PROTÉGÉ DNA FINANCIAL STATEMENTS 30 June 2019

Registered Charity No. 1139004

Company No. 06933072

PROTÉGÉ DNA FINANCIAL STATEMENTS YEAR ENDED 30 June 2019

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PROTÉGÉ DNA

LEGAL AND ADMINISTRATIVE DETAILS

DIRECTORS/TRUSTEES	Paul Brooking (Chairman) Sabita Kumari-Dass Barbara Harris Candida McCabe
COMPANY SECRETARY	Paul Brooking
PRINCIPAL ADDRESS	Gunnersbury House Museum Popes Lane London W5 4NH
REGISTERED OFFICE	6 Upper Butts Brentford Middlesex England TW8 8DA
REGISTERED CHARITY No.	1139004
COMPANY NUMBER	06933072
ACCOUNTANTS	Haines Watts Chartered Accountants Aissela 46 High Street Esher Surrey KT10 9QY

PROTÉGÉ DNA REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 JUNE 2019

The trustees who are directors of the company submit their annual report and financial statements for the year ended 30 June 2019.

Object of the Charity

The Company is constituted as a charity and is limited by guarantee. The main objective of the charity is to advance the education and development of young people, in particular those who are excluded from mainstream educational establishments and those who have been otherwise marginalised or disadvantaged, by providing them with non-institutional and personalised learning programmes to better meet their individual needs and cultivate their potential.

Protégé is about valuing difference. Our core purpose is to provide tailored learning for divergent and disadvantaged young people who are struggling to benefit from conventional learning – young people who feel their 'difference' is treated as a negative rather than a positive thing in the mainstream education system.

The Protégé methodology is continually refined and evolved by the collaborative DNA of artists and students working together to create meaningful learning and training opportunities that enable them to engage in the programme on their own terms, and to the extent that fits with other demands on their time, stamina, mental state, personal caring and other responsibilities. Outside of the programme, these young people lead troubled lives, they negotiate complex and conflicting demands on a daily basis. These demands can separate them from their peer group, from the luxury of childhood and childlike experiences and crucially - from aspiration.

These same demands can force children into premature adulthood for which they have had little preparation and no support. The unique value of the Protégé methodology is that students interests and needs define the starting point for their learning journey and personal curriculum. We design flexibility into our ethos and activities in ways that are productive on a short and long-term basis for the young person and sustainable for our organisation.

Within the remit of this mission Protégé views young people's difference as an asset rather than a deficit of their character – the charity nurtures and develops uniqueness – valuing it as a raw material, that with trust and support, young people can learn to self-direct towards creative goals and productive outcomes.

Protégé creates peer-supported learning environments in which young people from diverse backgrounds can engage in high quality artistic and creative experiences to develop their competencies and capabilities. They learn skills that address their prior under-attainment. These skills can be vocational, art-form specific, transactional and transferable.

Addressing Need

Young people who enrol at Protégé often describe their lives as being 'out of control'. They say that school exclusion makes them feel 'invisible' and 'ignored' because it separates them from peers and deprives them of positive and formative childhood experiences that are important on the journey to becoming a well-rounded adult.

Our work seeks to help the young person regain this lost control through creative pursuits to get their life progressing again in a positive direction.

Protégé's evaluation work with young people over ten plus years evidences that school exclusion can trigger a spiral of decline into other issues including poor mental and physical health, early, unplanned pregnancy, involvement in crime, long-term economic hardship. All of this can lead a young person into a mental cul-de-sac.

We tailor projects that help students who are under-attaining and excluded to regain motivation and catch up. Many come to Protégé after other provisions have failed. They are described by their referring agencies as 'hard-to-reach and impossible-to-teach'. We reject off-the-shelf solutions and focus on individually progressive pathways to reveal that this negative description need not be true, and that the disillusioned mindset can be reversed.

The need for Protégé's work is evidenced in our own evaluation, and publicly in research in the education, health, justice and social welfare sectors, and by influential organisations like Artswork, A New Direction, the Arts Council and Joseph Rowntree Foundation.

PROTÉGÉ DNA REPORT OF THE TRUSTEES -continued FOR THE YEAR ENDED 30 JUNE 2019

Programme of Work

During this accounting period we secured grants for core work, ongoing work and new work. From March 2018 our dayto-day work was temporarily delivered in different ways from usual due to a serious flood from the flat above our gallery/workshops. This impact continued into the accounting period of this report ie from July 2018 at which point we still were not able to resume work at the gallery/learning space due to the closure of the gallery while reinstatement work was undertaken by the landlord. This led to additional work for artists and team in managing the practical arrangements and delivery of our work with young people, and we were able to limit the longer-term damage from this unexpected event and meet all deliverables as agreed with our funders. Our return to the gallery in Richmond was not possible and we have now taken a lease on a new office/studio set up.

Building on our strong track record of progressing 'at risk' young people, our artists continued to co-create personal curriculums with young people, to support their educational development and create pathways to work experience, training and employment. In turn some of these young people volunteered their time back to the project by supporting the delivery of workshops at various settings including a specialist school and a heritage project at Kew Gardens. In addition to their paid time, artists donated additional time on a pro bono basis to help us navigate the uncertainty following the flood and consequent loss of gallery and referral income.

Tailored Progression Pathways, supported by a number of funders including the Arts Council, enabled long-term attenders to progress from being a 'beneficiary' and into the role of 'creative practitioner' enriching their CVs by running Creative Skills Incubators in partnership with specialist schools, passing on skills they have learned to other excluded young people.

Over the years we have cultivated long-term partnerships with local authorities and specialist schools and together we have developed practical solutions to address the issues arising from our gallery being unavailable and Protégé's temporary situation of 'homelessness'. Our existing partnerships with Ealing Alternative Provision, University College Hospital, College Park Specialist School, Kew Gardens were reinforced by new funding and new partnerships eg Hounslow Library, Watermans Arts which meant we could navigate obstacles effectively and share resources to develop learning environments in different settings eg we used the facilities of Kew as an inspiring 'outdoor school' and continued to deliver tailored learning to increase the knowledge, attainment, transferable skills and wellbeing of participants. Other project work included:

- 1) Core Academic & Creative Skills to increase functional competency and confidence. Activities that deliver skills for patients in the community, mental health referrals and long-term educationally excluded. With patients in the community and long-term referrals we work around the complications of their medical routines as participation is often affected by consultant visits, treatment times, therapeutic work, in addition to the usual barriers such as prior under-attainment and disillusioned mindset. Skills include literacy, numeracy, web content and digital arts, video, photography, music. Accreditation: Arts Award & BTEC
- 2) Workplace & Employment: As students start thinking about work and careers, we tailor projects to increase their understanding of different business models and entry points to the creative industries and other sectors. Workplace skills projects provide enriching experiences for students who struggle to find access to training and workplace through conventional routes. Students have opportunities to learn about setting up, branding and promoting a small business using the Protégé Gallery as a working model/case study (even though we had vacated the gallery it continues to serve as a useful case study). They learn about successful entrepreneurs and the unique paths they have taken towards business success (also linking with Kew explorers/entrepreneurs project. Our product design, craft-based 'making' project inspired by the boutique as a small business model focuses on craft-based skills in textile, acrylic and paper-based processes including sewing, collage, 3D digital processes. Skills included: Project Management, Admin, Research, Event Planning, Web Development, Digital Design, Excel Budgets/Spreadsheets, Fashion & Product Design, Display, Public & Community Engagement. Accreditation: Arts Award
- 3) Art School & Protégé. This project was previously an annual highlight of our work as a public-facing gallery in which students would co-create our summer show to profile emerging graduate artists in our Annual Degree Work Showcase, juxtaposing graduates work thematically with their own work. Following our move from the gallery we have continued to offer this strand of work as a digital workshop strand focussing on art and creative entrepreneurs. Accreditation: Arts Award

PROTÉGÉ DNA REPORT OF THE TRUSTEES - continued FOR THE YEAR ENDED 30 JUNE 2019

Consultation with beneficiaries

We continue to involve beneficiaries/young people in our trustee meetings and project planning. All projects are designed in collaboration with our Youth Panel according to their sense of our cohorts' needs, interests and abilities. Participants' views are gathered through session feedback reports providing 'user perspective' and understanding of what is working or not working.

Detailed understanding of the obstacles that affect students' troubled lives means we are better skilled to help them negotiate these complexities. We avoid off-the-shelf solutions and design bespoke projects that develop their skills and fit around any social/environmental obstacles to their progress. This is in keeping with our ethos that 'one size does not fit all'.

The way we tailor projects provides young people with real world insights and practical experience of artists' own businesses and creative practices – this means that excluded young people are exposed to experiences and opportunities that can increase their understanding of the business sector and workplace culture, creating useful insights into the issue that artists and small/local businesses face. Having an increased awareness of these issues improves students' practical approach to their own career development, and increases their confidence in seeking out and applying for jobs, training and other opportunities.

Organisational Structure and Staffing

Trustees oversee the activities of the charity. The Trustees are responsible for policy development and general issues of the charity, and assist with fundraising and strategic development.

The charity is supported in its work by an advisory board who bring expertise, on a pro bono basis as and when relevant, in education, alternative learning provision, youth justice, child health, communications and education methodology/innovation.

A committed and highly professional team is central to the success of the organisation. Staff are provided with ongoing support, training and development opportunities tailored in response to the work to be delivered.

Protégé does not receive statutory funding. The charity's staff structure is flexible according to the requirements of individual projects it is funded to deliver. This enables the charity to keep overheads low, and employ experts and artists with appropriate skillset to match project need. During the financial year ending June 2019 the charity employed 1 full time freelance member of staff, and four part-time freelance artists-in-residence. The team was supported by freelance creatives hired on a needs basis, subject to student progression plans and project requirements.

Guiding Principles - With all of the diverse young people we work with, Protégé starts from an 'asset rather than deficit' model of understanding excluded young people. We challenge the assumptions that exist about their mindset, ability and commitment. A significant impact from this is that young people themselves also start to challenge their own negative mindsets and limited self-perceptions. This is a crucial development if we want disengaged young people to re-assess their values and reframe their sense of rejection and failure. If they can begin to develop positive opportunities by learning from their negative experiences – these deficits can become assets, and raw material for creative expression and skills attainment.

Accreditation - Protégé offers a flexible learning opportunity that is driven and directed by students, taking their own pace, ability, interests and previous attainment into consideration. We are not a school - we do not pressurise students towards exams and qualifications as the only way of showing their potential. However, for those who need them, the Protégé opportunity can lead to accredited qualifications in the BTEC, or at four levels of the Arts Award.

Protégé is a registered centre for Arts Award delivery. The charity has undertaken staff training and development to acquire the certification necessary to deliver Arts Award accreditation. The Arts Award is accredited by Ofqual within the National Qualifications Framework. The awarding body is Trinity College, London. The points earned in this qualification can counts towards GCSE points for college entry eg a Silver Arts Award is the equivalent point scoring of half a GCSE, and UCAS points for university aspirants.

PROTÉGÉ DNA REPORT OF THE TRUSTEES - continued FOR THE YEAR ENDED 30 JUNE 2019

During the report period two different year groups from a specialist school working with children on the Autism spectrum achieved their Arts Awards. Protégé portfolios have been crucial for students who have missed the chance to take GCSE's in the conventional way and have no other formal qualification to their name. The process of creating a portfolio enabled students to develop specific new skills, catch up with core skills they have fallen behind in, and to use their positive experience at Protégé as a passport for re-integration, and a return to school, college or employment.

Financial Review

Protégé is supported by grants from other trusts, foundations and charities. Grants have mainly been on a project-by-project basis or as referral fees for individual students.

Reserves Policy

The trustees have established a policy whereby unrestricted funds not committed or invested in tangible fixed assets ('free reserves') held by the charity should be for 12 months of the resources expended. At this level, the trustees believe they would be able to continue with the charity's current level of activities. This would enable the charity to maintain its programme of work without adversely affecting its commitment to the progress of individual students who have been signed up to the one-year programme, and in particular for long-term attenders who are not accessing any other form of learning provision.

Trustees' responsibilities statement

The trustees (who are also directors of Protégé DNA for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period.

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Small Company Exemptions

This report has been prepared in accordance with provisions applicable to companies entitled to the small companies exemption.

PROTÉGÉ DNA REPORT OF THE TRUSTEES - continued FOR THE YEAR ENDED 30 JUNE 2019

This report was approved by order of the Board on 29 April 2020 and signed on its behalf by:

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Paul Brooking Trustee

PROTÉGÉ DNA INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 30 JUNE 2019 RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

I report to the charity trustees on my examination of the accounts of the company for the year ended 30 June 2019 which are set out on pages 9 to 14.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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

Haines Watts Chartered Accountants Aissela 46 High Street Esher Surrey KT10 9QY

Date: 29 April 2020

PROTÉGÉ DNA STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 30 JUNE 2019

	Notes	Unrestricted £	Restricted £	Total 2019 £	Total 2018 £
INCOME	4	106,387 ======	21,500	127,887	94,734
EXPENDITURE					
Charitable activities Artist costs Other direct costs		44,063	11,125 <u>17,075</u>	11,125 <u>61,138</u>	20,149 <u>61,246</u>
TOTAL EXPENDITURE	5	44,063	28,200	72,263	81,395
		=====			
Net income/(expenditure) and movement in funds		62,324	(6,700)	55,624	13,339
Fund balance at 1 July 2018		128,735	<u>6,700</u>	135,435	<u>122,096</u>
Fund balance at 30 June 2019		191,059 ======	-	191,059 ======	135,435

The notes on pages 11 to 13 form part of these financial statements

PROTÉGÉ DNA BALANCE SHEET AT 30 JUNE 2019

	Notes	£	2019 £	£	2018 £
FIXED ASSETS					
Tangible fixed assets	7		1,524		1,793
CURRENT ASSETS					
Debtors Cash at bank and in hand	8	5,000 <u>253,425</u> 258,425		5,000 <u>196,902</u> 201,902	
CREDITORS Amounts falling due within one year	9	68,890		<u>68,260</u>	
NET CURRENT ASSETS	12		<u>189,535</u>		<u>133,642</u>
NET ASSETS			191,059 =====		135,435
Unrestricted funds Restricted funds	10 11		191,059 		128,735 <u>6,700</u>
TOTAL FUNDS			191,059 ======		135,435

The company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies.

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

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS 102 SORP.

These financial statements were approved by the directors and authorised for issue on 29 April 2020, and are signed on their behalf by:

hMEng

- Paul Brooking (Trustee)

Company Registration number 06933072 The notes on pages 11 to 14 form part of these financial statements

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PROTÉGÉ DNA NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 30 JUNE 2019

1. GENERA INFORMATION

The charity is a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is 6 Upper Butts, Brentford, Middlesex, TW8 8DA.

2. STATEMENT OF COMPLIANCE

These financial statements have been prepared in compliance with FRS 102 'The Financial Reporting Standard applicable to the UK and Republic of Ireland, the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic and Ireland (FRS 102)(Charities SORP (FRS 102) and the Charities Act 2011.

Protégé DNA meets the definition of a public benefit entity under FRS 102.

3. ACCOUNTING POLICIES

Basis of accounting

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

The financial statements are prepared in sterling, which is the functional currency of the entity.

As at the date of approval of these financial statements, trustees have assessed the potentially adverse impact of the Covid-19 lockdown both on our current funding and also the future uncertainty regarding the endowments of the trusts and foundations that support Protege's activities from a cash flow perspective. The trustees will seek to ensure that the timing of payment for any deferred fees or pension liabilities does not impact negatively on the delivery of activities or the financial health of the charity.

Based on these assessments, given the measures that could be undertaken to mitigate the current adverse conditions, and the current resources available, the directors have concluded that they can continue to adopt the going concern basis in preparing the annual financial statements.

Tangible fixed assets

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Fixtures, fittings & equipment

15% per annum on reducing balance

Income

The charitable company is a non-profit making organisation and receives grants from various bodies to provide alternative education and creative skills development to young people facing exclusion and disadvantage.

Expenditure

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered.

Charitable expenditure comprise those costs incurred by the charity in the delivery of its activities and services for its beneficiaries.

Fund accounting

Restricted funds relate to grants received for specific purposes and are held until the preconditions are met. Unrestricted funds are available to spend on any activity that furthers any purpose of the charity.

PROTÉGÉ DNA NOTES TO THE FINANCIAL STATEMENTS- continued YEAR ENDED 30 JUNE 2019

4 INCOME

	Unrestricted	Restricted	Total 2019	Total 2018
	£	£	£	£
Grants from charitable trusts	71,650	21,500	93,150	76,075
Donations	660	-	660	18,659
Insurance	34,077		<u>34,077</u>	
	106,387	21,500	127,887	94,734
	=====			

5	EXPENDITURE			Total	Total
		Unrestricted	Restricted	2019	2018
		£	£	£	£
	Artist costs	-	13,625	13,625	20,149
	Project management fees	38,456	5,543	43,999	44,000
	Premises costs	-	2,332	2,332	12,331
	General expenses	961	-	961	93
	Insurance	-	-	-	1,979
	Marketing	-	-	-	979
	Legal & professional fees	1,293	-	1,293	-
	Accountancy (incl. tax & Independent H	Examination) 3,084	-	3,084	1,548
	Depreciation	269	-	269	316
	Grant repayment		6,700	6,700	
		44,063	28,200	72,623	81,395
		======			

6 STAFF COSTS, TRUSTEES AND KEY MANAGEMENT PERSONNEL The Charity has no employees (2018: Nil).

The Trustees comprise the key management personnel. Details of remuneration and reimbursement of expenses during the year are included in the note on 'Related Party Transactions'.

7 FIXED ASSETS

	Fixtures, Fittings & Equipment
COST	£
At 1 July 2018	6,299
Additions	
As at 30 June 2019	6,299
DEPRECIATION	=====
At 1 July 2018	4,506
Charge for year	269
As at 30 June 2019	4,775
NET BOOK VALUE	
At 30 June 2019	1,524
At 30 June 2018	===== 1,793

PROTÉGÉ DNA NOTES TO THE FINANCIAL STATEMENTS- continued YEAR ENDED 30 JUNE 2019

8	DEBTORS	2019 £	2018 £
	Other debtors	5,000	5,000
9	CREDITORS: Amounts falling due within one year	2019 £	2018 £
	Other creditors	<u>68,890</u> 68,890	<u>68,260</u> 68,260
			=====

10 UNRESTRICTED FUNDS

	Balance at 01/07/2018	Income	Expenditure	Balance at 30/06/2019
	£	£	£	£
General Funds	128,735	106,387	(44,063)	191,059
	128,735	106,387	(44,063)	191,059
	Balance at 01/07/2017	Income	Expenditure	Balance at 30/06/2018
	Balance at 01/07/2017 £	Income £	Expenditure £	Balance at 30/06/2018 £
General Funds	01/07/2017		-	30/06/2018

11 RESTRICTED FUNDS

	Balance at 01/07/2018	Income	Expenditure	Balance at 30/06/2019
	£	£	£	£
Progression partnerships	6,700	21,500	(28,200)	-
	6,700	21,500	(28,200)	-
	Balance at 01/07/2017	Income	Expenditure	Balance at 30/06/2018
	£	£	£	£
Drograssion portporching	2 252	51 575	(51, 107)	6,700
Progression partnerships	3,252	54,575	(51,127)	0,700

PROTÉGÉ DNA NOTES TO THE FINANCIAL STATEMENTS- continued YEAR ENDED 30 JUNE 2019

12 SUMMARY OF NET ASSETS BY FUND

Year ended 30 June 2019	Unrestricted funds £	Restricted funds £	Total funds £
Fixed assets	1,524	-	1,524
Other current assets	258,425	-	258,425
Current liabilities	(<u>68,890)</u>	<u> </u>	(68,890)
	191,059	-	191,059
	=====	=====	======
Year ended 30 June 2018	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Fixed assets		£	
Fixed assets Other current assets	£ 2,109 201,359	£ 6,700	£ 2,109 208,059
	2,109	-	2,109
Other current assets	2,109 201,359	-	2,109 208,059

13 RELATED PARTY TRANSACTIONS

During the year the charity paid project management fees to S Kumari-Dass, a Trustee, totalling £44,000 (2018: £42,000).

Included in Other Creditors are unpaid project management fees accrued between 2009 and 2018 due to S Kumari-Dass, a Trustee, totalling £67,000 (2018: £67,000).

The above arrangement has been agreed with the Charity Commission.

As at the date of approval of these financial statements, trustees have assessed the potentially adverse impact of the Covid-19 lockdown both on our current funding and also the future uncertainty regarding the endowments of the trusts and foundations that support Protege's activities from a cash flow perspective. The trustees will seek to ensure that the timing of payment for any deferred fees or pension liabilities does not impact negatively on the delivery of activities or the financial health of the charity.