics such as “How to use accessible cash machines” numbered over 150,000.

Following its temporary closure during the pandemic, our Arts and Crafts Centre returned to a normal service, welcoming 128 artmakers who took part in over 19,000 sessions.

2021-22 saw the return of a number of our popular fundraising events. Our annual golf day raised £15,000, 4,359 drinks were served at the Beer Festival and 76 people donned their walking boots to tackle the Yorkshire 3 Peaks.

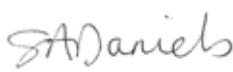
Our many successes are due to the dedication, commitment, experience and sheer hard work of our staff. We believe our workforce should reflect the people we support and the values we uphold. 17.4% of our staff members have a disability and as an employer we endeavour to go beyond the scope of the Equality Act whenever possible.

But it is the feedback we get from the people we support that speaks most clearly, “Lucy is living her best life. College is the place where Lucy is Lucy and doesn’t have a disability and is just loving life, enjoying experiences, the company of others, learning and having her needs met just like everyone else.”

2021 - 22 has been difficult, but Henshaws has continued to transform its service delivery to reach as many people as possible with high quality support, information, and guidance. We anticipate a more stable year in 2022-23 and, with the dedication of our amazing team, Henshaws will continue to go beyond expectations.



**Alistair How - Chair**  
26 June 2023



**Sally Daniels - Interim CEO**  
26 June 2023

# Specialist College

Our Specialist College in Harrogate is a transformational place. Through our personalised approach to education, learning and care we empower young people aged 16-25 living with a disability to progress and go beyond expectations.

We empower our students to live the life they want, helping them to make friends, learn to live more independently, find their voice when they thought they could not communicate, prepare them for employment, improve their health and well-being and enable them to achieve their aspirations in life.

Students are supported in their educational journey by our in-house clinical and therapy teams. They also benefit from our extensive facilities which include a swimming and hydro-therapy pool.

We also offer our innovative Next Steps and Pathways programmes which support students beyond the age of 25 or who no longer have an Education, Health & Care Plan (EHCP).

## During 2021-2022:

- **76** students were enrolled in our 8 Educational and Social Care programmes.
- Our students were funded by **8** different local authorities.
- **35** students had residential places.
- We achieved **91% student attendance** and **98.5%** retention
- Students achieved **96%** of their educational targets
- Qualification Achievement Rate for the year was **95%**
- **25** English, Maths and ICT Functional Skills qualifications were gained
- **30 ASDAN PSD** Entry 1 units were gained
- We carried out a curriculum review with the new curriculum implemented from September 2022
- **Careers interviews** were carried out with all Employability, Supported Internship and some Independence students by the Education Development Trust Careers Advisor
- We worked with NATSPEC to develop their national training programme for developing the PMLD (Profound and Multiple Learning Disabilities) curriculum.
- **Integration of technology** into sessions with screens in all classrooms and iPads for all students.

## Our people

To enable our students' learning we have a highly trained care team who are skilled in providing the day to day support required. They work closely with our in-house clinical and therapy teams, as well as the education team, to ensure our students are safe and confident in accessing their education.

We have a dedicated student liaison officer who co-ordinates enrichment activities, provides well-being support and ensures students have a voice through regular student surveys and the Student Parliament.





## what we achieved

**9,346**

hours of respite care provided to students

**315**

hydrotherapy sessions delivered

**84**

assistive technology solutions implemented for our students

**2,800**

hours of speech and language support provided

**385**

physiotherapy sessions delivered

**100**

1:1 student wellbeing sessions



### Lucy's story

**"Lucy is living her best life.** College is the place where Lucy is Lucy and doesn't have a disability and is just loving life enjoying experiences, the company of others, learning and having her needs met just like everyone else. She has blossomed in so many ways and had the expertise and knowledge of so many professionals.

Lucy loves every aspect of college life and has been on a **journey of self-discovery** and has grown as a person. Lucy struggles with separation anxiety and a big challenge was staying over night, which she now does, and enjoys the social aspects of the evening with her peers.

**College has changed all our lives,** I can say that the relief we feel knowing she is loved, cared for and appreciated for all her qualities is immense. As a family entrusting 24-hour care for your young person who has a high level of needs is scary and requires a lot of trust - we have that in abundance.

College offers students not only the education, learning and care but a whole wealth of **expertise and opportunities** in one setting. The hydro pool is a firm favourite of Lucy's but the evening socials with her peers are a massive part of her life that wasn't accessible and missing. It may be a quiz, karaoke, dance or just chilling and having a pamper with her friends.

That's what Lucy has now, friends, a social life, a meaningful and fulfilled life full of choice and promise".

**Written by Lucy's Mum - Leeann**



# Community Services

## Now known as the Sight Loss Support Team

Henshaws Community Services supports visually impaired people to make informed choices about their future and take the next step in life; whether that's towards employment, accessing new technology, or meeting new people in our social groups. Our services operate across Greater Manchester and Merseyside (for children's and young people's services) responding to the specific needs of the communities in which we work, and partnering with key organisations across the locations to achieve better outcomes for people with sight loss. Our Information, Advice and Guidance (IAG) service provides valuable, sometimes life changing, impact for our service users. Over the past year we have been working with even more service users and providing support more frequently.

### During 2021 / 2022:

- **2,965** people supported, increasing the number of people we supported by 32%.
- **866** new service users welcomed, an increase of 33%.
- **15,000** IAG interventions delivered, 48% more than the year before.
- **3,251** emotional support interventions delivered.
- **513** people helped with a personal plan to support them on their sight loss journey.

### After accessing our services:

- **78%** reported an improvement in their emotional wellbeing
- **70%** felt more independent and confident
- **84%** know how to access information and support, compared to only 11% before
- **82%** have a good network of support
- **86%** know how to lead a safe and healthy lifestyle

## CVI (Certificate of Visual Impairment)

We began delivering the First Step CVI (Certificate of Visual Impairment) Service in September 2021, supporting everybody who receives a CVI from Manchester Royal Eye Hospital. The team provides information, advice and guidance to patients and makes sure they are referred on to organisations which can help to support them.



### Before the CVI service

**67%**

patients had not accessed any other support

### After 6 months support from the CVI service

**92%**

patients reported knowing where to get support

**74%**

had been referred to other places for support according to their needs.

The CVI service is a partnership between the NHS and Henshaws. This project is being managed in partnership with the Greater Manchester Combined Authority, Manchester Royal Eye Hospital, RNIB and Thomas Pocklington Trust

### In the first 12 months of the CVI service

**640**

patients supported overall

**1,075**

referrals made to access support from key services

## Digital Enablement Service

Our Digital Enablement Service is growing from strength to strength. Being part of the Greater Manchester Digital Inclusion Network has introduced new funding opportunities. We supported **1,236** people with digital enablement and increased digital interventions by **97%** compared to the year before. Partnered with the NHS to gather insight about the NHS app. As part of this work, we found that **33%** of people with visual impairment did not have access to a smartphone or tablet with internet access.

## Enablement Service

Our Enablement Services currently cover 6 areas of Greater Manchester, continuing to provide a quality service enabling people with sight loss and their families and carers to live independently and make informed choices.

## Counselling

Our Counselling service continues to be a significant service and the feedback is extremely positive.

## Patient support

Henshaws ECLOs (Eye Clinic Liaison Officer) support patients in Manchester Royal Eye Hospital (MREH), one of the largest Eye hospitals in the UK. Bringing together practical and emotional support when patients need it most. We plan to expand our presence in MREH to enable more patients than ever to access the services they need as early as possible. Henshaws is a key delivery partner of MREH, working hard to keep the patient offer accessible and supportive.

## Friendship matters group

With the tireless support of our committed volunteers the Community Services Friendship Matters groups go from strength to strength. Over the last year **15** groups supported by over **60** committed volunteers have supported thousands of personal interventions, for members old and new. Friendship Matters is a key element of Henshaws pathway and wouldn't be possible without the commitment of our volunteers.



"It is extremely helpful to be able to work in tandem with the Henshaws Digital Tech Team staff to find solutions to specific situations. The advice and one-to-one teaching provided has helped to support the delivery of some of our rehabilitation programmes".

**Andrea Williams & Mavis Clarke**  
-Professional rehab team

## Children & Young People

Our CYP Services have provided children and young people with a new skill that they couldn't do previously which has promoted independence in their day to day life. Using our fantastic I Can Do It framework we continue to deliver a range of services to our Children and Young People with outstanding results.

We doubled the number of children who used our service year on year and saw a significant uplift in the attendance at our children and young people activities.





# Knowledge Village & Digital

Henshaws Knowledge Village is a free online resource on our website [www.henshaws.org.uk](http://www.henshaws.org.uk) where we share our extensive knowledge and expertise with those experiencing or working with sight loss and other disabilities. People with sight loss, their friends, families and the professionals working with them can explore our information library of blogs, eBooks, videos and downloads to learn about everything from assistive technology to useful Life Hacks, Daily Living Tips and specific information for children and their families. The Knowledge Village enables us to deliver valuable information to a diverse and remote population in a cost effective manner whilst still having the wealth of one to one support and expertise available through our First Step contact centre and the activities delivered in our local hubs.

To visit our Knowledge Village go to [www.henshaws.org.uk/knowledge-village](http://www.henshaws.org.uk/knowledge-village)

## Top Content this year included;

'How to put in eye drops - tips for those with Glaucoma',  
'How to use accessible cash machines', '  
NHS COVID-19 app - What is it? How does it work?  
Is it accessible for visually impaired users?',  
'Fun activities for kids with a visual impairment',  
'Using your TV through voice control!',  
'What do tactile pavements tell us?',  
'How to communicate with a visually impaired child',  
'7 gift ideas for people with sight loss',  
'Using zoom virtual meetings if you are visually impaired  
and Recognising money if you have a visual impairment.

All of these combined together had almost **90,000** views.



## what we achieved

**117, 134**

users of the website

**2,107**

shares of Knowledge  
Village Videos

**117,808**

engagements on  
social media

**151,044**

Videos viewed  
(5,656 hours of viewing)

**3.9  
million**

impressions on  
social media  
and YouTube



# Arts & crafts centre

Henshaws Arts & Crafts Centre is a multi-activity centre based in Knaresborough. The Centre provides a range of services and activities for disabled people adults across the North Yorkshire area and beyond. The services cover skills based activities including; mosaics, paper, printmaking, horticulture, jewellery, pottery, woodwork, performing arts, music, multisensory, and volunteering opportunities including in the public café and shop.

A new horticulture area was kindly funded by HSBC which included raised gardens to improve access to our artmakers especially those who use a wheelchair.



## what we achieved

**19,238**

sessions, an increase of 248% year on year

**128**

artmakers in attendance  
168% increase year on year

**312**

hours of work from corporate volunteers

**857**

visitors attended our re-opening weekend

## Artmaker.22 festival

Our Artmaker.22 festival in July included guest speakers on disability and inclusivity in the arts, exhibitions of artmaker work around the centre and various workshops run and taught by artmakers to the general public.

**26** artmakers exhibited work

**60** artmakers were involved in the organisation, preparation and running of the festival

**8** local schools and organisations took part in the take a chair installation, upcycling chairs on the theme of inclusion and diversity.



## Stefi's story

"Stefi is so happy at Henshaws, she loves the artmakers and staff, it is like one big family. This means so much to her and we as parents have noticed she has become so much more confident, joining in with the activities, meeting new friends and even enjoying the superb cafe at the Arts and Crafts Centre. Our lives have become so much more stable and calmer and we can now see a great future for Stefi thanks to Henshaws".

**written by Stefi's parents**  
**- Rob & Belinda**



# Supporters

We have been so impressed by the variety of ways people have chosen to support Henshaws this year. Whether it was an office bake sale, sponsoring one of our events or cycling those extra miles we are so grateful you chose to do it for Henshaws.

Thanks to people fundraising for Henshaws, our college students and service users can develop the skills and confidence to enjoy full, exciting, independent lives with choice and control over their futures.



## how funds were raised

**1,394**

swimming pool lengths swam by an 8 year old supporter

**96**

golfers hit the course at Rudding Park, raising £15,000

**157**

people took part in Henshaws lottery

**4,359**

drinks served at our annual Beer Festival

**857**

tickets sold for our Beer Festival





# Fundraising complaints

Henshaws fundraising team are a dedicated team of professionals committed to providing a high quality service to our donors and supporters and to raising funds to help blind, visually impaired and disabled people to live healthier, happier and more independent lives.

If our fundraising falls below the standard you expect, or you wish to make a formal complaint about our fundraising, you can do so by contacting any member of staff by e-mailing [fundraising@henshaws.org.uk](mailto:fundraising@henshaws.org.uk) or by writing to us.

We will acknowledge and make an initial response to any complaints we receive within five working days, and a full response within 30 days if your complaint requires further investigation. If you are not satisfied with the response you receive, we ask that you contact our Director of Fundraising, Stephen Tongue, in writing at the address on page 53.

If your complaint is about fundraising activities and we are unable to resolve it to your satisfaction, you can raise it with the Fundraising Regulator by visiting their website, by telephoning 0300 999 3407, or by writing to Fundraising Regulator, Eagle House, 167 City Road, London, EC1V 1AW or e-mailing [complaints@fundraisingregulator.org.uk](mailto:complaints@fundraisingregulator.org.uk)



## Vulnerable supporters

Henshaws fundraising team are sensitive to signs that may indicate an individual is in vulnerable circumstances, and may need support to make an informed decision about donating. If we reasonably believe an individual lacks the capacity to make that decision alone, then that donation will not be taken, or will be returned.

Safeguarding training is a mandatory requirement for the team and Henshaws is registered with the Fundraising Regulator and we abide by the code of fundraising practice.

We didn't receive any complaints about our fundraising in 2021-22 and we did not employ any third party organisations to act on our behalf.

We strive to continuously improve our fundraising and welcome any feedback from our donors and supporters.

# Thank you's

We would like to thank the incredibly generous individuals, companies, community groups, and trusts and foundations who supported our work in 2021-22. Because of you, we have been able to support even more people living with disabilities to gain the skills and confidence they need to live as independently as possible. Our support, advice and training enables people and their families to build skills, develop confidence, help each other and look forward to a more positive future.



## Box Power

Based in Bolton, Box Power is a philanthropic not-for-profit energy brokerage. When Henshaws requested their help to fund our work in Bolton and Counselling services, Corin Dalby one of the founders met with us to find out what life really was like for visually impaired people in the region. Little did we know that at a celebration event just a few months later, founders Corin and Tricia Dalby had decided to double every donation they had made to charities. This meant Henshaws' received an incredible **£20,000!** What an amazing donation to help visually impaired people in Bolton and we are very grateful for their support.



## JMW Solicitors LLP

JMW is a full-service law firm with headquarters in Manchester and offices UK-wide. For more than 40 years they have provided legal services to individuals, businesses and charities.

Over the course of our 12 month partnership JMW have volunteered at Henshaws events, participated in our Yorkshire 3 Peaks Challenge, they are attending our Summer Ball and they have raised money through social events organised by the company itself, including their annual dinner.

From the start JMW have taken a keen interest in ensuring their services are accessible to visually impaired people and the medical negligence team received Visual Impairment Awareness Training (VIAT) in 2021.

A special thank you to Kelly Hindle and Kimberley Peet for leading the partnership. To date they have donated nearly £10,000 in total and we are really proud to be working with such a dedicated and professional company.





# Staff and volunteers

## General HR

Henshaws many successes are due to the dedication, commitment and extensive experience of our staff. As a Mindful and Disability Confident Employer we are committed to supporting the wellbeing of all of our team members and supporting them to 'go beyond expectations' on a daily basis.

## Gender Pay Gap report

We are proud to confirm that in the year 2021-2022 Henshaws had a 0% pay gap. This means that for every £1 a male employee earns, a female employee also earns £1. This is due to our inclusive, fair and quantifiable job evaluation process and our commitment to supporting staff to maintain a good work life balance. Henshaws offers a range of flexible working patterns to all staff, including term time only working and compressed hours.

Henshaws acknowledges that staff have responsibilities and commitments outside of work. We are committed to providing a flexible work environment to promote a work life balance where possible, to enable staff to live a full and satisfying life. We also offer a range of family friendly initiatives to support those with caring responsibilities including four paid days off per year for unforeseen emergency issues.

## Staffing metrics

In the year 2021-2022 our breakdown of staff was as follows:

- Average Headcount – **332**
- Average FTE – **171**
- Average age of staff member – **42**
- Percentage of staff that are female – **71%**
- Average working hours per week – **32.03**

We are delighted to confirm that **12.7%** of Henshaws staff have worked for the charity for 10 years or more.

We believe our workforce should represent the people we support and the values we uphold.

**17.4%** of our staff members have a disability and as an employer we endeavour to go beyond the scope of the equality act when possible.





# FINANCIAL REVIEW



# strategic review

The Trustee Board undertakes a three year rolling strategy review each year.

Eight key development objectives form the basis of the current strategy and they are expressed through an annual update of the Business Plan. This details how the strategy will be implemented and is presented to the Trustee Board each year along with the supporting budget.

The Strategic Objectives for Henshaws are:

1. Provision of an excellent service.
2. Development of the appropriate services for the present and future agendas.
3. Development of financially stable services.
4. Proactive development of services.
5. Development of a responsive provision for clientele needs.
6. Development of a flexible planned response to changes in the external commercial environment.
7. Development of the staffing structure to include improved recruitment, retention and training of all staff.
8. Maximisation and development of resources for present and future opportunities.

For the year 2021-2022 it continued to be difficult to make progress on long term strategic goals due to the on-going pandemic. Ensuring the financial security of the charity was the priority during this time given the uncertainty around the financial situation and the ability to deliver services.

The setting of objectives and monitoring of performance is conducted via a structure of business committees and the use of dashboards, scorecards and other key performance indicators.

COVID-19 continued to have an impact on normal operations, staff absence through sickness and isolation proved challenging. The financial consequences of the pandemic could have been catastrophic, had it not been for the excellent work of all our staff and the continued support of our funders; both local authority and generous donors allowed for all services to continue.

At the time of writing this report COVID-19 is no longer having a significant impact on the charity. The Trustee Board is now keen to refocus from a survival mind-set which was required to get through the uncertainty of the pandemic to a more proactive one and looking forward to 2022-23 with a much more positive attitude.

## legal & administrative information

The Charity's name is Henshaws Society for Blind People and its registered charity number is 221888. It was founded in 1837 and registered as a charity on 14 April 1980.

The Charity is governed by the following trust documents: (i) a Charity Commission Scheme dated 18 September 2000; (ii) resolutions of the members of the Charity dated 18 September 2012; and (iii) a Charity Commission Scheme dated 28 February 2013.

The sole trustee is Henshaws Society for Blind People Trustee Limited, company number 8313313. The company was incorporated on 29 November 2012 under the Companies Act 2006 as a private company limited by guarantee. It is governed by its Articles of Association, with its sole purpose being to act as corporate trustee of the Charity.

The Charity and Trustee's registered office together with details of the Trustee Board of Directors, Charity Senior Management Team and principal advisors are shown on page 53.

## Charitable objects and public benefit

The Trustee has considered the question of public benefit and is satisfied that all of the Charity's charitable service delivery is for public benefit as defined by charity law (section 17 of the Charity Act 2011) and Charity Commission regulations.

The objects of the Charity are:

- (a) the relief of people who are blind or visually impaired (which shall be the principal object);
- (b) the relief of people with other disabilities; and
- (c) the relief of the families and carers of blind or visually impaired people and other people with disabilities principally, but not exclusively, by providing services, care, facilities, support, advice, education and training.

## Governance and management

The Trustee acts for and in the name of the Charity. The Trustee retains ultimate control over all aspects of the Charity's work and ensures that its financial and legal responsibilities are properly fulfilled. The Trustee's Board of Directors consists of up to 20 Directors and comprises the Chair, Treasurer and other elected Directors.

Trustee board members are recruited through an open process of selection and are appointed for a period of three years, after which they may stand for re-election for a second term.

The Charity has purchased indemnity insurance with regard to liability in respect of negligence, default and breach of duty or trust other than that caused by wilful or criminal actions.

All board members give their time voluntarily and receive no benefits from the Charity (any expenses reclaimed are set out in note 5 to the accounts).

New board members receive a Trustee handbook and undergo an induction process to brief them on their legal obligations and responsibilities, the work of the Charity and the sector in which it operates. The Trustee Board undertakes an Annual Skills Audit and members are asked to identify any training needs, which are addressed either by in-house training sessions or by encouraging them to attend appropriate external training events.

There are five sub-committees with clear terms of reference approved by the Board. These are the Business, Investment & Finance Committee, Risk & Audit Committee, Governance Committee, People & Reward Committee and the College Governing Board. There are also other sub-groups which act in an advisory capacity to the Trustee Board.

Day to day responsibility for the management of the Charity rests with the Chief Executive, who is directly accountable to the Trustee Board. The Senior Management Team of the Charity is detailed in Note 5 and on page 53. Accountability and Authority levels are clearly defined in the Charity's Corporate Governance Documents, which are reviewed on an annual basis.



# financial review

## (i) Operational performance

The Charity continues to provide high quality, essential services to a range of people with visual impairment and other needs. These services are vital and the majority of the fees are paid by local authorities. Whilst there are advantages in terms of continuity of income, there are some difficulties given the pressure on local authority finances.

During the financial year 2019-2020 the decision was made that it was not financially sustainable to continue the Residential Housing service and Supported Living Services. The sale and transfer of these service took place towards the end of 2020.

These changes have meant a fall in revenues for Housing and Support Services from £1,103k in 2021 to £283K in 2022, expenditure fell from £862k to £208k. The disposal of the Residential Housing service also removed the future financial commitment of adapting the houses to accommodate changing service user needs which would not have been reflected in increased fees.

College income was static year on year at £7,628k, while costs of operating the college rose to £8,215k, an increase of £500k over the previous year resulting in a deficit of £587k for the financial year. Reflecting the investment in staff and other resources required to provide the quality of education and care our students need and deserve. Pressure on staff rates of pay remains high, as the cost of living crisis put pressure on employee wages and inflation has driven an increase in the national living wage.

The main reasons for the deficit in this financial year were fewer student numbers as a result of the pandemic reducing income. Staff costs were also high due to over staffing for students who either started late or not at all. Better controls have now been put in place to avoid a repeat of this such as KPIs to monitor the income to staff costs ratios. For the next financial year the college is expected to generate a surplus.

Income at our Arts & Crafts Centre in the year was £822k, while costs of £843k resulted in a deficit of £20k following another difficult year for the centre. The first half of the year continued to be impacted by the pandemic with significantly reduced art makers attending the workshops. During the second half of the year workshops started to return to pre-pandemic levels and income recovered well. For the next financial year the Arts & Crafts Centre is expected to generate a surplus..

Despite the challenges of operating in a pandemic our Community Services activity continued to deliver and develop its excellent and innovative services. Income decreased by £249k and expenditure increased by £10k over the previous year.

The pandemic continued to limit fund raising events and activities, but our team identified new sources of funding and increased donations and legacies income by £248k, whilst costs associated with fundraising increased by £97k. This improved performance could not have been achieved without the hard work of our teams and the continued generosity of our donors. The team will continue to work hard to generate the funds our activities deserve.

## **financial review**

### **(ii) Investment performance**

The investment portfolios are managed by two investment management companies to maximise financial performance. Performance of these managers is monitored by the Business, Investment & Finance Committee throughout the year.

At 31 August 2022 our investment portfolio stood at £3,275k (2021: £3,462k) of which £321k were restricted funds. Investment income for the year was £77k and there was a net reduction of £201k in portfolio value.

### **Balance sheet**

Total funds as at 31 August 2022 were £5,749k (2021: £7,346k). An increase in the SHPS defined benefits pension reserve of £642k (2021: £700k) was the biggest contribution to this decline. The total outstanding pension liability is now £2,209k (2021: £1,567k).

Cash at Bank and in hand was £1,125k while loans totalled £1.8 million, of which £0.8 million was secured against fixed assets and £1.0 million was secured against investment funds. The small net cash inflow in the year reflects the progress the charity has made in improving its financial management and cost control practices.

### **(iii) Financial outlook**

The trustees recognise the significant work carried out by management in delivering a satisfactory financial performance in a difficult year. The excellent work carried out will continue, as will the development of the methods of delivery for our services. We aim to continue working collaboratively with our stakeholders for the benefit of our service users and to secure our financial viability.

Demand for our services remains strong and we aim to provide these cost effectively whilst maintaining quality and being paid appropriately.

# financial review

## Risk management

The Trustee has overall responsibility for establishing and maintaining the Charity's system of internal control and for reviewing its effectiveness. The system of internal control is designed to manage key risks and to provide reasonable assurance that planned business objectives and outcomes are achieved. It also exists to give reasonable assurance about the preparation and reliability of financial and operational information and the safeguarding of the Charity's assets and interests.

In meeting its responsibilities, the Trustee Board adopts a risk-based approach to internal controls and all major risks that the Charity is exposed to have been identified, reviewed and procedures have been established to manage those risks.

Processes in place regarding risk management and internal control include the following:

- A comprehensive risk management framework, which consists of a top-down risk review by the Trustee Board via the Risk & Audit Committee and a bottom up review by individual functions.
- The Risk & Audit Committee receives an annual report on the effectiveness of controls from the external Auditor.

The principal risks and uncertainties to which the Charity is exposed are:

- Safeguarding vulnerable service users. Robust systems are in place to ensure that vulnerable people using our services are in a safe environment.
- Health & safety. We undertake to give our staff and service users a safe working environment. This includes the provision of quality training as well as the development of a culture of risk awareness and management.
- Income generation. The Charity is faced with a challenging economic climate as much of its income is linked to local authority provision, which is itself under increasing financial pressures. Income levels are continually monitored and there is ever increasing focus on maintaining and enhancing sources of income.
- Cash flow risk. The Trustee Board has undertaken to invest in front line service development across the Charity. This means that cash flow management has become increasingly important and measures are taken, including enhanced budgetary and cost controls as well as the arrangement of overdraft and loan facilities, to ensure sufficient funds are available to meet demands.
- COVID-19 risk. The Charity has implemented measures to mitigate the risk posed to service users, staff and the Charity's finances. These measures have been developed from advice regarding best practice from Government and other agencies.

## Fundraising management

Our fundraising strategy and activities reflect our organisational values and is reviewed regularly to ensure it is meeting the needs of the organisation and using resources efficiently and ethically for sustainable income growth. Our relationship with our supporters is very important to us and we monitor feedback and take complaints seriously.

We occasionally work with professional fundraisers and commercial organisations. All contracts and partnerships are subject to due diligence and close management. External partners receive regular training and shadowing visits from the fundraising team. Henshaws is a member of the Fundraising Regulator and follows the Fundraising Code of Practice. We also take our responsibilities to protect vulnerable people seriously and follow the Institute of Fundraising guidance on treating donors fairly, and make sure all our agency partners are fully aware of our policies.



# financial review

## Treasury management and investment powers and policy

Under the Charity Scheme, the Trustee may make any kind of investment that it could make if it were absolutely entitled to the assets of the Charity, subject to the exercise of a duty of care and having regard to the approved standard investment criteria. Within the powers of delegation, the Trustee Board may also authorise one or more persons to exercise all or any of their delegable functions as their agent. Delegable functions include any function relating to the investment of assets belonging to the Charity. Treasury management is defined as the management of the Charity's cash flows, its borrowing and its investments, the management of the associated risks and the pursuit of the optimum performance or return consistent with those risks.

There are four principles of treasury management that drive the policy;

- Compliance – with statute, regulation and best practice
- Security – of financial assets
- Liquidity – adequate to meet financial obligations
- Effectiveness and efficiency – in the use of financial resources

The Charity has recognised that its cash and reserves should be allocated in a manner consistent with these principles.

In deciding where to invest surplus funds the Charity's objective is to get a reasonable return at an acceptable level of risk. The balance between capital growth and income will be determined in accordance with the needs of the Charity using a range of investments that are permitted for charity holdings. The Charity has split its portfolio of investments between investment managers who manage the funds on a discretionary basis in accordance with investment guidelines that are reviewed annually by the Business, Investment & Finance Committee.

Should liquid funds be available, the Charity operates an approved list of deposit takers for cash not immediately required.

Funds set aside in investments are viewed as long-term holdings and over time it is expected that a rate of return above inflation will be achieved on these assets.

## Reserves policy

The Charity Commission use the term reserves to describe that part of a charity's income funds that is freely available for its general (unrestricted) purposes. "Reserves" are therefore the resources the charity has or can make available to spend, for any or all of the charity's purposes, once it has met its commitments. More specifically they define "reserves" as income which becomes available to the charity and is to be expended at the Trustee's discretion in furtherance of any of the charity's objects (sometimes referred to as "general purpose" income); but which is not yet spent, committed, designated or invested in fixed assets.

This definition of reserves might more commonly be referred to as free reserves.

When the Trustee Board reviewed the Charity's reserves policy and level of reserves, they concluded that it was not appropriate to set their free reserves level purely by reference to a period of time of ongoing operations, as some 90% of our income comes from contracted fees and grants from a wide spread of statutory funders, which to some extent mitigate our exposure.

The Trustee Board acknowledged, however, that there was a more significant degree of uncertainty about the remaining income, which comes mainly from fundraising and time limited funding, and that some sources of income are especially vulnerable to changes in government legislation, policies and priorities.

# financial review

## Reserves policy – continued

In reviewing the reserves policy the Trustee Board aims to ensure that the Charity is able to continue to provide all services for a period of at least twelve months, in the event of a significant proportion of income not being realised. All sources of income were reviewed and individual risk factors assigned to take account of the following factors:

- The source of the income
- The predictability of the income based on historical information and experience
- The certainty of anticipated increases in fee levels
- The size of the area of operation (e.g. bed numbers in a residential scheme)
- Demand for the service and the nature of that demand (ongoing, periodic, annual etc.)
- Any known or anticipated changes in funding legislation

In addition, the Trustee Board has concluded that the Charity should also keep available as free reserves amounts relating to a deficit for the year ahead.

In applying the risk factors shown above to the Charity's anticipated income, the Trustee Board have concluded that a level of free reserves of £1.0 million (2021: £1.0m) would provide them with the safeguards they need to be able to guarantee continuity of services during periods of instability, uncertainty or change.

As at 31 August 2022 under the Charity Commission's guidance, the free reserves are calculated at (£0.2million) (2021: £0.8million).

This position is a significant improvement over previous years and reflects the hard work the charity has put in to managing its finances.

## Remuneration policy

The People and Reward Committee oversee the remuneration and benefits structure for staff, including key management personnel, and ensure that the pay framework operates within the required remit. Pay scales are monitored regularly with market comparators. The Committee considers feedback from the annual staff survey, supports HR processes and considers any major proposed changes to HR policies.

## Staff liaison

The Henshaws Employee Forum (HEF) is used to discuss employment matters, working practices and strategic issues of employment with staff and to share business information. Recommendations from the HEF are considered by the Charity's Senior Management Team and are implemented when appropriate and beneficial.

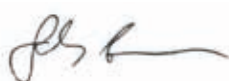
## Going concern

The Trustee Board has reviewed the Charity's financial position taking into account the levels of reserves, amounts receivable, the annual and financial plans, together with its systems of financial risk management. In addition the Board has considered the impact of COVID-19, the net current liabilities of £0.2mil (2021: assets of £0.1million) in considering the appropriateness of the basis.

The Board believes that the cash balances along with the borrowing facilities are adequate to meet its ongoing financial needs and that the Charity is able to manage operational and financial risk satisfactorily. Accordingly, they have reasonable expectation that sufficient resources are available to continue in operational existence and therefore continue to adopt the going concern basis of accounting in preparing the annual financial statements.

## Summary

The Charity's achievements this year have only been possible through the generosity of our donors, funders, volunteers, supporters and the dedication and commitment of Henshaws' management and staff. Thank you very much to everyone who supported us this year



**Sally Bence - Vice Chair**  
26 June 2023



**Nikki Bishop - Chair of BIFC**  
26 June 2023

## statement of responsibilities of the trustee

The Trustee is responsible for preparing the Trustee's Report and Financial Statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Charity law requires the Trustee to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources of the Charity for that period. In preparing those financial statements the Trustee's Board of Directors is required to:

- (a) Select suitable accounting policies and then apply them consistently;
- (b) Observe the methods and principles in the Charities SORP (FRS 102);
- (c) Make judgements and estimates that are reasonable and prudent;
- (d) State whether applicable accounting standards have been followed subject to any material departures disclosed and explained in the financial statements;
- (e) Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the Charity will continue in business.

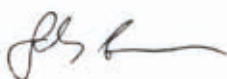
The Trustee is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008, the provisions of the Trust Deeds and with Accounting & Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS 102). The Trustee is also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

The Board of Directors is responsible for the maintenance and integrity of the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ legislation in other jurisdictions.

Approved by the Trustee Board of Directors and signed on its behalf by



**Alistair How - Chair**  
26 June 2023



**Sally Bence - Vice Chair**  
26 June 2023



# **independent Auditor's Report to the trustee of Henshaws Society for Blind People**

## **Opinion**

We have audited the financial statements of Henshaws Society for Blind People "the charity" for the year ended 31 August 2022 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the notes to the financial statements, including a summary of significant accounting policies in note 1. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 August 2022 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

## **Basis for opinion**

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

## **Conclusions relating to going concern**

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

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustee with respect to going concern are described in the relevant sections of this report.

## **Other information**

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustee is responsible for the other information. Our opinion on the financial statements does not cover the other information and, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

# **independent Auditor's Report to the trustee of Henshaws Society for Blind People**

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

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the trustee's report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

## **Responsibilities of the trustee**

As explained more fully in the Statement of responsibilities of the trustee set out on page 26, the trustee is responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustee determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustee is responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustee either intends to liquidate the charity or to cease operations, or has no realistic alternative but to do so.

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

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

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

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

## **The extent to which the audit was considered capable of detecting irregularities including fraud**

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations.
- we identified the laws and regulations applicable to the charity through discussions with the trustee and other management, and from our knowledge and experience of the charity sector.
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the charity, including the Charities Act 2011, taxation legislation, data protection, anti-bribery, employment, environmental and health and safety legislation.
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence.
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

# **independent Auditor's Report to the trustee of Henshaws Society for Blind People**

## **The extent to which the audit was considered capable of detecting irregularities including fraud continued**

We assessed the susceptibility of the charity's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud.
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures on income and salaries to identify any unusual or unexpected relationships.
- tested journal entries to identify unusual transactions.
- assessed whether judgements and assumptions made in determining the accounting estimates set out in note 1 were indicative of potential bias.
- investigated the rationale behind significant or unusual transactions.

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

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

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

## **Use of our report**

This report is made solely to the charity's trustee, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustee those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustee as a body, for our audit work, for this report, or for the opinions we have formed.

## **Beever and Struthers**

Beever and Struthers

Statutory Auditor

One Express

1 George Leigh Street

Manchester M4 5DL



# statement of financial activities for the year ended 31 August 2022

	Note	Unrestricted funds £'000	Restricted funds £'000	Total funds 2022 £'000	Total funds 2021 £'000
<b>Income from:</b>					
<b>Charitable activities:</b>					
Education & training services		8,451	-	8,451	8,084
Housing & support services		283	-	283	1,103
Community services		120	88	208	457
		8,854	88	8,942	9,644
<b>Donations and legacies</b>		809	332	1,141	893
<b>Other trading activities</b>		113	-	113	107
<b>Investments</b>		67	10	77	79
<b>Total income</b>	2	9,843	430	10,273	10,726
<b>Expenditure on:</b>					
<b>Charitable activities:</b>					
Education & training services		9,038	78	9,116	8,490
Housing & support services		208	-	208	862
Community services		463	366	829	819
		9,709	444	10,153	10,171
<b>Raising funds</b>		458	-	458	361
<b>Other</b>		37	-	37	48
<b>Total expenditure</b>	3	10,204	444	10,648	10,580
<b>Net (expenditure) / income before gains on investments</b>		(361)	(14)	(375)	146
<b>Net (losses) / gains on investments</b>		(240)	-	(240)	410
<b>Transfers between funds</b>		46	(46)	-	-
<b>Gains on revaluation of fixed assets</b>		101	20	121	26
<b>Actuarial (losses) / gains in respect of pension schemes</b>		(1,106)	-	(1,106)	393
<b>Gains/losses on sale of fixed assets</b>		3	-	3	-
<b>Net (expenditure) / income - movement in funds</b>		(1,557)	(40)	(1,597)	975
<b>Reconciliation of funds</b>					
Total funds brought forward		6,401	945	7,346	6,371
<b>Total funds carried forward</b>		4,844	905	5,749	7,346

All gains and losses recognised in the year are included in the Statement of Financial Activities.  
The notes on pages 33 to 53 form an integral part of the financial statements.  
All income and expenditure relates to continuing operations.

# balance sheet at 31 August 2022

	Note	Unrestricted funds £'000	Restricted funds £'000	Total funds 2022 £'000	Total funds 2021 £'000
<b>Fixed assets</b>					
Tangible fixed assets	6	5,063	480	5,543	6,073
Investments	7	2,954	321	3,275	3,462
<b>Total fixed assets</b>		<b>8,017</b>	<b>801</b>	<b>8,818</b>	9,535
<b>Current assets</b>					
Debtors	8	681	-	681	939
Cash at bank and in hand		1,021	104	1,125	1,387
		<b>1,702</b>	<b>104</b>	<b>1,806</b>	2,326
<b>Liabilities</b>					
Creditors: Amounts due within one year	9	(2,003)	-	(2,003)	(2,199)
<b>Net current (liabilities)/assets</b>		<b>(301)</b>	<b>104</b>	<b>(197)</b>	127
<b>Total assets less current liabilities</b>		<b>7,717</b>	<b>905</b>	<b>8,622</b>	9,662
<b>Creditors: amounts falling due after more than one year</b>	10	<b>(664)</b>	<b>-</b>	<b>(664)</b>	(749)
<b>Net assets excluding pension liability</b>		<b>7,053</b>	<b>905</b>	<b>7,958</b>	8,913
<b>Defined benefit scheme liability</b>	17.1b	<b>(2,209)</b>	<b>-</b>	<b>(2,209)</b>	(1,567)
<b>Total net assets</b>		<b>4,844</b>	<b>905</b>	<b>5,749</b>	7,346
<b>Funded by:</b>					
Unrestricted funds		5,323	-	5,323	5,992
Revaluation reserve		1,730	-	1,730	1,976
Pension reserve		(2,209)	-	(2,209)	(1,567)
<b>Total unrestricted funds</b>	13a	<b>4,844</b>	<b>-</b>	<b>4,844</b>	6,401
Restricted funds		-	425	425	485
Revaluation reserve		-	480	480	460
<b>Total restricted funds</b>	13b	<b>-</b>	<b>905</b>	<b>905</b>	945
<b>Total funds</b>	13a	<b>4,844</b>	<b>905</b>	<b>5,749</b>	7,346

The financial statements on pages 32 to 53 were approved by the Board, and authorised for issue, on 26 June 2023 and were signed on its behalf by:



**Sally Bence - Vice Chair**  
26 June 2023



**Nikki Bishop - Chair of BIFC**  
26 June 2023

The notes on pages 33 to 53 form an integral part of the financial statements.

# statement of cash flows

## for the year ending 31 August 2022

	<b>Total funds 2022 £'000</b>	Total funds 2021 £'000
<b>Cash flows from operating activities</b>		
Net cash (used in) operating activities	<b>(279)</b>	(177)
<b>Cash flows from investing activities</b>		
Dividends, interest and rents received from investments	<b>76</b>	79
Interest paid	<b>(54)</b>	(32)
Purchase of tangible fixed assets	<b>(196)</b>	(130)
Purchase of long term investments	<b>(467)</b>	(280)
Sale of long term investments	<b>325</b>	2,599
Sale of tangible fixed assets	<b>417</b>	268
<b>Net cash provided by / (used in) investing activities</b>	<b>101</b>	2,504
<b>Cash flows from financing activities</b>		
Repayment of borrowing	<b>(84)</b>	(86)
<b>Net cash (used in) financing activities</b>	<b>(84)</b>	(86)
<b>Change in cash and cash equivalents in the reporting period</b>	<b>(262)</b>	2,241
Cash and cash equivalents brought forward	<b>387</b>	(1854)
<b>Cash and cash equivalents carried forward</b>	<b>125</b>	387
<b>Reconciliation of net movement in funds to net cash flows from operating activities</b>		
Net movement in funds	<b>(1,597)</b>	975
(Gains) on investments	<b>240</b>	(383)
(Gains) on property revaluations	<b>(18)</b>	(26)
Actuarial losses / (gains) in respect of pension schemes	<b>1,106</b>	(393)
Defined benefit pension costs less contributions payable	<b>(487)</b>	(373)
Depreciation	<b>525</b>	546
Loss on disposal of tangible fixed assets	<b>(3)</b>	22
Dividends, interest and rents receivable from investments	<b>(76)</b>	(79)
Interest payable	<b>54</b>	68
Decrease / (Increase) in debtors	<b>258</b>	(332)
(Decrease) in creditors	<b>(281)</b>	(202)
	<b>(279)</b>	(177)
<b>Analysis of cash equivalents</b>		
Cash at bank and in hand	<b>1,125</b>	1,387
Bank overdraft & facilities	<b>(1,000)</b>	(1,000)
	<b>125</b>	387

The notes on pages 33 to 53 form an integral part of the financial statements.



# notes to the financial statements for the year ended 31 August 2022

## 1 Accounting policies

The principal policies of the Charity as a public benefit entity as defined by charity law and Charity Commission regulations, are as follows:

### a) Basis of accounting

The financial statements are prepared on a going concern basis, under the historical cost convention, as modified by the recognition of certain financial assets and liabilities measured at fair value. 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) (effective 1 January 2019) – (Charities SORP (FRS 102)) and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also meet the requirements of the Charities Act 2011 and UK Generally Accepted Accounting Practice.

### b) Going Concern

The financial statements have been prepared on the going concern basis, which is considered to be appropriate in the context of the Charity's ability to meet its obligations as they fall due, in the period of twelve months following the date of approval of these financial statements. In this consideration, the Charity's asset position, the level and profile of its liabilities and the Charity's ability to determine the level of charitable services delivered, have been taken into account.

The Trustee Board has considered the impact that Covid-19 continued to have on staff sickness and income during the year and the resulting net expenditure. However, there was a decline in this impact during the second half of the year, and in 2022/23. As a result of this improvement, and continued demand for our services, the Board believes that the going concern basis of accounting is appropriate in preparing the annual financial statements

### c) Tangible Fixed assets and depreciation

i) All expenditure above £1,000 for the acquisition, enhancement, production and installation of fixed assets and all fixed assets received by way of donations are capitalised.

ii) Tangible fixed assets, other than residential properties, are stated in the balance sheet at cost less depreciation and impairment, or at estimated value at the date of donation less depreciation in respect of donated assets.

iii) Residential properties are recorded in the balance sheet at open market values, with their values being reviewed on an annual basis. Any changes in the values of the properties are reflected in the Statement of Financial Activities in the year they arise.

iv) Depreciation is calculated to write off the cost or valuation of tangible assets over their estimated useful lives on a straight line basis at the following rates:

Non Residential Properties	4% per annum
Residential Properties	2% per annum
Motor Vehicles	25% per annum
Computer Equipment	33.33% per annum
Furniture, Fixtures & Fittings	10% - 20% per annum

v) Assets in the course of construction are stated at cost. They are not depreciated until complete.

# **notes to the financial statements for the year ended 31 August 2022**

## **d) Investments**

Long term investments in stocks, shares and related products are stated at their market value at the Balance Sheet date as a reasonable measure of fair value. Unrealised gains and losses arising on the revaluation of investments are, together with the realised gains and losses arising on the sale of investments, shown in the notes to the Statement of Financial Activities as net gains/(losses) on investments. Listed investments may fluctuate in value and are subject to a risk profile set and reviewed by the Trustee Board.

## **e) Taxation**

The Charity benefits from various exemptions from taxation afforded by legislation and is, moreover, not liable to corporation tax on income or gains falling within those exemptions. Recovery is made of tax deducted from income and from receipts under Gift Aid. The Charity is also able to partially recover some VAT expenditure. Expenditure subject to VAT that is not recoverable is recorded in the accounts inclusive of the VAT.

## **f) Stock**

Stock is stated at the lower of cost and net realisable value on a first in first out basis.

## **g) Debtors**

Debtors include amounts owed to the Charity for the provision of goods or services or amounts the Charity has paid in advance for the goods or services it will receive. Debtors are stated in the balance sheet at the amount which is considered to be recoverable within 12 months from the balance sheet date.

## **h) Creditors**

A liability is recognised for the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as an advance payment for goods or services it must provide.

For creditors due for settlement in more than one year, the amount is discounted for the time value of money where material.

## **i) Financial instruments**

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Other than investments which are stated at fair value as noted above in 1d) these are initially recognised at transaction value and may be subsequently measured at their settlement value.

## **j) Income**

Income represents:

- i) income from appeals and fundraising, including donations and legacies
- ii) fees and other income from education and training services
- iii) fees and other income from housing and support services
- iv) grants and other income from community services

All income is recognised in the SOFA when the Charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and amounts can be measured reliably. Where terms and conditions have not been met or uncertainty exists as to whether they can be met then the income is not recognised but deferred as a liability until it is probable that the terms or conditions imposed can be met.

# notes to the financial statements for the year ended 31 August 2022

## j) Income continued

Investment income is recognised when the Charity's entitlement is irreversible. Legacies are deemed receivable when sufficient information has been received to enable the Charity to reliably measure the amount receivable and when receipt is probable. Gifts-in-kind of material goods or professional services are, however, recognised as income and expenditure (via depreciation if capital goods or services) and any associated conditions noted.

## k) Expenditure

Expenditure has been charged on the accruals basis and such charges include value added tax where appropriate.

Any redundancy and termination costs are recognised when they are contractually due.

## l) Cost of charitable activities

Costs of charitable activities comprise all costs identified as wholly or mainly attributable to achieving the charitable objects of the Charity. These costs include staff costs, wholly or mainly attributable support costs, an apportionment of general overheads and governance costs. The apportionment is based on several factors including numbers of staff, levels of income and direct cost and complexity of the activity.

## m) Costs of raising funds

Fundraising costs include the salaries and overheads of the staff who directly undertake fundraising activities, plus other direct costs and allocated support and governance costs.

## n) Governance and support costs

Governance and support costs include the direct costs of administering the Charity. Support costs represent the central services provided, including the cost of maintaining facilities shared by all or most of the Charity.

Support Service costs consists of the following: Management, Finance, Human Resources, Property Services, IT, Maintenance, Disability Support and Marketing. These costs are allocated out to service areas, on an agreed basis of apportionment relating to total income and expenditure, payroll costs, use of IT and floor space occupied, depending on relevance to the activity. They are included in the charitable activities costs reported in the Statement of Financial Activities.

## o) Pensions

The Charity contributes to various pension schemes. The assets of each scheme are held separately from those of the Charity in independently administered funds.

### Defined benefit schemes:

The contributes to the Teachers Pension Scheme at the advised rates. As it is not possible to separately identify the assets and liabilities of the Teachers Pension Scheme, it is accounted for as if it were a defined contribution scheme. The contributions to the scheme are charged to the SOFA as they occur.

The Charity participates in the Social Housing Pension Scheme (SHPS), a defined benefit multi-employer pension scheme administered by TPT Retirement Solutions (TPT) to which the future accrual was closed at March 2013. Scheme assets are measured at a fair value.

Scheme liabilities are measured on an actuarial basis using the projected unit credit method and are discounted at appropriate high quality corporate bond rates. The net surplus or deficit, adjusted for deferred tax, is presented separately from other net assets on the balance sheet. A net surplus is recognised only to the extent that it is recoverable by the Charity.

Interest on the scheme liabilities and the expected return on scheme assets are included net in expenditure. Re-measurements are reported in other comprehensive income.



# notes to the financial statements for the year ended 31 August 2022

## **o) Pensions continued**

Further disclosures in this area are included in note 17.

### **Defined contribution schemes:**

Contributions to these schemes are charged to the Statement of Financial Activities as they are paid and allocated in line with individual staff costs of employment.

## **p) Leases**

Tangible fixed assets held under finance leases and the related lease obligations are recorded in the Balance Sheet at the fair value of the leased asset at the inception of the lease. The excesses of the lease payments over the recorded lease obligations are treated as finance charges which are amortised over each lease term to give a constant rate of charge in the remaining balance of the obligations.

Rentals payable under operating leases are included in total expenditure in annual instalments over the period of the leases.

## **q) Fund accounting**

Fund accounting distinguishes between two primary classes of fund: those that are unrestricted in their use, which can be spent for any purposes of a charity, and those that are restricted in use, which can only be used for a specific charitable purpose.

Restricted funds are either (i) endowment funds or (ii) other restricted funds. Endowments are either permanent or expendable.

Endowments and other restricted funds are disclosed separately in the financial statements and are subject to specific restrictions imposed by the donor or by the nature of the appeal or grant.

The restricted funds comprise of assets that have been given to the Charity subject to certain conditions. They include cash donations and legacies and investments given for a specific purpose, and buildings that have been funded from specific bequests until such buildings are complete then they are transferred to unrestricted funds.

The Trustee Board may exercise its discretion to set aside part of an unrestricted fund for designated purposes. Designated funds may also be used where donors have expressed a preference without imposing a trust. The funds so designated remain unrestricted since the Trustee can remove the designation at any time.

## **r) Accounting judgements and assumptions**

Certain judgements and assumptions are made in the preparation of the financial statements. The matters considered above, particularly depreciation rates and asset values as well as the recognition of income and liabilities, are considered to be the most important in understanding the judgements that are involved in preparing the financial statements and the uncertainties that could impact the amounts reported.

# notes to the financial statements for the year ended 31 August 2022

## 2 Income

	<b>Fees 2022 £'000</b>	<b>Grants 2022 £'000</b>	<b>Legacies 2022 £'000</b>	<b>Other 2022 £'000</b>	<b>Total year ended 31 Aug 2022 £'000</b>	<b>Total year ended 31 Aug 2021 £'000</b>
<b>Unrestricted funds</b>						
<b>Charitable activities:</b>						
Education & training services	8,167	215	-	69	<b>8,451</b>	8,084
Housing & support services	282	-	-	1	<b>283</b>	1,103
Community services	-	47	-	73	<b>120</b>	142
	8,449	262	-	143	<b>8,854</b>	9,329
Donations & legacies	-	255	276	278	<b>809</b>	774
Other trading activities	-	-	-	113	<b>113</b>	107
Investments	-	-	-	67	<b>67</b>	69
Other	-	-	-	-	<b>-</b>	3
	8,449	517	276	601	<b>9,843</b>	10,282
<b>Restricted funds</b>						
<b>Charitable activities:</b>						
Community services	-	53	-	35	<b>88</b>	315
Donations and legacies	-	13	-	319	<b>332</b>	119
Investments	-	-	-	10	<b>10</b>	10
	-	66	-	364	<b>430</b>	<b>444</b>
<b>Endowment funds</b>						
	-	-	-	-	<b>-</b>	2
<b>Total Income</b>	8,449	583	276	965	<b>10,273</b>	10,726

# notes to the financial statements

## for the year ended 31 August 2022

### 3 Expenditure

#### Analysis of expenditure

	Staff costs £'000	Other direct costs £'000	Depreciation charges £'000	Governance costs £'000	Other support costs £'000	Total year ended 31 Aug 2022 £'000	Total year ended 31 Aug 2021 £'000
<b>Unrestricted funds</b>							
<b>Charitable activities:</b>							
Education & training services	5,661	1,654	449	19	1,255	<b>9,038</b>	8,325
Housing & support services	-	98	59	-	51	<b>208</b>	860
Community services	339	63	7	1	53	<b>463</b>	499
	6,000	1,815	515	20	1,359	<b>9,709</b>	9,684
<b>Donations and legacies</b>	287	99	6	1	65	<b>458</b>	361
<b>Other trading activities</b>	-	5	-	-	-	<b>5</b>	17
<b>Investments</b>	-	29	-	-	-	<b>29</b>	16
<b>Others</b>	-	-	4	-	-	<b>4</b>	15
<b>Total unrestricted expenditure</b>	<b>6,287</b>	<b>1,948</b>	<b>525</b>	<b>21</b>	<b>1,424</b>	<b>10,204</b>	10,093
<b>Restricted funds</b>							
<b>Charitable activities:</b>							
Education & training services	64	14	-	-	-	<b>78</b>	166
Housing & support services	-	-	-	-	-	<b>-</b>	2
Community services	268	52	-	-	46	<b>366</b>	320
	332	66	-	-	46	<b>444</b>	488
<b>Donations and legacies</b>	-	-	-	-	-	<b>-</b>	-
<b>Other</b>	-	-	-	-	-	<b>-</b>	-
<b>Total restricted expenditure</b>	<b>332</b>	<b>66</b>	<b>-</b>	<b>-</b>	<b>46</b>	<b>444</b>	488
<b>Endowment funds</b>							
<b>Investments</b>	-	-	-	-	-	<b>-</b>	-
<b>Total endowment expenditure</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	-
<b>Total expenditure</b>	<b>6,619</b>	<b>2,014</b>	<b>525</b>	<b>21</b>	<b>1,470</b>	<b>10,648</b>	10,581
<b>Reallocation per note 3a</b>	<b>1,042</b>	<b>427</b>	<b>-</b>	<b>-</b>	<b>(1,469)</b>	<b>-</b>	-
<b>Expenditure after reallocation of support costs</b>	<b>7,661</b>	<b>2,441</b>	<b>525</b>	<b>21</b>	<b>1</b>	<b>10,648</b>	10,581

# notes to the financial statements for the year ended 31 August 2022

## 3(a) Analysis of support costs

	Education & training services £'000	Housing & support services £'000	Community services £'000	Fundraising £'000	Total £'000
Finance	192	5	10	18	225
Human resources	215	-	19	11	245
Information technology	232	-	37	15	284
Marketing	175	2	14	9	200
Management	232	3	19	12	266
Property services	67	41	-	-	108
Maintenance	142	-	-	-	142
<b>Unrestricted function/activity</b>	<b>1,255</b>	<b>51</b>	<b>99</b>	<b>65</b>	<b>1,470</b>

## 3(b) Analysis of governance costs

	Total year ended 31 Aug 2022 £'000	Total year ended 31 Aug 2021 £'000
Legal & professional	-	1
Audit fees	20	28
Trustee costs	1	-
<b>Total governance costs</b>	<b>21</b>	<b>29</b>



# notes to the financial statements for the year ended 31 August 2022

## 4(a) Net expenditure

This is stated after charging:

	<b>Total year ended 31 Aug 2022 £'000</b>	<b>Total year ended 31 Aug 2021 £'000</b>
<b>External Auditors' remuneration (excluding VAT):</b>		
Audit fees	<b>18</b>	17
Other financial services	<b>2</b>	7
	<b>20</b>	24
Depreciation	<b>525</b>	546
Operating leases	<b>116</b>	138
Gain/(loss) on disposal of fixed assets	<b>3</b>	(15)

## 4(b) Operating Leases

The Charity holds properties and office equipment under non cancellable operating leases.

At 31 August 2022 the Charity had total future minimum lease payments under these leases as follows:

	<b>2022 £'000</b>	<b>2021 £'000</b>
<b>Land and buildings</b>		
Leases expiring not later than one year	<b>98</b>	107
Leases expiring later than one year and not later than five years	<b>385</b>	88
Leases expiring later than five years	<b>933</b>	923
	<b>1,416</b>	1,118

# notes to the financial statements for the year ended 31 August 2022

## 5 Staff costs and employee benefits

	<b>Total year ended 31 Aug 2022 £'000</b>	<b>Total Year ended 31 Aug 2021 £'000</b>
Wages and Salaries	<b>6,823</b>	6,839
Social security costs	<b>568</b>	534
Defined contribution pension scheme costs	<b>160</b>	158
Defined benefit pension scheme costs	<b>53</b>	62
Other benefits	<b>51</b>	20
Redundancy and severance pay	<b>6</b>	5
	<b>7,661</b>	7,618

	<b>2022</b>	2021
The average number of employees and supply workers during the year:	<b>384</b>	381

In addition to the above employment costs the Charity utilised the services of employment agency staff to support the delivery of essential services to beneficiaries within Education & Training and Housing & Support.

The increase in agency costs was necessitated by difficulties in recruiting staff during the year to support increased service delivery.

	<b>2022 £'000</b>	2021 £'000
Agency staff costs:	<b>549</b>	375

Neither the Board of Directors nor persons connected with the received any remuneration or other benefits. One Board member was reimbursed expenses for volunteering in another role. See Note 18 Related Parties.

	<b>2022 £'000</b>	2021 £'000
<b>Key management personnel:</b>		
Emoluments for that group of employees	<b>305</b>	421
Employers National Insurance contributions	<b>38</b>	50
Employers pension contributions	<b>15</b>	31
	<b>358</b>	502

Key management personnel are defined as the members of the Senior Management Team: Chief Executive, Director of Community Services, College Principal, Director of Fundraising, Director of Finance & Resources.

The number of employees whose emoluments exceeded £60,000 was:

	<b>2022</b>	2021
£60,001 - £70,000	<b>2</b>	1
£100,001 - £110,000	<b>0</b>	1
£110,001 - £120,000	<b>1</b>	1

# notes to the financial statements for the year ended 31 August 2022

## 6 Tangible fixed assets

	Land and buildings Residential housing Valuation £'000	Non residential housing Cost £'000	Fixtures, fittings plant & Assets under vehicles construction Cost £'000	Cost £'000	Total £'000
<b>Cost</b>					
At 1 September 2021	2,865	10,418	3,372	-	16,655
Additions	-	-	167	29	196
Disposals	(325)	-	(38)	-	(363)
Revaluation	69	-	-	-	69
<b>At 31 August 2022</b>	<b>2,609</b>	<b>10,418</b>	<b>3,501</b>	<b>29</b>	<b>16,557</b>
<b>Depreciation</b>					
At 1 September 2021	-	7,434	3,148	-	10,582
Charge for year	56	373	96	-	525
Disposals	(4)	-	(37)	-	(41)
Revaluation	(52)	-	-	-	(52)
<b>At 31 August 2022</b>	<b>-</b>	<b>7,807</b>	<b>3,207</b>	<b>-</b>	<b>11,014</b>
<b>Net Book Value at 31 August 2022</b>	<b>2,609</b>	<b>2,611</b>	<b>294</b>	<b>29</b>	<b>5,543</b>
Net Book Value at 31 August 2022	2,865	2,984	224	-	6,073

### Historical cost of residential properties before valuation

	Cost £'000	Depreciation £'000	Net book value £'000
At 1 September 2021	877	(447)	430
Additions	-	-	-
Disposals	(76)	62	(14)
Charge for year	-	(16)	(16)
<b>At 31 August 2022</b>	<b>801</b>	<b>(401)</b>	<b>400</b>

The Charity has a bank overdraft and loans secured on several of its fixed assets. The valuations in these accounts of those assets that are pledged as security are:

	2022 £'000	2021 £'000
Non-residential properties	2,429	2,691
Residential properties	1,555	1,495
	<b>3,984</b>	<b>4,186</b>
Value of bank overdraft and loans to which security belongs		
Bank overdraft see Note 9	-	-
Bank loans see Notes 9 & 10	751	835
	<b>751</b>	<b>835</b>

# notes to the financial statements for the year ended 31 August 2022

## 7 Investments

Investments are stated at market value at 31 August 2022 and are held by nominee companies on behalf of the Charity

	Unrestricted £'000	Restricted £'000	Total £'000
Market Value 1 September 2021	3,192	270	3,462
Additions	399	68	467
Disposals at market value	(414)	-	(414)
Revaluation gain - unrealised	(223)	(17)	(240)
<b>Market Value 31 August 2022</b>	<b>2,954</b>	<b>321</b>	<b>3,275</b>

	Unrestricted £'000	Restricted £'000	Total 2022 £'000	Total 2021 £'000
<b>Investments comprise:</b>				
Listed investments	2,869	321	3,190	3,347
Cash in bank	85	-	85	114
	2,954	321	3,275	3,461
Historic cost	2,564	294	2,859	2,818

The following investment constitutes 5% or more of the market value of the overall investment portfolio.

ISHARES PLC S&P 500 Shares (USD) £230,627

The Charity had at 31 August 2022 a loan secured an unrestricted investment portfolio. The value of the loan shown in note 9 was £1million (2021: £1million) and the value of the investments was £2.122million (2021:£2.293million).



# notes to the financial statements for the year ended 31 August 2022

## 8 Debtors

	2022 £'000	2021 £'000
Trade debtors	315	429
Other debtors	5	4
Prepayments and accrued income	361	506
	<b>681</b>	939

## 9 Creditors: amounts falling due within one year

	2022 £'000	2021 £'000
Trade creditors	280	330
Bank loan	88	87
Other loan	1,000	1,000
Special purpose funds held	12	16
Other creditors	91	113
Other taxation	120	125
Accruals and deferred income	412	528
	<b>2,003</b>	2,199

## 10 Creditors: amounts falling due after more than one year

	2022 £'000	2021 £'000
Bank loan	664	749
	<b>664</b>	749

### Bank Loan

The bank loan is secured by charges on the Charity's properties and is repayable in instalments at varying rates of interest due as follows:

	2022 £'000	2021 £'000
Due in less than one year	87	87
Due between one and two years	88	87
Due between two and five years	576	661
Due in five years or more	-	-
	<b>751</b>	835

# notes to the financial statements for the year ended 31 August 2022

## 11 Deferred income

Deferred income relates to fee income where terms and conditions have not been met at the balance sheet date, or where some uncertainty exists as to whether they can be met. In these instances income is not recognised, but deferred as a liability until it is probable that the terms or conditions imposed can be met.

	Balance as at 31 Aug 2021 £'000	Prior year released £'000	Additions £'000	Balance as at 31 Aug 2022 £'000
College fees	316	(295)	268	289
Housing and Support fees	7	(7)	8	8
<b>Total</b>	<b>323</b>	<b>(302)</b>	<b>276</b>	<b>297</b>

## 12 Analysis of changes in net debt

	Balance as at 1 Sept 2021 £'000	Prior year Cash Flow £'000	Other Non-cash change £'000	Balance as at 31 Aug 2022 £'000
Cash	1,387	(262)	-	1,125
Overdraft facility repayable on demand	-	-	-	-
-Loan repayable on demand	(1,000)	-	-	(1,000)
<b>Cash and cash equivalents</b>	<b>387</b>	<b>(262)</b>	<b>-</b>	<b>125</b>
Loans falling due within one year	(87)	87	(88)	(88)
Loans falling due after more than one year	(749)	-	88	(661)
<b>Total</b>	<b>(449)</b>	<b>(175)</b>	<b>-</b>	<b>(624)</b>

## 13 Reserves

### a) Funds reported under FRS 102

	Balance as at 1 Sept 2021 £'000	Incoming funds £'000	Unrealised gain /(loss) on revaluation of tangible fixed assets £'000	Unrealised gain /(loss) on investment £'000	Transfers £'000	SHPS defined benefit scheme movement £'000	Gain/(loss) on sale of fixed assets £'000	Amounts expended £'000	Balance as at 31 Aug 2022 £'000
(i) Unrestricted									
Funds	6,401	9,843	101	(240)	(46)	(1,106)	3	(10,204)	4,844
(ii) Restricted									
Funds (Note 14b)	945	430	20	-	(46)	-	-	(444)	905
<b>Total</b>	<b>7,346</b>	<b>10,273</b>	<b>121</b>	<b>(240)</b>	<b>-</b>	<b>(1,106)</b>	<b>3</b>	<b>(10,648)</b>	<b>5,749</b>

# notes to the financial statements for the year ended 31 August 2022

## 13 Reserves – continued

### b) Restricted funds: Movement in the year

	Balance as at 31 Aug 2021 £'000	Balance as at 31 Aug 2021 £'000	Incoming Funds £'000	Unrealised gain/(loss) Revaluation of Tangible Fixed Assets £'000	Transfers £'000	Amounts expended £'000	Balance as at 31 Aug 2022 £'000
Greater Manchester Community Services	1	1	-	-	(1)	-	-
Arts Council Funding	-	-	39	-	(39)	-	-
Arts Council Funding 2021/22	-	-	69	-	-	(69)	-
Ashton Under Lyne District Fund For The Blind	68	68	1	-	-	-	69
BBC Children in Need Ref 2021-2364/NO	-	-	29	-	-	(6)	23
Revaluation Reserve Fixed Assets	460	460	-	20	-	-	480
Sight Support Oldham	270	270	10	-	-	(44)	236
The National Lottery Community Fund - Pathway To Wellbeing	35	35	64	-	-	(98)	1
Bolton Society for Blind People	3	3	-	-	-	(1)	2
Bolton Council Department of People Services	-	-	41	-	(5)	(34)	2
Bolton Council Counselling Service	-	-	12	-	(1)	(9)	2
HSBC Arts & Crafts Centre Garden Capital Appeal	-	-	25	-	-	-	25
The National Lottery Community Fund - Live Life, Go Further	37	37	-	-	-	(38)	-
Liverpool Children's Services	25	25	13	-	-	(26)	12
Manchester Children's Services	14	14	55	-	-	(69)	-
Tameside Sight Services	12	12	-	-	-	(10)	2
Tameside Council	19	19	35	-	-	(29)	25
College Sensory Room Fund	-	-	37	-	-	(11)	26
Housing	-	-	-	-	-	-	-
<b>Total</b>	<b>945</b>	<b>945</b>	<b>430</b>	<b>20</b>	<b>(46)</b>	<b>(444)</b>	<b>905</b>

Restricted funds are funds subject to specific trusts which may be declared by the donor, or with their authority (e.g. in a public appeal) but still within the objects of the Charity. Restricted funds may be restricted income funds, which are expendable in furtherance of some particular aspect of the objects of the charity, or they may be capital funds, where the assets are required to be invested, or retained for actual use, rather than expended.

Greater Manchester Community Services fund relates to assets donated to continue work in the Greater Manchester area.

Arts Council Funding and Arts Council Funding 2021/22 relate to grants donated by that charity for the running costs of the Arts & Craft Centre.

# notes to the financial statements for the year ended 31 August 2022

## 13 Reserves – continued

### b) Restricted funds: Movement in the year continued

Ashton Under Lyne District Fund for The Blind relates to assets donated by that charity to continue work in Ashton Under Lyne and district.

BBC Children in Need reference 2021-2364/NO relates a grant donated by the charity for the 'I Can Do It' project in Greater Manchester.

Sight Support Oldham relates to assets donated by a closed charity for ongoing sight support in the Oldham area.

The National Lottery Community Fund – Pathway to Wellbeing relates to funding from that charity for work with adults in the Greater Manchester area.

Bolton Society for Blind People relates to assets donated by a closed charity to support a sight loss hub in Bolton.

Bolton Council Department of People Services relates to a local authority grant provided to continue work in the Bolton area.

Bolton Council Counselling Service relates to a local authority grant provided to fund counselling services in the Bolton area.

HSBC Arts & Crafts Centre Garden Capital Appeal relates to funds received from HSBC for the development of a horticulture workshop at the Arts & Crafts Centre.

The National Lottery Community Fund – Live Life, Go Further relates to assets donated by that charity to continue working with children in the North West.

Liverpool Children's Services relates to funding received from multiple sources through a Henshaws appeal to support visually impaired children in Merseyside.

Manchester Children's Services relates to funding received from multiple sources through a Henshaws appeal to support visually impaired children in Manchester.

Tameside Sight Services relates to assets donated by that charity to continue work in Tameside.

Tameside Council relates to local authority funding received to continue work in Tameside.

College Sensory Room Fund was an anonymous donation to create a sensory room in Henshaws College.

## 14 Subsidiary companies

Henshaws Society for Blind People has two wholly-owned subsidiary companies, Henshaws Enterprises Limited and Sight Loss Innovation Limited. Neither company is a charity. Henshaws Enterprises Limited was formed on 27 August 2009 with a paid up ordinary share capital of £1. Sight Loss Innovation Limited was formed on 31 May 2017 with a paid up ordinary share capital of £100. Neither company traded during the year ended 31 August 2022, nor did they incur any liability or enter into any commitment.

## 15 Fidelity insurance

The Charity has provided fidelity insurance for its Trustee Board of Directors and officers.

## 16 Capital commitments

Capital expenditure that has been contracted for but has not been provided for in the financial statement.

2022	2021
£'000	£'000
19	nil

## 17 Pension obligations

### 17.1 Defined benefit schemes

The Charity offers one defined benefit scheme, the Teachers' Pension Scheme. The defined benefit scheme for Social Housing Pension Scheme (SHPS) was closed to new entrants as at 31 March 2013. The assets of these schemes are held in separate trustee administered funds and the respective pension providers have provided the following disclosure statements:



# notes to the financial statements for the year ended 31 August 2022

## 17.1a) Teachers' Pension Scheme

The Teachers' Pension Scheme (TPS or scheme) is a statutory, unfunded, defined benefit occupational scheme, governed by the Teachers' Pensions Regulations 2010 (as amended), and the Teachers' Pension Scheme Regulations 2014 (as amended). These regulations apply to teachers in schools and other educational establishments, including academies, in England and Wales that are maintained by local authorities. In addition, teachers in many independent and voluntary-aided schools and teachers and lecturers in some establishments of further and higher education may be eligible for membership.

Membership is automatic for full-time teachers and lecturers and, from 1 January 2007, automatic too for teachers and lecturers in part-time employment following appointment or a change of contract.

Teachers and lecturers are able to opt out of the TPS.

### (i) The Teachers' Pension budgeting and valuation account

Although members may be employed by various bodies, their retirement and other pension benefits are set out in regulations made under the Superannuation Act (1972) and Public Service Pensions Act (2013) and are paid by public funds provided by Parliament. The TPS is an unfunded scheme and members contribute on a 'pay as you go' basis – contributions from members, along with those made by employers, are credited to the Exchequer under arrangements governed by the above Acts.

The Teachers' Pensions Regulations 2010 require an annual account, the Teachers' Pension Budgeting and Valuation Account, to be kept of receipts and expenditure (including the cost of pension increases). From 1 April 2001, the Account has been credited with a real rate of return, which is equivalent to assuming that the balance in the Account is invested in notional investments that produce that real rate of return.

### (ii) Valuation of the Teachers' Pension Scheme

As a result of the latest scheme valuation employer contributions were increased in September 2019 from a rate of 16.4% to 23.6%. Employers also pay a charge equivalent to 0.08% of pensionable salary costs to cover administration expenses.

The next valuation is expected to take effect in 2023.

A copy of the latest valuation report can be found by following this link:

<https://www.teacherspensions.co.uk/news/employers/2019/04/teachers-pensions-valuation-report.aspx>

### (iii) Scheme changes

In December 2018, the Court of Appeal held that transitional protection provisions contained in the reformed judicial and firefighter pension schemes, introduced as part of public service pension reforms in 2015, gave rise to direct age discrimination and were therefore unlawful. The Supreme Court, in a decision made in June 2019, have rejected the Government's application for permission to appeal the Court of Appeal's ruling. The case will now be referred to an Employment Tribunal for a decision regarding the remedy which will need to be offered to those members of the two schemes who were subject of the age discrimination.

Since then, claims have also been lodged against the main public service schemes including the TPS. The Department has conceded those in line with the rest of the government. In July 2020 HM Treasury launched a 12-week public consultation which will provide evidence to support the delivery of an appropriate remedy for the affected schemes, including TPS.

A final remedy will be determined once the results of the consultation are established.

In December 2019, a further legal challenge was made against the TPS relating to an identified equalities issue whereby male survivors of opposite-sex marriages and civil partnerships are treated less favourably than survivors in same-sex marriages and civil partnerships. The Secretary of State for Education agreed not to defend the case. In June 2020, the Employment Tribunal recorded its findings in respect of the claimant. DfE is currently working to establish what changes are necessary to address this discrimination.

Any impact of these events will be taken into account when the next scheme valuation is implemented. This is scheduled to be implemented in April 2023, based on April 2020 data.

# notes to the financial statements for the year ended 31 August 2022

## b) Social Housing Pension Scheme

### Present values of defined benefit obligation, fair value of assets and defined benefit liability

	31 Aug 2022 £'000	31 Aug 2021 £'000
Fair value of plan assets	10,330	15,616
Present value of defined benefit obligation	(12,539)	(17,183)
Deficit in plan	(2,209)	(1,567)
Defined benefit liability	(2,209)	(1,567)

### Reconciliation of opening and closing balances of the defined benefit obligation

	Period Ended 31 Aug 2022 £'000	Period Ended 31 Aug 2021 £'000
Defined benefit obligation at start of period	17,183	16,007
Expenses	17	15
Interest expense	286	270
Actuarial (gains)/ losses due to scheme experience	1,824	(298)
Actuarial losses/ (gains) due to changes in demographic assumptions	(216)	66
Actuarial losses/ (gains) due to changes in financial assumptions	(6,026)	1,699
Benefits paid and expenses	(531)	(576)
Defined benefit obligation at end of period	(12,537)	17,183

### Reconciliation of opening and closing balances of the fair value of plan assets

	Period Ended 31 Aug 2022 £'000	Period Ended 31 Aug 2021 £'000
Fair value of plan assets at start of period	15,616	13,710
Interest income	264	234
Experience on plan assets (excluding amounts included in interest income) - gain	(5,524)	1,860
Contributions by the employer	504	388
Benefits paid and expenses	(531)	(576)
Fair value of plan assets at end of period	10,330	15,616

The actual return on the plan assets (including any changes in share of assets) over the year ended 31 August 2022 was (£5,260k) (2021: £2,094k).

### Defined benefit costs recognised in statement of financial activities

	Period Ended 31 Aug 2022 £'000	Period Ended 31 Aug 2021 £'000
Expenses	17	16
Net interest expense	22	36
Defined benefit costs recognised in statement of financial activities	39	52

# notes to the financial statements for the year ended 31 August 2022

## b) Social Housing Pension Scheme continued

### Defined benefit costs recognised in statement of financial activities

	Period Ended 31 Aug 2022 £'000	Period Ended 31 Aug 2021 £'000
Experience on plan assets (excluding amounts included in interest income) - gain	(5,524)	1,860
Experience gains and losses arising on the plan liabilities - gain/ (loss)	(1,824)	298
Effects of changes in the demographic assumptions underlying the present value of the defined benefit obligation - (loss)/ gain	216	(66)
Effects of changes in the financial assumptions underlying the present value of the defined benefit obligation - (loss)/ gain	6,026	(1,699)
Total actuarial gains and losses (before restriction due to some of the surplus not being recognisable) - gain	(1,106)	393
Total amount recognised in other comprehensive income - gain	(1,106)	393

### Assets

	31 Aug 2022 £'000	31 Aug 2021 £'000
Global Equity	1,442	2,739
Absolute Return	238	587
Distressed Opportunities	473	468
Credit Relative Value	455	453
Alternative Risk Premia	250	534
Fund of Hedge Funds	-	-
Emerging Markets Debt	263	558
Risk Sharing	663	473
Insurance-Linked Securities	378	344
Property	415	300
Infrastructure	1,166	914
Private Debt	384	336
Opportunistic Illiquid Credit	529	435
High Yield	138	1
Opportunistic Credit	30	422
Cash	12	4
Corporate Bond Fund	415	846
Liquid Credit	-	78
Long Lease Property	365	317
Secured Income	444	521
Liability Driven Investment	2,361	5,254
Current Hedging	(110)	-
Net Current Assets	19	32
Total assets	10,330	15,616

None of the fair values of the assets shown above include any direct investments in the employer's own financial instruments or any property occupied by, or other assets used by, the employer.

# notes to the financial statements for the year ended 31 August 2022

## b) Social Housing Pension Scheme continued

### Key assumptions

	31 Aug 2022 % per annum	31 Aug 2021 % per annum
Discount Rate	4.34	1.69
Inflation (RPI)	3.49	3.36
Inflation (CPI)	3.03	2.89
Salary Growth	4.03	3.89
Allowance for commutation of pension for retirement cash at	75% of max allowance	75% of max allowance

The mortality assumptions adopted at 31 August 2022 imply the following life expectancies:

	Life expectancy years at age 65 31 Aug 2022	Life expectancy years at age 65 31 Aug 2021
Male retiring in 2021 (2020)	21.1	21.6
Female retiring in 2021 (2020)	23.7	23.5
Male retiring in 2041 (2040)	22.4	22.9
Female retiring in 2041 (2040)	25.2	25.1

## 17.2 Defined contribution schemes

The Charity also contributes to two defined contribution schemes up to a current maximum of 3% of gross salary. Total contributions of £139k (2021: £130k) were made to the schemes during the year and the average number of Charity staff who were members of these schemes during the year was 264 (2021: 271).

## 18 Related party transactions

The Charity received donations from 5 (2021:5) directors of the Trustee Board amounting to £1,780 (2021: £12,468).

## 19 Voluntary income and income from trusts and grants

Details of voluntary income generated by the fundraising team, appears on page 46. This income has been received from individuals, groups, companies and charitable trusts, who all receive written acknowledgements.



# **notes to the financial statements for the year ended 31 August 2022**

## **Donations**

We would like to express our gratitude to the individuals, companies, community groups, and We would like to express heartfelt thanks to all those who played a key role in supporting Henshaws this year. The following donors had a significant impact in generating voluntary income for the year 2021-22. We are also extremely grateful for all those who have generously left Henshaws a gift in their Will and those who choose to support us on a regular basis, allowing us to continue our services and plan for the future.

HSBC UK  
Bruntwood  
Ainscough Training Services Ltd  
Direct Line Group  
Beaverbrooks  
Arts Council England  
The Zochonis Charitable Trust  
The National Lottery Community Fund  
Trafford Housing Trust  
BBC Children in Need  
Trafford Council Winter Resilience Grant  
Box Power Community Interest Company  
LNER Customer & Community Investment Fund  
Thomas Pocklington Trust  
Middleton Talking Newspaper For The Blind  
CRH Charitable Trust  
Cargill  
JMW Solicitors LLP

# trustee board of directors and the senior management team

The following Directors have served on the Board of Henshaws Society for Blind People Trustee Limited during the course of the year and served at the date of signing this report, unless otherwise stated:

## Board of Directors

Alistair How, Chair (until 1 January 2023)  
Sally Bence, Vice Chair  
(Chair until 31 December 2022)  
Christine Oates  
Richard Platt  
Patrick Roche (until 27 June 2022)  
Sarah C Greensides  
Nicola M Bishop  
Jonathan M H Oxley  
Radhika M Rangaraju (appointed 12 January 2022)  
Marie Rayner (appointed 23 December 2021)  
Kevin Brady (until 27 May 2022)  
Patrick Moran (until 28 November 2022)  
Janet Hartas (appointed 8 March 2023)  
Christopher Revett (appointed 6 March 2023)  
John Sole (appointed 3 March 2023)

## Senior Management Team

Nick Marr, Chief Executive  
(until 31 December 2022)  
Sally Daniels, Director of Finance & Resources  
(appointed 20 December 2021),  
Interim CEO & Director of Education & Care  
(appointed 1 January 2023)  
Adrian Sugden, College Principal  
(until 31 December 2021)  
David McGonigle, Director of Finance & Resources  
(until 31 December 2021)  
Stephen Tongue, Director of Fundraising  
Anna Lodge, People Director  
(until 13 January 2023)  
Deirdra Barr, Director of Marketing &  
Communications (until 29 July 2022)  
Tom Harte, Charity & Commercial Director  
Paula Williams, Director of Education & Care  
(appointed 2 February 2022, until 20 May 2022)  
Benjamin Gray, Director of Finance & Resources  
(appointed 9 January 2023)  
Amanda Bennett, People Director  
(appointed 15 May 2023)

## President

Sir Warren Smith KCVO, KSTJ, JP

## Ambassadors

Stefan Andrusyschyn  
Denise Leigh  
Rory Hoy

## Patrons

Clare Granger  
The Zochonis Charitable Trust  
David Steele (The Blind Poet)

## External Auditors

Beever and Struthers,  
One Express,  
1 George Leigh Street,  
Ancoats,  
Manchester, M4 5DL

## Bankers

Barclays Bank plc  
25 James Street,  
Harrogate, HG1 1QX

## Investment advisers

Rathbone Brothers Plc  
1 Curzon Street,  
London, W1J 5FB

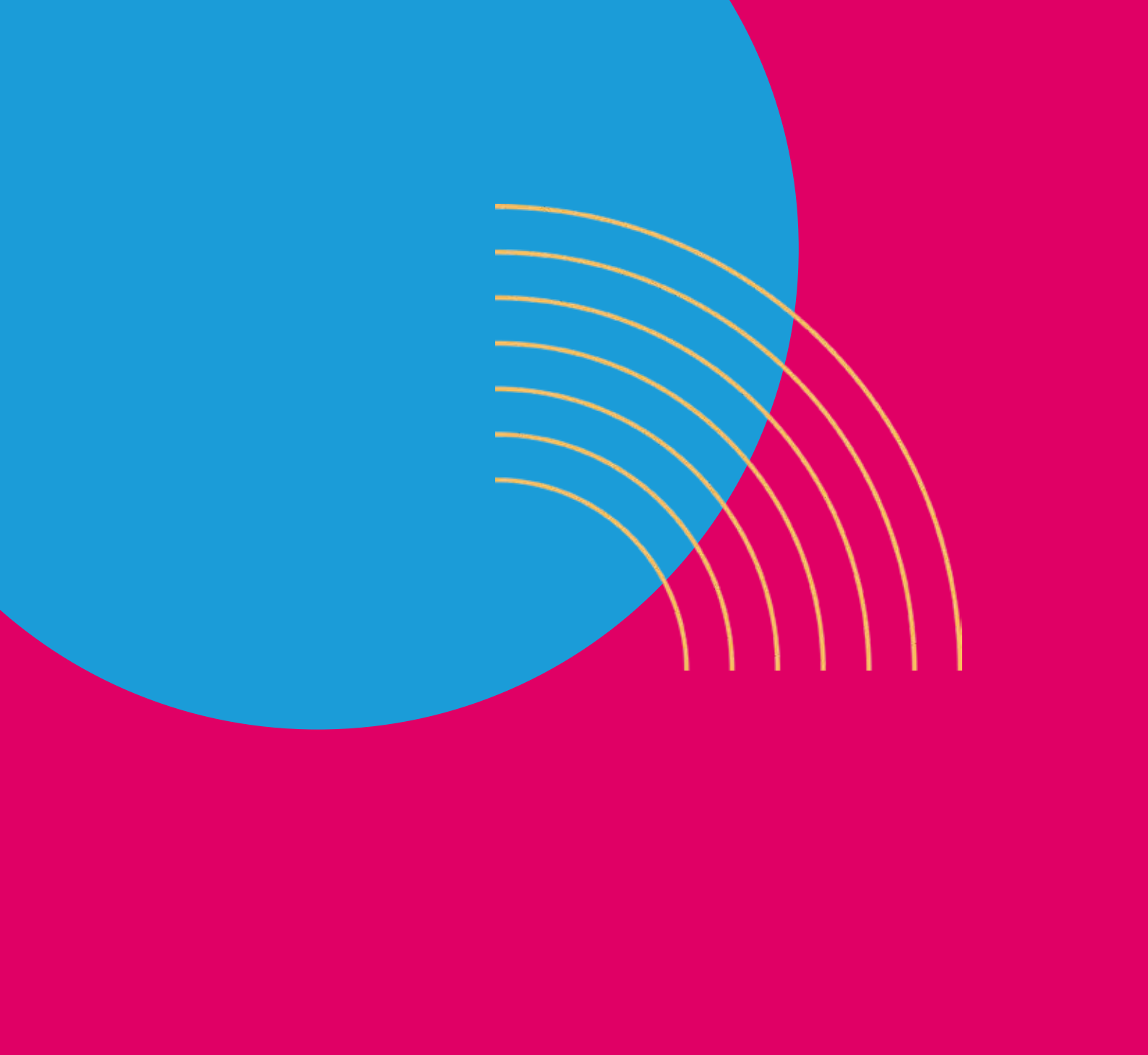
Sarasin & Partners  
100 St Paul's Churchyard,  
London, EC4M 8BU

## Solicitors

Schofield Sweeney  
Church Bank House,  
Bradford, BD1 4DY

## Registered Office

4A Washbrook House,  
Lancastrian Office Centre,  
Talbot Road, Stretford,  
Manchester, M32 0FP



## Get involved

**As a local charity we rely on generous people, organisations and communities to be able to continue to offer support to those most at risk of isolation.**


This year saw 83 businesses support us through staff fundraising, sponsorship or corporate donations. 1,899 individuals supported us by taking part in Fundraising events, or by making a donation. 22 community groups and schools showed their support and 50 grant giving bodies supported a range of projects of all sizes. We were also notified that 13 generous supporters left us a gift in their will.

We are hugely grateful for their support to Henshaws; every donation truly does have an impact on someone's life.

We have plenty of challenge events taking place throughout the year. For more information on events, appeals and volunteering opportunities, please visit our website.

email [fundraising@henshaws.org.uk](mailto:fundraising@henshaws.org.uk)

[henshaws.org.uk](https://henshaws.org.uk)

 0300 222 5555