



Diversity Role Models

Embracing difference, ending bullying

Annual Report and Financial Statements
for the year ended 31 August 2020



Diversity Role Models

Annual Report and Accounts

for the year ended 31 August 2020

Company Limited by Guarantee

Registration Number

07640644 (England and Wales)

Charity Registration Number

1142548

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Chief Executive Officer's preface

2019/20 was a year of uncertainty, challenges, transformations and successes. Diversity Role Models adapted through the turbulent year. With the dedication and resilience of the team, I'm proud to say we ended one of our most extreme years in a solid and optimistic position. We are ready for the future and the opportunities to become a stronger organisation than we were before the pandemic.

We started the year with a staff team of 11, the largest Diversity Role Models ever had, and were on track to deliver more workshops and trainings to more students and adults than any previous year before the sudden closure of all schools in March 2020.

Within days, we gave the office a final clean before locking the door to prepare for the first of a wave of national lockdowns. I could never have envisaged that over a year later we would still be working from home. The team adapted quickly to remote working and using new technologies to stay connected to one another, volunteers, schools and corporate and community partners.

Before schools closed and services ceased, we were able to virtually complete the delivery of the Pathways to LGBT+ Inclusion project funded by the Government Equalities Office Anti-Homophobic, Biphobic and Transphobic Bullying fund. I would like to give a personal thanks to the two Education Officers who delivered this project before their contract ended on 31 March 2020.

DRM began participating in the Government's Coronavirus Job Retention Scheme in April 2020 and has continued to furlough staff into 2021. Furlough was never the preferred option, but it was the necessary solution and we remain grateful for the financial security this scheme has provided. I recognise how challenging it has been for members of my team who were furloughed. Their sacrifice has been pivotal in enabling DRM to re-establish our strong foundation and prepare for reaching more beneficiaries in the post-pandemic recovery period, now set to be the 2021/22 school year.

At the start of the first national lockdown we held six months of reserves. However, we had no indication how long schools would remain closed, how long the furlough scheme would last or if our financial supporters would continue their support. In the last five months of the year, I was astonished at the outpouring of support DRM received. I am appreciative of the individuals and organisations that continued to support us financially during this difficult period. This support, in addition to our success in grant applications, is reflected in this set of accounts.

At the time of writing this preface in May 2021, I now know the UK and DRM have many more months of challenges, but the digital delivery model we began developing in July 2020 is now firmly part of our core offering and has enabled us to remove all geographic barriers. We will continue to establish and grow our digital services over the coming years.

But, as of now and for the first time - Any school in the country can now book a service with us.

We're proud to say, after the most difficult year of operations we have achieved this dream goal.

Adam McCann

Chief Executive Officer

Date: 18 May 2021



Report of the Directors

for the year ended 31 August 2020

The Trustees, who are also Directors of the company for the purposes of the Companies Act 2006, present their report and financial statements of the charity for the year ended 31 August 2020.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Articles of Association, the Companies Act 2006 and the Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS102) issued in October 2019.

On 23 February 2021, a general meeting of the charity approved amendments to its charitable objects and certain administrative alterations to its Articles of Association. Pursuant to Section 198 of Part 10 of the Charities Act 2011, the amendment of its charitable objects was considered a regulated alteration requiring prior written approval from the Charities Commission. Formal written consent to amend the charitable objects was received from the Charities Commission on 21 December 2020. All references in this document to the charitable objects or Articles of Association of the charity refer to the amended versions approved by the general meeting on 23 February 2021.

Objectives and activities

Diversity Role Models' charitable objects are specifically restricted, in each case, to the promotion of equality and diversity for the public benefit by:

1. the elimination of discrimination on the grounds of sexual orientation and gender identity in educational institutions;
2. advancing education and raising awareness in equality, diversity and inclusion; and
3. promoting activities to foster understanding between people from diverse backgrounds.

Key activities of Diversity Role Models

Diversity Role Models have a vision of a world where everybody embraces diversity and can thrive. We create an LGBT+ inclusive environment where students are empowered to embrace difference and end bullying. We embed inclusion and build empathy through education and role model storytelling.

Diversity Role Models deliver workshops to students in primary and secondary schools and colleges. The classroom-based workshops are safe spaces where students can explore difference and consider their role in creating a world where we all feel accepted. To ensure sustained change we supplement student workshops with training staff, governors and parents/carers.



Achievements and performance

Service delivery

- **School engagement and beneficiaries:** given the growing impact of COVID-19 from February 2020 onwards and the particular impact of the closure of schools from 20 March 2020, we saw a reduction in the both the number of schools and beneficiaries that we were able to reach.

Although this overall decrease is marked, it was to some extent offset by a large increase in our staff and governor training programme. As explained below, this was due to a funded project that ended on 31 March 2020, so it is possible given the ongoing uncertainty moving into 2020/21 that we will see a further decrease in our overall reach in the following year before it starts to fully recover.

Our delivery and beneficiaries are further broken down in the sections below.

	2020	2019	2018	2017
Schools	89	147	121	134
Total beneficiaries	15,164	18,613	20,337	19,742
Avg. beneficiaries per school	170	127	168	147

- **Student workshop programme:** due to the impact of COVID-19, there was a substantial reduction in both the number of workshops delivered and the students reached. Given that workshops were only delivered for approximately the first half of the year, this does however reflect the work that had been done to grow the organisation and our capacity to deliver. Over the coming year it will be our priority to re-establish a normal level of school delivery as soon as the situation allows it:

	2020	2019	2018	2017
Workshops	394	619	654	779
Students	12,166	17,182	19,003	19,345

- **School staff and governor training programme:** in the year to 31 August 2020 we saw a substantial increase in the delivery of our staff and governor training. This was driven by the project funded by wave three of the government's Homophobic, Biphobic and Transphobic Bullying fund, which focused on staff training delivery and ended on 31 March 2020. As demand for staff training has more readily translated across to virtual delivery, we expect our delivery to return to levels similar to previous years going forward:

	2020	2019	2018	2017
Sessions	140	43	46	15
Staff/governors	2,935	1,109	1,264	397

- **Parent and carer workshop programme:** due to the impact of COVID-19 we also saw a decrease in our parent and carer programme:

	2020	2019	2018
Sessions	3	8	3
Parents/carers	63	322	70

Donors

The Trustees would like to thank all of those who have financially supported DRM's work during the year:

- **Corporate donors:** we have received continued support from a range of businesses, both in terms of financial contributions and gifts in kind (from hosting fundraising events and providing training space through to the provision of a CRM database and website development). These supporters include: Accenture, Allen & Overy, ASDA, AXA XL, Babcock Integrated Technology, Bain Capital, Bloomberg, BP, Credit Suisse, Dentons, Deutsche Bank, EY, HSBC, Herbert Smith Freehills, The Hummingbird Bakery, Lloyds Bank, M&G, Macquarie, Mastercard, McKinsey & Company, Morgan Stanley, Norton Rose Fulbright, O2, Oliver Wyman, Outsavvy, The Phoenix Group, Proud Drinks, Redwood BBDO, Reed Smith, RPC, RS Components, The Salesforce Foundation, Sigma, Thomson Reuters and The Walt Disney Company.
- **Charitable trusts and foundations:** we received grants from the following charitable trusts and foundations: The City Bridge Trust and The Westminster Foundation.
- **Government grants:** we received grants from the Government Equalities Office (GEO), Westminster City Council and the Coronavirus Job Retention Scheme. The GEO grant was to provide interventions in schools to tackle and prevent homophobic, biphobic, and transphobic bullying.
- **Individual donors:** we continue to receive support from a number of individuals who continue to donate to us either directly, or through sponsored events.

Staff and volunteers

- **Support from volunteers:** the Trustees would like to extend a huge thank you to all DRM volunteers, without whom our services would not be possible. They are the backbone of our organisation and their time spent telling their stories in schools is what makes our work so impactful. Volunteers are a vital part of our programme delivery. We ended the year with 459 volunteer role models (2019: 612) and 34 volunteer facilitators (2019: 28). In support of our service delivery, our volunteers gave an estimated 1,314 (2019: 1,997) hours of their time.

During the period we are also grateful to have received operational support (either virtually or in the DRM office) from 7 volunteers (2019: 12).

We would particularly like to thank Etienne Tegtmeier for his continued support in preparing this report and financial statements.

- **Patrons:** we continue to be supported by high-profile patrons, and we are very grateful for everything they do for us.

- **Staff team:** as always we would like to thank our dedicated and hard-working staff team, in particular for their support and hard work throughout what has been a time of great uncertainty. We moved to a position of remote working only in March 2020, and staff have adapted to this extremely well in the circumstances. In order to ease this and to understand the stress and strain that the global pandemic is having on our staff, we have adopted a flexible approach to working so that staff can readily support their wellbeing as required. As of 31 August 2020, the office remains closed and all staff are working remotely.

We also decided to make use of the coronavirus job retention scheme with eight out of nine staff furloughed for at least some time from the beginning of April 2020. Without the grant funds we have received from the coronavirus job retention scheme, we would have had a substantial deficit for the year, and would have needed to make difficult decisions about staffing levels. With this in mind, we thank our staff for being supportive and understanding of our decisions to furlough team members, and for working with us to support the organisation's financial stability as best we can.

We will continue to make use of the coronavirus job retention scheme as needed going into 2020/21, subject to extensions and changes to the scheme. We will work to secure the support and understanding of those employees who will be directly impacted.

Future plans

Given the ongoing uncertainty around COVID-19, our plans will particularly focus on continuing to adapt the organisation to best handle the changed circumstances. In particular we will:

- Develop new ways of providing support to schools, that recognise the unique challenges and impact that the global pandemic has had on the education sector. We will develop new, virtual versions of our main delivery content. This will enable delivery to schools to resume even while social distancing measures are in place, and give us new ways of delivering to schools we would not normally be able to reach after the pandemic;
- Continue to monitor the situation as regards COVID-19, including within education settings, and resume face-to-face work only when it is safe and practical to do so. After the conclusion of the pandemic we will have a key focus on regrowing our activity, first to match and then to begin exceeding levels seen prior to the pandemic. This will necessarily include a new focus on developing our approach for marketing our work to schools; and
- Utilise staff capacity that is freed up by a reduction in business as usual activities to focus on developing our organisational stability. In particular staff will work with volunteer support to improve the implementation of our Salesforce CRM database, finding new ways that we can use it to improve the efficiency and quality of our processes. This will help to make us more scalable so that we can grow our work after the pandemic.

Ongoing impact of COVID-19 on activities

At the time of writing, we are not currently offering any face-to-face work to schools. Although we did see a very limited resumption of face-to-face work in the early autumn, this was again halted. At this

point in time, we do not expect to deliver any face-to-face work until June 2021 at the earliest. However, this is based on our current best guess, and is entirely subject to change as the situation continues to evolve.

Given the lack of face-to-face work, we have begun to develop digital methods of delivery as outlined above. This has allowed us to continue delivering work even as England has been placed once more into a state of lockdown. During the year we intend to equip more of our volunteers to deliver this virtual work, so that we can appropriately scale it up.

We do not currently expect that our activities will return to normal until September 2021 at the earliest.

Financial review

Funds raised

Total income for the year was £427,716 (2019: £459,116); of which unrestricted income was £321,350 (2019: £323,712) and restricted income was £106,366 (2019: £135,404).

Expenditure

Total expenditure was £418,228 (2019: £390,501); of which unrestricted expenditure was £320,058 (2019: £299,755) and restricted expenditure was £98,170 (2019: £90,746).

This resulted in a surplus for the year of £9,488 (2019: £68,615).

Reserves policy

DRM's reserves policy has been devised by analysing the charity's main financial obligations now, and in the future, the cost of reshaping the charity and the scale of risk to voluntary income in order to calculate a target sum of unrestricted funds to be held in reserve. Such a sum should be sufficient to ensure the continued operation of the charity in the medium term in the event of a drop in generated income.

The reserves policy contains a framework for regularly reviewing the free reserves level, with the frequency of review determined by the amount of free reserves held. This is to ensure that the Trustees continue to monitor and manage reserves effectively.

The target for 31 August 2020 was set at £189,363 in free reserves. At 31 August 2020, DRM held £191,820 in free reserves.

Impact of COVID-19 on finances

COVID-19 has impacted on our finances, as it has impacted many organisations in a variety of different sectors. We wrote in our last annual report about an expectation that free reserves would be reduced in the year to 31 August 2020, however this has not been the case.

This is partly because the organisation has been able to access several forms of support, including grants totalling £54,173 from the Coronavirus Job Retention Scheme. We are also especially grateful

to our landlord, the Parochial Church Council of St Anne's Church, Soho for granting us a rent holiday for part of this period. Without these forms of support, we would have operated a large deficit, and would have been required to take drastic measures to reduce our costs.

It clearly remains the case that there is widespread uncertainty in the UK and global economies. Given the magnitude of the support that we have so far accessed from the Coronavirus Job Retention Scheme, we will be continuing to rely on government support in 2020/21. A key financial risk in the coming 18-24 months will be the speed with which the government reduces that support and whether fundraising is able to grow fast enough to replace it.

However, we do continue to carry free reserves in line with our target. By continuing to hold this level of reserves, it has given the Trustees more flexibility to respond to the impact of COVID-19 on the organisation if and when required. Bearing this in mind, the Trustees have reviewed DRM's financial position for the next 12 months, and continue to be of the view that the organisation remains a going concern.

The Trustees are cautious about the financial outlook for DRM over the next 12 months. We will continue to closely monitor the situation and take what action we can to limit the impact of COVID-19 on the organisation's finances, while also supporting our staff, volunteers and beneficiaries where this is possible.

Structure, governance and risk management

Governing document

DRM is a charitable company, limited by guarantee, incorporated on 19 May 2011, and registered as a charity on 23 June 2011.

The company was established under a Memorandum and Articles of Association, which established the objects and powers of the charitable company, and is currently governed by Articles of Association (most-recently amended on 23 February 2021).

Governance

The charity is governed by its Trustees. The Trustees also act as the members of the charity and its corporate Directors for the purposes of the Companies Act 2006. The Articles of Association outline the powers, responsibilities and decision-making of the Trustees.

Recruitment and appointment of Trustees

The process for appointing DRM's Trustees is set out in the Articles of Association. The minimum number of Trustees is five. The maximum number of Trustees is twelve.

New Trustees are appointed by the existing Trustees of the charity for terms not to exceed three years. Trustees may serve multiple terms. The maximum term of continual service for a Trustee is six consecutive years. A Trustee who has served for a maximum consecutive period allowed shall not be eligible for reappointment until one year has elapsed from the date of expiry of that Trustee's last term of service. The Trustees may appoint any person willing and fit to act as a Trustee and Director, subject to the provisions of the Articles of Association.

DRM conducts a regular skills, experience and diversity audit of Trustees. This audit identifies gaps in skills or under-representation of particular groups or communities and is fundamental to the recruitment process.

Applicants are invited to apply via an open recruitment process. They complete an application form, after which shortlisted applicants are interviewed by a panel comprised of existing Trustees and the Chief Executive Officer. This panel makes a recommendation to the Trustees, with suitable applicants nominated for selection.

Trustee induction and training

Trustees are provided with a clear role description outlining their statutory and additional responsibilities as well as the Trustee code of conduct. Trustees are required to acquaint themselves with DRM's policies and procedures, strategic plan and budget, and its Articles of Association. Trustees are actively encouraged to take up relevant training and development to fulfil their role and responsibilities to DRM.

Organisational Structure and Decision Making

The Trustees are responsible for the strategic direction of the charity and oversight of its work and finances.

The Trustees delegate day-to-day responsibility for the provision of services to the Chief Executive Officer. The Chief Executive Officer is responsible for ensuring the secure financial management and administration of the charity. Effective management and supervision of the staff team is the responsibility of the Chief Executive Officer.

Remuneration of Key Management Personnel

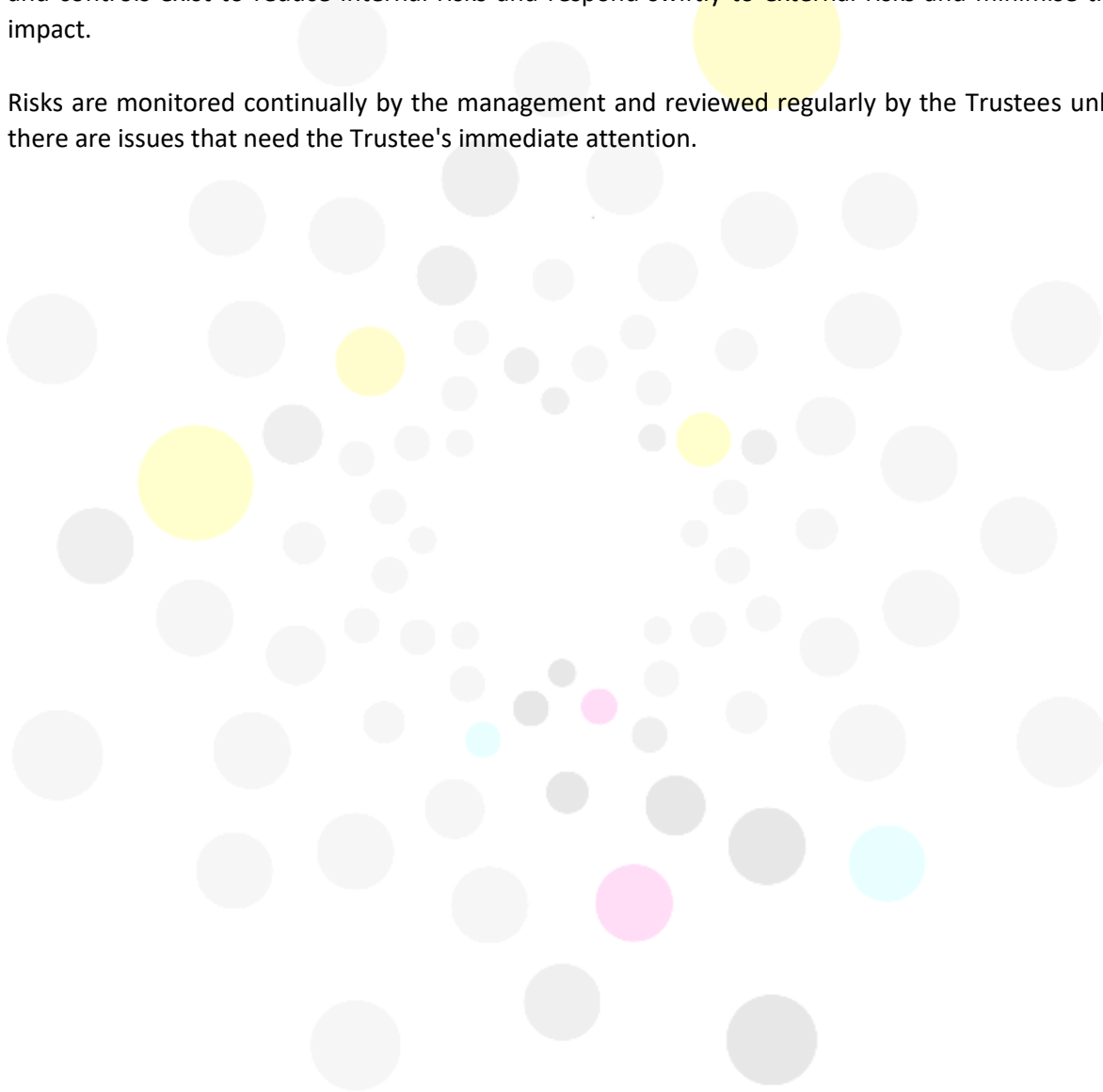
The remuneration of the charity's key management personnel, the Chief Executive Officer, is set by the Board of Trustees, taking into account the charity's financial position and the amount paid for comparable roles in comparable organisations.

Risk assessment

DRM regularly undertakes a detailed review and assessment of risks, financial and non-financial, to which it is exposed in its current activities. These have been developed into a formal Risk Management process.

The Trustees have considered a summary of all major risks and have ensured that effective systems and controls exist to reduce internal risks and respond swiftly to external risks and minimise their impact.

Risks are monitored continually by the management and reviewed regularly by the Trustees unless there are issues that need the Trustee's immediate attention.



Reference and administrative details

Charity Name: Diversity Role Models
Charity Number: 1142548
Company Number: 07640644

Principal and Registered Office: St Anne's Church
 55 Dean Street
 London, W1D 6AF

Chief Executive Officer: Adam McCann

Trustees and Directors:

The Trustees who served during the year, or who served at the time this report and financial statements were approved, who were also directors of the company were as follows:

ALI, Tamoor (Chair)	
BELCHER, Antonia Denise	
BERRYMAN, Alison	(Resigned on 22 July 2020)
BHIMANI, Faheem	
BOSWORTH, Catherine Jane	
CROCKETT, Alice Fabienne Stuart	(Appointed on 2 September 2020)
DRENNEN, Christopher Glenn (Secretary)	(Appointed as Secretary on 22 July 2020)
FORD, James Nicholas	
HARVEY, Claire Louise	(Resigned on 10 November 2020)
MILLER-MCCAFFREY, Ann Susan	
PARSONS, Geffrye Ian	(Appointed on 2 September 2020)
SLINGER, Helen Louise (Treasurer)	(Resigned on 16 September 2019)
SULLIVAN, Scott Jack	(Appointed on 2 September 2020)
TUNE, Christopher James (Treasurer)	(Appointed on 2 September 2020)

Bankers:

Lloyds Bank
Kilburn Branch
106 Kilburn High Road
London
NW6 4HY

National Westminster Bank
Tottenham Court Road Branch
45 Tottenham Court Road
London
W1T 2EA

Independent Examiner:

Stephen Jones
Myrus Smith Chartered Accountants
Norman House
8 Burnell Road
Sutton
Surrey
SM1 4BW



Statement of Trustees' and Directors' responsibilities

The Trustees, who are also Directors of Diversity Role Models for the purposes of company law, are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The Trustees confirm that they have complied with the duty in section 17(5) of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit.

Company law requires the Directors to prepare financial statements for each financial period which give a true and fair view of the state of the 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 Directors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities' Statement of Recommended Practice 2019 (FRS102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures being 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 Directors are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and which 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.

Signed on behalf of the Trustees:



Christopher Tune, Treasurer

Date: 18 May 2021



Report of the Independent Examiner

Independent Examiner's Report to the Trustees of Diversity Role Models

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 August 2020 which are set out on pages 17 to 31.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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

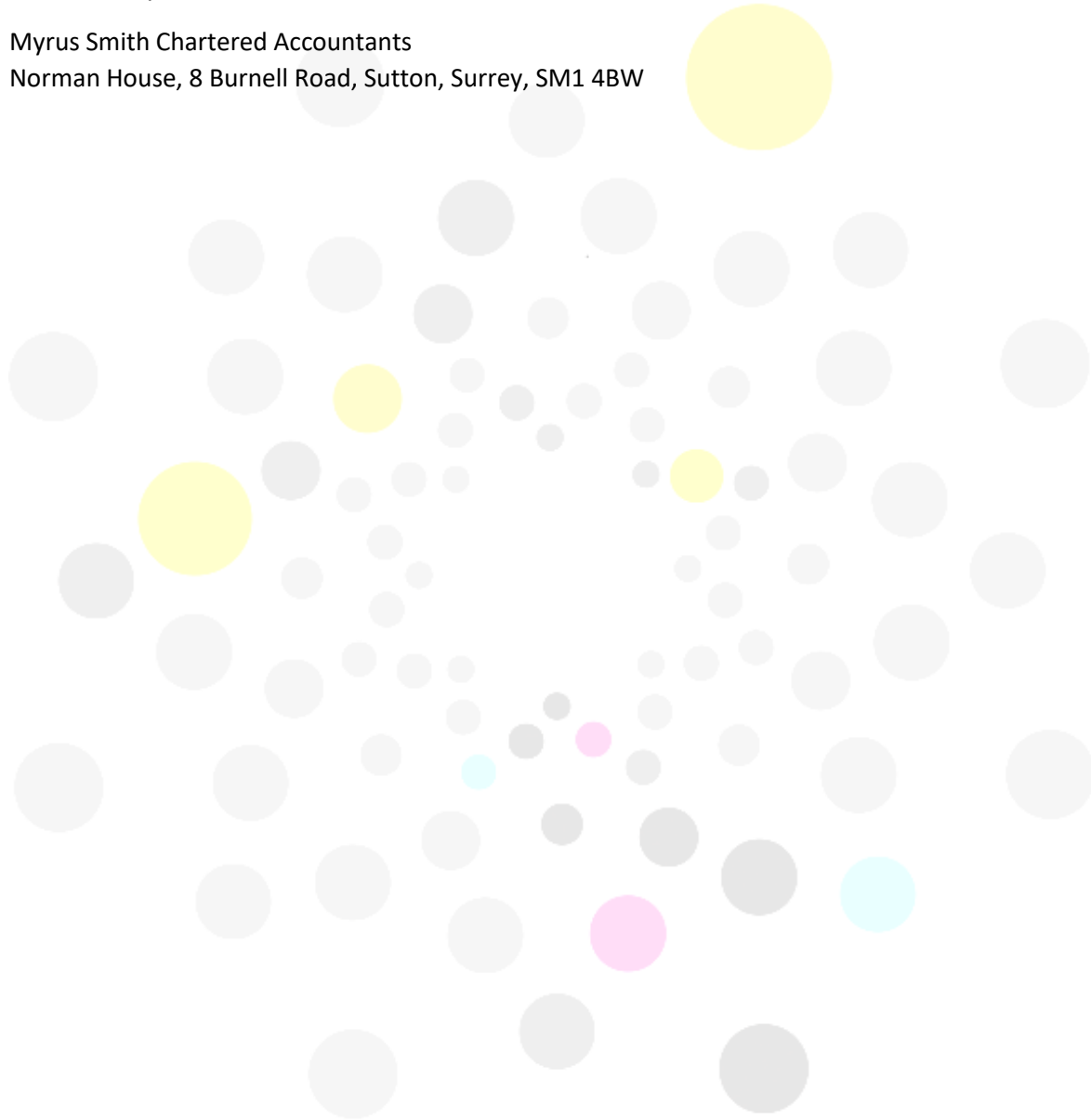
I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Stephen Jones, FCA

Date: 20 May 2021

Myrus Smith Chartered Accountants
Norman House, 8 Burnell Road, Sutton, Surrey, SM1 4BW



Statement of Financial Activities

for the year ended 31 August 2020

	Notes	Unrestricted Funds £	Restricted Funds £	2020 £	2019 £
Income from:					
Donations and legacies	3	261,903	106,366	368,269	356,946
Charitable activities					
- Contributions from schools		45,150	-	45,150	76,969
Other trading activities		14,297	-	14,297	25,201
Total income		321,350	106,366	427,716	459,116
Expenditure on:					
Raising funds		51,083	-	51,083	41,082
Charitable activities		268,975	98,170	367,145	349,419
Total expenditure	4	320,058	98,170	418,228	390,501
Net income/(expenditure)		1,292	8,196	9,488	68,615
Transfer between funds		2,110	(2,110)	-	-
Funds brought forward		191,413	65,003	256,416	187,801
Fund balances carried forward		194,815	71,089	265,904	256,416

There are no recognised gains or losses other than those in the Statement of Financial Activities.

All the above amounts relate to continuing activities.

The notes on pages 19 to 31 form part of these financial statements.

Balance Sheet

As at 31 August 2020

	Notes	2020 £	2019 £
Fixed assets			
Tangible assets	7	2,995	830
		<u>2,995</u>	<u>830</u>
Current assets			
Debtors	8	16,845	52,849
Cash at bank and in hand		270,026	222,458
		<u>286,871</u>	<u>275,307</u>
Current liabilities			
Creditors falling due within one year	9	(23,962)	(19,721)
Net current assets		<u>262,909</u>	<u>255,586</u>
Total net assets		<u>265,904</u>	<u>256,416</u>
Funds			
Unrestricted	11	194,815	191,413
Restricted	11	71,089	65,003
Total funds		<u>265,904</u>	<u>256,416</u>

For the year ended 31 August 2020 the company is exempt from audit under section 477 of the Companies Act 2006 relating to small companies. The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with s476. The directors acknowledge their responsibilities in complying with the requirements of the Act with respect to accounting records and the preparation of financial statements. The accounts have been prepared in accordance with the special provisions applicable to companies subject to the small companies' regime.

The accompanying notes on pages 19 to 31 form an integral part of these financial statements. The financial statements were approved by the Directors on 18 May 2021.

Christopher Tune, Treasurer
Date 18 May 2021



Notes to the Financial Statements

1. Accounting Policies

1.1 Basis of preparation of the financial statements

The financial statements are prepared under the historical cost convention and include the results of the entity's operations which are described in the Trustees' Report and all of which are continuing.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019, the Charities Act 2011, the Companies Act 2006 and the UK Generally Accepted Accounting Practice.

The charity constitutes a public benefit entity as defined by FRS102.

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

The Trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

1.2 Tangible fixed assets for use by the charity and depreciation

Tangible fixed assets for use by the charity are stated at cost less depreciation.

Depreciation is provided at rates calculated to write-off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Computer equipment	33.33% straight-line
Office equipment	20.00% straight-line

The charity does not capitalise individual expenditure items below £100.

1.3 Income

Income from donations and grants is recognised when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Income is shown gross, with the associated costs included in expenditure.

Voluntary help is invaluable to the charity. This cost has not been included in the financial statements since the monetary value cannot reasonably be quantified. During the year 500 (2019: 652) volunteers supported the charity, in addition to the Trustees, volunteering for an estimated 1,314 (2019: 1,997) hours in total. Further details of the contribution made by volunteers can be found in the Report of the Directors.

Notes to the Financial Statements

1. Accounting Policies (continued)

1.4 Expenditure

Liabilities are recognised as an expense as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Support costs are those costs incurred in running the charity and have been allocated to charitable activities and cost of generating funds on the basis of an estimate of the proportion of the charity's resources applied to each.

Governance costs, included within support costs, are those costs of running the charity as a legal entity.

1.5 Taxation

The charity is exempt from corporation tax on its charitable activities.

1.6 Gifts in kind

Income in the form of gifts in kind is included in the Statement of Financial Activities at its estimated gross value to the charity. The current value is the price that the charity reasonably estimates it would have to pay in the open market for an equivalent item or service. An equivalent amount of gifts in kind is included in expenditure.

1.7 Funds structure

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor.

Unrestricted funds comprise those funds which the Trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the Directors, at their discretion, have created a fund for a specific purpose.

1.8 VAT

Where appropriate, expenditure includes irrecoverable value added tax.

1.9 Pensions costs

The charity auto-enrols all eligible employees into a workplace pension scheme. Staff can choose to opt out of this and have the charity pay into a personal pension plan on their behalf instead. The charity will match pension contributions up to 4%.

1.10 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, and bank overdrafts.



Notes to the Financial Statements

1. Accounting Policies (continued)

1.11 Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at amortised cost using the effective interest method. The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS102 to all of its financial instruments.

2. Critical accounting judgements and key sources of estimation uncertainty

In the application of the charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3. Income from donations and legacies

	Unrestricted Funds £	Restricted Funds £	2020 £	2019 £
Grants	54,173	87,866	142,039	135,404
Donations	171,706	18,500	190,206	201,105
Major DRM events	22,244	-	22,244	6,657
Gifts in kind	13,780	-	13,780	13,780
	<u>261,903</u>	<u>106,366</u>	<u>368,269</u>	<u>356,946</u>

2020 Grants includes an amount of £30,026 received from the Government Equalities Office for a project working with staff in schools around homophobic, biphobic and transphobic bullying (2019: £99,978), an amount of £1,718 received from Westminster Council for working in Westminster schools (2019: £1,718) and £54,173 received from the Coronavirus Job Retention Scheme (2019: nil).

Notes to the Financial Statements

4. Total expenditure

	Staff costs £	Direct costs £	Dep'n £	Support costs £	Total 2020 £	Total 2019 £
Raising funds	33,293	13,524	-	4,266	51,083	41,082
Charitable activities	310,803	30,500	1,670	24,172	367,145	349,419
	<u>344,096</u>	<u>44,024</u>	<u>1,670</u>	<u>28,438</u>	<u>418,228</u>	<u>390,501</u>

Direct costs

	2020 £	2019 £
Corporate delivery – facilitators	1,090	370
Marketing consultancy	-	-
Miscellaneous costs	35	273
Miscellaneous staff costs	2,350	725
Monitoring and evaluation	3,780	3,780
Raising funds		
- Advertising & marketing	15	3,071
- Gala event	9,640	-
- Other fundraising costs	3,869	7,195
Recruitment	-	889
Schools delivery		
- Advertising & marketing	100	5,134
- Facilitators	1,470	2,776
- Travel & subsistence	3,834	7,994
- Other delivery costs	590	719
Staff training	1,075	1,294
Travel & subsistence (non-delivery)	5,772	3,571
Volunteer expenses (non-delivery)	404	306
Web services	10,000	10,000
	<u>44,024</u>	<u>48,097</u>

Notes to the Financial Statements

4. Total expenditure (continued)

Support costs	2020	2019
	£	£
Accountancy	1,045	1,882
Legal costs	180	-
Insurance	910	944
IT costs	3,966	5,966
Office, stationery & postage	4,776	6,730
Rent	12,596	18,000
Subscriptions	640	565
Telephone	2,621	2,745
Governance costs		
- Independent Examination	1,704	1,640
	<u>28,438</u>	<u>38,472</u>

During the year the charity received the benefit of assistance with a donor database from Salesforce. The database has been valued at its value in use to the charity of £3,780 (2019: £3,780). This is considered to be a direct cost of charitable activities.

The charity benefited from pro bono web services from Sigma Consulting Solutions. The value of services provided was £29,500 (2019: £10,125). The charity has valued this at its value in use to the charity of £10,000 (2019: £10,000). This is considered to be a direct cost of charitable activities.

5. Net income/(expenditure)

	2020	2019
	£	£
The net income/(expenditure) for the year is stated after charging:		
Depreciation of tangible fixed assets	1,670	927
Independent examination (Myrus Smith Chartered Accountants)	1,704	1,640

Notes to the Financial Statements

6. Staff costs and emoluments

	2020	2019
	£	£
Wages and salaries	306,609	270,522
National insurance	25,322	23,303
Pension costs	12,165	9,180
	<u>344,096</u>	<u>303,005</u>

	2020	2019
	Headcount	Headcount
The average number of staff employed by the charity during the year	<u>9.8</u>	<u>8.0</u>

One employee received employee benefits (excluding employer pension costs) in the range of £60,000 - £70,000 during the year (2019: none).

Total remuneration of key management personnel in the year was as follows:

	2020	2019
	£	£
Aggregate compensation	76,902	75,546

Notes to the Financial Statements

7. Tangible assets

	Computer equipment £	Office equipment £	Total £
Cost			
As at 1 September 2019	13,062	2,187	15,249
Additions	3,834	-	3,834
	<hr/>	<hr/>	<hr/>
As at 31 August 2020	16,896	2,187	19,083
	<hr/>	<hr/>	<hr/>
Accumulated depreciation			
As at 1 September 2019	13,062	1,356	14,418
Charge for the year	1,278	392	1,670
	<hr/>	<hr/>	<hr/>
As at 31 August 2020	14,340	1,748	16,088
	<hr/>	<hr/>	<hr/>
Net book value			
As at 31 August 2020	2,556	439	2,995
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
As at 1 September 2019	-	830	830
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

All fixed assets are used for charitable purposes.

8. Debtors

	2020 £	2019 £
Accounts receivable	840	28,063
Other debtors	3,000	3,000
Prepayments and accrued income	13,005	21,786
	<hr/>	<hr/>
	16,845	52,849
	<hr/> <hr/>	<hr/> <hr/>

Notes to the Financial Statements

9. Creditors

	2020	2019
	£	£
Amounts falling due within one year:		
Accounts payable	602	1,468
Accruals	10,776	8,223
Deferred income (note 10)	4,150	150
Payroll due to staff	34	-
PAYE payable	6,835	8,032
Pensions payable	1,565	1,848
	<u>23,962</u>	<u>19,721</u>

10. Deferred income

	2020	2019
	£	£
Opening balance	150	12,561
Deferred income received in the year	9150	1,864
Amounts released	(5,150)	(14,275)
Balance carried forward	<u>4,150</u>	<u>150</u>

Deferred income is funding received in advance for specific events.



Notes to the Financial Statements

11. Funds of the charity

	At 1 September 2019 £	Income £	Expenditure £	Transfers £	At 31 August 2020 £
Restricted					
Student workshops					
- Lewisham	1,500	-	(1,500)	-	-
- North East hub	22,693	-	(14,198)	-	8,495
- Interserve	2,175	-	-	(2,175)	-
- Hammersmith & Fulham	1,000	-	-	-	1,000
- Westminster	-	-	(1,718)	-	(1,718)
- South Westminster	1,193	-	-	-	1,193
- North West hub	-	17,945	(8,915)	-	9,030
Charles Lewis Foundation	1,400	-	(1,408)	8	-
T.K. Maxx and Homesense Foundation	1,897	-	(1,000)	-	897
Government Equalities Office	33,145	30,026	(63,228)	57	-
Westminster Foundation	-	9,950	-	-	9,950
London Community Response Fund	-	29,945	(6,203)	-	23,742
Born to be Proud	-	18,500	-	-	18,500
Total restricted	65,003	106,366	(98,170)	(2,110)	71,089
Unrestricted					
General funds	190,583	321,350	(318,388)	(1,724)	191,820
Fixed assets	830	-	(1,670)	3,834	2,995
Total unrestricted	191,413	321,350	(320,058)	2,110	194,815
Total funds	256,416	427,716	(418,228)	-	265,904

Restricted funds: are created from funds received in the form of grants and sponsorship for the delivery of services to specific geographical areas or for specific projects.

Unrestricted funds: the net book value of the fixed assets has been designated as it does not form part of the free reserves of the charity.

Notes to the Financial Statements

11. Funds of the charity (continued)

	At 1 September 2018 £	Income £	Expenditure £	Transfers £	At 31 August 2019 £
Restricted					
Student workshops					
- Lewisham	3,000	-	(1,500)	-	1,500
- North East hub	-	26,308	(3,615)	-	22,693
- Interserve	2,175	-	-	-	2,175
- Hammersmith & Fulham	-	1,000	-	-	1,000
- Peer-led workshops	3,500	-	(3,500)	-	-
- Ealing	7,480	-	(7,273)	(207)	-
- Westminster	-	1,718	(1,718)	-	-
- South Westminster	4,397	-	(3,204)	-	1,193
Charles Lewis Foundation	-	1,400	-	-	1,400
T.K. Maxx and Homesense Foundation	-	5,000	(3,103)	-	1,897
Government Equalities Office	-	99,978	(66,833)	-	33,145
Total restricted	20,552	135,404	(90,746)	(207)	65,003
Unrestricted					
General funds	165,972	323,712	(298,827)	(274)	190,583
Fixed assets	1,277	-	(928)	481	830
Total unrestricted	167,249	323,712	(299,755)	207	191,413
Total funds	187,801	459,116	(390,501)	-	256,416

Restricted funds: are created from funds received in the form of grants and sponsorship for the delivery of services to specific geographical areas or for specific projects.

Unrestricted funds: the net book value of the fixed assets has been designated as it does not form part of the free reserves of the charity.

Notes to the Financial Statements

12. Other financial commitments

At 31 August 2020, the charity had outstanding commitments in relation to land and buildings for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2020	2019
	£	£
Within one year	14,841	18,000
Between 2 and 5 years	-	13,500
In over 5 years	-	-
	<u> </u>	<u> </u>

13. Related party transactions

The charity did not receive any donations from related parties that require disclosure (2019: none). The aggregate amount of all donations received from related parties was £5,056 (2019: £5,056).

Emma Miller-McCaffrey, the wife of Ann Miller-McCaffrey, has been employed by the charity as Community Engagement Manager since 26 February 2018. For this she received total remuneration of £31,592 in the current year, inclusive of salary, employer's national insurance and pension contributions (2019: £31,202).

14. Trustee remuneration

No Trustees during the year were reimbursed for travel expenses relating to the charity (2019: none).

No other Trustee, nor any person connected with them, has received, or is due to receive, any remuneration for the year, nor obtained any financial benefit, directly or indirectly from the charity's funds.

15. Company limited by guarantee

Every member of the company has undertaken to pay such an amount as may be required, not exceeding £10, towards the charitable company's assets on a winding up.

Notes to the Financial Statements

16. Comparative information

	Unrestricted Funds £	Restricted Funds £	2019 £
Income from:			
Donations and legacies	221,542	135,404	356,946
Charitable activities			
- Contributions from schools	76,969	-	76,969
Other trading activities	25,201	-	25,201
	<hr/>	<hr/>	<hr/>
Total income	323,712	135,404	459,116
Expenditure on:			
Raising funds	41,082	-	41,082
Charitable activities	258,673	90,746	349,419
	<hr/>	<hr/>	<hr/>
Total expenditure	299,755	90,746	390,501
	<hr/>	<hr/>	<hr/>
Net income/(expenditure)	23,957	44,658	68,615
Transfer between funds	207	(207)	-
Funds brought forward	167,249	20,552	187,801
	<hr/>	<hr/>	<hr/>
Fund balances carried forward	191,413	65,003	256,416
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

17. Analysis of net assets between funds

	Fixed assets £	Current assets £	Current liabilities £	Net assets £
2020				
Unrestricted funds	-	215,782	(23,962)	191,820
Designated funds	2,995	-	-	2,995
Restricted funds	-	71,089	-	71,089
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 August 2020	2,995	286,871	(23,962)	265,904
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Notes to the Financial Statements

17. Analysis of net assets between funds (continued)

Comparative information for the analysis of net assets between funds is as follows:

	Fixed assets £	Current assets £	Current liabilities £	Net assets £
2019				
Unrestricted funds	-	210,304	(19,721)	190,583
Designated funds	830	-	-	830
Restricted funds	-	65,003	-	65,003
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 August 2019	830	275,307	(19,721)	256,416
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>